

## **CITY OF SNYDER**

### **FISCAL YEAR 2021-2022**

#### **ANNUAL BUDGET COVER PAGE**

This budget will raise more revenue from property taxes than last year's budget by an amount of \$83,300, which is a 3.36% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$14,050.

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

**FOR:** Councilmembers Sarah Jamison, Vernon Clay, Steve Highfield, Thomas Strayhorn and Carson Matthies.

**AGAINST:** Mitch Hickman.

**PRESENT and not voting:** None.

**ABSENT:** None.

#### **Property Tax Rate Comparison**

	<b>2021-2022</b>	<b>2020-2021</b>
Property Tax Rate	\$0.4800/100	\$0.4700/100
No-New-Revenue Tax Rate	\$0.4707/100	\$0.4508/100
No-New-Revenue Maintenance & Operations (M&O) Rate	\$0.00	\$0.00
Voter-Approval Tax Rate	\$0.4898/100	\$0.4715/100
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, 2021

CITY COUNCIL

Stephanie Ducheneaux, Mayor  
Steve Highfield, Mayor Pro-Tem  
Sarah Jamison, Councilmember  
Vernon Clay, Councilmember  
Mitch Hickman, Councilmember  
Carson Matthies, Councilmember  
Thomas Strayhorn, Councilmember

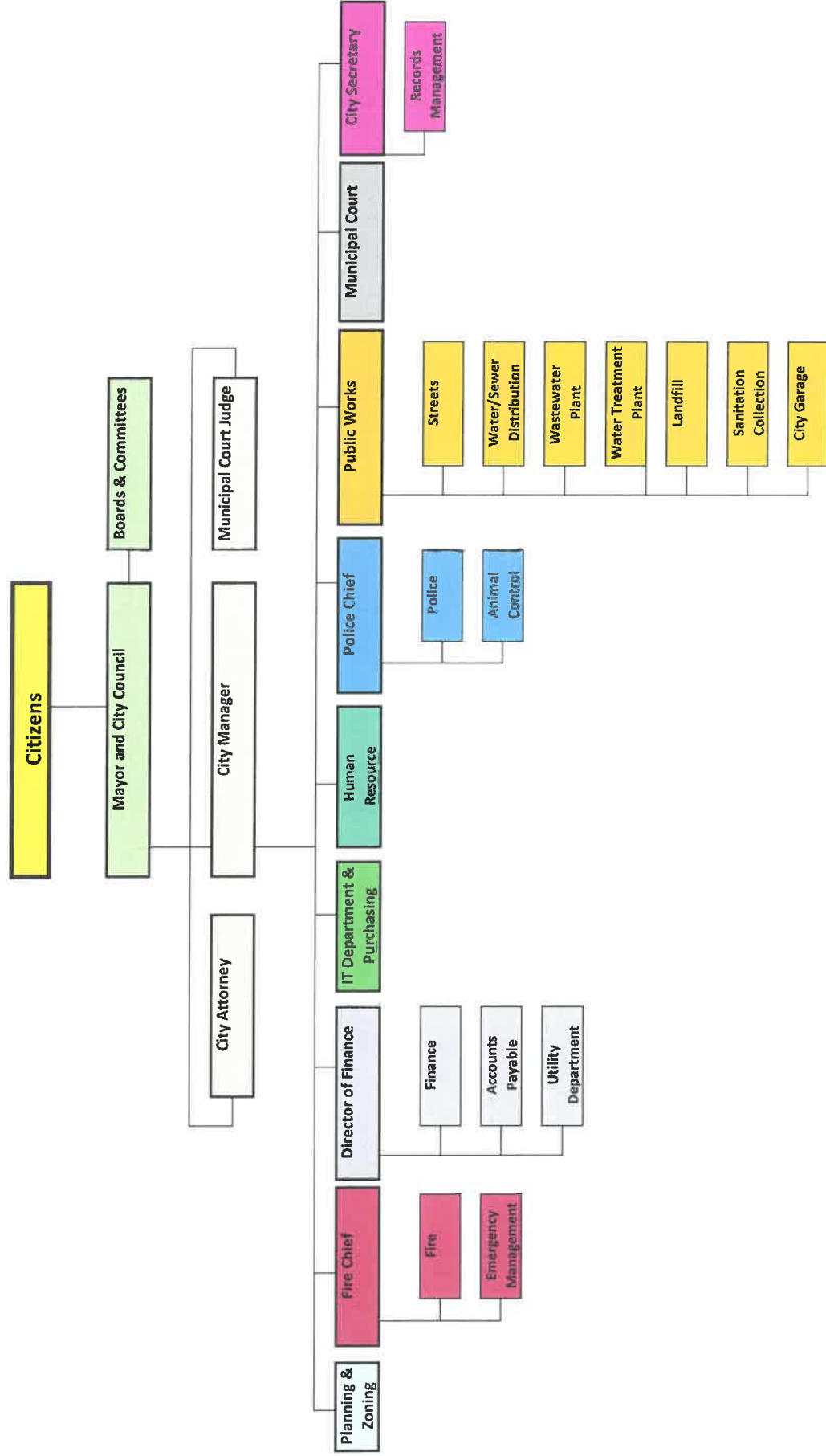
ADMINISTRATIVE STAFF

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

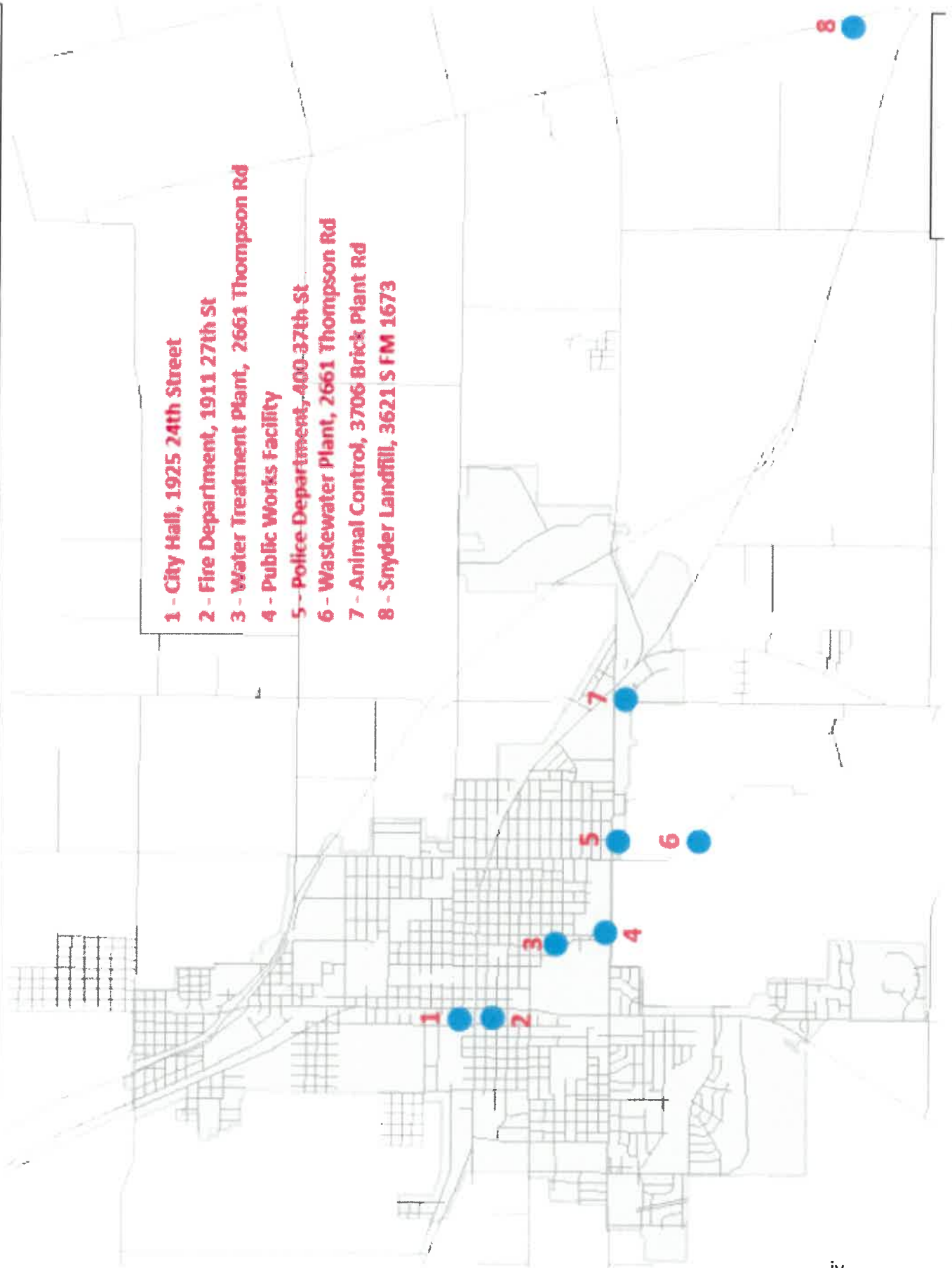
# City of Snyder

## Organization Chart

Fiscal Year 2022



## City Offices





CITY OF SNYDER, TEXAS  
ANNUAL BUDGET 2021-2022  
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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, 2021

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 2021-2022 (FY 2022) 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 2022 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. There will be a \$5.00 increase to sanitation and the landfill gate fees for this year.

We have, after evaluating and prioritizing, compiled an Annual Operating Budget for FY 2021-22, which totals \$18,747,450, a decrease of \$602,570 or 3.11% under appropriations for FY 2020-21. The decrease is a result of reduction in revenues, mainly sales tax, fines, and interest earned.

## Total Appropriations (Budget Basis)

<u>Fund</u>	<u>FY 2022</u>	<u>FY 2021</u>	<u>% Change</u>
General	\$ 7,826,155	\$ 8,077,120	-3.11%
Water & Sewer	7,216,830	7,509,620	-3.90%
Sanitation	2,744,510	2,736,915	0.28%
Intergovernmental	435,025	452,920	-3.95%
Motel	450,000	500,000	-10.00%
TIF	74,930	73,445	2.02%
Total Appropriation	\$ <u>18,747,450</u>	\$ <u>19,350,020</u>	<u>-3.11%</u>

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

- I. Governmental Fund Types:
  - 1. General Funds
    - General Government
      - Department 1 - Administration
      - Department 2 - Finance/Accounting
      - Department 3 - Planning and Zoning
      - Department 4 - Municipal Court
      - Department 5 - Community Service
      - Department 6 - City Secretary/Records Management
      - Department 7 - Information Technology/Purchasing
    - Public Safety
      - Department 16 - Police
      - Department 17 - Animal Control
      - Department 18 - Fire
      - Department 19 - Fire Marshall
    - Public Works
      - Department 25 - Street
  - 2. Special Revenue Funds
    - Motel
    - Tax Increment Finance (TIF)
- II. Proprietary Fund Types:
  - 1. Enterprise Funds
    - 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 Fund
    - 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 2021-2022 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 20-2021.

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. This Certificate was refunded in 2021, Series 2021A tax exempt. The bulk of this amount is for an automatic meter reading system for the city. The Certificates of Obligation will mature in 2025. An equipment lease/purchase agreement in 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. In 2021, the 2013 Certificate of Obligation was refunded with a lower interest rate, Series 2021B taxable. The Certificate of Obligation will mature in 2034. In November of 2019, the City issued Certificates of Obligation in the amount of \$3,975,000 for improvements to Water & Sewer infrastructure. The Certificate of Obligation will mature in 2040.

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.

## **PERSONNEL**

There was a 1.3% C.O.L.A included in the 2021-2022 budget. The city currently has 87 full time employees budgeted for the fiscal year 2021-2022.

## **REVENUE AND EXPENDITURES**

The City's General Fund reflects the economical condition of the local economy. Sales Tax revenue decreased from FY 2020 to FY 2021 by 2.16%, while the budgeted amount is estimated to increase from FY 2021 to FY 2022 by \$25,000, or 1.09%. This is a result of the local economy. The property tax rate for FY 2020 was .4700. Property valuations have increased by .71% (\$4,436,264) causing the no-new revenue tax rate for FY 21-22 to be .4707. The city has elected to adopt the tax rate of .4800.

The population estimate of the City of Snyder has decreased from the 2010 census of 11,202 to 10,843 in 2021. This is a decrease of 3.2%. Various statistics can be found in the Statistical section of the budget.

General Fund expenditures are down by \$250,965 (3.11%) compared to FY 2020-21 budget. The decrease is a result of the decrease in capital purchases.

Water sales revenue are projected to remain the same. There is no increase in utility fees for fiscal year 2021-2022. The maintenance of revenues is necessary to cover operating costs of the water treatment plant, wastewater treatment plant and the Subtitle D Landfill. Our Capital Improvements budget decreased from \$2,560,950 to \$2,196,050 or (14.25%) from last year. Primary projects include a new roll off truck in the street department (\$165,000) 3 sanitation trucks (\$622,000) dozer for landfill (\$450,000).

Motel/hotel revenue is projected to decrease by \$50,000 (10%) to \$450,000. The amount of the property tax that is obligated to the TIF Fund has increased a small amount, which is a result of the increase 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, allowing for the strict monitoring of 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 48.7% capacity into CRMWD system.
19. Continue to offer incentives through sales tax and property tax abatements to qualified 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. Continue development of a security system for the City Hall Building
26. Issued \$3.9 million in Certificates of Obligation for Capital Improvements to the water and wastewater systems.
27. Begin capital improvement projects for water and sewer.
28. 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.
29. Continue to encourage paperless billing in the utility department to save on both postage and supplies.
30. To comply with all guidelines for the COVID 19 virus for the safety of the citizens of Snyder and the employees of the City of Snyder.
31. Refunded 2010 Certificate of Obligation and 2013 Certificate of Obligation at a lower interest rate.

#### **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 2021-2022 City Budget.

Respectively submitted,



Merle Taylor  
City Manager

**ORDINANCE NO. 2101**

**AN ORDINANCE MAKING  
APPROPRIATION FOR THE SUPPORT TO  
THE CITY GOVERNMENT FOR THE FISCAL  
YEAR BEGINNING OCTOBER 1, 2021 AND  
ENDING SEPTEMBER 30, 2022.**

**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, 2021 and ending September 30, 2022, which has been approved.

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

**SECTION 1:** THAT the sum of \$7,826,155 is hereby appropriated out of the General Fund for the payment of expenses of the city government hereinafter itemized, to wit:

<u>FUND</u>	<u>APPROPRIATION</u>
General Fund	\$ 7,826,155

**SECTION 2:** THAT the sum of \$524,930 is hereby appropriated out of the Special Revenue Fund as hereinafter itemized, to wit:

<u>FUND</u>	<u>APPROPRIATION</u>
Motel Tax Fund	\$ 450,000
TIF	74,930
	<u>\$ 524,930</u>


**SECTION 3:** THAT the sum of \$9,961,340 is hereby appropriated out of the Enterprise Fund as hereinafter itemized, to wit:

<u>FUND</u>	<u>APPROPRIATION</u>
Water and Sewer	\$ 7,216,830
Sanitation	2,744,510
	<u>\$ 9,961,340</u>

**SECTION 4:** THAT the sum of \$435,025 is hereby appropriated out of the Internal Service Fund as hereinafter itemized, to wit:

<u>FUND</u>	<u>APPROPRIATION</u>
Central Garage Fund	\$ 435,025
Total Internal Service Fund	<u>\$ 435,025</u>
<u>TOTAL BUDGET</u> (Memo Only)	\$ 18,747,450

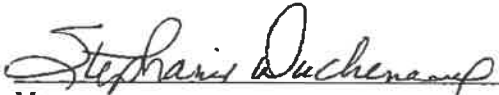
**PASSED AND APPROVED** by the City Council on first reading this 9<sup>th</sup> day of August 2021.

  
\_\_\_\_\_  
Mayor

ATTEST:

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

**PASSED AND ADOPTED** by the City Council on second reading this 30<sup>th</sup> day of August 2021.

  
\_\_\_\_\_  
Mayor

ATTEST:

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

ORDINANCE NO. 2102

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 2021, 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 2021 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, 2021, 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 2.12 percent over the no-new revenue tax rate and will increase taxes for maintenance and operations on a \$100,000 home by approximately \$10.00.

PASSED AND APPROVED on first reading this 9<sup>th</sup> day of August 2021.



Mayor

ATTEST:



City Secretary

PASSED AND ADOPTED on second reading this 30<sup>th</sup> day of August 2021.



Mayor

ATTEST:



City Secretary

**CITY OF SNYDER**  
**BUDGET SUMMARY**  
**Fiscal Year 2021-2022**

<b>FUND</b>	<b>DESCRIPTION</b>	<b>BUDGETED 9/30/2022</b>	<b>BUDGET 9/30/2021</b>	<b>ACTUAL 09/30/2020</b>	<b>ACTUAL 9/30/2019</b>	<b>ACTUAL 9/30/2018</b>
<b>GENERAL</b>	<b>REVENUES:</b>					
	Taxes	\$	\$	\$	\$	\$
	Property	2,676,830	2,592,030	2,704,636	2,532,197	2,360,736
	Sales	2,325,000	2,300,000	2,350,725	2,560,295	2,375,541
	Liquor	12,000	27,000	10,937	26,402	24,981
	Franchise	724,000	743,000	722,457	742,434	763,170
	Licenses & Permits	142,480	107,555	93,724	124,415	75,328
	Intergovernmental	188,495	107,040	97,140	106,618	108,519
	Charges for Services					
	Administrative Fee	1,405,240	1,351,960	1,354,660	1,370,974	1,406,776
	Municipal Court Fee	39,380	62,380	44,466	72,077	90,060
	Billings for Emergency Services	12,000	14,000	8,986	14,269	-
	Credit Card Fees	1,000	7,200	812	4,562	-
	Fines & Forfeitures	115,030	168,530	110,418	149,934	189,896
	Miscellaneous					
	Interest	30,000	100,000	90,155	140,557	118,708
	Proceeds from Insurance	10,000	10,000	55,146	376,891	9,700
	Gain/Loss on Sale of Equipment	35,000	3,000	82,057	154,885	-
	Misc. Revenue & Other Sources	28,050	99,050	23,195	159,993	319,640
	Transfer from Reserve	81,650	384,375	-	-	-
	<b>Total</b>	<b>\$ 7,826,155</b>	<b>\$ 8,077,120</b>	<b>\$ 7,749,514</b>	<b>\$ 8,536,503</b>	<b>\$ 7,843,055</b>
	<b>EXPENDITURES:</b>					
	Administration	\$ 399,125	\$ 285,575	\$ 283,043	\$ 278,370	\$ 276,249
	Finance	232,040	344,675	350,772	359,852	399,648
	Planning & Zoning	254,800	280,030	238,230	278,087	487,933
	Municipal Court	304,790	325,095	300,780	324,445	358,591
	Community Service	393,635	382,760	341,636	356,469	384,819
	City Secretary/Records	183,385	184,670	186,436	198,435	176,773
	IT/Purchasing	145,715	157,750	142,259	164,755	142,788
	Police	2,669,745	2,710,395	2,564,917	2,322,064	2,370,538
	Animal Control	215,120	180,560	171,033	163,951	179,218
	Fire	1,272,645	1,455,385	1,621,399	1,479,499	1,081,510
	Fire Marshall	181,410	128,115	119,799	126,133	126,724
	Street	1,573,745	1,642,110	1,838,443	1,620,594	1,011,977
	<b>Total</b>	<b>\$ 7,826,155</b>	<b>\$ 8,077,120</b>	<b>\$ 8,158,747</b>	<b>\$ 7,672,654</b>	<b>\$ 6,996,768</b>
	Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ (409,233)	\$ 863,849	\$ 846,287
<b>WATER &amp; SEWER</b>	<b>REVENUES:</b>					
	Water Sales	\$ 5,450,000	\$ 5,413,880	\$ 5,489,463	\$ 5,129,486	\$ 5,104,238
	Sewer Charges	1,590,000	1,590,000	1,560,940	1,589,931	1,536,830
	Billings & Collections for Sanitation	175,455	336,325	314,528	383,958	424,667
	Water Taps	20,000	6,000	20,950	5,000	6,750
	Sewer Taps	15,000	4,500	17,400	2,440	6,050
	Plumbing Permits & Inspections	8,000	9,000	7,920	8,985	9,691
	Miscellaneous	26,450	51,950	28,334	59,329	59,171
	Interest Income	25,000	35,000	54,191	43,265	21,186
	Gain (loss) on Sale of Equipment	-	-	10	11	-
	Proceeds from Insurance	9,000	3,000	37,266	10,170	241
	Capital Grant	-	-	-	-	-
	<b>Total</b>	<b>\$ 7,318,905</b>	<b>\$ 7,449,655</b>	<b>\$ 7,531,002</b>	<b>\$ 7,232,575</b>	<b>\$ 7,168,824</b>
	<b>EXPENSES:</b>					
	Sanitary Sewer	\$ 481,115	\$ 427,050	\$ 349,653	\$ 410,372	\$ 368,184
	Wastewater Treatment Plant	1,019,245	1,018,795	908,889	1,012,003	856,534
	Water Production	3,440,735	3,330,520	3,228,423	3,438,078	3,335,693
	Water Distribution	1,504,460	1,371,265	1,292,794	1,285,912	993,452
	Utility and Collections	458,645	871,160	756,557	1,015,688	1,097,989
	Debt Service	312,630	490,830	599,491	423,883	445,076
	<b>Total</b>	<b>\$ 7,216,830</b>	<b>\$ 7,509,620</b>	<b>\$ 7,135,807</b>	<b>\$ 7,585,936</b>	<b>\$ 7,096,928</b>
	Change in Net Position	\$ 102,075	\$ (59,965)	\$ 395,195	\$ (353,361)	\$ 71,896

FUND	DESCRIPTION	BUDGETED 9/30/2022	BUDGET 9/30/2021	ACTUAL 9/30/2020	ACTUAL 9/30/2019	ACTUAL 9/30/2018
SANITATION	REVENUES:					
	Sanitation Charges	\$ 2,400,000	\$ 2,000,000	\$ 2,160,971	\$ 1,966,399	\$ 1,885,355
	Landfill Gate Fees	685,000	570,000	905,462	573,842	516,813
	Roll Off Containers	15,000	100,000	-	-	90,184
	COG Grant	-	-	-	-	-
	Miscellaneous	8,850	11,450	17,818	114,376	11,145
	Interest	37,000	40,000	35,082	39,908	48,165
	Gain (Loss) on Sale of Asset	60,000	140,000	200,100	3,000	347,500
	Proceeds from Insurance	-	-	-	-	-
	Total	\$ 3,205,850	\$ 2,861,450	\$ 3,319,433	\$ 2,697,525	\$ 2,899,162
	EXPENSES:					
	Collection	\$ 931,535	\$ 1,039,550	\$ 975,996	\$ 999,040	\$ 977,851
	Landfill	1,812,975	1,697,365	1,781,180	1,744,676	1,844,390
	Total	\$ 2,744,510	\$ 2,736,915	\$ 2,757,176	\$ 2,743,716	\$ 2,822,241
	Change in Net Position	\$ 461,340	\$ 124,535	\$ 562,257	\$ (46,191)	\$ 76,921
INTERGOVERNMENTAL	REVENUES:					
	Billings to Departments	\$ 431,025	\$ 449,160	\$ 381,266	\$ 456,808	\$ 401,065
	Miscellaneous	4,000	4,000	3,378	2,954	5,885
	Gain (Loss) on Sale of Asset	-	-	-	-	-
	Total	\$ 435,025	\$ 453,160	\$ 384,644	\$ 459,762	\$ 406,950
	EXPENSES:					
	Personnel Services	\$ 71,845	\$ 73,550	\$ 76,315	\$ 68,204	\$ 42,397
	Supplies	245,750	254,250	185,930	254,888	253,698
	Maintenance	10,145	16,350	12,744	13,658	10,414
	Services	29,050	29,650	27,364	27,881	31,233
	Sundry Charges	1,800	2,000	1,569	1,410	1,498
	Non Capitalized Equipment	-	-	-	1,972	-
	Depreciation	76,435	77,120	80,722	80,490	65,983
	Total	\$ 435,025	\$ 452,920	\$ 384,644	\$ 448,503	\$ 405,223
	Change in Net Position	\$ -	\$ 240	\$ -	\$ 11,259	\$ 1,727
SPECIAL REVENUE TIF MOTEL	REVENUES:					
	Property Taxes	\$ 74,930	\$ 73,445	\$ 89,177	\$ 88,197	\$ 77,120
	Occupancy	450,000	500,000	445,823	504,265	495,243
	Grant	-	-	344,096	-	-
	Total	\$ 524,930	\$ 573,445	\$ 879,096	\$ 592,462	\$ 572,363
	EXPENDITURES:					
	Property Taxes	\$ -	\$ -	\$ 173	\$ -	\$ 118
	Occupancy	450,000	500,000	445,823	504,265	495,243
	Grant	-	-	344,096	-	-
	Total	\$ 450,000	\$ 500,000	\$ 790,092	\$ 504,265	\$ 495,361
	Excess (Deficiency) of Revenues over Expenditures	\$ 74,930	\$ 73,445	\$ 89,004	\$ 88,197	\$ 77,002
	ALL FUNDS REVENUES	\$ 19,310,865	\$ 19,414,830	\$ 19,863,689	\$ 19,518,827	\$ 18,890,354
	ALL FUNDS EXPENSES	18,672,520	19,276,575	19,226,466	18,955,074	17,816,521
	NET ALL FUNDS	\$ 638,345	\$ 138,255	\$ 637,223	\$ 563,753	\$ 1,073,833



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

2021-2022 BUDGET

	Governmental Fund Types		Totals
	General	Special Revenue	Proposed 2021-2022 Budget
Revenues:			
Taxes	5,737,830	524,930	6,262,760
Licenses and Permits	142,480	-	142,480
Intergovernmental	188,495	-	188,495
Charges for Services	1,457,620	-	1,457,620
Fines and Forfeitures	115,030	-	115,030
Interest	30,000	-	30,000
Contributions & Donations	-	-	-
Miscellaneous	28,050	-	28,050
Total Revenues	7,699,505	524,930	8,224,435
Expenditures:			
General Government	1,913,490	-	1,913,490
Public Safety	4,338,920	-	4,338,920
Public Works	1,573,745	-	1,573,745
Culture and Recreation	-	450,000	450,000
Tax Increment Financing	-	74,930	74,930
Total Expenditures	7,826,155	524,930	8,351,085
Excess (Deficiency) of Revenues over Expenditures	(126,650)	-	(126,650)
Other Financing Sources (Uses):			
Sale of Fixed Assets	35,000	-	35,000
Proceeds from Insurance	10,000	-	10,000
Proceeds from Cert. of Oblig.	-	-	-
Transfers from Reserve	81,650	-	81,650
Excess (Deficiency) of Rev. & Other Sources over Expenditures	-	-	-
Fund Balance B-O-Y	8,067,172	438,360	8,505,532
Plus depreciation	-	-	-
Changes in inventory	-	-	-
Changes in accounting prin.	-	-	-
Fund Balance E-O-Y	8,067,172	438,360	8,505,532

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

PRIOR YEAR TOTALS

	Governmental Fund Types			
	Budgeted 2020-2021	Actual 2019-2020	Actual 2018-2019	Actual 2017-2018
Revenues:				
Taxes	6,235,475	6,323,755	6,453,790	6,096,791
Licenses and Permits	107,555	93,724	124,415	75,328
Intergovernmental	107,040	441,236	106,618	108,519
Charges for Services	1,435,540	1,408,924	1,461,882	1,496,836
Fines and Forfeitures	168,530	110,418	149,934	189,896
Interest	100,000	90,155	140,557	118,708
Contributions & Donations	-	-	-	-
Miscellaneous	99,050	23,195	159,993	329,340
Total Revenues	8,253,190	8,491,407	8,597,189	8,415,418
Expenditures:				
General Government	1,960,555	1,843,329	1,960,413	2,226,919
Public Safety	4,474,455	4,821,244	4,091,647	3,757,990
Public Works	1,642,110	1,838,443	1,620,594	1,011,977
Culture and Recreation	500,000	445,823	504,265	495,243
Tax Increment Financing	73,445	-	-	-
Total Expenditures	8,650,565	8,948,839	8,176,919	7,492,129
Excess (Deficiency) of Revenues over Expenditures	(397,375)	(457,432)	420,270	923,289
Other Financing Sources (Uses):				
Sale of Fixed Assets	3,000	82,057	154,885	9,700
Proceeds from Insurance	10,000	55,146	376,891	1,328
Proceeds from Cert. of Oblig.	-	-	-	-
Transfer from Reserve	384,375	-	-	-
Excess (Deficiency) of Rev. & Other Sources over Expenditures	-	(320,229)	952,046	934,317
Fund Balance B-O-Y	8,432,087	8,752,316	7,800,270	7,111,944
Prior year adjustment	-	-	-	(245,991)
Plus depreciation	-	-	-	-
Changes in inventory	-	-	-	-
Changes in accounting prin.	-	-	-	-
Fund Balance E-O-Y	8,432,087	8,432,087	8,752,316	7,800,270

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

2021-2022 BUDGET

	Proprietary Fund Types		Totals
	Enterprise	Internal Service	Proposed 2021-2022 Budget
Operating Revenues:			
Billings to Departments	-	431,025	431,025
Water Sales	5,450,000	-	5,450,000
Sewer Charges	1,590,000	-	1,590,000
Sanitation Charges	2,400,000	-	2,400,000
Landfill Gate Fees	685,000	-	685,000
Billings & Collections for Sanitation	175,455	-	175,455
Water & Sewer Taps	35,000	-	35,000
Plumbing Permits & Inspc.	8,000	-	8,000
Roll-off Containers	15,000	-	15,000
Miscellaneous	35,300	4,000	39,300
Total Oper. Revenues	10,393,755	435,025	10,828,780
Operating Expenses:			
Personnel Services	2,204,020	71,845	2,275,865
Supplies	615,535	245,750	861,285
Maintenance	759,585	10,145	769,730
Services	3,620,920	29,050	3,649,970
Sundry Charges	95,115	1,800	96,915
Non Capitalized Equipment	1,000	-	1,000
Depreciation	2,352,535	76,435	2,428,970
Total Oper. Expenses	9,648,710	435,025	10,083,735
Operating Income or (Loss)	745,045	-	745,045
Non-Oper. Revenues/(Expenses):			
Interest Income	62,000	-	62,000
Gain (Loss) on Sale of Asset	60,000	-	60,000
Proceeds from Insurance	9,000	-	9,000
Bond Issuance Cost	-	-	-
Debt Service	(312,630)	-	(312,630)
Total Non-Oper.	(181,630)	-	(181,630)
Net Income (Loss)	563,415	-	563,415
Add Depre. trans. to contr. cap.	-	-	-
Working Capital B-O-Y	4,843,113	-	4,843,113
Adjustments	-	-	-
Working Capital E-O-Y	5,137,824	-	5,137,824

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 2020-2021	Actual 2019-2020	Actual 2018-2019	Actual 2017-2018
Operating Revenues:				
Billings to Departments	449,160	381,266	456,808	401,065
Water Sales	5,413,880	5,489,463	5,129,486	5,104,238
Sewer Charges	1,590,000	1,560,940	1,589,931	1,536,830
Sanitation Charges	2,000,000	2,160,971	1,966,399	1,885,355
Landfill Gate Fees	570,000	905,462	573,842	516,813
Billings & Collections for Sanitat	336,325	314,528	383,958	424,667
Water & Sewer Taps	10,500	38,350	7,440	12,800
Plumbing Permits & Inspc.	9,000	7,920	8,985	9,691
Rolloff containers	100,000	-	-	-
Miscellaneous	67,400	49,530	176,659	166,385
Total Oper. Revenues	10,546,265	10,908,430	10,293,508	10,057,844
Operating Expenses:				
Personnel Services	2,203,645	1,931,543	2,117,553	1,985,775
Supplies	868,410	734,265	840,696	785,038
Maintenance	718,935	647,830	753,506	461,323
Services	3,670,510	3,708,090	3,962,127	3,851,005
Sundry Charges	128,995	76,066	93,889	106,787
Non Capitalized Equipment	200	3,652	7,247	4,462
Depreciation	2,617,930	2,576,690	2,579,254	2,684,926
Total Oper. Expenses	10,208,625	9,678,136	10,354,272	9,879,316
Operating Income or (Loss)	337,640	1,230,294	(60,764)	178,528
Non-Oper. Revenues/(Expenses):				
Interest Income	75,000	89,273	83,173	69,351
Gain (Loss) on Sale of Asset	140,000	200,110	3,011	347,500
Proceeds from Insurance	3,000	37,266	10,170	241
Bond Issuance Cost	-	(103,820)	-	-
Debt Service	(490,830)	(495,671)	(423,883)	(445,076)
Total Non-Oper.	(272,830)	(272,842)	(327,529)	(27,984)
Capital Grant Contributions	-	-	-	-
Net Income (Loss)	64,810	957,452	(388,293)	150,544
Total Net Position - beginning	13,482,654	12,525,202	12,913,495	12,762,951
Prior Period Adjustment	-	-	-	-
Total Net Position - ending	13,547,464	13,482,654	12,525,202	12,913,495

GENERAL FUND  
NARRATIVE  
FISCAL YEAR 2021-2022

Sales tax revenues are projected to increase by 1.09% for FY 2021-22 and current Ad Valorem tax collections are anticipated to be \$83,330 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 decrease by 19,000 or 2.56%. The decrease in budgeted revenue for the FY 2021-22 is due primarily to the decrease in fines and interest earned.

The City had a very small increase in property valuations creating a no-new revenue tax rate of .4707. The ad valorem rate of .4800 was adopted to fund the expenditures budgeted for 2021-22 (see chart on page 9 for history of tax rates).

Anticipated revenues for the General Fund total \$7,826,155, a decrease of \$250,965 or 3.11% less 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 2021
Taxes	\$ 5,737,830	73.32%	\$ 75,800
Licenses & Permits	142,480	1.82%	34,925
Intergovernmental	188,495	2.41%	81,455
Charges for Services	1,457,620	18.62%	22,080
Fines & Forfeitures	115,030	1.47%	(53,500)
Interest	30,000	0.38%	(70,000)
Miscellaneous	73,050	0.93%	(39,000)
Transfer from Reserve	81,650	1.04%	(302,725)
Total	\$ <u>7,826,155</u>	<u>100.00%</u>	\$ <u>(250,965)</u>

Ad valorem taxes, both current and delinquent and any additional revenue associated with ad valorem, are expected to produce 41.85% of the General Fund tax revenues for FY 2022 as compared to 42.87% of the budgeted revenues for FY 2021, (refer to graph on page 10). Sales tax revenues which amounted to 39.95% of the total for FY 2022 have decreased by 1.09% (see graph on page 12) from FY 2021. Franchise and Liquor taxes make up the remaining 12.65% 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 2022 is \$626,476,749, an increase of \$4,436,264 (.71%) from FY 2021.

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 from applying any assessment ratios. The value of property within the Appraisal District must be reviewed every four years; however, the City may, at its own expense, require annual reviews of appraised values. The City may challenge appraised values established by the Appraisal District through various appeals and if necessary, legal action. Under this legislation, the City

continues to set tax rates on City property. However, if the tax rate adjusted for new improvements, excluding tax rates on bonds and other contractual obligations, exceeds the voter-approval tax rate, an election is required. The voter approval tax rate calculated by the County Tax Assessor/Collector is .4898 per \$100 of assessed valuation.

Expenditures for the General Fund total \$7,826,155 for FY 2022, a decrease of 3.11% from FY 2021, (see graph on 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 2021
General Government	\$ 1,913,490	24.45%	\$ (47,065)
Public Safety	4,338,920	55.44%	(135,535)
Public Works	1,573,745	20.11%	(68,365)
Total	<u>\$ 7,826,155</u>	<u>100.00%</u>	<u>\$ (250,965)</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 decreased by 2.40% from last year. Personnel decreased by 0.19%, services by 5.23%, sundry charges by 26.02%, capital outlay by 46.75%, and supplies by 22.66, while maintenance increased by 13.23%.

Public Safety budgeted expenditures decreased by 3.03% from last year. Personnel increased by 0.99%, maintenance by 6.89%, services by 13.09%, and sundry charges by 13.74%, while supplies decreased by 0.34% and capital outlay decreased by 53.91%.

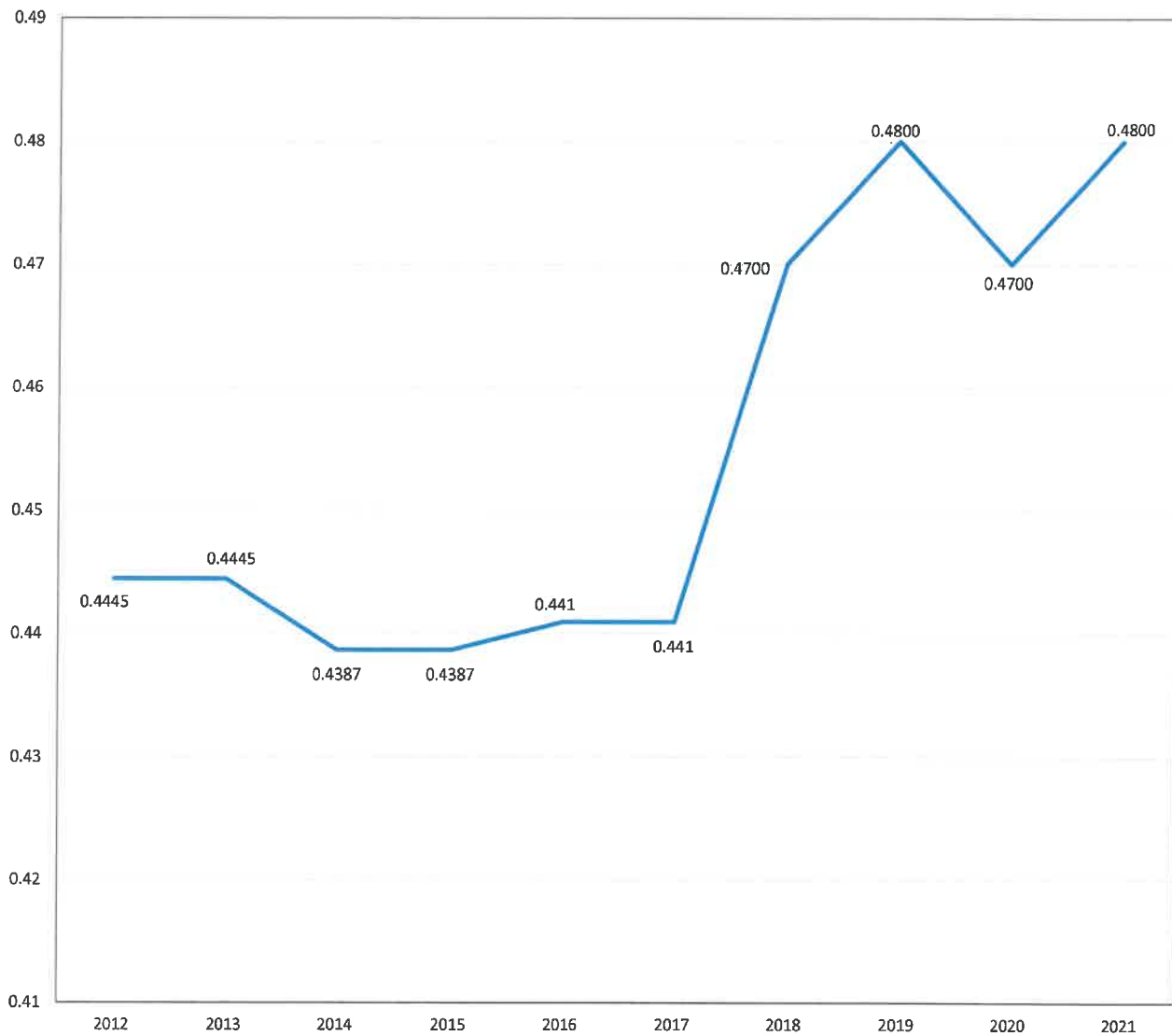
Public Works (street department) budgeted expenditures decreased by 4.16%. Personnel increased by 1.03%, maintenance by 0.45%, services by 3.77%, and supplies decreased by 12.29%, sundry charges by 32.26%, capital outlay by 29.24%.

The budgeted Undesignated Fund Balance at the end of FY 2022 is expected to reflect no change from the FY 2021 balance. The relationship between annual actual expenditures and undesignated fund balance for the ten-year period FY 2013 – FY 2020 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), page 163, sets out the schedule of capital expenses for the five-year period which includes FY 2022. Capital expenditures for 2022 are \$370,250 as compared to \$770,650 for the previous fiscal year. The expenditures for capital improvements are found in all departmental budgets.

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

## Advalorem Tax Rate 10 year history

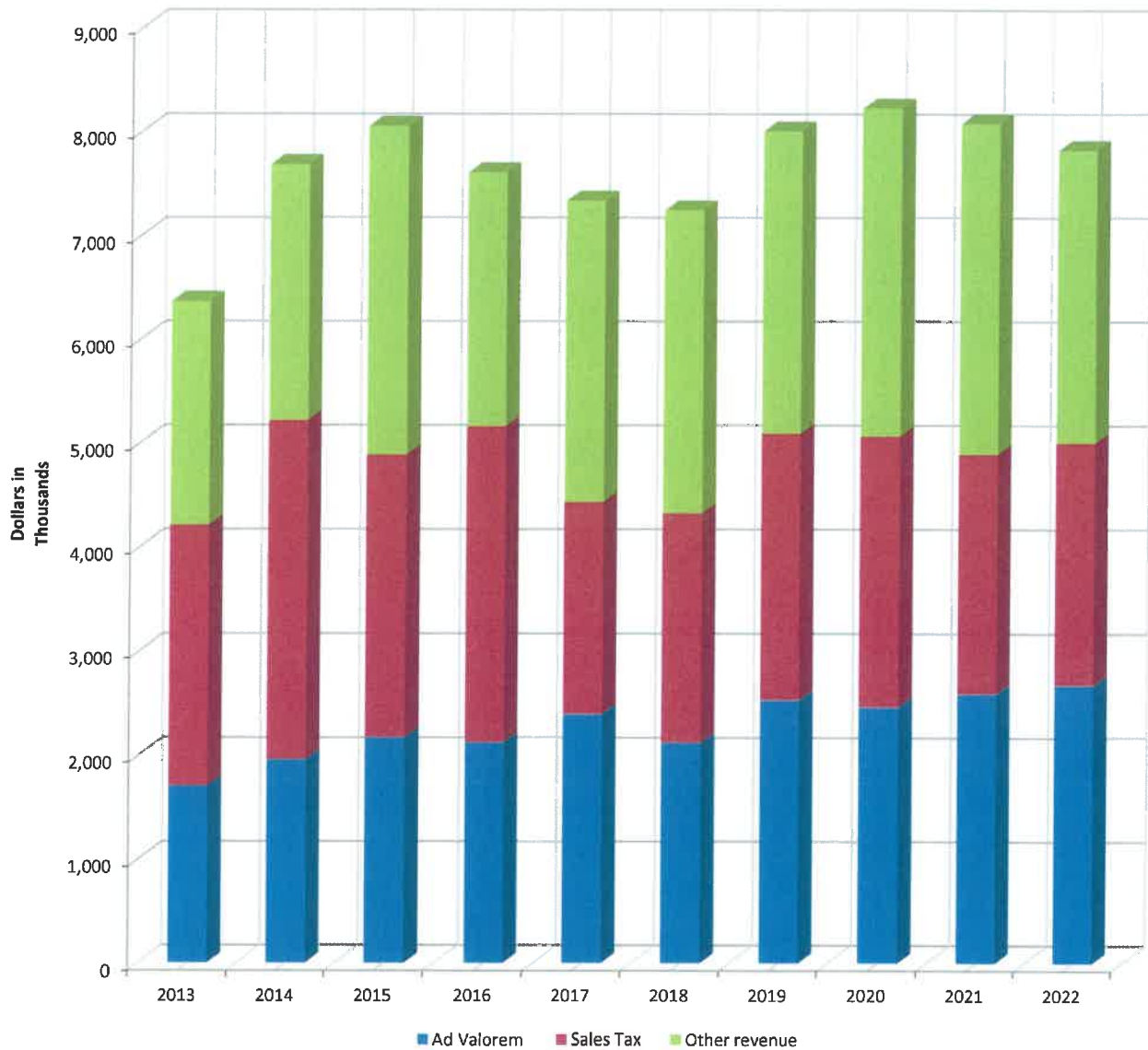


**This chart displays the tax rate for the past ten years for the City of Snyder from .4445 per \$100 of assessed value in 2012 to .4800 per \$100 of assessed value in 2021. This is a .0355 increase which would equal to an increase of \$35.50 on a home valued at \$100,000 over a period of ten years.**

# General Fund

## Ad Valorem, Sales Tax, Other Revenue

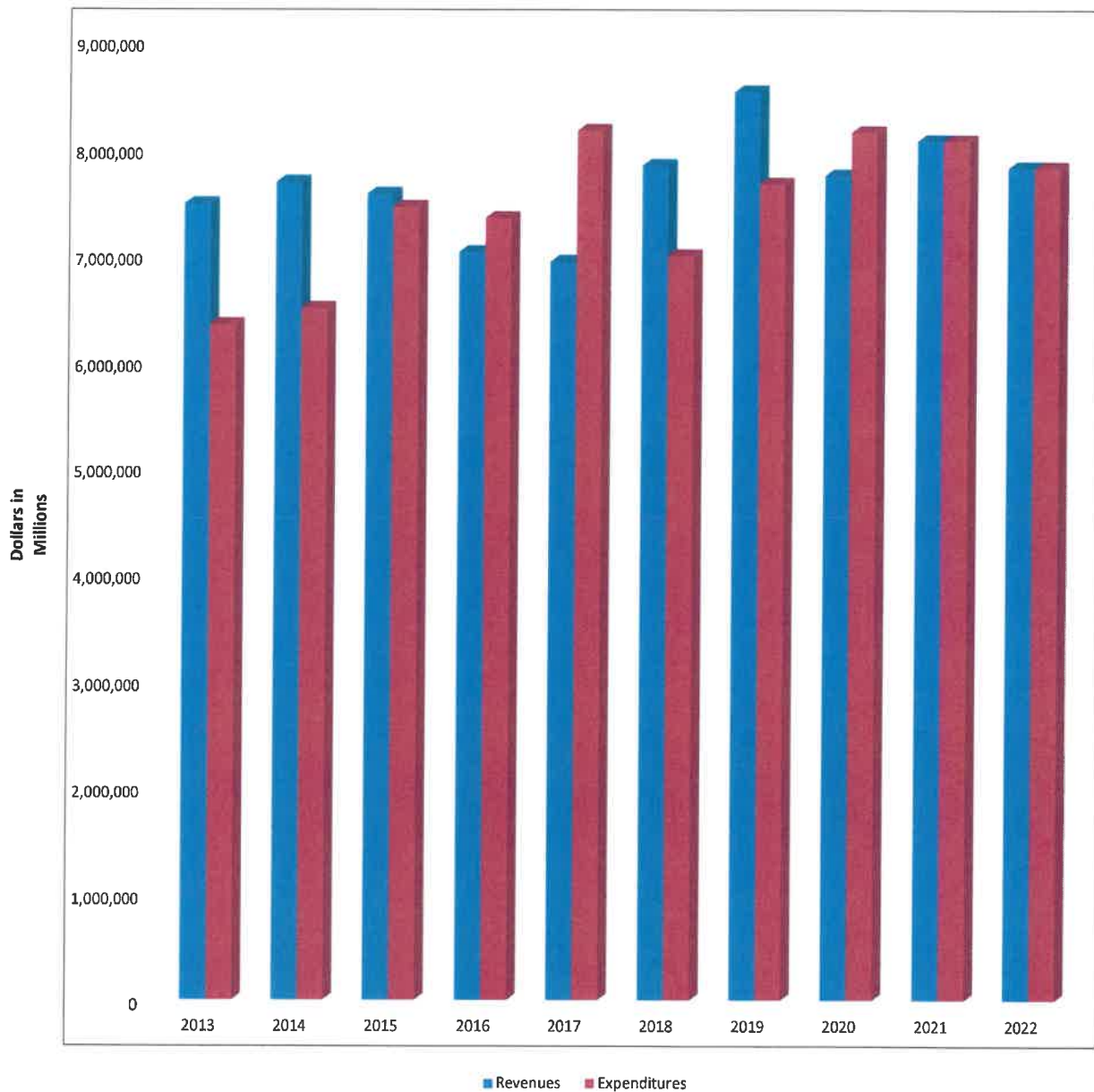
### Fiscal Years 2013-2022



**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 2013 to Fiscal Year 2020 and the budgeted amount for Fiscal Years 2021 and 2022.

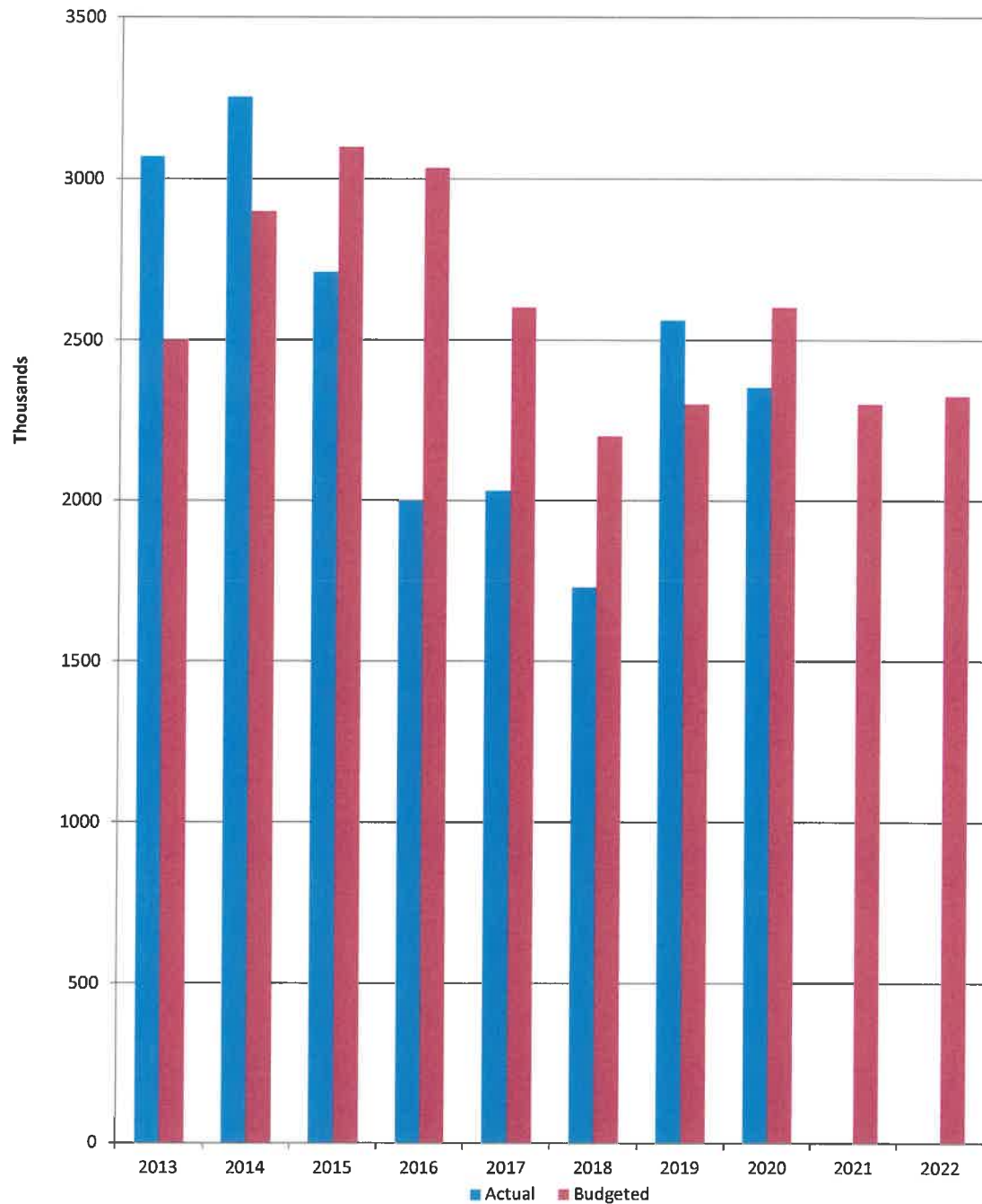


## General Fund Revenues & Expenditures Fiscal Years 2013-2022



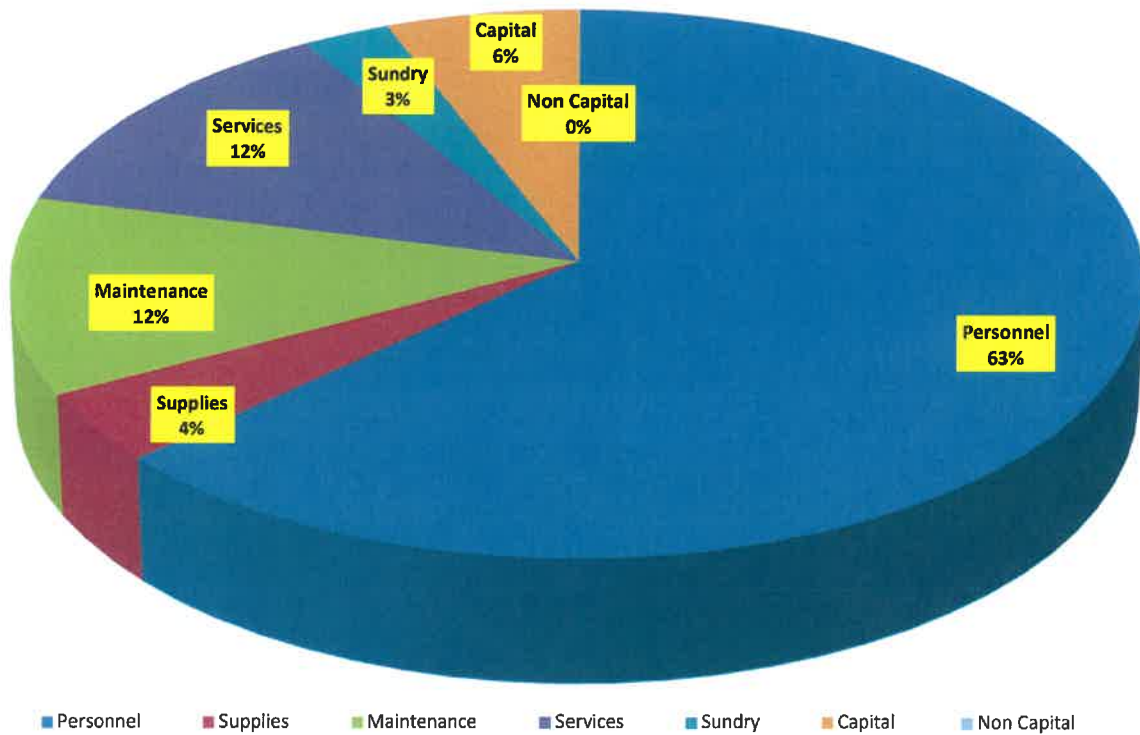
**Description:** This graph shows the actual General Fund Revenues and Expenditures for Fiscal Year 2013 to Fiscal Year 2020 and budgeted revenues and expenditures for Fiscal Years 2021 and 2022.

## Sales Tax Revenue 10 year history



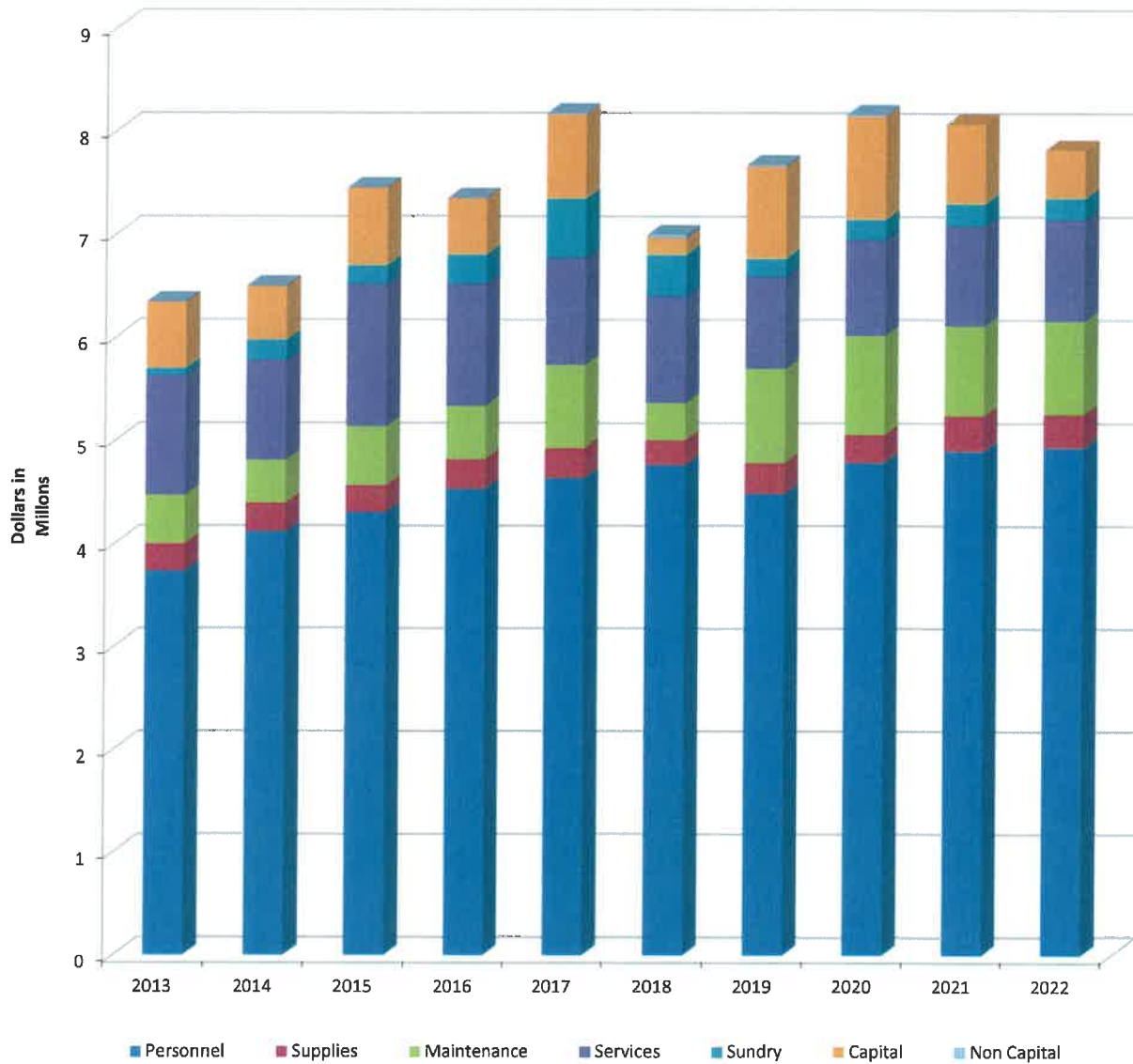
**Description:** This graph shows the Actual Sales Tax Received compared to the Budgeted Sales Tax for Fiscal Years 2013 through 2020 and Budgeted Sales Tax for Fiscal Years 2021 and 2022. Sales tax recorded in 2021 is through September. Budgeted amount for 2022 anticipates an increase, due to changes in our local economy.

## General Fund Expenditures Fiscal Year 2021 - 2022



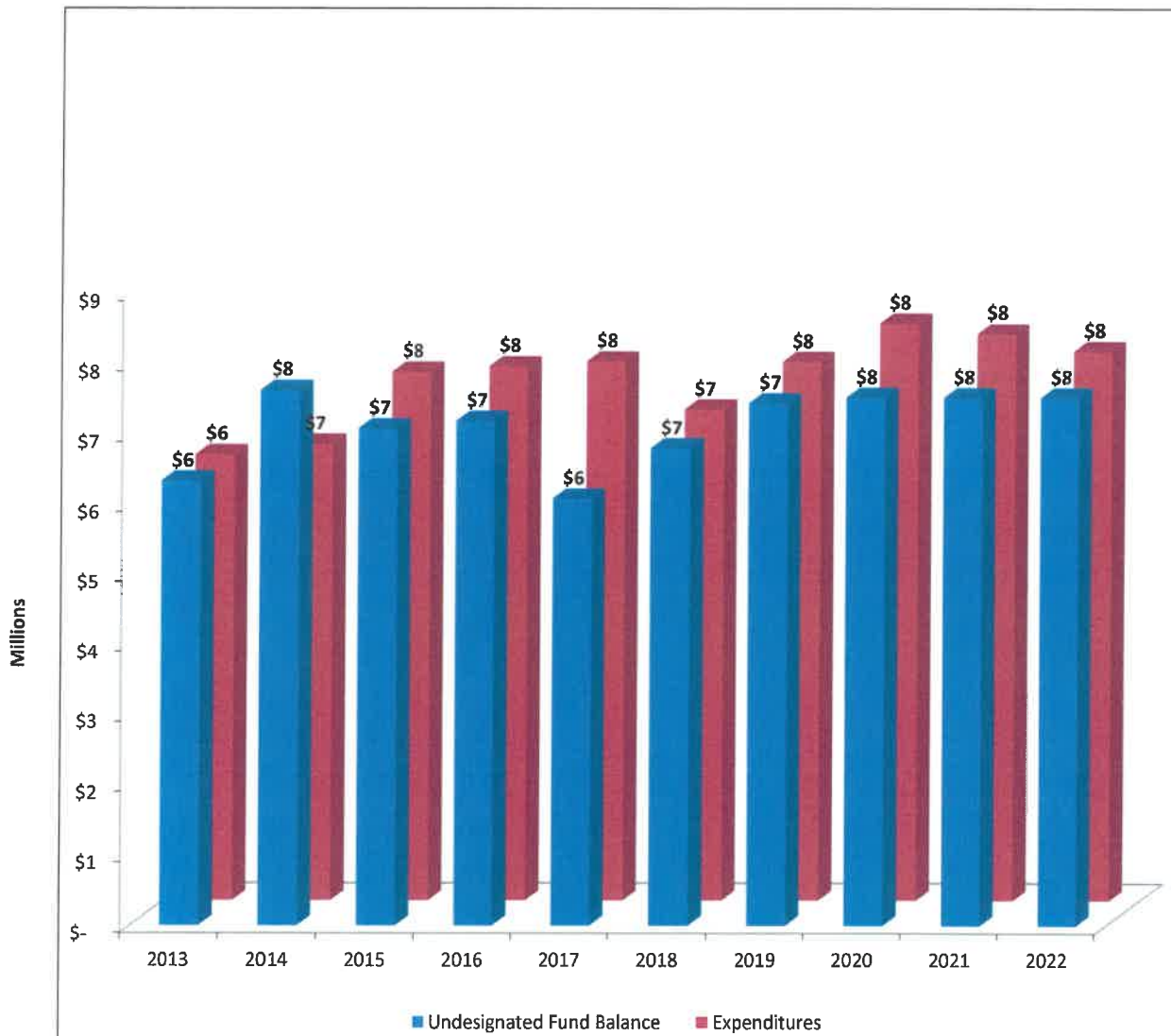
**Description:** This pie chart visually shows the percentage of General Fund Expenditures allocated to the various major categories for the budget for Fiscal Year 2021-2022.

## General Fund Expenditures Fiscal Years 2013-2022



**Description:** This graph shows a visual comparison of actual expenditure allocations for Fiscal Years 2013 through 2020 and budgeted allocations for Fiscal Years 2021 and 2022.

# **General Fund** **Undesignated Fund Balance/Expenditures** **Fiscal Years 2013 - 2022**



**Description:** This graph shows the relationship between actual General Fund Expenditures and Undesignated Fund Balance at year's end for Fiscal Year 2013 to Fiscal Year 2020 and the budgeted for Fiscal Years 2021 and 2022.

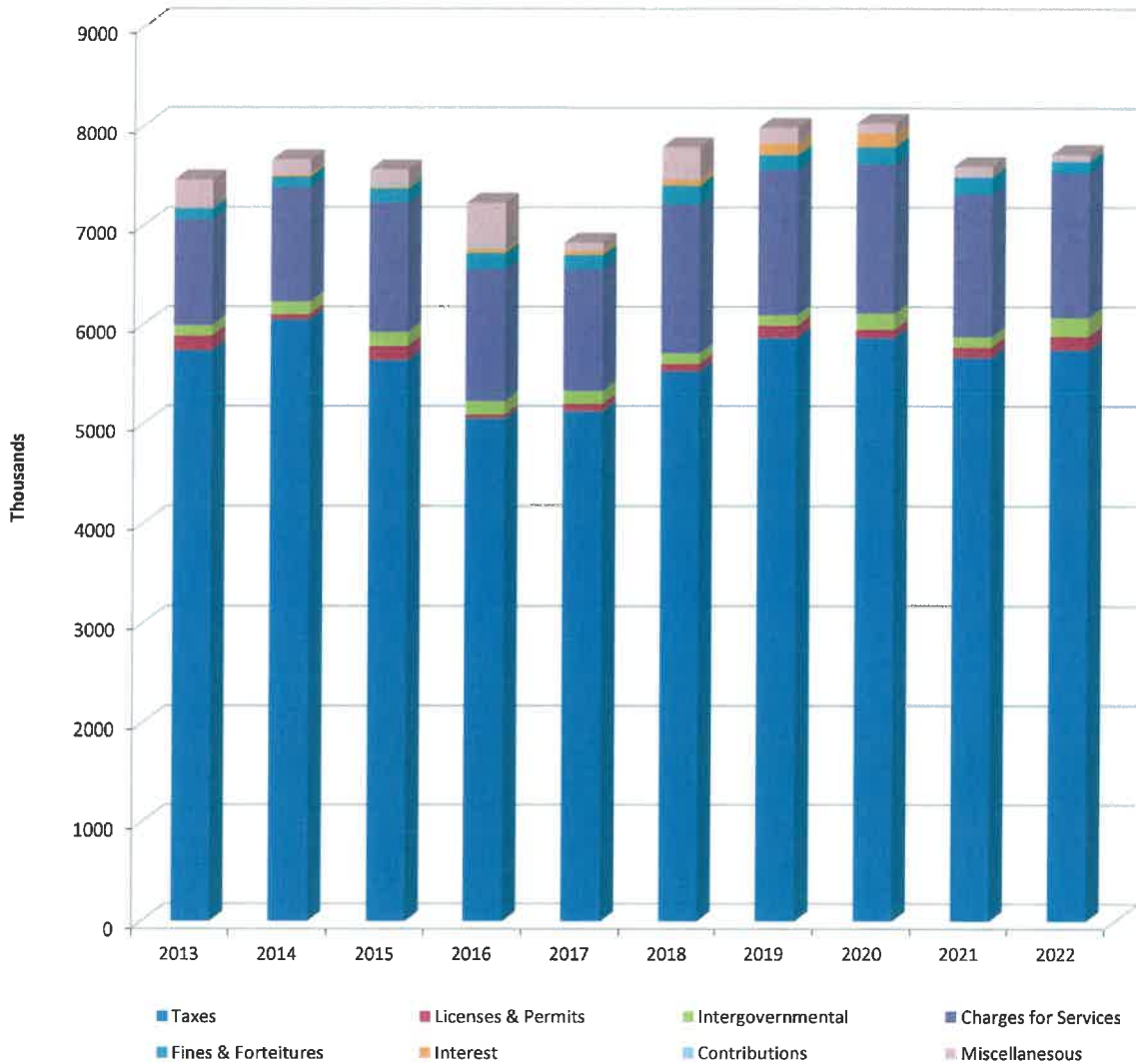
CITY OF SNYDER, TEXAS  
GENERAL FUND

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

2021-2022 BUDGET

	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed Budget
Revenues:				
Taxes	5,861,328	5,788,755	5,662,030	5,737,830
Licenses and Permits	124,415	93,724	107,555	142,480
Intergovernmental	106,618	97,140	107,040	188,495
Charges for Services	1,461,882	1,408,924	1,435,540	1,457,620
Fines and Forfeitures	149,934	110,418	168,530	115,030
Interest	140,557	90,155	100,000	30,000
Miscellaneous	159,993	23,195	99,050	28,050
Total Revenues	8,004,727	7,612,311	7,679,745	7,699,505
Expenditures:				
Personnel	4,486,817	4,787,020	4,900,385	4,934,840
Supplies	300,197	271,557	344,230	322,680
Maintenance	912,130	962,598	873,035	906,815
Services	893,573	928,236	968,850	982,170
Sundry Charges	176,608	198,744	215,620	211,600
Capital Outlay	855,041	985,606	770,650	465,250
Non Capitalized Equipment	48,288	24,986	4,350	2,800
Total Expenditures	7,672,654	8,158,747	8,077,120	7,826,155
Excess (Deficiency) of Rev. over Exp.	332,073	(546,436)	(397,375)	(126,650)
Other Financing Sources (Uses):				
Sale of Asset	154,885	82,057	3,000	35,000
Proceeds from Insurance	376,891	55,146	10,000	10,000
Transfer from Reserves	-	-	384,375	81,650
Excess (Deficiency) of Rev. & Other Sources over Expenditures	863,849	(409,233)	-	-
Fund Balance at B-O-Y	7,612,556	8,476,405	8,067,172	8,067,172
Prior year adjustment	-	-	-	-
Reserve for economic development	-	-	-	-
Fund Balance at E-O-Y	8,476,405	8,067,172	8,067,172	8,067,172

# General Fund Revenues Fiscal Years 2013 - 2022



**Description:** This graph displays actual revenue received for Taxes, Licenses and Permits, Intergovernmental, Charges for Services, Fines and Forfeitures, and Miscellaneous Revenues for the Period Fiscal Year 2013 to Fiscal Year 2020 and budgeted amounts for Fiscal Years 2021 and 2022.

CITY OF SNYDER, TEXAS  
GENERAL FUND

STATEMENT OF REVENUES

2021-2022 BUDGET

	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed Budget
Taxes:				
Sales Taxes	2,560,295	2,350,725	2,300,000	2,325,000
Ad valorem Taxes	2,532,197	2,704,636	2,592,030	2,676,830
Franchise Taxes	742,434	722,457	743,000	724,000
Liquor Taxes	26,402	10,937	27,000	12,000
Total Taxes	5,861,328	5,788,755	5,662,030	5,737,830
Licenses and Permits	124,415	93,724	107,555	142,480
Intergovernmental:				
Emergency Mgm. Program Grant	28,675	27,904	29,000	29,000
LEOSE - Fire	682	685	680	680
Snyder Public Schools Resource Officers	63,059	58,301	63,060	147,515
Grant Proceeds - TCF	-	-	-	-
LEOSE- Police	1,306	1,852	1,400	1,400
Juvenile Case Manager Fee	8,921	5,661	9,000	6,000
Texas Seat Belt	3,975	2,737	3,900	3,900
Total Intergovernmental	106,618	97,140	107,040	188,495
Charges for Services:				
Administrative Fees	1,370,974	1,354,660	1,351,960	1,405,240
Municipal Court Fees	72,077	44,466	62,380	39,380
Billings for Emergency Services	14,269	8,986	14,000	12,000
Credit Card Fees	4,562	812	7,200	1,000
Total Charges for Services	1,461,882	1,408,924	1,435,540	1,457,620
Fines & Forfeitures	149,934	110,418	168,530	115,030
Miscellaneous:				
Interest	140,557	90,155	100,000	30,000
Miscellaneous	159,993	23,195	99,050	28,050
Proceeds from Insurance	376,891	55,146	10,000	10,000
Gain/Loss on Sale of Asset	154,885	82,057	3,000	35,000
Total Miscellaneous	832,326	250,553	212,050	103,050
Other Financing Sources (Uses):				
Transfer from reserve	-	-	384,375	81,650
Total Revenues	8,536,503	7,749,514	8,077,120	7,826,155



CITY OF SNYDER, TEXAS  
GENERAL FUND

DESCRIPTION OF REVENUES

2021-2022 BUDGET

TAXES

Sales Tax	\$ 2,325,000
-----------	--------------

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	\$ 2,566,135
---------------	--------------

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	\$ 51,000
------------------	-----------

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

Penalty & Interest	\$ 48,000
--------------------	-----------

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	\$ 200
-----------------	--------

Business and Personal Property	\$ 3,995
--------------------------------	----------

Overages/Variances	\$ 7,500
--------------------	----------

Franchise Tax	\$ 724,000
---------------	------------

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	\$ 12,000
------------	-----------

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

TOTAL TAXES	\$ 5,737,830
-------------	--------------

#### LICENSES & PERMITS

Building Permits	\$ 10,200
------------------	-----------

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	\$ 150
-------------	--------

The City charges \$2.00 per license.

Pound Fee	\$ 5,000
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Pound fee is \$5.00 for reclaimed animals.

Peddler's Fee	\$ 2,300
---------------	----------

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

Miscellaneous Fees	\$ 430
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Zone changes, variance cases, special use permits, dump truck fees.

Demolition Fees	\$ 1,000
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The City's fee for demolition.

Beer & Wine Permit & License	\$ 450
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The City's permit fee for the sale of beer and wine.

Package Store Permit	\$ 700
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The City's permit fee for the sale of alcoholic beverages.

Carnival Permit	\$ 200
The City's permit fee for the operation of a carnival.	
Fire Inspection Service Fee	\$ 1,250
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.	
Residential Tax Abatement Fee	\$ 75
Game Room Permit and Fees	\$ 95,500
The City's permit for operation of a game room.	
Mowing and Cleaning Lots	\$ 13,725
Mechanical Permits	\$ 2,500
The City's permit for installation on heating and air conditioning units.	
<hr/>	
TOTAL LICENSES AND PERMITS	\$ 142,480

#### INTERGOVERNMENTAL

Emergency Management Grant	\$ 29,000
Texas Department of Transportation	\$ 3,900
SISD Special Resource Officer	\$ 147,515
Juvenile Case Manager Fee	\$ 6,000
LEOSE – Police	\$ 1,400
LEOSE – Fire Department	\$ 680
<hr/>	
TOTAL INTERGOVERNMENTAL	\$ 188,495

#### CHARGES FOR SERVICES

Administrative Fees	
The Enterprise Fund is charged a fee for administrative and accounting services provided by the General Fund.	
	\$ 1,405,240
Billings for Emergency Services	\$ 12,000

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	\$ 39,380
-------------	-----------

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

Credit Card Fees	\$ 1,000
------------------	----------

TOTAL CHARGES FOR SERVICES	\$ 1,457,620
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#### FINES & FORFEITURES

Municipal Court	\$ 115,030
-----------------	------------

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

TOTAL FINES & FORFEITURES	\$ 115,030
---------------------------	------------

#### MISCELLANEOUS

Interest Income	\$ 30,000
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Includes interest earnings on city deposits.

Other	\$ 28,050
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TOTAL MISCELLANEOUS	\$ 58,050
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#### CHARGES FOR SERVICES

Proceeds from insurance	\$ 10,000
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Gain/loss on sale of asset	\$ 35,000
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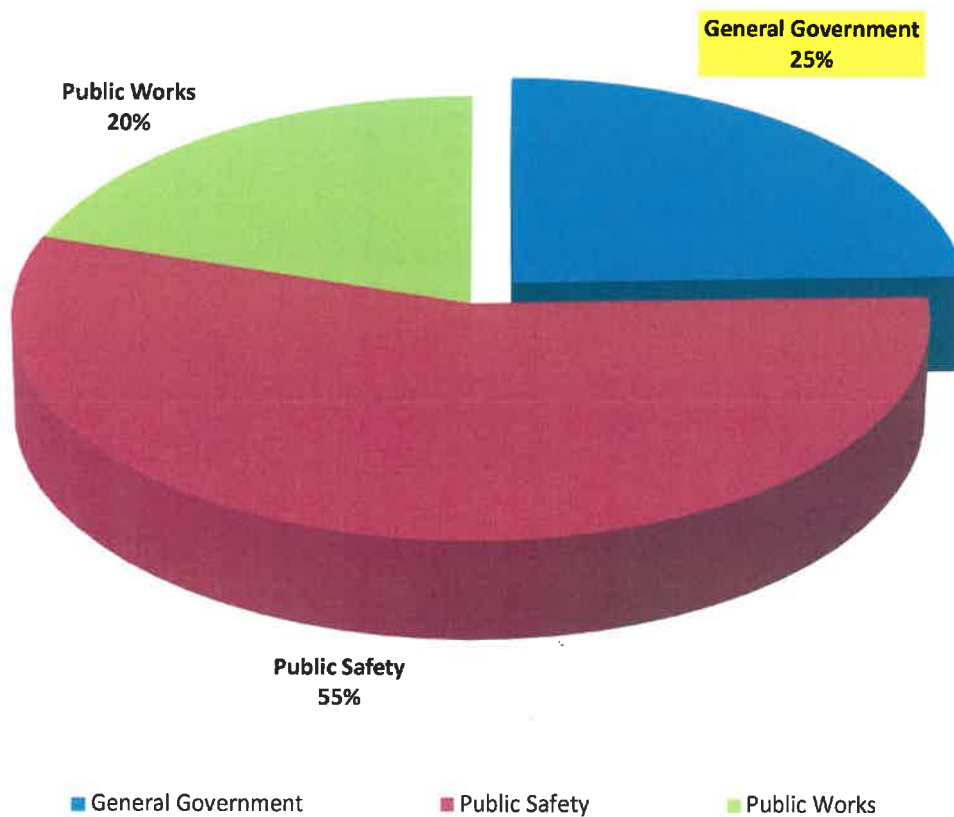
TOTAL CHARGES FOR SERVICES	\$ 45,000
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#### TRANSFERS

Transfer from Reserves	TOTAL TRANSFERS	\$ 81,650
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<b><u>TOTAL GENERAL FUND REVENUE</u></b>	<b><u>\$ 7,826,155</u></b>
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## General Fund Function Expense Fiscal Year 2022



**Description:** This pie chart highlights the "General Government" function and shows the amount of the General Fund Expenditures that are appropriated for each major function.

## CITY OF SNYDER, TEXAS

## GENERAL FUND

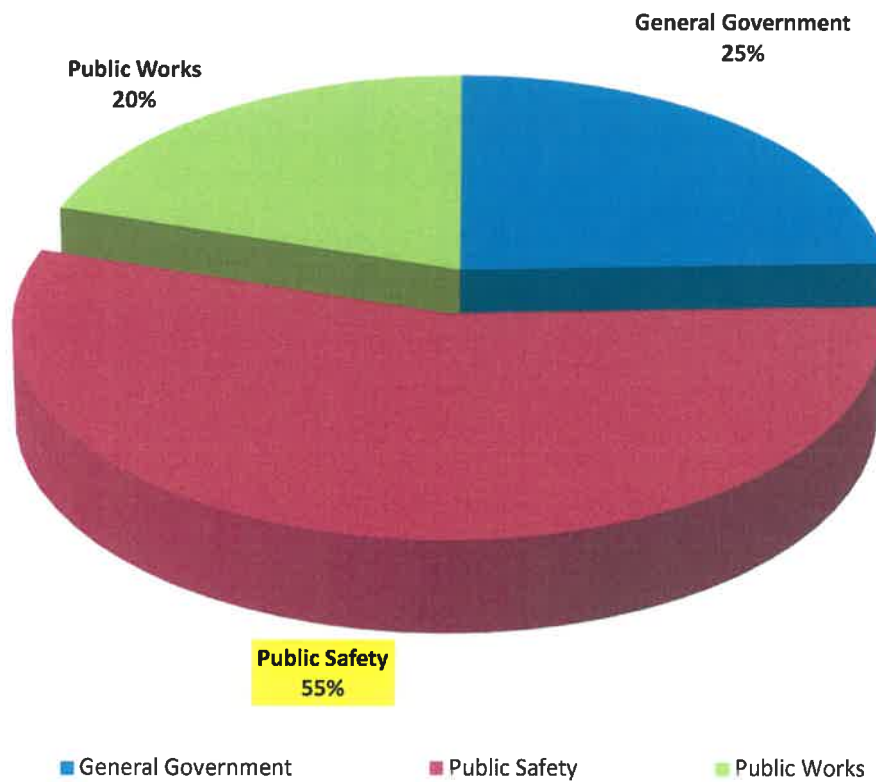
## STATEMENT OF EXPENDITURES

## 2021-2022 BUDGET

	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed Budget
<b>GENERAL GOVERNMENT:</b>				
Administration:				
Personnel Services	247,619	254,587	256,005	353,500
Supplies	3,770	2,235	3,600	2,700
Maintenance	4,066	2,018	3,685	13,980
Services	21,023	19,976	20,450	22,635
Sundry Charges	1,545	3,201	1,835	3,510
Capital Outlay	347	1,026	-	2,800
Non Capitalized Equipment	-	-	-	-
Totals	278,370	283,043	285,575	399,125
Finance:				
Personnel Services	284,226	295,108	256,375	159,230
Supplies	3,837	3,592	3,900	3,300
Maintenance	23,361	7,963	29,260	19,365
Services	43,894	41,195	47,240	46,745
Sundry Charges	3,834	2,404	3,700	2,900
Capital Outlay	-	10	4,200	-
Non Capitalized Equipment	700	500	-	500
Totals	359,852	350,772	344,675	232,040
Planning & Zoning:				
Personnel Services	219,015	196,064	191,445	190,565
Supplies	4,797	4,300	8,280	4,000
Maintenance	11,571	5,431	25,545	19,350
Services	12,429	13,408	19,945	13,065
Sundry Charges	30,275	18,457	20,715	20,020
Capital Outlay	-	-	10,850	7,800
Non Capitalized Equipment	-	570	3,250	-
Totals	278,087	238,230	280,030	254,800
Municipal Court:				
Personnel Services	263,233	255,013	242,445	237,885
Supplies	3,021	2,715	3,800	3,650
Maintenance	19,007	10,588	18,995	21,515
Services	29,285	27,484	30,580	29,980
Sundry Charges	4,068	4,747	26,475	10,360
Capital Outlay	1,267	-	2,800	1,400
Non Capitalized Equipment	4,564	233	-	-
Totals	324,445	300,780	325,095	304,790

	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed Budget
Community Services:				
Personnel Services	-	-	-	-
Supplies	6,944	1,872	16,550	13,550
Maintenance	26,156	23,930	26,000	55,000
Services	314,871	309,811	332,595	318,855
Sundry Charges	8,498	5,483	7,615	6,230
Capital Outlay	-	-	-	-
Non Capitalized Equipment	-	540	-	-
Totals	356,469	341,636	382,760	393,635
City Secretary/Records:				
Personnel Services	163,979	168,990	168,115	169,945
Supplies	1,265	1,244	1,550	1,550
Maintenance	7,631	4,696	2,150	2,585
Services	8,796	9,262	12,000	8,450
Sundry Charges	692	1,144	855	855
Capital Outlay	-	1,100	-	-
Non Capitalized Equipment	16,072	-	-	-
Totals	198,435	186,436	184,670	183,385
IT / Purchasing				
Personnel Services	96,732	101,917	98,105	99,115
Supplies	1,261	2,023	3,500	3,100
Maintenance	32,777	29,855	37,880	30,710
Services	9,150	6,834	8,860	7,285
Sundry Charges	6,098	893	1,905	2,805
Capital Outlay	612	-	7,500	1,500
Non Capitalized Equipment	18,125	737	-	1,200
Totals	164,755	142,259	157,750	145,715
TOTAL GENERAL GOVERNMENT	1,960,413	1,843,156	1,960,555	1,913,490

## General Fund Function Expense Fiscal Year 2022

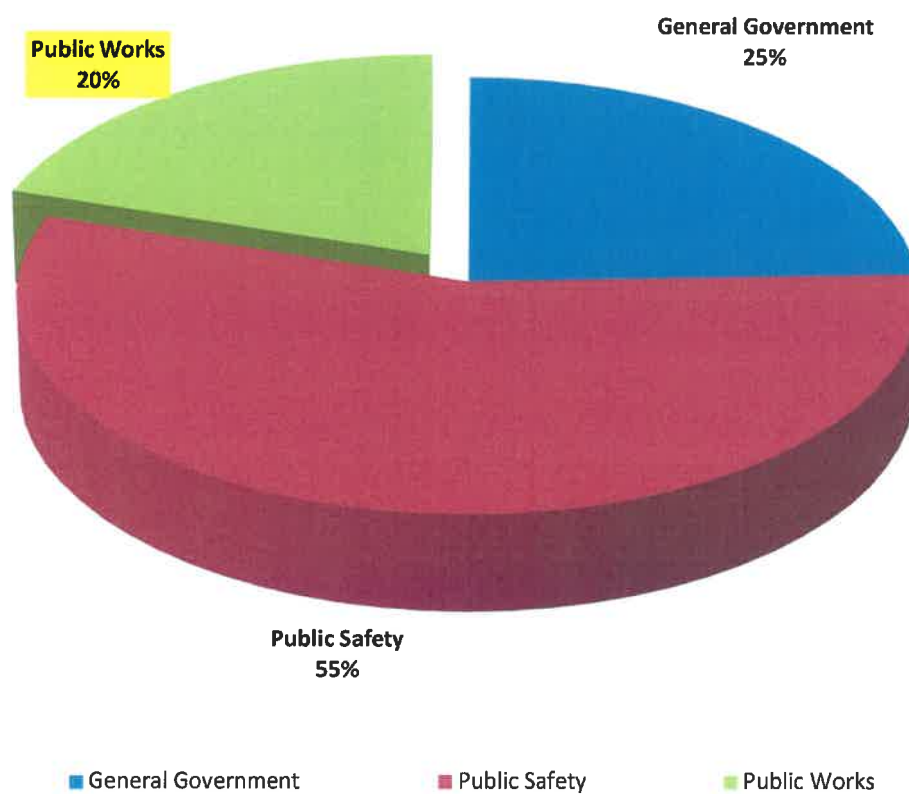


**Description:** This pie chart highlights the "Public Safety" function and shows the amount of the General Fund Expenditures that are appropriated for each major function.



	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed Budget
PUBLIC SAFETY:				
Police:				
Personnel Services	1,764,284	1,966,056	2,105,675	2,130,690
Supplies	86,189	89,395	99,900	102,400
Maintenance	110,416	115,895	102,470	113,705
Services	65,083	84,228	92,450	107,450
Sundry Charges	70,474	123,092	96,200	118,200
Capital Outlay	223,843	175,648	213,700	97,300
Non Capitalized Equipment	1,775	10,603	-	-
Totals	2,322,064	2,564,917	2,710,395	2,669,745
Animal Control:				
Personnel Services	126,939	126,271	128,620	127,445
Supplies	14,055	9,239	18,050	17,850
Maintenance	4,451	17,531	7,745	7,780
Services	12,071	12,777	16,575	16,575
Sundry Charges	5,142	4,115	5,470	4,870
Capital Outlay	-	1,100	3,000	39,500
Non Capitalized Equipment	1,293	-	1,100	1,100
Totals	163,951	171,033	180,560	215,120
Fire:				
Personnel Services	816,309	895,234	893,605	899,635
Supplies	75,722	73,585	84,020	81,100
Maintenance	53,886	52,714	64,690	65,675
Services	80,407	101,672	94,620	104,435
Sundry Charges	18,551	18,384	25,850	23,850
Capital Outlay	431,885	468,007	292,600	97,950
Non Capitalized Equipment	2,739	11,803	-	-
Totals	1,479,499	1,621,399	1,455,385	1,272,645
Fire Marshall:				
Personnel Services	110,281	109,023	108,070	110,230
Supplies	6,719	5,421	7,480	7,380
Maintenance	1,088	1,375	3,365	3,400
Services	2,448	2,814	2,800	5,000
Sundry Charges	4,478	1,166	6,400	5,400
Capital Outlay	-	-	-	50,000
Non Capitalized Equipment	1,119	-	-	-
Totals	126,133	119,799	128,115	181,410
TOTAL PUBLIC SAFETY	4,091,647	4,477,148	4,474,455	4,338,920

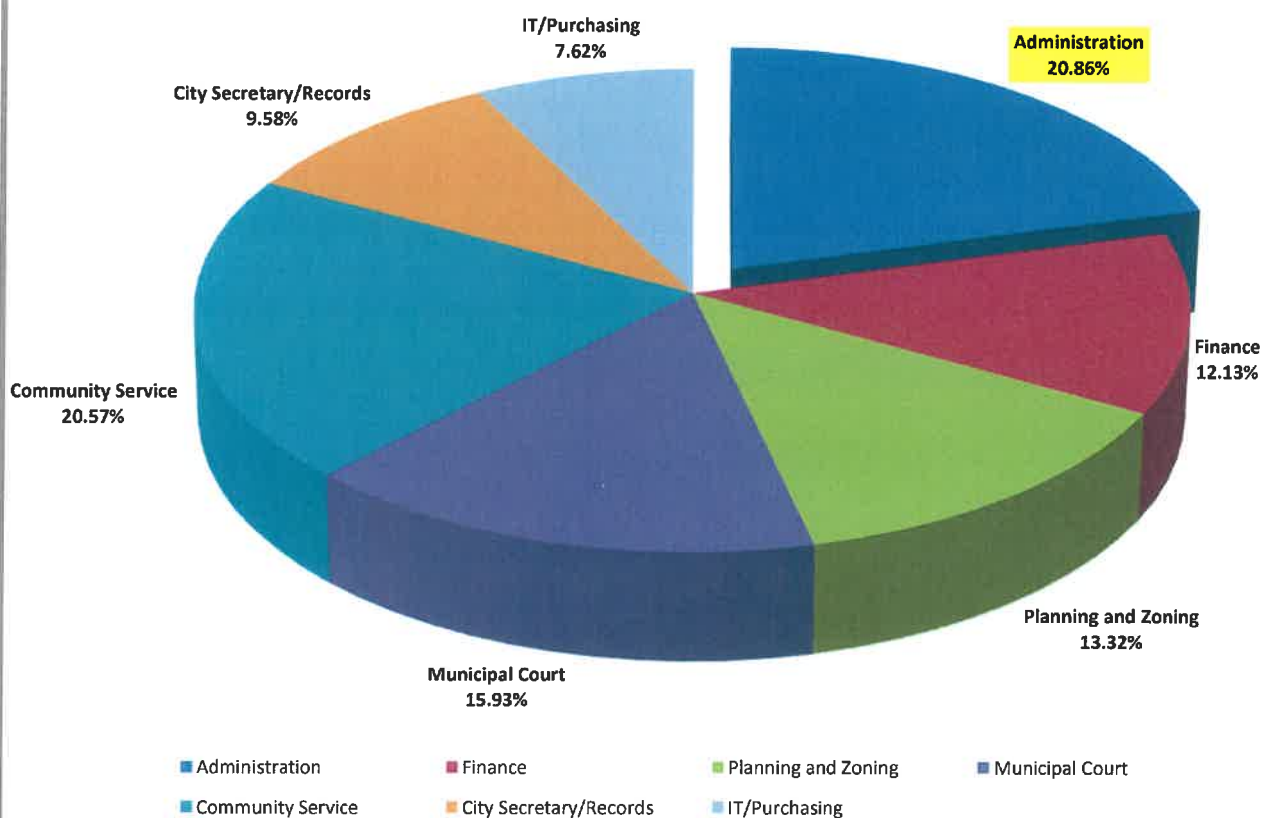
## General Fund Function Expense Fiscal Year 2022



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

	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed Budget
PUBLIC WORKS;				
Street Maintenance:				
Personnel Services	394,200	418,757	451,925	456,600
Supplies	92,617	75,936	93,600	82,100
Maintenance	617,720	690,602	551,250	553,750
Services	294,116	298,775	290,735	301,695
Sundry Charges	22,953	15,658	18,600	12,600
Capital Outlay	197,087	338,715	236,000	167,000
Non Capitalized Equipment	1,901	-	-	-
Totals	1,620,594	1,838,443	1,642,110	1,573,745
TOTAL PUBLIC WORKS	1,620,594	1,838,443	1,642,110	1,573,745
TOTAL EXPENSES	7,672,654	8,158,747	8,077,120	7,826,155

## General Government Function Expense Fiscal Year 2022



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

## BUDGET SUMMARY

Fund	Function	Department Number		
General	Administration	1		
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 254,587	\$ 256,005	\$ 353,500	
Supplies	2,235	3,600	2,700	
Maintenance	2,018	3,685	13,980	
Services	19,976	20,450	22,635	
Sundry Charges	3,201	1,835	3,510	
Capital Outlay	1,026	-	2,800	
Non Capitalized Equipment	-	-	-	
TOTAL ALL ACCOUNTS	\$ 283,043	\$ 285,575	\$ 399,125	

### 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, Receptionist/Secretary, and Human Resource Manager.

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 COVID-19 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/junk vehicles.
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.
15. Fill all personnel requisitions with the most qualified applicants as soon as possible.
16. Provide a safety program to protect all employees from on job accidents.

Indicators

	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
Number of positions filled	9	12	20
Applications reviewed	68	125	170

ADMINISTRATION - DEPARTMENT NO. 1

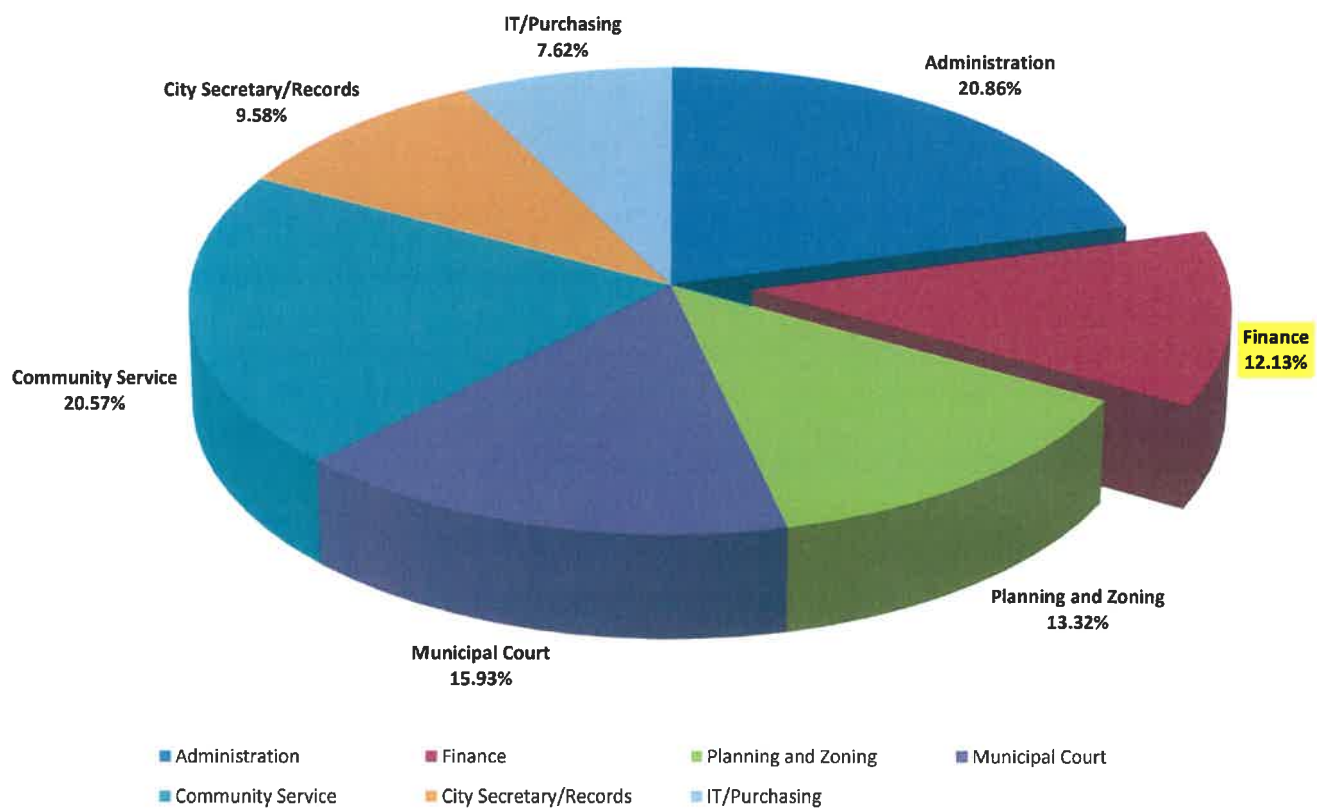
EXPENDITURES - FUND 01

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
601-101 SUPERVISION	150,419	149,555	151,500
601-102 CLERICAL	41,534	42,770	111,095
601-105 LONGEVITY	962	860	2,310
601-106 OVERTIME	107	100	300
601-108 FICA EXPENSE	11,065	11,985	16,445
601-109 TMRS EXPENSE	26,888	27,080	36,730
601-110 INSURANCE EXPENSE	20,826	20,850	31,275
601-111 MEDICARE EXPENSE	2,786	2,805	3,845
Sub Total	254,587	256,005	353,500
SUPPLIES & MATERIALS			
601-201 OFFICE SUPPLIES	666	1,150	1,000
601-206 MOTOR VEHICLE SUPPLIES	-	100	100
601-208 JANITORIAL SUPPLIES	1,020	1,400	1,050
601-212 GAS	374	800	400
601-215 OTHER SUPPLIES	175	150	150
Sub Total	2,235	3,600	2,700
MAINTENANCE OF BUILDINGS			
601-301 BUILDINGS & GROUNDS	485	1,500	500
Sub Total	485	1,500	500
MAINTENANCE OF EQUIPMENT			
601-403 MAINTENANCE OF EQUIPMENT	-	-	-
601-404 AUTOMOTIVE EQUIPMENT	241	300	300
601-407 SOFTWARE MAINTENANCE	1,292	1,885	13,180
Sub Total	1,533	2,185	13,480
MISCELLANEOUS SERVICES			
601-501-01 TELEPHONE	5,016	4,850	5,025
601-501-02 CELLULAR	595	650	625
601-501-03 INTERNET	1,710	1,500	1,770
601-502 RENTAL OF EQUIPMENT	929	1,100	1,215
601-503 INSURANCE	719	850	850

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
601-504 SPECIAL SERVICES	45	500	500
601-505 ADVERTISING	2,570	200	3,000
601-506 BUSINESS & TRANSPORTATION	3,394	5,000	4,500
601-508 FEE BASIS SERVICE	(115)	-	-
601-510 CONTRACTUAL SERVICES	418	600	450
601-511-01 ELECTRICITY	4,206	4,700	4,200
601-511-02 GAS	489	500	500
	<hr/>	<hr/>	<hr/>
Sub Total	19,976	20,450	22,635
SUNDRY CHARGES			
601-602 MEMBERSHIP & SUBSCR.	2,806	1,300	2,900
601-604 WORKER'S COMP.	395	425	500
601-606 FREIGHT EXPENSE	-	10	10
601-607 PRINTING EXPENSE	-	100	100
601-608 BAD DEBT EXPENSE	-	-	-
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Sub Total	3,201	1,835	3,510
CAPITAL OUTLAY			
601-901 OFFICE EQUIPMENT	1,026	-	2,800
601-902 AUTOMOTIVE EQUIPMENT	-	-	-
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Sub Total	1,026	-	2,800
NON CAPITALIZED EQUIPMENT			
601-905 NON CAPITALIZED EQUIPMENT	-	-	-
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Sub Total	-	-	-
TOTAL BUDGET	283,043	285,575	399,125



## General Government Function Expense Fiscal Year 2022



**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		
	Accounting			
General	Personnel/Payables	Finance	2	
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 295,108	\$ 256,375	\$ 159,230	
Supplies	3,592	3,900	3,300	
Maintenance	7,963	29,260	19,365	
Services	41,194	47,240	46,745	
Sundry Charges	2,405	3,700	2,900	
Capital Outlay	10	4,200	-	
Non Capitalized Equipment	500	-	500	
TOTAL ALL ACCOUNTS	\$ 350,772	\$ 344,675	\$ 232,040	

### 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>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
Number of payable checks issued	2,178	2,948	2,546

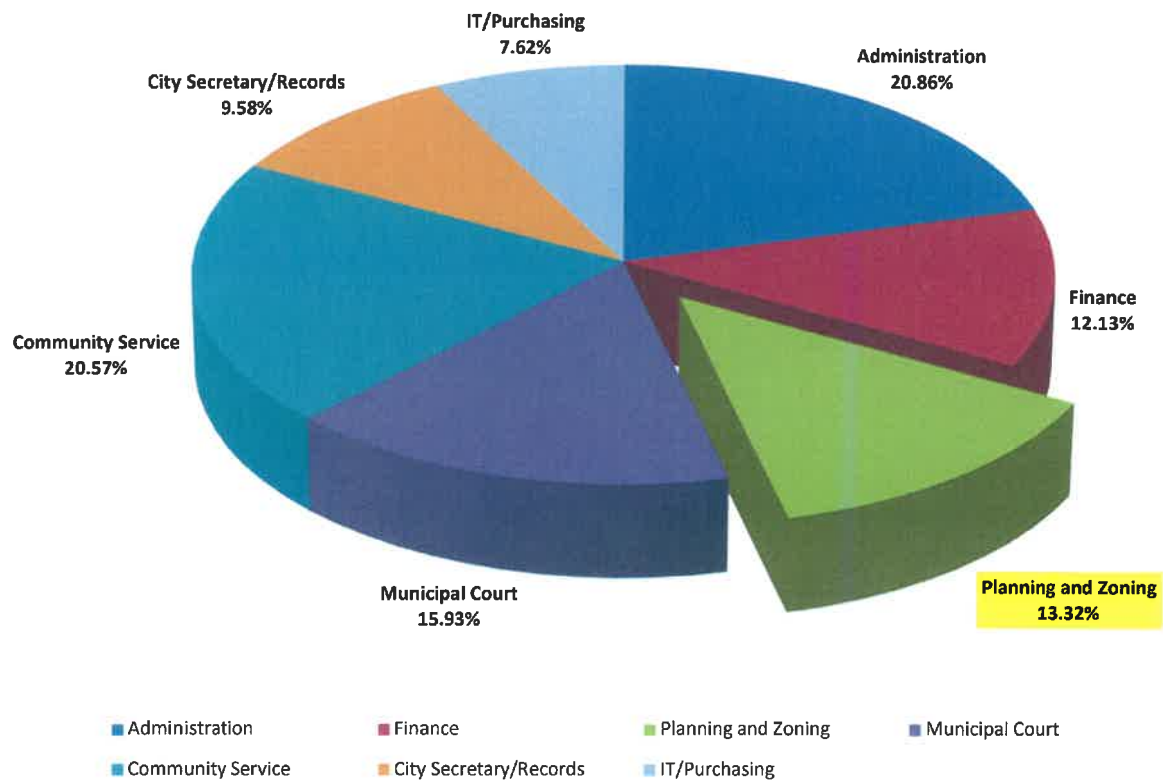
## FINANCE - DEPARTMENT NO. 2

## EXPENDITURES - FUND 01

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
602-101 SUPERVISION	100,279	71,005	62,400
602-102 CLERICAL	113,315	112,980	53,295
602-105 LONGEVITY	3,794	3,315	620
602-106 OVERTIME	57	300	150
602-108 FICA EXPENSE	13,163	11,630	7,220
602-109 TMRS EXPENSE	30,172	26,280	16,130
602-110 INSURANCE EXPENSE	31,250	28,145	17,725
602-111 MEDICARE EXPENSE	3,078	2,720	1,690
Sub Total	295,108	256,375	159,230
SUPPLIES & MATERIALS			
602-201 OFFICE SUPPLIES	2,755	2,900	2,300
602-202 FORMS	753	800	900
602-204 UNIFORMS	78	-	-
602-208 JANITORIAL SUPPLIES	6	200	100
602-215 OTHER SUPPLIES	-	-	-
Sub Total	3,592	3,900	3,300
MAINTENANCE OF EQUIPMENT			
602-401 OFFICE EQUIPMENT	681	830	145
602-403 MAINTENANCE OF EQUIPMENT	-	-	-
602-407 SOFTWARE MAINTENANCE	7,282	28,430	19,220
Sub Total	7,963	29,260	19,365
MISCELLANEOUS SERVICES			
602-501-01 TELEPHONE	1,200	1,200	1,200
602-501-03 INTERNET	1,425	1,425	1,425
602-502 RENTAL OF EQUIPMENT	787	750	805
602-503 INSURANCE	70	70	70
602-504 SPECIAL SERVICES	1,487	1,450	1,500
602-505 ADVERTISING	1,095	1,800	700
602-506 BUSINESS & TRANSPORTATION	99	3,500	3,000
602-508 FEE BASIS SERVICE	34,960	36,935	37,935
602-510 CONTRACTUAL SERVICES	72	110	110
Sub Total	41,195	47,240	46,745

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
SUNDRY CHARGES			
602-602 MEMBERSHIP & SUBSCR.	100	1,200	1,200
602-604 WORKER'S COMP.	1,370	1,600	700
602-606 FREIGHT EXPENSE	189	100	200
602-607 PRINTING EXPENSE	745	800	800
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Sub Total	2,404	3,700	2,900
CAPITAL OUTLAY			
602-901 OFFICE EQUIPMENT	10	4,200	-
	<hr/>	<hr/>	<hr/>
Sub Total	10	4,200	-
NON CAPITALIZED EQUIPMENT			
602-905 NON CAPITALIZED EQUIPMENT	500	-	500
	<hr/>	<hr/>	<hr/>
Sub Total	500	-	500
 TOTAL BUDGET	 350,772	 344,675	 232,040

## General Government Function Expense Fiscal Year 2022



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

## BUDGET SUMMARY

Fund	Function	Department Number		
General	Planning and Zoning	3		
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 196,064	\$ 191,445	\$ 190,565	
Supplies	4,300	8,280	4,000	
Maintenance	5,431	25,545	19,350	
Services	13,408	19,945	13,065	
Sundry Charges	18,457	20,715	20,020	
Capital Outlay	-	10,850	7,800	
Non Capitalized Equipment	570	3,250	-	
TOTAL ALL ACCOUNTS	\$ 238,230	\$ 280,030	\$ 254,800	

### **Mission Statement**

The Planning & Zoning Division has a mission to promote orderly and quality development in the community by ensuring that all land use and development proposals in the community conform to the City's Comprehensive Plan and Code of Ordinances.

The Building Division's mission is to safeguard the health, safety, welfare, and overall quality of life for the City residents and the business community through timely, efficient, and thorough building permitting and inspections.

Environmental Code Service Division has the mission to enforce the codes of the City with intent to provide a fair process of the City's zoning and technical codes, all while correcting violations in a manner within the procedure requirements and remedies provided for in the City's Code of Ordinances.

### **Description**

Department 3's roles and responsibilities are divided out among three divisions, Planning and Zoning, Building, and Environmental Code Services. It is compromised of 2 full-time positions, a Department Head and a Combination Inspector/Code Enforcement Officer.

### **Planning and Zoning**

The Planning and Zoning Division works with the citizens and community leaders to build a consensus on how the City should grow, both in short and long term. This is accomplished through the coordination of a variety of land planning functions and reviewing all new development proposals to ensure they reflect this vision. Planning and Zoning is compromised of (5) sections: Administrative, Community Development, Comprehensive Planning, Current Planning and Planning Management Support.

The **Administrative Section** advises the City Manager, Planning Commission and City Council on all planning related activities. It also develops the Department's policies, operating procedures and the budget.

The **Community Development Section** coordinates community development initiatives and affordable housing programs.

The **Comprehensive Planning Section** provides vision and guidance for the long-range development of the City.

The **Current Planning Section** coordinates the City's land planning development review activities. This division reviews all re-zonings, conditional use permits, and preliminary subdivisions.

The **Planning Management Support Section** assists the Comprehensive and Current Planning Divisions with any data or maps needed; as well as, assignment of street names and building addresses, GIS mapping, development tracking, website content, public communication or information, zone map updates, records management, and any special data requests from the City Manager's Office or the Boards and Commissions staff.

### **Building**

The Building Division provides professional and courteous customer service to new and existing developments. It is responsible for the issuance and inspection of development related permits and the certificate of occupancy of structures throughout the City of Snyder. The department is comprised of two (2) sections: Permitting and Inspections.

The **Permitting Section** reviews all required permits applications and performs any plan reviews prior to the issuance of all development related permits. This division is also responsible for the issuance of all Certificate of Occupancies.

The **Inspections Section** is responsible for verifying compliance throughout the construction process. These inspections include but are not limited to; Building, Mobile Home Set-Up, Electrical, Mechanical, and Plumbing.

### **Environmental Code Services**

The Environmental Code Services Division performs a variety of routine and complex work in the interpretation and enforcement of adopted codes, ordinances and state laws. This division is responsible for enforcing all the city codes not primarily enforced by the Police Department, and in particular, those codes pertaining to property use, maintenance, junked vehicles, and public nuisances. The Environmental Code Services Division ensures the compliance of zoning related ordinances, public nuisance abatements, building codes, property maintenance, junked vehicles, and other issues relating to the health, safety, and general welfare of the community for public, and private residential, commercial and industrial property.

### **Goals and Objectives**

The Planning and Zoning, Building, and Environmental code Services Divisions goals are to provide timely, accurate, objective, and professional services to our City and customers in person, through digital or written correspondence, professional recommendations, and decisions.

All three (3) share some of the same objective such as: increasing the community participation rate at planned public meetings, being a proactive department, and increasing the effectiveness of the office and field staff through education and training. Some key performance objectives of each of the divisions include:

#### **Planning and Zoning**

Ensure that 100% of development plan reviews are delivered according to published schedule.

Ensure that 100% of the initial development plans receive site visits.

Ensure that the GIS database is maintained at a minimum of 95% accuracy level.

#### **Building**

Review and update fee structures.

Enforce current regulations.

Monitor the trends of economic growth.

#### **Environment Code Services**

Promote a cleaner Snyder.



Ensure well maintained properties.  
 Encourage commercial property owners to maintain their aesthetic appeal.  
 Educate the public on Ordinances and ways to comply with common violations through education.

**Indicators**

**Building Division**  
**Permits**

	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>
Building (Residential)	69	60	79
Building (Commercial)	10	15	11
Electrical	104	87	92
Plumbing	175	273	246
Heating and Air Conditioning	23	N/A	8
Demolition	14	5	3
Sign Permits	8	7	0

**Inspections**

	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>
Building (Residential)	240	111	230
Building (Commercial)	65	23	34
Electrical	210	123	133
Plumbing	187	434	414
Mechanical	N/A	36	26

**Planning & Zoning Division**  
**Permits**

	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>
Planning & Zoning	N/A	N/A	1

**Board Meeting Category**

	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>
Planning and Zoning Commission	1	3	1
Zoning Board of Adjustment	0	0	0
Builder's Board of Appeal	0	0	0
Substandard Building Committee	7	0	0

**Environmental Code Services Division**  
**Permits**

	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>
Mowing	N/A	29	6
Junked Vehicles	N/A	N/A	5

**Inspections**

	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>
Zoning	3	1	1
Health & Sanitation	95	83+	232+
Public Nuisance	67	83+	232+
Junked Vehicles	N/A	N/A	18

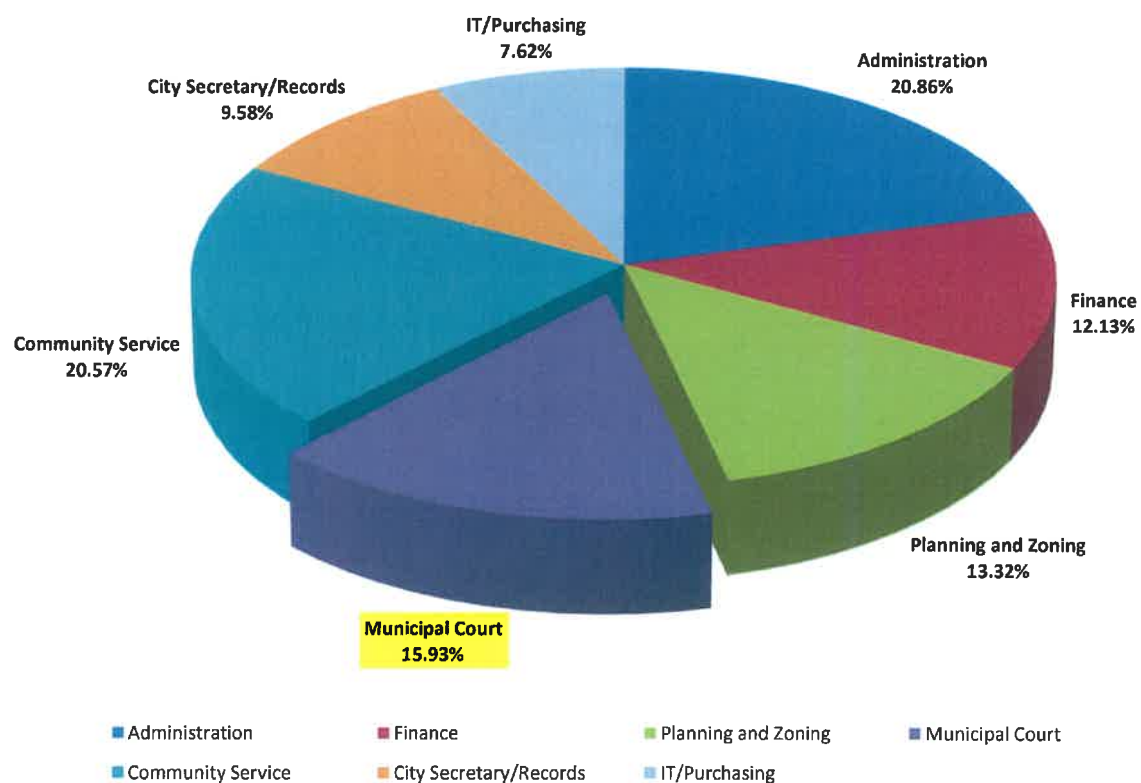
PLANNING AND ZONING - DEPARTMENT NO. 3

EXPENDITURES - FUND 01

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
603-101 SUPERVISION	77,171	69,290	70,190
603-103 OPERATIONS	64,666	62,760	63,575
603-105 LONGEVITY	1,432	800	920
603-106 OVERTIME	1,580	7,370	5,000
603-108 FICA EXPENSE	8,908	8,695	8,660
603-109 TMRS EXPENSE	20,313	19,645	19,345
603-110 INSURANCE EXPENSE	19,911	20,850	20,850
603-111 MEDICARE EXPENSE	2,083	2,035	2,025
Sub Total	196,064	191,445	190,565
SUPPLIES & MATERIALS			
603-201 OFFICE SUPPLIES	2,235	1,350	1,350
603-202 FORMS PROCEDURAL	-	250	-
603-204 UNIFORMS	-	100	-
603-205 TIRES	-	650	100
604-206 MOTOR VEHICLE SUPPLIES	120	780	250
603-207 MINOR TOOLS & APPARATUS	562	685	-
603-208 JANITORIAL SUPPLIES	98	240	200
603-212 GAS	1,279	4,125	2,000
603-215 OTHER SUPPLIES	6	100	100
Sub Total	4,300	8,280	4,000
MAINTENANCE OF BUILDING			
603-301 MAINTENANCE OF BUILDING & GROUNDS	-	-	400
Sub Total	-	-	400
MAINTENANCE OF EQUIPMENT			
603-403 EQUIPMENT	-	150	150
603-404 AUTOMOTIVE EQUIPMENT	199	600	400
603-406 MINOR TOOLS & EQUIPMENT	-	100	100
603-407 SOFTWARE MAINTENANCE	5,232	24,695	18,300
Sub Total	5,431	25,545	18,950

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
MISCELLANEOUS SERVICES			
603-501-01 TELEPHONE	1,498	1,500	1,500
603-501-02 CELLULAR	1,899	1,955	1,955
603-501-03 INTERNET	2,830	2,835	2,835
603-502 RENTAL OF EQUIPMENT	721	2,820	625
603-503 INSURANCE	1,299	1,975	1,500
603-504 SPECIAL SERVICES	2,731	3,000	1,000
603-505 ADVERTISING	403	750	1,500
603-506 BUSINESS & TRANSPORTATION	1,892	4,960	2,000
603-508 FEE BASIS SERVICE	63	-	-
603-510 CONTRACTUAL SERVICES	72	150	150
Sub Total	13,408	19,945	13,065
SUNDRY CHARGES			
603-601 TRAINING & EDUCATION	40	5,390	3,500
603-602 MEMBERSHIP & SUBSCR.	215	400	400
603-604 WORKER'S COMP.	1,002	1,555	750
603-606 FREIGHT EXPENSE	-	120	120
603-607 PRINTING EXPENSE	-	250	250
603-608 BAD DEBT EXPENSE	17,200	13,000	15,000
Sub Total	18,457	20,715	20,020
CAPITAL OUTLAY			
603-901 OFFICE EQUIPMENT	-	-	7,800
603-902 AUTOMOTIVE EQUIPMENT	-	3,235	-
603-903 MACHINERY & OTHER EQUIPMENT	-	7,615	-
Sub Total	-	10,850	7,800
NON CAPITALIZED EQUIPMENT			
603-905 NON CAPITALIZED EQUIPMENT	570	3,250	-
Sub Total	570	3,250	-
TOTAL BUDGET	238,230	280,030	254,800

## General Government Function Expense Fiscal Year 2022



**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		
General	Municipal Court	4		
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 255,013	\$ 242,445	\$ 237,885	
Supplies	2,715	3,800	3,650	
Maintenance	10,588	18,995	21,515	
Services	27,484	30,580	29,980	
Sundry Charges	4,747	26,475	10,360	
Capital Outlay	-	2,800	1,400	
Non Capitalized Equipment	233	-	-	
TOTAL ALL ACCOUNTS	\$ 300,780	\$ 325,095	\$ 304,790	

### 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>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>
1. Total dispositions prior to court appearance or trial.	1,621	1,217	905
2. Total dispositions at court appearance or trial.	524	807	251
3. Number of cases dismissed through Defensive Driving.	151	119	90
4. Number of cases dismissed through Deferred Disposition.	71	52	36
5. Number of warrants issued	1,921	937	199
6. Number of cases dismissed for presenting proof of insurance.	22	3	0
7. Number of cases dismissed through compliance by remedied defect or nuisance.	98	71	62
8. Warrants for Fire, Health and Code Inspection	10	2	0
9. Show Cause Hearings Held	986	773	567

### Activity Summary (Cases Filed)

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

### Traffic

	<u>2018-19</u>	<u>2019-20</u>
1. Non-Parking	1,530	1,093
2. Parking	0	1
3. City Ordinance	3	0

### Non-Traffic

	<u>2018-19</u>	<u>2019-20</u>
1. Penal Code	212	181
2. Other State Law	153	89
3. City Ordinance	55	43
Total Cases	1,953	1,407
Total Fees/Fines Revenue	\$ 225,491	\$ 254,401

MUNICIPAL COURT - DEPARTMENT NO. 4

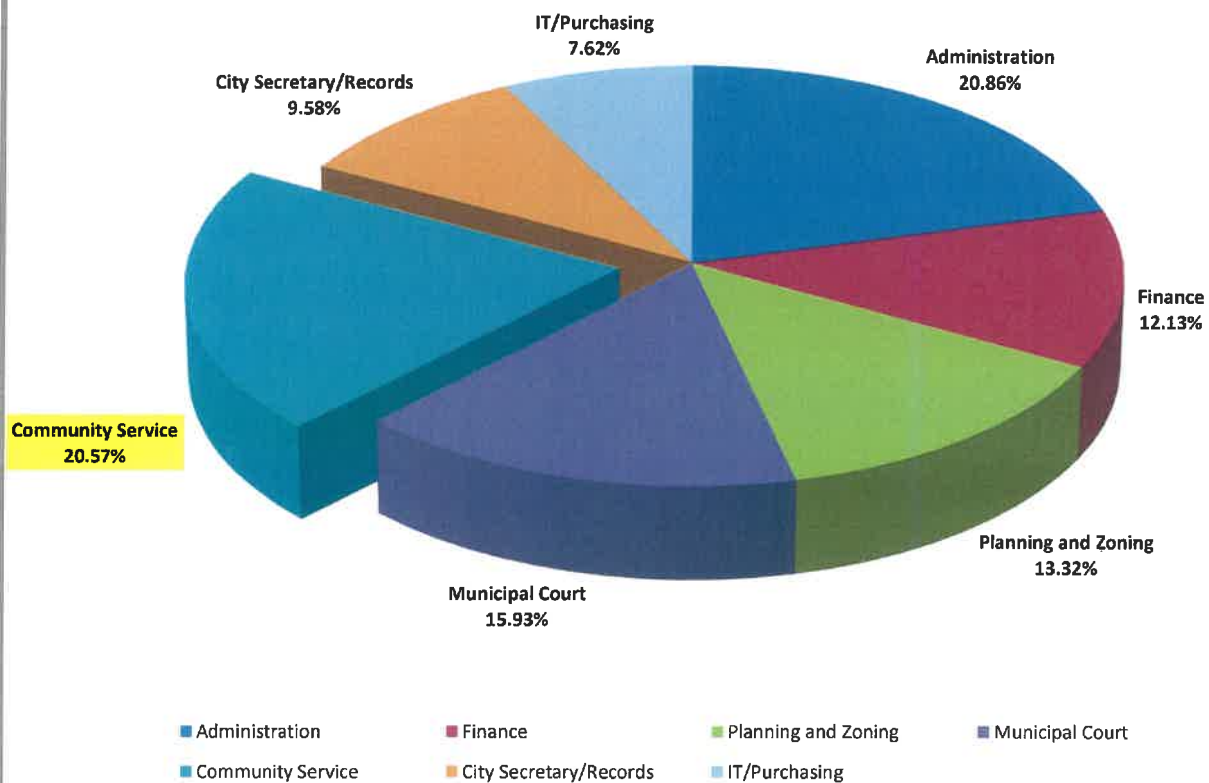
EXPENDITURES - FUND 01

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
604-101 SUPERVISION	72,587	66,910	67,775
604-102 CLERICAL	94,642	85,175	86,665
604-105 LONGEVITY	1,551	640	820
604-106 OVERTIME	607	500	1,500
604-107 PART-TIME	18,281	23,000	15,000
604-108 FICA EXPENSE	11,459	10,925	10,650
604-109 TMRS EXPENSE	23,513	21,465	21,710
604-110 INSURANCE EXPENSE	29,693	31,275	31,275
604-111 MEDICARE EXPENSE	2,680	2,555	2,490
Sub Total	255,013	242,445	237,885
SUPPLIES & MATERIALS			
604-201 OFFICE SUPPLIES	2,649	3,500	3,500
604-208 JANITORIAL SUPPLIES	66	300	150
Sub Total	2,715	3,800	3,650
MAINTENANCE OF BUILDINGS			
604-301 BUILDINGS & GROUNDS	-	-	-
Sub Total	-	-	-
MAINTENANCE OF EQUIPMENT			
604-403 MAINTENANCE OF EQUIPMENT	-	215	215
604-407 SOFTWARE MAINTENANCE	10,588	18,780	21,300
Sub Total	10,588	18,995	21,515
MISCELLANEOUS SERVICES			
604-501-01 TELEPHONE	2,805	2,900	2,900
604-501-03 INTERNET	1,425	1,425	1,425
604-502 RENTAL OF EQUIPMENT	721	755	755
604-504 SPECIAL SERVICES	3,146	3,900	3,300
604-505 ADVERTISING	361	100	100
604-506 BUSINESS & TRANSPORTATION	627	3,400	3,400
604-508 FEE BASIS SERVICES	18,327	18,000	18,000
604-510 CONTRACTUAL SERVICES	72	100	100
Sub Total	27,484	30,580	29,980

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
SUNDRY CHARGES			
604-601 TRAINING & EDUCATION	-	1,500	1,500
604-602 MEMBERSHIP & SUBSCR.	250	200	1,000
604-604 WORKER'S COMP.	438	575	500
604-607 PRINTING EXPENSE	-	360	360
604-608 BAD DEBT/CHARGE OFFS	4,059	23,840	7,000
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Sub Total	4,747	26,475	10,360
CAPITAL OUTLAY			
604-901 OFFICE EQUIPMENT	-	2,800	1,400
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Sub Total	-	2,800	1,400
NON CAPITALIZED EQUIPMENT			
604-905 NON CAPITALIZED EQUIPMENT	233	-	-
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Sub Total	233	-	-
TOTAL BUDGET	300,780	325,095	304,790



## General Government Function Expense Fiscal Year 2022



**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 Service	5		
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ -	\$ -	\$ -	
Supplies	1,872	16,550	13,550	
Maintenance	23,930	26,000	55,000	
Services	309,811	332,595	318,855	
Sundry Charges	5,483	7,615	6,230	
Capital Outlay	-	-	-	
Non Capitalized Equipment	540	-	-	
TOTAL ALL ACCOUNTS	\$ 341,636	\$ 382,760	\$ 393,635	

### 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.

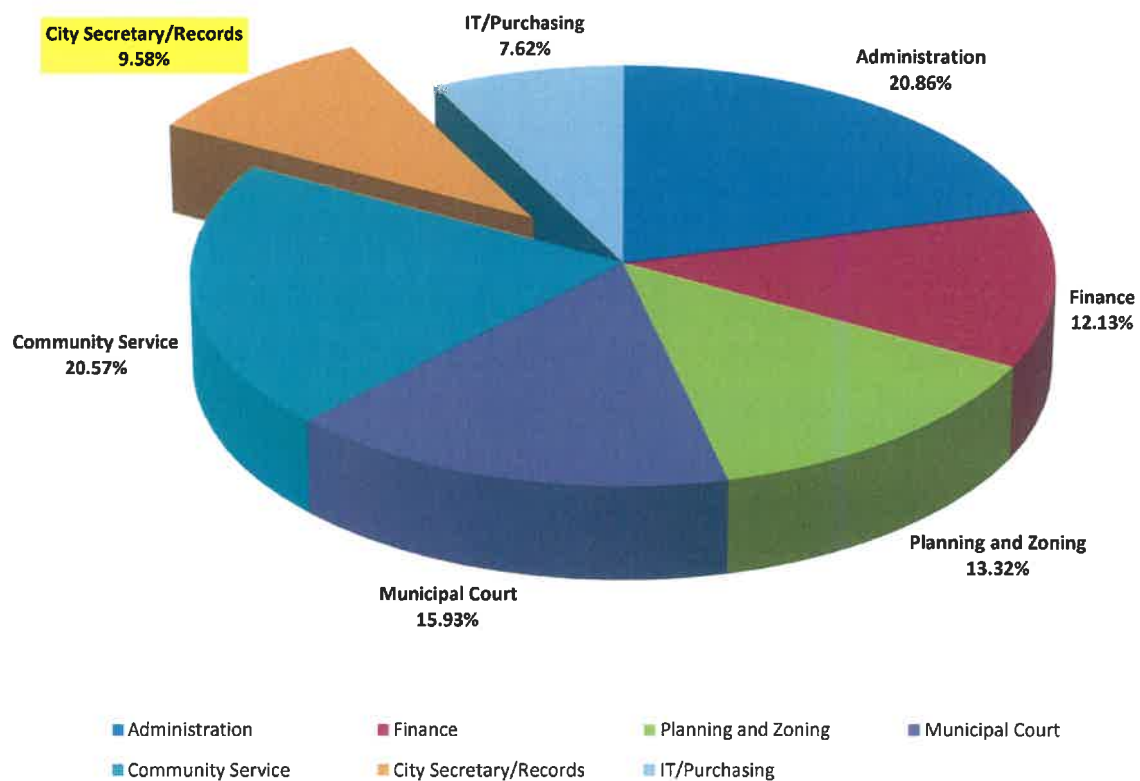
COMMUNITY SERVICE - DEPARTMENT NO. 5

EXPENDITURES - FUND 01

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
SUPPLIES & MATERIALS			
605-201 OFFICE SUPPLIES	395	150	150
605-205 TIRES AND TUBES	-	-	-
605-206 MOTOR VEHICLES SUPPLIES	-	-	-
605-207 MINOR TOOLS & APPARATUS	86	-	-
605-208 JANITORIAL SUPPLIES	11	-	-
605-210 BOTANICAL & AGRICUL.	1,234	2,400	2,400
605-211 ELECTION SUPPLIES	98	14,000	11,000
605-212 GAS	48	-	-
Sub Total	1,872	16,550	13,550
MAINTENANCE OF BUILDINGS			
605-301 BUILDINGS & GROUNDS	23,836	26,000	55,000
Sub Total	23,836	26,000	55,000
MAINTENANCE OF EQUIPMENT			
605-403 MAINTENANCE OF EQUIPMENT	-	-	-
605-404 AUTOMOTIVE EQUIPMENT	-	-	-
605-407 SOFTWARE MAINTENANCE	94	-	-
Sub Total	94	-	-
MISCELLANEOUS SERVICES			
605-501-03 INTERNET	1,425	1,425	1,425
605-502 RENTAL OF EQUIPMENT	273	275	275
605-503 INSURANCE	20,540	23,500	23,500
605-504 SPECIAL SERVICES	14,379	20,000	16,000
605-505 ADVERTISING	16,179	18,000	18,000
605-506 BUSINESS & TRANSPORTATION	267	2,000	1,000
605-508 FEE BASIS SERVICES	151,829	85,000	99,000
605-510 CONTRACTUAL SERVICES	86,268	138,695	115,655
605-514 TAX COLLECTION	13,959	13,700	14,000
605-518 DEMOLITION COSTS	4,692	30,000	30,000
Sub Total	309,811	332,595	318,855

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
SUNDRY CHARGES			
605-602 MEMBERSHIP & SUBSCR.	5,262	7,500	6,000
605-604 WORKMAN'S COMPENSATION	8	15	15
605-606 FREIGHT EXPENSE	213	100	215
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Sub Total	5,483	7,615	6,230
CAPITAL OUTLAY			
605-901 OFFICE EQUIPMENT	-	-	-
605-902 AUTOMOTIVE EQUIPMENT	-	-	-
	<hr/>	<hr/>	<hr/>
Sub Total	-	-	-
NON CAPITALIZED EQUIPMENT			
605-905 NON CAPITALIZED EQUIPMENT	540	-	-
	<hr/>	<hr/>	<hr/>
Sub Total	540	-	-
TOTAL BUDGET	341,636	382,760	393,635

## General Government Function Expense Fiscal Year 2022



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

## BUDGET SUMMARY

Fund	Function	Department Number		
General	City Secretary/Records	6		
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 168,990	\$ 168,115	\$ 169,945	
Supplies	1,244	1,550	1,550	
Maintenance	4,696	2,150	2,585	
Services	9,262	12,000	8,450	
Sundry Charges	1,144	855	855	
Capital Outlay	1,100	-	-	
Non Capitalized Equipment	-	-	-	
TOTAL ALL ACCOUNTS	\$ 186,436	\$ 184,670	\$ 183,385	

### 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>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
Public information requests	148	161	178
Number of records laserfiche	19,936	6,310	23,230
Number of records disposed	232	1,054	7,268
City Council agendas prepared	18	21	22
Municipal election held	0	1	1

## CITY SECRETARY/RECORDS - DEPARTMENT NO. 6

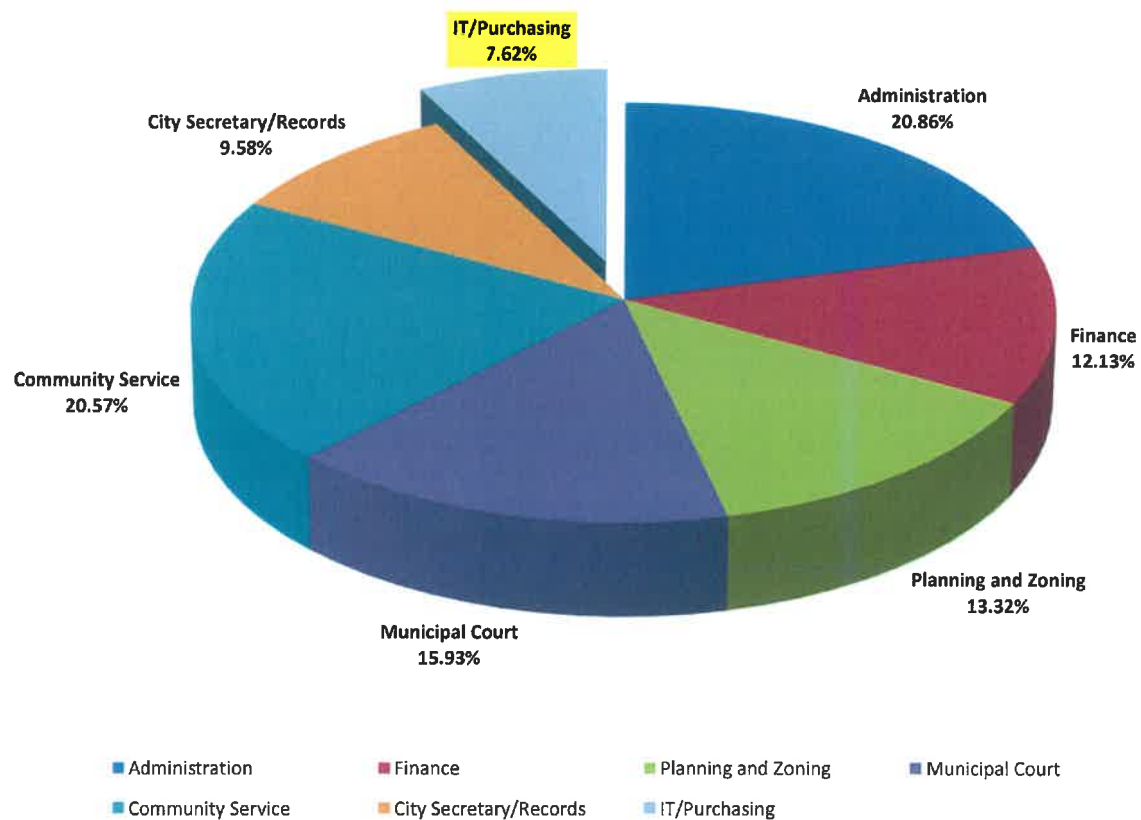
## EXPENDITURES - FUND 01

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
606-101 SUPERVISION	67,301	66,910	67,775
606-102 CLERICAL	53,791	52,610	53,290
606-105 LONGEVITY	907	1,025	1,145
606-106 OVERTIME	-	500	500
606-108 FICA EXPENSE	7,487	7,505	7,610
606-109 TMRS EXPENSE	16,928	16,960	16,995
606-110 INSURANCE EXPENSE	20,825	20,850	20,850
606-111 MEDICARE EXPENSE	1,751	1,755	1,780
Sub Total	168,990	168,115	169,945
SUPPLIES & MATERIALS			
606-201 OFFICE SUPPLIES	1,172	1,200	1,200
606-208 JANITORIAL SUPPLIES	66	300	300
606-215 OTHER SUPPLIES	6	50	50
Sub Total	1,244	1,550	1,550
MAINTENANCE OF EQUIPMENT			
606-401 OFFICE EQUIPMENT	191	530	400
606-403 MAINTENANCE OF EQUIPMENT	-	220	220
606-407 SOFTWARE MAINTENANCE	4,505	1,400	1,965
Sub Total	4,696	2,150	2,585
MISCELLANEOUS SERVICES			
606-501-01 TELEPHONE	1,357	1,400	1,400
606-501-03 INTERNET	2,120	1,575	2,025
606-502 RENTAL OF EQUIPMENT	732	760	760
606-503 INSURANCE	70	165	165
606-504 SPECIAL SERVICES	12	-	-
606-506 BUSINESS & TRANSPORTATION	4,899	8,000	4,000
606-510 CONTRACTUAL SERVICES	72	100	100
Sub Total	9,262	12,000	8,450



	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
SUNDRY CHARGES			
606-602 MEMBERSHIP & SUBSCR.	355	355	355
606-604 WORKER'S COMP.	789	500	500
606-606 FREIGHT EXPENSE	-	-	-
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Sub Total	1,144	855	855
CAPITAL OUTLAY			
606-901 OFFICE EQUIPMENT	1,100	-	-
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Sub Total	1,100	-	-
NON CAPITALIZED EQUIPMENT			
606-905 NON CAPITALIZED EQUIPMENT	-	-	-
	<hr/>	<hr/>	<hr/>
Sub Total	-	-	-
TOTAL BUDGET	186,436	184,670	183,385

## General Government Function Expense Fiscal Year 2022



**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		
General	Information Technology/Purchasing	7		
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 101,917	\$ 98,105	\$ 99,115	
Supplies	2,023	3,500	3,100	
Maintenance	29,855	37,880	30,710	
Services	6,834	8,860	7,285	
Sundry Charges	893	1,905	2,805	
Capital Outlay	-	7,500	1,500	
Non Capitalized Equipment	737	-	1,200	
TOTAL ALL ACCOUNTS	\$ 142,259	\$ 157,750	\$ 145,715	

### Mission Statement

To ensure 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>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
Number of PO's issued	195	205	215

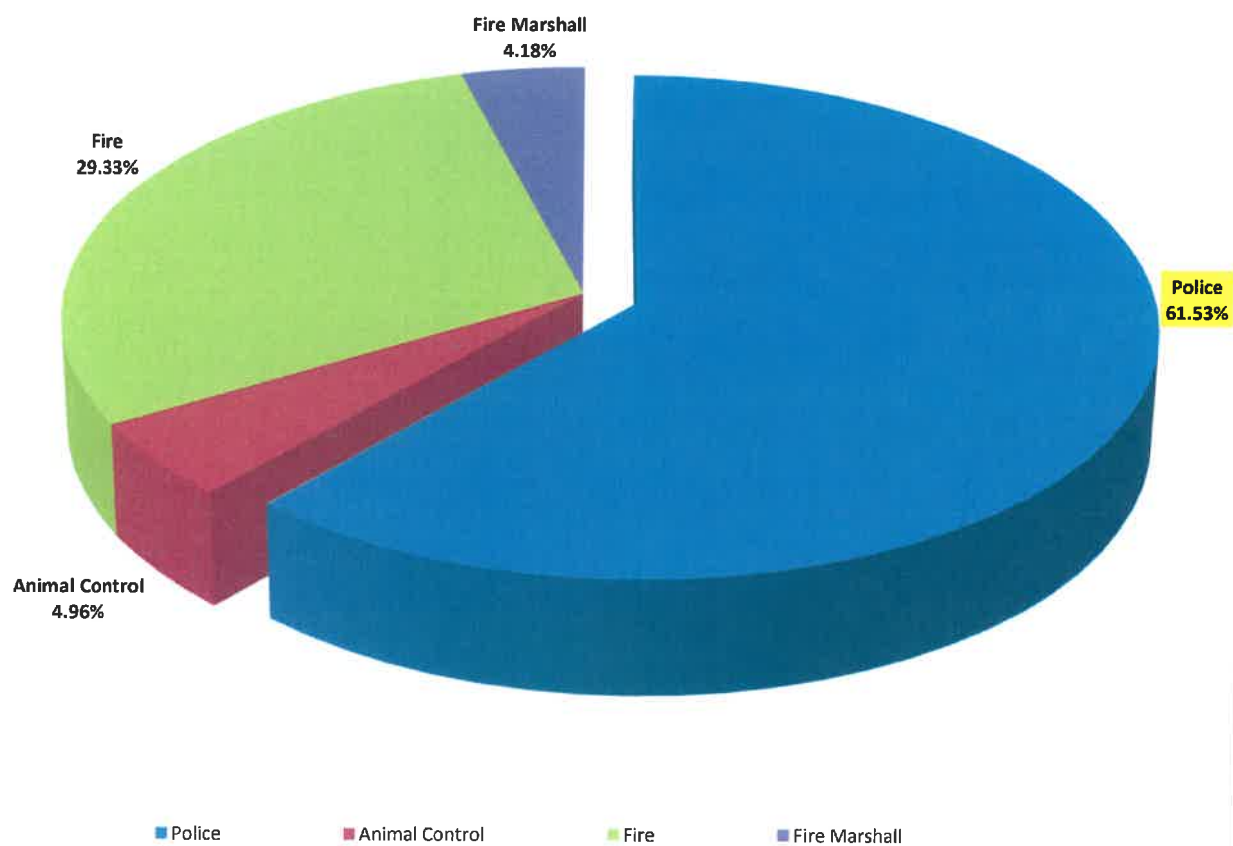
## IT/PURCHASING - DEPARTMENT NO. 7

## EXPENDITURES - FUND 01

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
607-101 SUPERVISION	67,976	66,910	67,775
607-105 LONGEVITY	1,107	1,160	1,220
607-106 OVERTIME	6,619	4,000	4,000
607-108 FICA EXPENSE	4,209	4,470	4,525
607-109 TMRS EXPENSE	10,609	10,095	10,110
607-110 INSURANCE EXPENSE	10,413	10,425	10,425
607-111 MEDICARE EXPENSE	984	1,045	1,060
Sub Total	101,917	98,105	99,115
SUPPLIES & MATERIALS			
607-201 OFFICE SUPPLIES	1,619	1,500	1,500
607-205 TIRES	5	800	800
607-206 MOTOR VEHICLE SUPPLIES	66	800	200
607-208 JANITORIAL SUPPLIES	327	200	200
607-212 GAS EXPENSE	6	200	400
Sub Total	2,023	3,500	3,100
MAINTENANCE OF EQUIPMENT			
607-403 MAINTENANCE OF EQUIPMENT	-	300	150
607-404 AUTOMOTIVE EQUIPMENT	55	400	250
607-407 SOFTWARE MAINTENANCE	29,800	37,180	30,310
Sub Total	29,855	37,880	30,710
MISCELLANEOUS SERVICES			
607-501-01 TELEPHONE	1,056	1,705	1,200
607-501-03 INTERNET	1,835	1,725	1,835
607-502 RENTAL OF EQUIPMENT	721	755	755
607-503 INSURANCE	649	-	650
607-504 SPECIAL SERVICES	172	75	75
607-506 BUSINESS & TRANSPORTATION	2,160	4,500	2,500
607-508 FEE BASIS SERVICES	169	-	170
607-510 CONTRACTUAL SERVICES	72	100	100
Sub Total	6,834	8,860	7,285

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
SUNDRY CHARGES			
607-601 TRAINING & EDUCATION	90	-	-
607-602 MEMBERSHIPS & SUBSCRIPTIONS	364	1,300	2,500
607-604 WORKER'S COMP.	374	580	280
607-606 FREIGHT EXPENSE	65	25	25
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Sub Total	893	1,905	2,805
CAPITAL OUTLAY			
607-901 OFFICE EQUIPMENT	-	7,500	1,500
	<hr/>	<hr/>	<hr/>
Sub Total	-	7,500	1,500
NON CAPITALIZED EQUIPEMENT			
607-905 NON CAPITALIZED EQUIPMENT	737	-	1,200
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Sub Total	737	-	1,200
TOTAL BUDGET	142,259	157,750	145,715

## Public Safety Function Expense Fiscal Year 2022



**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	Department Number		
General	Public Safety	Police	16	
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 1,966,056	\$ 2,105,675	\$ 2,130,690	
Supplies	89,395	99,900	102,400	
Maintenance	115,895	102,470	113,705	
Services	84,228	92,450	107,450	
Sundry Charges	123,092	96,200	118,200	
Capital Outlay	175,648	213,700	97,300	
Non Capitalized Equipment	10,603	-	-	
TOTAL ALL ACCOUNTS	\$ 2,564,917	\$ 2,710,395	\$ 2,669,745	

### Mission Statement

The mission of the Snyder Police Department is to preserve order, protect rights, life, and property of all people. We strive to nurture an environment of well-being, and together with the citizens of Snyder, work toward the development, safety, and growth of the community. We will be proactive in our efforts, professional in our demeanor, and adhere to the concept that justice is blind; therefore, will apply the law without bias to age, race, religion, gender, sexual orientation, or ethnic origin. Pride, Honor, Integrity, Community and Innovation all reside here.

### Description

The Snyder Police Department currently consists of twenty-five (25) total personnel and is broken down as follows: Chief of Police; one (1) Lieutenant; five (5) Sergeants; three (3) Field Training Officers; twelve (12) 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>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
1. Traffic citations	1,636	1,797	706
2. Traffic warnings	2,009	3,188	2,760
3. Traffic accidents	186	195	371
4. DWI	42	64	96
5. DWLS	29	34	110
6. Burglary	62	56	75
7. Theft	160	44	33
8. Criminal mischief	34	41	46
9. Robbery	2	2	3
10. Assault	57	175	174
11. Sexual assault	15	2	5
12. Homicide	0	1	0
13. Juvenile arrest	42	38	23
14. Adult arrest	301	634	1,618
15. Burglar alarms	500	345	280
16. Emergency messages	2	7	2
17. House watches	2,148	1,857	372

18.	Open doors/windows	50	94	120
19.	Motorist assists	35	34	79
20.	In-service Training	35	30	45
	A. Traffic	7	3	4
	B. Investigations	18	20	15
	C. Firearms	2	2	1
	D. Specialized	40	35	25
21.	Public Education Programs	75	70	22
	A. Youth	40	43	16
	B. Civic Clubs/Groups	35	38	5
	C. Home Inspections	0	0	0
	D. Business Inspections	0	0	0

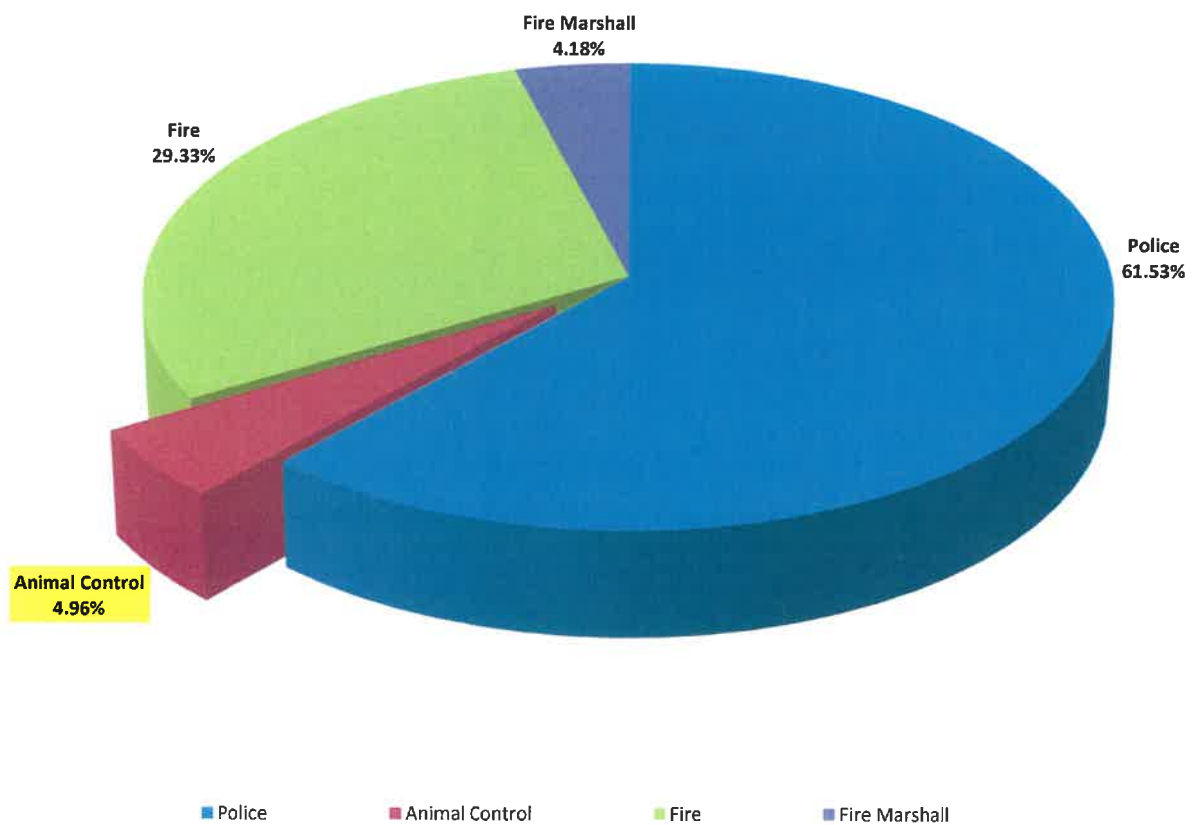
## POLICE - DEPARTMENT NO. 16

## EXPENDITURES - FUND 01

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
616-101 SUPERVISION	93,030	92,495	93,685
616-102 CLERICAL	144,546	148,105	150,035
616-103 OPERATIONS	1,110,137	1,186,150	1,209,670
616-105 LONGEVITY	8,933	9,825	10,760
616-106 OVERTIME	63,777	80,000	75,000
616-107 PART-TIME	-	-	-
616-108 FICA EXPENSE	85,732	94,025	95,425
616-109 TMRS EXPENSE	197,105	212,470	213,170
616-110 INSURANCE EXPENSE	242,745	260,615	260,625
616-111 MEDICARE EXPENSE	20,051	21,990	22,320
Sub Total	1,966,056	2,105,675	2,130,690
SUPPLIES & MATERIALS			
616-201 OFFICE SUPPLIES	13,506	14,000	14,000
616-202 FORMS	550	250	250
616-204 UNIFORM & CLOTHING	11,060	10,000	10,000
616-205 TIRES & TUBES	3,764	6,000	6,000
616-206 MOTOR VEHICLE SUPPLIES	3,335	2,000	2,000
616-207 MINOR TOOLS & APPARATUS	160	400	400
616-208 JANITORIAL SUPPLIES	50	750	750
616-212 GAS	49,851	54,000	52,000
616-215 OTHER SUPPLIES	6,147	10,000	12,000
616-216 CANINE MAINTENANCE SUPPLIES	972	2,500	5,000
Sub Total	89,395	99,900	102,400
MAINTENANCE OF BUILDINGS			
616-301 BUILDINGS & GROUNDS	676	300	300
Sub Total	676	300	300
MAINTENANCE OF EQUIPMENT			
616-401 OFFICE EQUIPMENT	5,544	-	-
616-403 EQUIPMENT	1,173	7,800	9,995
616-404 AUTOMOTIVE EQUIPMENT	27,357	30,000	30,000
616-406 MINOR TOOLS & EQUIPMENT	-	100	100
616-407 SOFTWARE MAINTENANCE	79,738	59,270	68,310
616-411 RADIO INSTALLATION	1,407	5,000	5,000
Sub Total	115,219	102,170	113,405

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
MISCELLANEOUS SERVICES			
616-501-01 TELEPHONE	8,398	8,500	8,500
616-501-02 CELLULAR	13,040	13,000	13,000
616-501-03 INTERNET	17,016	17,040	19,040
616-502 RENTAL OF EQUIPMENT	2,731	3,160	3,160
616-503 INSURANCE	35,598	23,000	36,000
616-504 SPECIAL SERVICES	6,161	5,300	5,300
616-505 ADVERTISING	1,030	1,700	1,700
616-506 BUSINESS & TRANSPORTATION	254	1,000	1,000
616-508 FEE BASIS SERVICES	-	750	750
616-512 DATA PROCESSING	-	18,000	18,000
616-514 MISC. EXPENDITURES, OTHER	-	1,000	1,000
Sub Total	84,228	92,450	107,450
SUNDRY CHARGES			
616-601 TRAINING & EDUCATION	14,617	20,000	20,000
616-602 MEMBERSHIP & SUBSCR.	707	1,200	1,200
616-604 WORKER'S COMP.	105,611	74,000	95,000
616-606 FREIGHT EXPENSE	2,151	1,000	2,000
616-608 BAD DEBT EXPENSE	6	-	-
Sub Total	123,092	96,200	118,200
CAPITAL OUTLAY			
616-901 OFFICE EQUIPMENT	21,999	5,000	9,500
616-902 AUTOMOTIVE EQUIPMENT	141,653	105,000	73,100
616-903 MACHINERY & OTHER EQUIPMENT	11,996	103,700	14,700
Sub Total	175,648	213,700	97,300
NON CAPITALIZED EQUIPMENT			
616-905 NON CAPITALIZED EQUIPMENT	10,603	-	-
Sub Total	10,603	-	-
TOTAL BUDGET	2,564,917	2,710,395	2,669,745

## Public Safety Function Expense Fiscal Year 2022



**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	
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 126,271	\$ 128,620	\$ 127,445	
Supplies	9,239	18,050	17,850	
Maintenance	17,531	7,745	7,780	
Services	12,777	16,575	16,575	
Sundry Charges	4,115	5,470	4,870	
Capital Outlay	1,100	3,000	39,500	
Non Capitalized Equipment	-	1,100	1,100	
TOTAL ALL ACCOUNTS	\$ 171,033	\$ 180,560	\$ 215,120	

### 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>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
1. Animals picked up	753	809	1,302
2. Animals reclaimed	103	86	145
3. Animals destroyed	431	452	796
4. Animals died in pound	25	37	80
5. Dead animals picked up	320	307	722
6. Animal bite cases	38	35	70
7. Ordinance enforcements	85	97	184
8. Dog running at large citations	27	26	12
9. Failure to vaccinate for rabies citations	10	0	0
10. Pound fees collected	\$5,322	\$4,780	\$5,760
11. Dog tags sold	\$ 88	\$ 60	\$ 90
12. Micro chip fees	\$ 435	\$ 465	\$ 645

## ANIMAL CONTROL - DEPARTMENT NO. 17

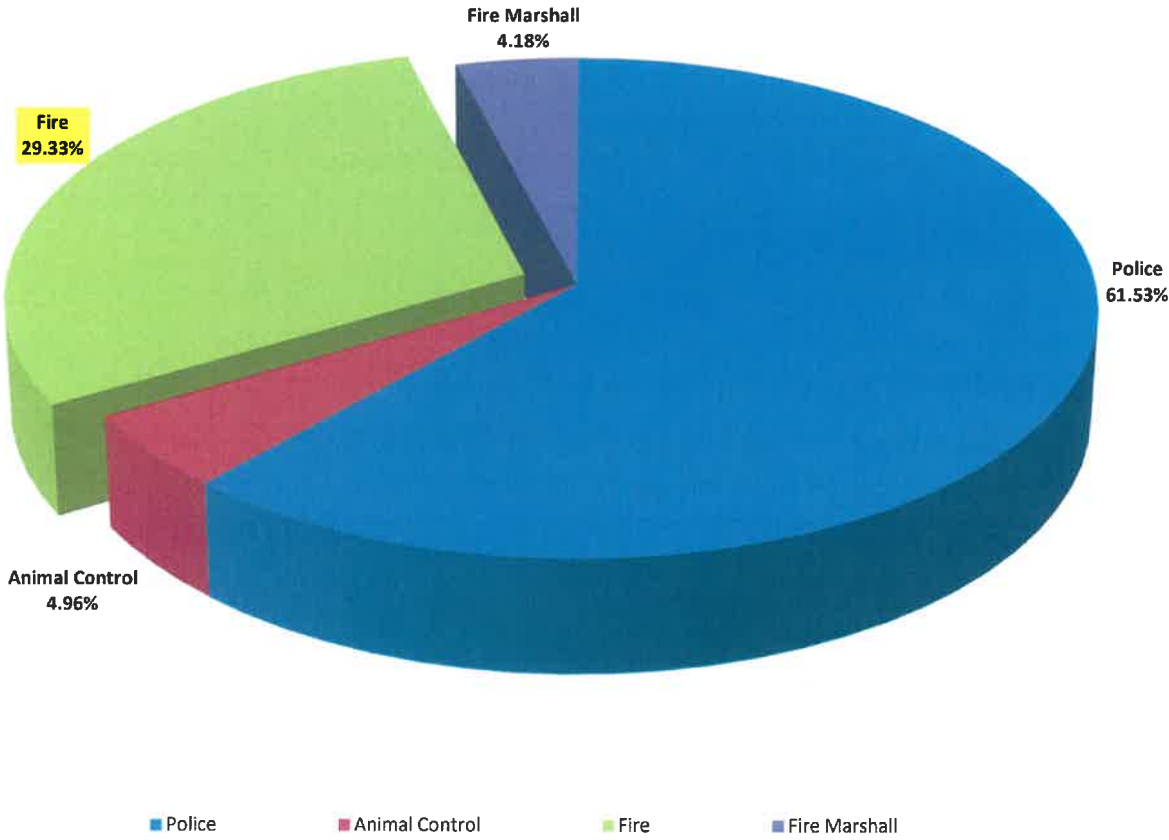
## EXPENDITURES - FUND 01

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
617-103 OPERATIONS	82,318	80,665	81,695
617-105 LONGEVITY	1,815	1,920	2,040
617-106 OVERTIME	2,840	6,000	4,000
617-108 FICA EXPENSE	5,190	5,490	5,440
617-109 TMRS EXPENSE	12,068	12,410	12,150
617-110 INSURANCE EXPENSE	20,826	20,850	20,850
617-111 MEDICARE EXPENSE	1,214	1,285	1,270
Sub Total	126,271	128,620	127,445
SUPPLIES & MATERIALS			
617-201 OFFICE SUPPLIES	195	1,250	1,250
617-202 FORMS-PROCEDURAL	199	300	300
617-204 UNIFORM & CLOTHING	919	2,400	2,000
617-205 TIRES & TUBES	-	600	600
617-206 MOTOR VEHICLE SUPPLIES	-	200	1,000
617-207 MINOR TOOLS & APPARATUS	116	300	300
617-208 JANITORIAL SUPPLIES	2,499	2,500	2,700
617-209 CHEMICALS	-	600	600
617-212 GAS	2,028	3,900	3,400
617-215 OTHER SUPPLIES	288	1,000	700
617-216 CANINE MAINTENANCE SUPPLIES	2,995	5,000	5,000
Sub Total	9,239	18,050	17,850
MAINTENANCE OF BUILDINGS			
617-301 BUILDINGS & GROUNDS	15,501	3,000	3,000
Sub Total	15,501	3,000	3,000
MAINTENANCE OF EQUIPMENT			
617-403 EQUIPMENT	-	200	200
617-404 AUTOMOTIVE EQUIPMENT	444	1,500	1,500
617-407 SOFTWARE MAINTENANCE	1,586	2,045	2,080
617-411 RADIO INSTALLATION	-	1,000	1,000
Sub Total	2,030	4,745	4,780



	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
MISCELLANEOUS SERVICES			
617-501-01 TELEPHONE	1,968	2,000	2,000
617-501-02 CELLULAR	386	450	450
617-501-03 INTERNET	3,000	3,000	3,000
617-502 RENTAL	613	625	625
617-503 INSURANCE	1,699	1,800	1,800
617-504 SPECIAL SERVICES	342	400	400
617-505 ADVERTISING EXPENSE	-	-	-
617-506 BUSINESS & TRANSPORTATION	312	500	500
617-511-01 ELECTRICITY	4,457	4,300	4,300
617-512 DATA PROCESSING	-	3,500	3,500
Sub Total	12,777	16,575	16,575
SUNDRY CHARGES			
617-601 TRAINING & EDUCATION	302	650	650
617-602 MEMBERSHIPS & SUBSCRIPTIONS	-	120	120
617-604 WORKER'S COMP.	3,548	4,600	4,000
617-606 FREIGHT EXPENSE	265	100	100
617-608 BAD DEBT EXPENSE/CHARGE OFFS	-	-	-
Sub Total	4,115	5,470	4,870
CAPITAL OUTLAY			
617-901 OFFICE EQUIPMENT	1,100	-	-
617-902 AUTOMOTIVE EQUIPMENT	-	-	35,000
617-903 MACHINERY & OTHER EQUIPMENT	-	3,000	4,500
Sub Total	1,100	3,000	39,500
NON CAPITALIZED EQUIPMENT			
617-905 NON CAPITALIZED EQUIPMENT	-	1,100	1,100
Sub Total	-	1,100	1,100
TOTAL BUDGET	171,033	180,560	215,120

**Public Safety Function Expense**  
**Fiscal Year 2022**



**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	Department Number		
General	Public Safety	Fire	18	
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 895,234	\$ 893,605	\$ 899,635	
Supplies	73,585	84,020	81,100	
Maintenance	52,714	64,690	65,675	
Services	101,672	94,620	104,435	
Sundry Charges	18,384	25,850	23,850	
Capital Outlay	468,007	292,600	97,950	
Non Capitalized Equipment	11,803	-	-	
TOTAL ALL ACCOUNTS	\$ 1,621,399	\$ 1,455,385	\$ 1,272,645	

### 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. Nine 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, 6 Lieutenants (3 paid, 3 volunteer) 6 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). Additionally, a sub-station houses two CAFS (compressed air foam) multi-purpose units, 7 additional Brush Fire apparatus (5 owned by the County), 1 hazmat unit, 1 mobile command unit, two tactical rescue trailers, and a high-volume pump trailer. One Water Transport (18 wheelers) is also provided by the County and the City provides an additional tanker truck. 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. 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>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
1. Volunteer man-hours	3,328	1,781	2,784
2. ISO Rating	3	3	3

#### Activity Summary

	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
Fire Dept. responses in city	232	216	264
Fire Dept. responses in county	266	253	285
Mutual aid	35	21	16
Drills/Exercises	4	1	1
Total fire calls	533	490	566

#### Fire Runs by Location FY 19-20

COUNT	COUNT
Scurry County	City of Snyder 264
Pct-1 56	Mutual Aid 16
Pct-2 87	Borden Co. 2
Pct-3 58	Fisher Co. 4
Pct-4 84	Garza Co. 2
	Kent Co. 0
	Mitchell Co. 4
	Nolan Co. 1
	Howard Co. 3

#### Fire Runs by Type FY 19-20

COUNT
Fire, other 4
Building Fire 10
Fires in structure other than in a building 2
Cooking fire, confined to container 3
Fuel burner/boiler malfunction, fire contained 1
Trash or rubbish fire, contained 12
Fire in mobile home used as fixed residence 4
Mobile property (vehicle) fire, other 1
Passenger vehicle fire 11
Road freight or transport vehicle fire 4
Camper or recreational vehicle (RV) fire 1
Off-road vehicle or heavy equipment fire 1
Natural vegetation fire, other 5
Forest, woods or wildland fire 4
Brush or brush-and-grass mixture fire 35
Grass Fire 44

Outside rubbish fire, other	4
Outside rubbish, trash, or waste fire	6
Garbage dump or sanitary landfill fire	1
Dumpster or other outside trash receptacle fire	3
Special outside fire, other	1
Outside equipment fire	1
Outside gas or vapor combustion explosion	2
Cultivated vegetation, crop fire other	6
Cultivated grain or crop fire	3
Cultivated trees or nursery stock fire	1
Overpressure rupture, explosion, overheat, other	2
Overpressure rupture of air or gas pipe/pipeline	2
Air or gas rupture of pressure or process vessel	1
Fireworks explosion (no fire)	1
Excessive heat, scorch burns with no ignition	3
Rescue, EMS incident, other	4
Medical assist, assist EMS crew	17
Emergency medical service, other	3
EMS call, excluding vehicle accident with injury	6
Motor vehicle accident with injuries	38
Motor vehicle/pedestrian accident (MV Ped)	3
Motor vehicle accident with no injuries	69
Lock-In (if lock out, use 511)	2
Search for lost person, other	1
Extrication, rescue, other	1
Extrication of victim(s) from vehicle	8
Removal of victim(s) from stalled elevator	1
Swift water rescue	1
Watercraft rescue	1
Rescue or EMS standby	2
Hazardous condition, other	4
Combustible/flammable gas/liquid condition, other	1
Gasoline or other flammable liquid spill	2
Gas leak (natural gas or LPG)	26
Oil or other combustible liquid spill	2
Toxic condition, other	2
Chemical spill or leak	1
Carbon monoxide incident	2
Electrical wiring/equipment problem, other	7
Heat from short circuit (wiring), defective/worn	1
Power line down	3
Arcing, shorted electrical equipment	7
Aircraft standby	1
Attempt to burn	1
Service call, other	10
Water or steam leak	1
Smoke or odor removal	2
Animal rescue	1
Public service assistance	5
Assist police or other governmental agency	4
Police matter	1
Public service	14
Unauthorized burning	19
Good intent call	14
Dispatched and cancelled en route	21
No incident found on arrival at dispatch address	10

Authorized controlled burning	6
Smoke scare, odor of smoke	10
Smoke from barbecue, tar kettle	2
False alarm or false call	9
Malicious, mischievous false call	2
Direct tie to FD, malicious false alarm	1
Bomb scare – no bomb	2
Smoke detector activation due to malfunction	1
Heat detector activation due to malfunction	1
Alarm system sounded due to malfunction	4
CO detector activation due to malfunction	1
Smoke detector activation, no fire – unintentional	4
Detector activation, no fire – unintentional	1
Alarm system activation, no fire – unintentional	3
Severe weather or natural disaster, other	1
Lightning strike (no fire)	1
Special type of incident, other	13
Citizen complaint	6
<b>TOTAL INCIDENTS:</b>	<b>566</b>

## FIRE - DEPARTMENT NO. 18

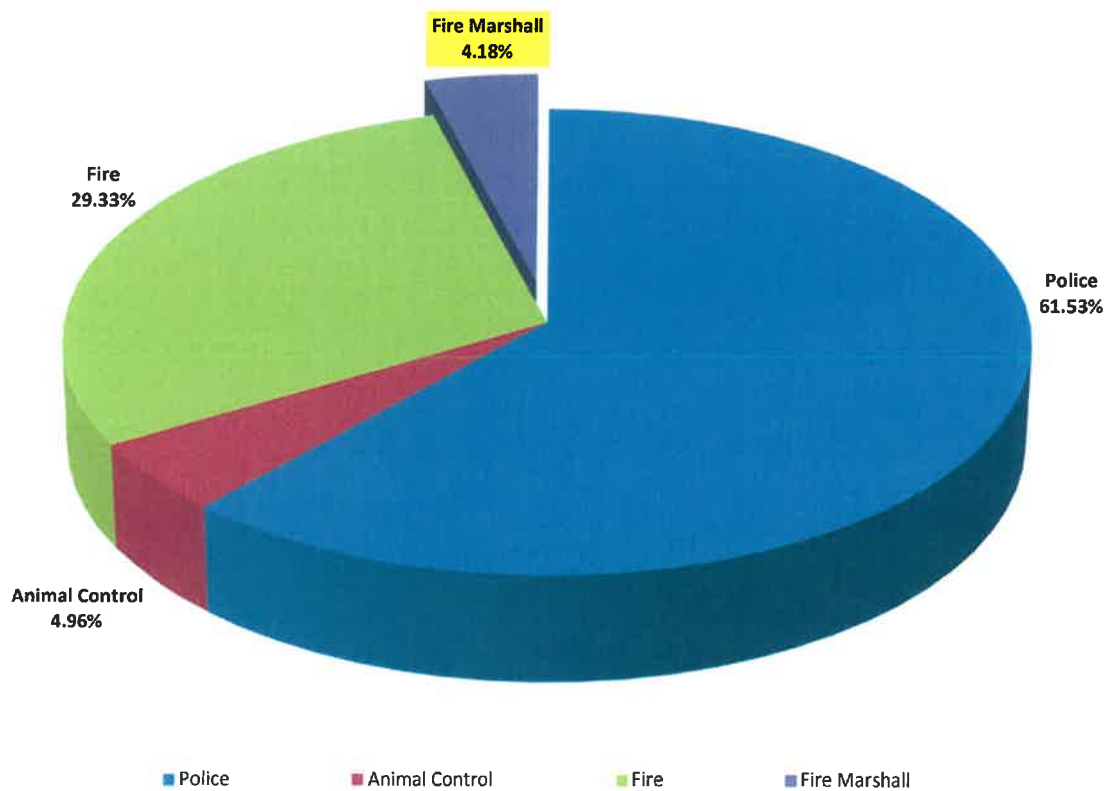
## EXPENDITURES - FUND 01

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
618-101 SUPERVISION	90,288	88,090	89,230
618-103 OPERATIONS	512,208	501,010	507,290
618-105 LONGEVITY	5,644	5,725	6,095
618-106 OVERTIME	45,909	54,000	52,000
618-108 FICA EXPENSE	39,027	40,225	40,585
618-109 TMRS EXPENSE	90,757	90,900	90,665
618-110 INSURANCE EXPENSE	102,274	104,245	104,250
618-111 MEDICARE EXPENSE	9,127	9,410	9,520
Sub Total	895,234	893,605	899,635
SUPPLIES & MATERIALS			
618-201 OFFICE SUPPLIES	776	700	700
618-204 UNIFORM & CLOTHING	34,346	33,920	34,000
618-205 TIRES & TUBES	8,124	12,000	10,000
618-206 MOTOR VEHICLE SUPPLIES	9,437	8,500	10,000
618-207 MINOR TOOLS & APPARATUS	1,053	4,000	2,000
618-208 JANITORIAL SUPPLIES	899	1,400	1,400
618-209 CHEM. & MECH. SUPPLIES	5,041	6,000	6,000
618-212 GAS	4,672	6,000	5,500
618-213 DIESEL	8,270	10,000	10,000
618-215 OTHER SUPPLIES	967	1,500	1,500
Sub Total	73,585	84,020	81,100
MAINTENANCE OF BUILDINGS			
618-301 BUILDINGS & GROUNDS	5,541	7,300	7,300
Sub Total	5,541	7,300	7,300
MAINTENANCE OF EQUIPMENT			
618-402 MACHINERY	29	300	300
618-403 EQUIPMENT	16,364	30,900	27,000
618-404 AUTOMOTIVE EQUIPMENT	21,604	17,000	20,000
618-406 MINOR TOOLS & EQUIPMENT	-	600	600
618-407 SOFTWARE MAINTENANCE	6,925	5,590	7,475
618-411 RADIO INSTALLATION	2,251	3,000	3,000
Sub Total	47,173	57,390	58,375



	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
MISCELLANEOUS SERVICES			
618-501-01 TELEPHONE COMMUNICATION	10,525	11,200	10,530
618-501-02 CELLULAR	595	700	600
618-501-03 INTERNET	3,091	2,200	1,535
618-502 RENTAL OF EQUIPMENT	2,019	1,845	1,845
618-503 INSURANCE	15,043	9,000	15,100
618-504 SPECIAL SERVICES	50,876	45,000	50,000
618-505 ADVERTISING	1,087	1,000	1,000
618-506 BUSINESS & TRANSPORTATION	645	6,000	5,000
618-508 FEE BASIS SERVICE	-	500	500
618-510 CONTRACTUAL SERVICE	6,398	6,175	6,325
618-511-01 ELECTRICITY	8,191	7,500	8,500
618-511-02 GAS	3,202	3,500	3,500
Sub Total	101,672	94,620	104,435
SUNDRY CHARGES			
618-601 TRAINING & EDUCATION	1,687	10,000	9,600
618-602 MEMBERSHIP & SUBSCRIPTIONS	75	250	250
618-604 WORKER'S COMP.	15,657	15,000	13,000
618-606 FREIGHT EXPENSE	965	600	1,000
618-607 PRINTING EXPENSE	-	-	-
Sub Total	18,384	25,850	23,850
CAPITAL OUTLAY			
618-701 BUILDINGS	-	15,000	15,000
618-901 OFFICE EQUIPMENT	-	8,400	-
618-902 AUTOMOTIVE EQUIPMENT	362,781	260,000	-
618-903 MACHINERY & OTHER EQUIPMENT	105,226	9,200	82,950
Sub Total	468,007	292,600	97,950
NON CAPITALIZED EQUIPMENT			
618-905 NON CAPITALIZED EQUIPMENT	11,803	-	-
Sub Total	11,803	-	-
TOTAL BUDGET	1,621,399	1,455,385	1,272,645

## Public Safety Function Expense Fiscal Year 2022



**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	
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 109,023	\$ 108,070	\$ 110,230	
Supplies	5,421	7,480	7,380	
Maintenance	1,375	3,365	3,400	
Services	2,814	2,800	5,000	
Sundry Charges	1,166	6,400	5,400	
Capital Outlay	-	-	50,000	
Non Capitalized Equipment	-	-	-	
TOTAL ALL ACCOUNTS	\$ 119,799	\$ 128,115	\$ 181,410	

### 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-Advanced, Westmoreland-Advanced)  
 TCFP Fire Inspector (Hines-Advanced)  
 TCFP Fire Service Instructor-1 (Westmoreland)  
 TCFP Wildland Firefighter (Hines, Westmoreland)  
 NWCG Wildland Fire Investigator (Westmoreland-Basic)  
 TCFP Arson Investigator (Hines-Advanced)  
 IFSAC Seals, Plans Examiner  
 IFSAC Seals, Haz-Mat Operations (Hines, Westmoreland)  
 IFSAC Seals, FF-2 (Hines, 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 maintains 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>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
Home/Facility Inspections	51	80	55
Public Education Programs	10	10	2
Number of People Reached	2,076	1,889+	200
Violations Noted	59	37	7
Cases Filed	0	32	20

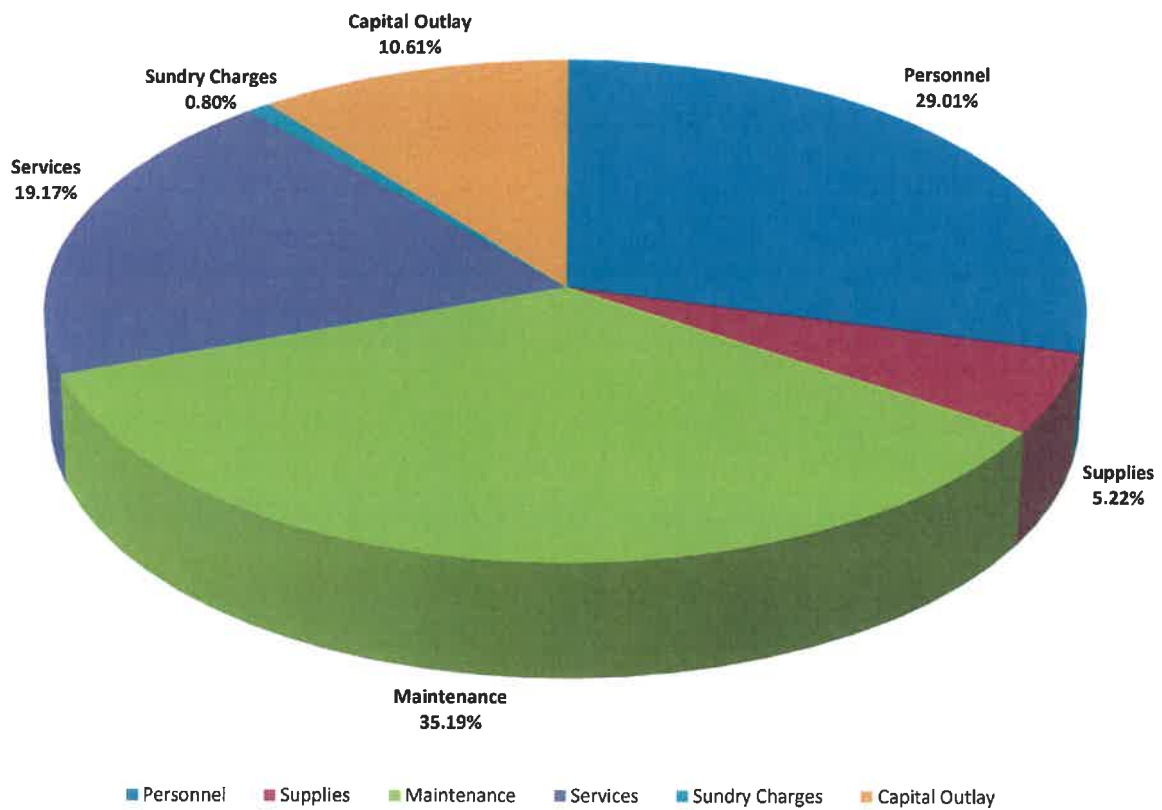
## FIRE MARSHALL - DEPARTMENT NO. 19

## EXPENDITURES - FUND 01

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
619-103 OPERATIONS	74,141	69,910	71,735
619-105 LONGEVITY	793	850	910
619-106 OVERTIME	6,532	9,500	9,500
619-108 FICA EXPENSE	4,769	4,975	5,095
619-109 TMRS EXPENSE	11,305	11,245	11,375
619-110 INSURANCE EXPENSE	10,368	10,425	10,425
619-111 MEDICARE EXPENSE	1,115	1,165	1,190
Sub Total	109,023	108,070	110,230
SUPPLIES & MATERIALS			
619-201 OFFICE SUPPLIES	594	800	800
619-204 UNIFORM & CLOTHING	2,867	3,480	3,480
619-205 TIRES & TUBES	-	-	-
619-206 MOTOR VEHICLE SUPPLIES	-	500	500
619-207 MINOR TOOLS & APPARATUS	4	-	-
619-212 GAS	1,902	2,500	2,500
619-215 OTHER SUPPLIES	54	200	100
Sub Total	5,421	7,480	7,380
MAINTENANCE OF EQUIPMENT			
619-403 EQUIPMENT	711	1,000	1,000
619-404 AUTOMOTIVE EQUIPMENT	570	1,000	1,000
619-406 MINOR TOOLS & EQUIPMENT	94	-	-
619-406 SOFTWARE MAINTENANCE	-	1,365	1,400
Sub Total	1,375	3,365	3,400
MISCELLANEOUS SERVICES			
619-501-02 CELLULAR	595	600	600
619-501-03 INTERNET	1,000	-	1,500
619-503 INSURANCE	649	-	700
619-504 SPECIAL SERVICES	50	200	200
619-506 BUSINESS & TRANSPORTATION	520	2,000	2,000
Sub Total	2,814	2,800	5,000

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
SUNDRY CHARGES			
619-601 TRAINING & EDUCATION	833	3,300	3,300
619-602 MEMBERSHIP & SUBSCRIPTIONS	157	850	500
619-604 WORKER'S COMP.	-	1,850	1,200
619-606 FREIGHT EXPENSE	176	400	400
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Sub Total	1,166	6,400	5,400
CAPITAL OUTLAY			
619-902 AUTOMOTIVE EQUIPMENT	-	-	50,000
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Sub Total	-	-	50,000
NON CAPITALIZED EQUIPMENT			
619-905 NON CAPITALIZED EQUIPMENT	-	-	-
	<hr/>	<hr/>	<hr/>
Sub Total	-	-	-
 TOTAL BUDGET	 119,799	 128,115	 181,410

## Public Works Expenditures Fiscal Year 2022



**Description:** This pie chart visually shows the percentage of Street Department expenditures allocated to the various major categories for the Fiscal Year 2021-2022.

## BUDGET SUMMARY

Fund	Function	Department Number		
General	Public Works	Street	25	
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 418,757	\$ 451,925	\$ 456,600	
Supplies	75,936	93,600	82,100	
Maintenance	690,602	551,250	553,750	
Services	298,775	290,735	301,695	
Sundry Charges	15,658	18,600	12,600	
Capital Outlay	338,715	236,000	167,000	
Non Capitalized Equipment	-	-	-	
TOTAL ALL ACCOUNTS	\$ 1,838,443	\$ 1,642,110	\$ 1,573,745	

### 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

	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
1. Blocks Seal Coated	0	10	81
2. Blocks Treated with Emulsion	0	0	0
3. Street Sweeper Hours of Operation	150	765	100
4. Number of Utility Cuts Repaired	60	12	26
5. Alleys Bladed and Stabilized	66	60	50
6. Number of Seminars & Engineering Schools Attended	2	3	4
7. Number of Training Videos Shown	12	10	10

## STREET - DEPARTMENT NO. 25

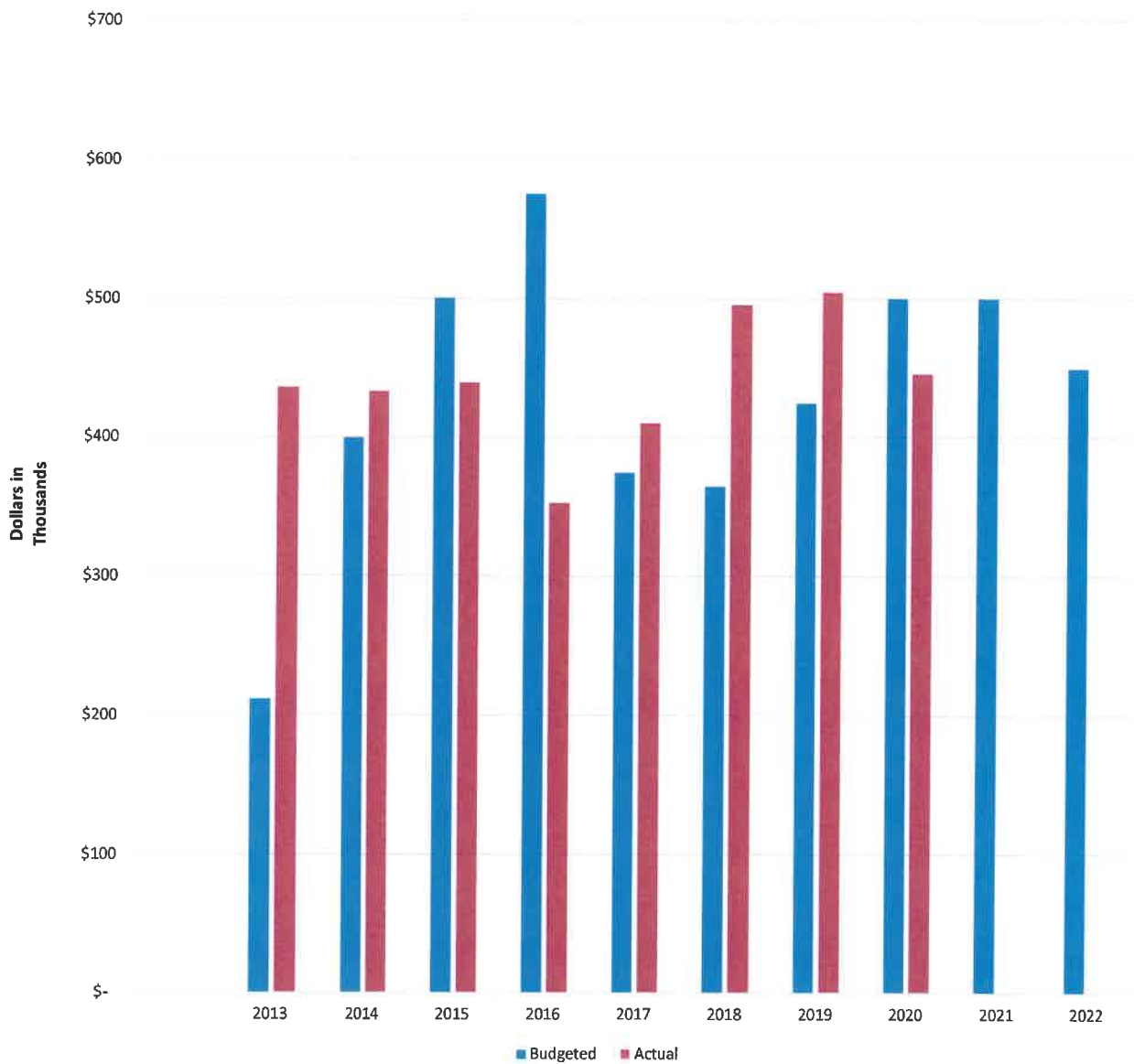
## EXPENDITURES - FUND 01

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
625-101 SUPERVISION	10,672	10,330	10,465
625-104 MAINTENANCE	252,130	269,880	272,930
625-105 LONGEVITY	1,330	1,465	1,205
625-106 OVERTIME	28,448	30,000	30,000
625-107 PART-TIME	5,935	8,500	10,000
625-108 FICA EXPENSE	17,865	19,850	20,125
625-109 TMRS EXPENSE	40,709	43,665	43,570
625-110 INSURANCE EXPENSE	57,490	63,590	63,595
625-111 MEDICARE	4,178	4,645	4,710
Sub Total	418,757	451,925	456,600
SUPPLIES & MATERIALS			
625-201 OFFICE SUPPLIES	473	600	600
625-204 UNIFORM & CLOTHING	7,034	8,500	8,500
625-205 TIRES & TUBES	8,562	2,400	2,400
625-206 MOTOR VEHICLE SUPPLIES	25,656	35,000	28,000
625-207 MINOR TOOLS & APPARATUS	4,785	8,000	8,000
625-208 JANITORIAL SUPPLIES	825	500	500
625-209 CHEM. & MECH. SUPPLIES	5,605	9,000	7,000
625-212 GAS	8,186	8,600	8,600
625-213 DIESEL	13,345	20,000	17,000
625-215 OTHER SUPPLIES	1,465	1,000	1,500
Sub Total	75,936	93,600	82,100
MAINTENANCE OF BUILDINGS			
625-301 BUILDINGS & GROUNDS	4,506	6,500	6,500
625-308 STREET & ALLEYS	635,043	500,000	500,000
Sub Total	639,549	506,500	506,500
MAINTENANCE OF EQUIPMENT			
625-402 MACHINERY	1,360	1,500	1,500
625-403 EQUIPMENT	2,322	1,800	3,000
625-404 AUTOMOTIVE EQUIPMENT	23,033	30,000	30,000
625-406 MINOR TOOLS & APPARATUS	321	300	300
625-407 SOFTWARE MAINTENANCE	985	1,850	2,150
625-410 SIGNAL & SIGN SYSTEM	22,968	9,000	10,000
625-411 RADIO INSTALLATION	64	300	300
Sub Total	51,053	44,750	47,250

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
MISCELLANEOUS SERVICES			
625-501-02 CELLULAR	1,785	2,000	2,000
625-501-03 INTERNET	493	495	495
625-502 RENTAL OF EQUIPMENT	35,190	38,290	35,000
625-503 INSURANCE	10,927	12,500	11,500
625-504 SPECIAL SERVICES	1,328	1,600	1,600
625-505 ADVERTISING	623	350	350
625-506 BUSINESS & TRANSPORTATION	2,015	1,500	1,500
625-508 FEE BASIS SERVICES	12,039	-	15,000
625-510 CONTRACTUAL SERVICES	132	-	-
625-511-01 ELECTRICITY	234,243	234,000	234,250
Sub Total	298,775	290,735	301,695
SUNDRY CHARGES			
625-601 TRAINING & EDUCATION	879	1,500	1,500
625-602 MEMBERSHIPS & SUBSCRIPTIONS	120	100	100
625-604 WORKER'S COMP.	12,819	15,000	9,000
625-606 FREIGHT EXPENSE	1,840	2,000	2,000
Sub Total	15,658	18,600	12,600
CAPITAL OUTLAY			
625-902 AUTOMOTIVE EQUIPMENT	11,575	-	165,000
625-903 MACHINERY & OTHER EQUIPMENT	327,140	236,000	2,000
Sub Total	338,715	236,000	167,000
NON CAPITALIZED EQUIPMENT			
625-905 NON CAPITALIZED EQUIPMENT	-	-	-
Sub Total	-	-	-
TOTAL BUDGET	1,838,443	1,642,110	1,573,745

*Snyder is named for merchant and buffalo hunter William Henry (Pete) Snyder, who built a trading post on Deep Creek in 1878. It soon drew fellow hunters, and a small settlement grew up around the post. The nature of those early dwellings, mostly constructed of buffalo hide and tree branches, led to the community's first, if unofficial, name of "Hide Town." A bronze statue of an albino buffalo on the grounds of the Scurry County courthouse pays homage to the town's beginnings as a buffalo trading post.*

## Motel Tax Revenue Fiscal Years 2013-2022



**Description:** This graph shows the Motel Tax Revenue budgeted compared to the actual revenue from Fiscal Year 2013 through 2020 and the budgeted amounts for Fiscal Years 2021 & 2022.

CITY OF SNYDER, TEXAS  
SPECIAL REVENUE FUND

COMBINING STATEMENT OF OPERATING REVENUES  
EXPENSES AND CHANGES IN WORKING CAPITAL

2021-2022 BUDGET

	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed Budget
Revenues:				
Ad Valorem Taxes	88,197	89,177	73,445	74,930
Occupany Tax	504,265	445,823	500,000	450,000
Grant	-	344,096	-	-
Total Revenues	592,462	879,096	573,445	524,930
Expenditures:				
Ad Valorem Taxes	-	173	-	-
Occupancy Tax	504,265	445,823	500,000	450,000
Grant	-	344,096	-	-
Total Expenditures	504,265	790,092	500,000	450,000
Excess (Deficiency) of Revenues over Expenditures	88,197	89,004	73,445	74,930
Fund Balance at B-O-Y	187,714	275,911	364,915	438,360
Prior Period Adjustment	-	-	-	-
Fund Balance at E-O-Y	275,911	364,915	438,360	513,290

CITY OF SNYDER, TEXAS  
SPECIAL REVENUE FUND  
MOTEL TAX

COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE

2021-2022 BUDGET

	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed Budget
Revenues:				
Occupancy Tax	504,265	445,823	500,000	450,000
Contributions & Donations	-	-	-	-
Total Revenues	504,265	445,823	500,000	450,000
Total Expenditures	504,265	445,823	500,000	450,000
Excess (Deficiency) of Revenues over Expenditures	-	-	-	-
Fund Balance at B-O-Y	(3,382)	(3,382)	(3,382)	(3,382)
Prior Period Adjustment	-	-	-	-
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

2021-2022 BUDGET

	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed Budget
Revenues:				
Ad Valorem Taxes	88,197	89,177	73,445	74,930
Total Revenues	88,197	89,177	73,445	74,930
Total Expenditures	-	173	-	-
Excess (Deficiency) of Revenues over Expenditures	88,197	89,004	73,445	74,930
Fund Balance at B-O-Y	191,096	279,293	368,297	441,742
Prior Period Adjustment	-	-	-	-
Fund Balance at E-O-Y	279,293	368,297	441,742	516,672



ENTERPRISE FUND  
NARRATIVE  
FISCAL YEAR 2021-2022 BUDGET

Anticipated revenues for the Enterprise Funds total \$10,524,755, an increase of \$213,650 or 2.07% above the preceding year's budget. The graph on page 100, showing Enterprise Fund revenues for the period FY 2013 through 2022, reflects recent increases necessary to cover rising expenses due to State and Federal regulations.

Water sales (51.78%), sewer charges (15.11%), and sanitation charges (22.80%) combined, amount to 89.69% of the total revenue for the fund (see graph, page 100). Sewage treatment charges are dependent on water sales and together are generally indicators of growth in the city. Drought conditions, however, also impact these totals as water consumption increases during drought conditions. The decrease in non-operating revenue indicates a decrease in the 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 2020</u>
Water Sales	\$ 5,450,000	51.78%	\$ 36,120
Sewer Charges	1,590,000	15.11%	-
Sanitation Charges	2,400,000	22.80%	400,000
Landfill Gate Fees	685,000	6.51%	115,000
Billings & Collection	175,455	1.67%	(160,870)
Water & Sewer Taps	35,000	0.33%	24,500
Permits & Inspections	8,000	0.08%	(1,000)
Miscellaneous	35,300	0.34%	(31,100)
Roll-off Containers	15,000	0.14%	(85,000)
Non-Operating	131,000	1.24%	(84,000)
Total	\$ <u>10,524,755</u>	<u>100.00%</u>	\$ <u>213,650</u>

Expenses for the Enterprise Fund total \$9,961,340 for FY 2022, a decrease of 2.78% over FY 2021 (see graph, page 105). Changes in levels of expenditures for the individual departments over the preceding year are shown in the following tabulation:

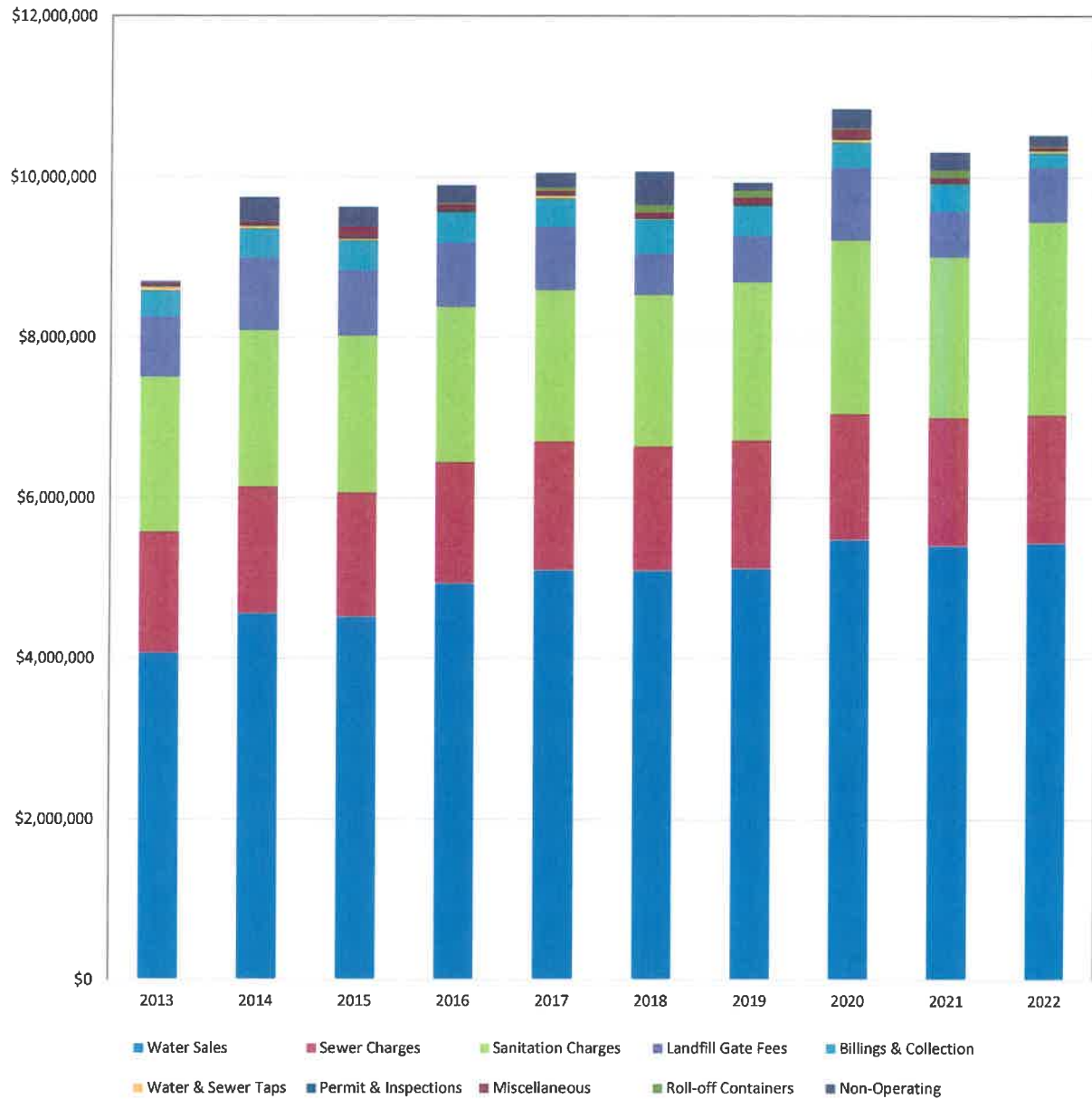
<u>Department</u>	<u>Amount</u>	<u>Percent of Total</u>	<u>Increase (Decrease) from FY 2020</u>
Sanitation - Collection	\$ 931,535	9.35%	\$ (108,015)
Sanitation - Landfill	1,812,975	18.20%	115,610
Sanitary Sewer	481,115	4.83%	54,065
Sewage Treatment Plant	1,019,245	10.23%	450
Water Production Plant	3,440,735	34.54%	110,215
Water Distribution	1,504,460	15.10%	133,195
Utility Billings & Collection	458,645	4.60%	(412,515)
Debt Service	312,630	3.14%	(178,200)
Total	\$ <u>9,961,340</u>	<u>100.00%</u>	\$ <u>(285,195)</u>

The Debt Service amount of \$312,630 (3.14%) of the total expense budget for 2022 is the anticipated interest payments of \$28,800 for a Certificate of Obligation issued in 2021A for \$3,495,000 for an energy analysis and service agreement for an automatic meter reading system and \$39,950 for a lease agreement issued in 2012 for \$2,985,314 for improvements to the Water Treatment Plant and \$141,545 for a \$9,000,000 Certificate of Obligation issued in 2021B for replacement of water lines and improvements to water system, and \$100,805 for a \$3,975,000 Certificate of Obligation issued in 2019 for capital improvements in Water & Sewer. This also includes the interest payment of \$230 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.

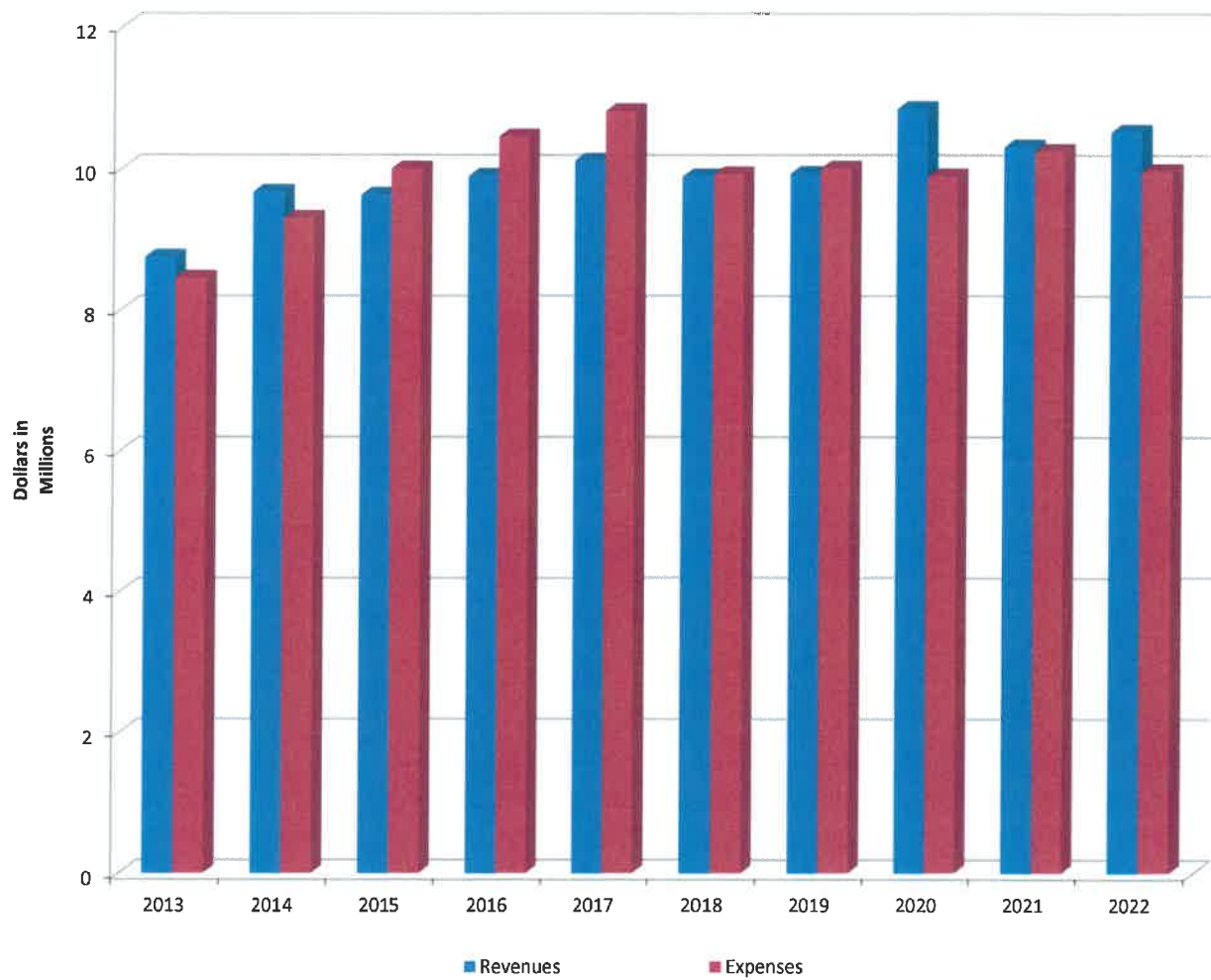
Personnel costs increased by 3.47%, maintenance by 8.11%, and depreciation decreased by 7.41%, services by 0.55%, sundry charges by 25.10%, and debt service by 36.31% over the Fiscal Year 2020-2021.

## Enterprise Fund Revenues Fiscal Years 2013-2022



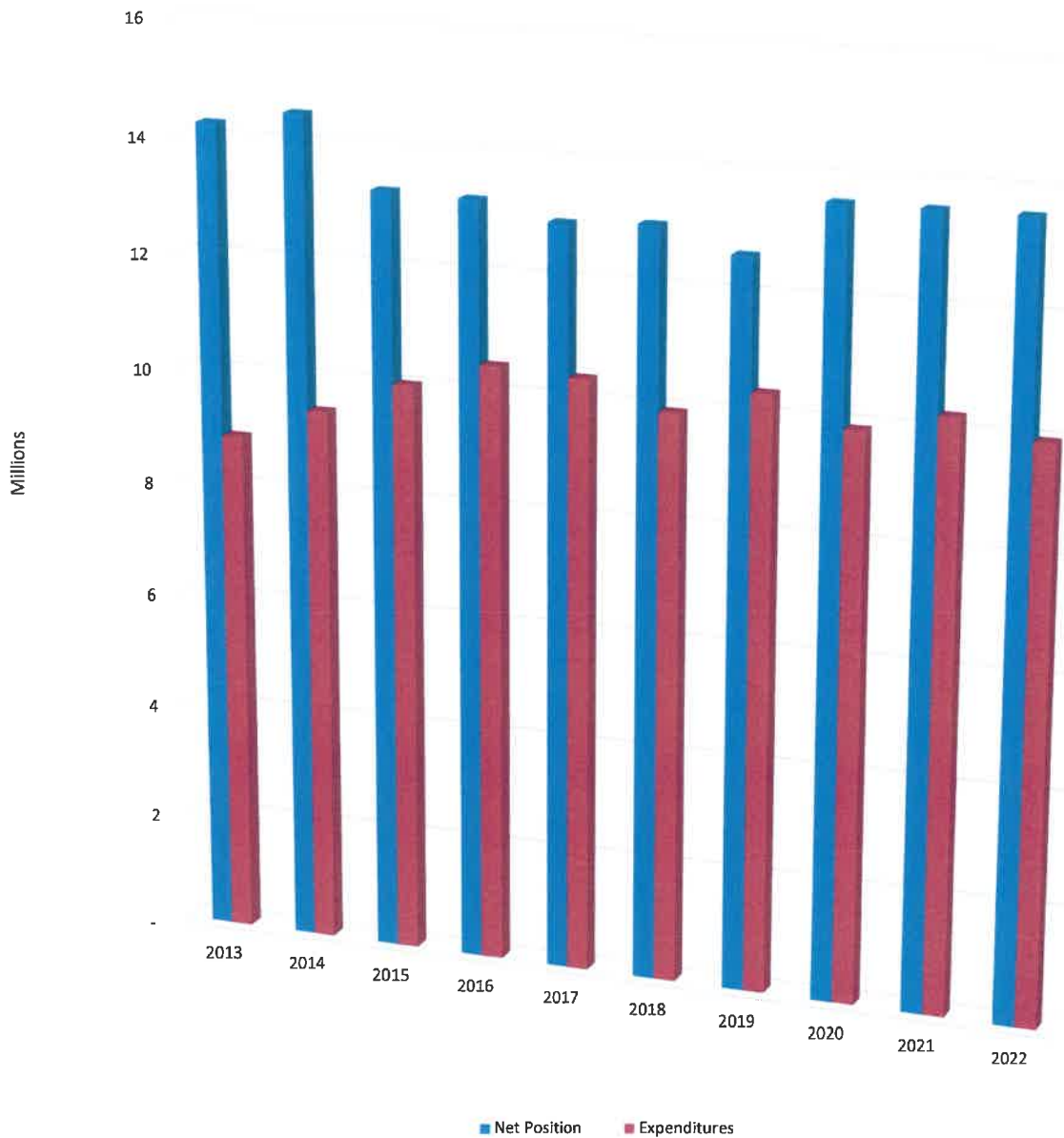
**Description: This graph shows the actual Enterprise Fund Revenues for the Fiscal Years 2013-2020 and the budgeted amounts for Fiscal Years 2021 and 2022.**

# Enterprise Fund Revenues and Expenses Fiscal Years 2013-2022



**Description:** This graph shows the actual Enterprise Fund Revenues and Expenses for Fiscal Year 2013 through Fiscal Year 2020 and budgeted amounts for Fiscal Year 2021 and 2022.

# Enterprise Fund Net Position and Expenditures Fiscal Years 2013-2022



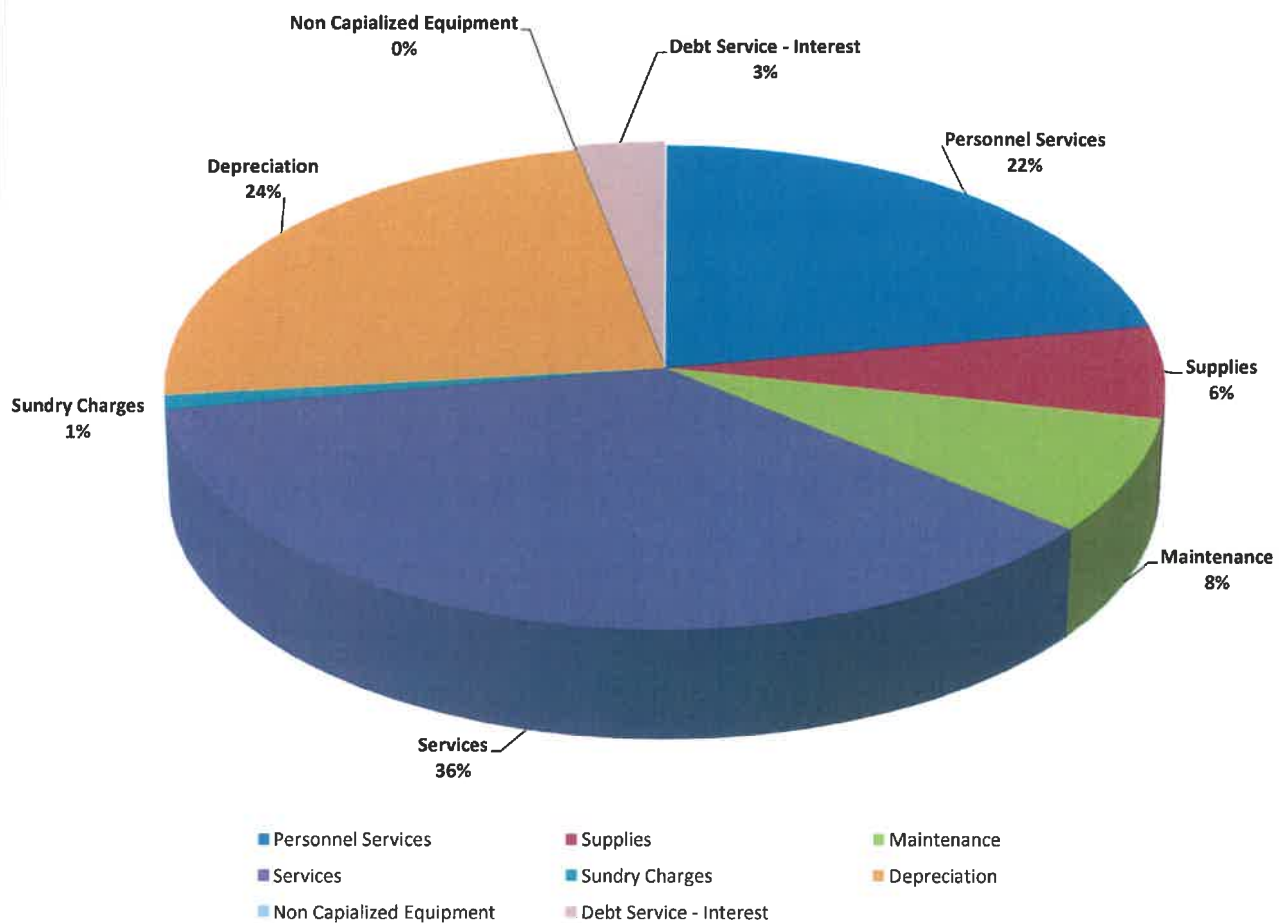
**Description:** This graph shows the actual relationship between Enterprise Net Position and Expenditures for Fiscal Years 2013 - 2020 and Budgeted amounts for Fiscal Years 2021 and 2022.

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

2021-2022 BUDGET

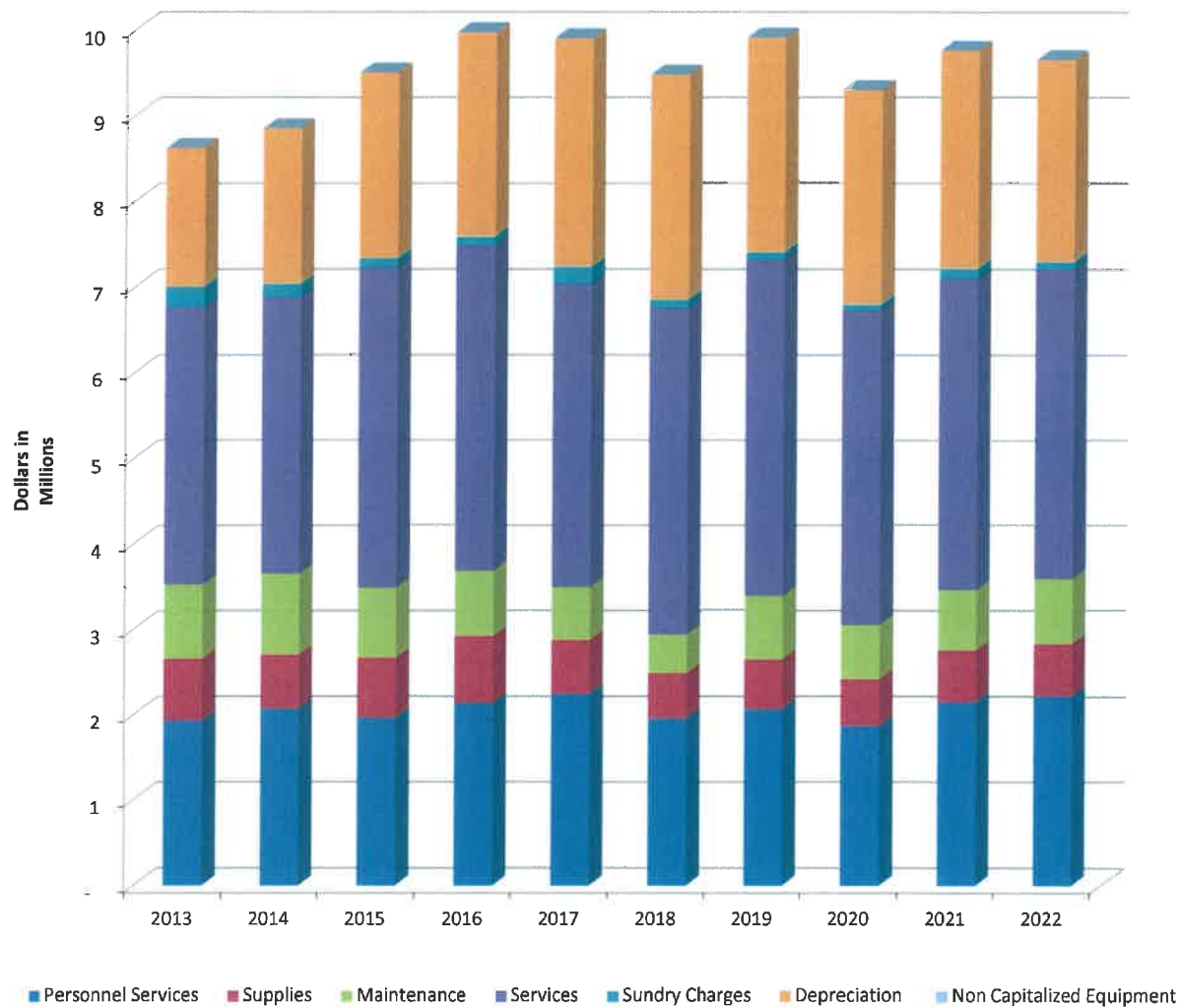
	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed Budget
Operating Revenues:				
Water Sales	5,129,486	5,489,463	5,413,880	5,450,000
Sewer Charges	1,589,931	1,560,940	1,590,000	1,590,000
Sanitation Charges	1,966,399	2,160,971	2,000,000	2,400,000
Landfill Gate Fees	573,842	905,462	570,000	685,000
Billings & Collections for Sanitation	383,958	314,528	336,325	175,455
Water & Sewer Taps	7,440	38,350	10,500	35,000
Plumbing Permits & Inspections	8,985	7,920	9,000	8,000
Roll-off containers	-	-	100,000	15,000
Miscellaneous	173,705	46,152	63,400	35,300
Total Oper. Revenues	9,833,746	10,523,786	10,093,105	10,393,755
Operating Expenses:				
Personnel Services	2,049,349	1,855,228	2,130,095	2,204,020
Supplies	585,808	548,335	614,160	615,535
Maintenance	739,848	635,086	702,585	759,585
Services	3,934,246	3,680,726	3,640,860	3,620,920
Sundry Charges	92,479	74,497	126,995	95,115
Non Capitalized Equipment	5,275	3,652	200	1,000
Depreciation	2,498,764	2,495,968	2,540,810	2,352,535
Total Oper. Expenses	9,905,769	9,293,492	9,755,705	9,648,710
Operating Income or (Loss)	(72,023)	1,230,294	337,400	745,045
Non-Oper. Revenues/(Expenses):				
Interest Income	83,173	89,273	75,000	62,000
Gain (Loss) on Sale of Asset	3,011	200,110	140,000	60,000
Proceeds from Insurane	10,170	37,266	3,000	9,000
Debt Service-Interest	(423,883)	(599,491)	(490,830)	(312,630)
Total Non-Oper.	(327,529)	(272,842)	(272,830)	(181,630)
Net Income (Loss)	(399,552)	957,452	64,570	563,415
Cash and Cash Equivalents B-O-Y	968,242	1,269,252	4,868,886	4,843,113
Cash Flows from Operating Activities	2,291,466	3,585,738	2,805,740	3,132,755
Cash Flows from Interfund Loans	239,472	(1,374,903)	(129,629)	(129,629)
Cash Flows from Capital Activities	(2,523,472)	1,099,773	(3,081,884)	(2,793,415)
Cash Flows from Investing Activities	293,544	289,026	380,000	85,000
Net Increase or (Decrease) in Cash	301,010	3,599,634	(25,773)	294,711
Cash and Cash Equivalents E-O-Y	1,269,252	4,868,886	4,843,113	5,137,824

## Enterprise Fund Expenses Fiscal Year 2022



**Description:** This pie chart visually shows the percentage of Enterprise Fund expenses allocated to the various major categories for the budget for Fiscal Year 2022.

## Enterprise Fund Expenditures Fiscal Years 2013-2022



**Description:** This graph shows a visual comparison of actual expenditure allocations for Fiscal Years 2013 through 2020 and budgeted amounts for Fiscal Years 2021 and 2022.



CITY OF SNYDER, TEXAS  
ENTERPRISE FUND  
SANITATION

COMPARATIVE STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN WORKING CAPITAL

2021-2022 BUDGET

	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed Budget
Operating Revenues:				
Sanitation Charges	1,966,399	2,160,971	2,000,000	2,400,000
Landfill Gate Fees	573,842	905,462	570,000	685,000
COG Grant	-	-	-	-
Roll off Containers	-	-	100,000	15,000
Miscellaneous	114,376	17,818	11,450	8,850
Total Oper. Revenues	2,654,617	3,084,251	2,681,450	3,108,850
Operating Expenses:				
Personnel Services	716,907	801,119	768,710	764,490
Supplies	227,383	191,509	234,700	224,700
Maintenance	167,624	132,085	131,555	134,110
Services	888,003	868,220	836,670	710,280
Sundry Charges	50,260	41,008	60,580	42,650
Non Capitalized Equipment	1,908	2,080	-	-
Depreciation	691,631	721,155	704,700	868,280
Total Oper. Expenses	2,743,716	2,757,176	2,736,915	2,744,510
Operating Income or (Loss)	(89,099)	327,075	(55,465)	364,340
Interest Income	39,908	35,082	40,000	37,000
Gain (Loss) on Sale of Asset	3,000	200,100	140,000	60,000
Proceeds from Insurance	-	-	-	-
Total Non-operating Revenues/(Expenses)	42,908	235,182	180,000	97,000
Net Income (Loss)	(46,191)	562,257	124,535	461,340
Cash and Cash Equivalents B-O-Y	10,656	293,832	517,997	485,822
Cash Flows from Operating Activities	565,476	1,078,866	570,825	1,227,135
Cash Flows from Non Capital Financing Activities	(231,851)	-	-	-
Cash Flows from Capital Activities	(299,194)	(1,089,783)	(948,000)	(1,160,000)
Cash Flows from Investing Activities	248,745	235,082	345,000	60,000
Net Increase or (Decrease) in Cash	283,176	224,165	(32,175)	127,135
Cash and Cash Equivalents E-O-Y	293,832	517,997	485,822	612,957
Reserved for Closure/Post Closure	(2,013,374)	(2,027,811)	(2,027,811)	(20,027,811)

CITY OF SNYDER, TEXAS  
SANITATION ENTERPRISE FUND

DESCRIPTION OF REVENUES

2021-2022 BUDGET

COLLECTION CHARGES

\$ 2,400,000

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

Residential (two collections per week)

Minimum monthly charge: \$34.15

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: \$56.71

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

\$ 685,000

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 \$33.50 per ton for Non-Commercial Scurry County Residents and \$38.00 for Commercial Scurry County Residents. Non-Scurry County Resident or Solid Waste Disposal Service Provider - \$38.00/ton.

RESIDENTIAL/COMMERCIAL ROLL-OFF RATES

\$ 15,000

(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>GAIN/LOSS ON SALE OF EQUIPMENT</u>		\$ 60,000
<u>MISCELLANEOUS</u>		\$ 8,850
	Includes any revenue that would not fit into another account and sales tax.	
<u>INTEREST</u>		\$ 37,000
	<b><u>TOTAL SANITATION</u></b>	<b><u>\$ 3,205,850</u></b>

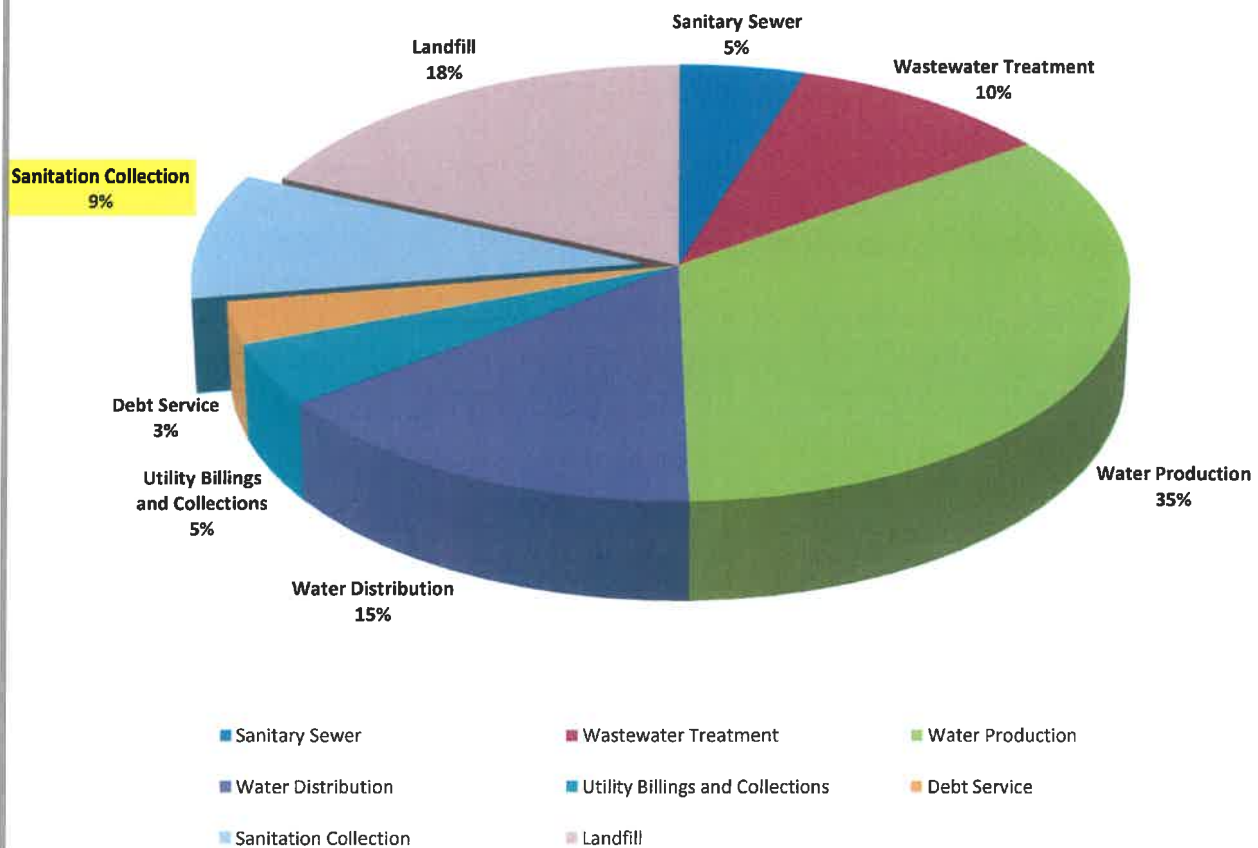
CITY OF SNYDER, TEXAS  
ENTERPRISE FUND  
SANITATION

STATEMENT OF EXPENDITURES

2021-2022 BUDGET

	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed Budget
SANITATION				
Collection:				
Personnel Services	297,911	299,937	316,345	313,940
Supplies	109,394	82,341	109,700	101,000
Maintenance	42,808	48,175	56,545	56,545
Services	362,113	361,560	335,130	258,735
Sundry Charges	17,056	13,934	20,480	12,550
Non Capitalized Equipment	-	-	-	-
Depreciation	169,758	170,049	201,350	188,765
Totals	999,040	975,996	1,039,550	931,535
Landfill:				
Personnel Services	418,996	501,182	452,365	450,550
Supplies	117,989	109,168	125,000	123,700
Maintenance	124,816	83,910	75,010	77,565
Services	525,890	506,660	501,540	451,545
Sundry Charges	33,204	27,074	40,100	30,100
Non Capitalized Equipment	1,908	2,080	-	-
Depreciation	521,873	551,106	503,350	679,515
Totals	1,744,676	1,781,180	1,697,365	1,812,975
 TOTAL EXPENSES	 2,743,716	 2,757,176	 2,736,915	 2,744,510

## Enterprise Function Expense Fiscal Year 2022



**Description:** This pie chart highlights the "Sanitation Collection" department in relationship to the other departments within the Enterprise Fund for Fiscal Year 2022.

## BUDGET SUMMARY

Fund	Function	Department Number		
Sanitation				
Enterprise	Municipal Services	Sanitation Collection		30
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 299,937	\$ 316,345	\$ 313,940	
Supplies	82,341	109,700	101,000	
Maintenance	48,175	56,545	56,545	
Services	361,560	335,130	258,735	
Sundry Charges	13,934	20,480	12,550	
Non Capitalized Equipment	-	-	-	
Depreciation	170,049	201,350	188,765	
TOTAL ALL ACCOUNTS	\$ 975,996	\$ 1,039,550	\$ 931,535	

### 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.

### Goal

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.

### Objective

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

### Indicators

	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
1. Side Load Sanitation Truck Loads	2,142	2,193	2,319
2. Containers Repaired	50	69	42
3. Containers Painted	50	69	42

SANITATION COLLECTION - DEPARTMENT NO. 30

EXPENDITURES - FUND 04

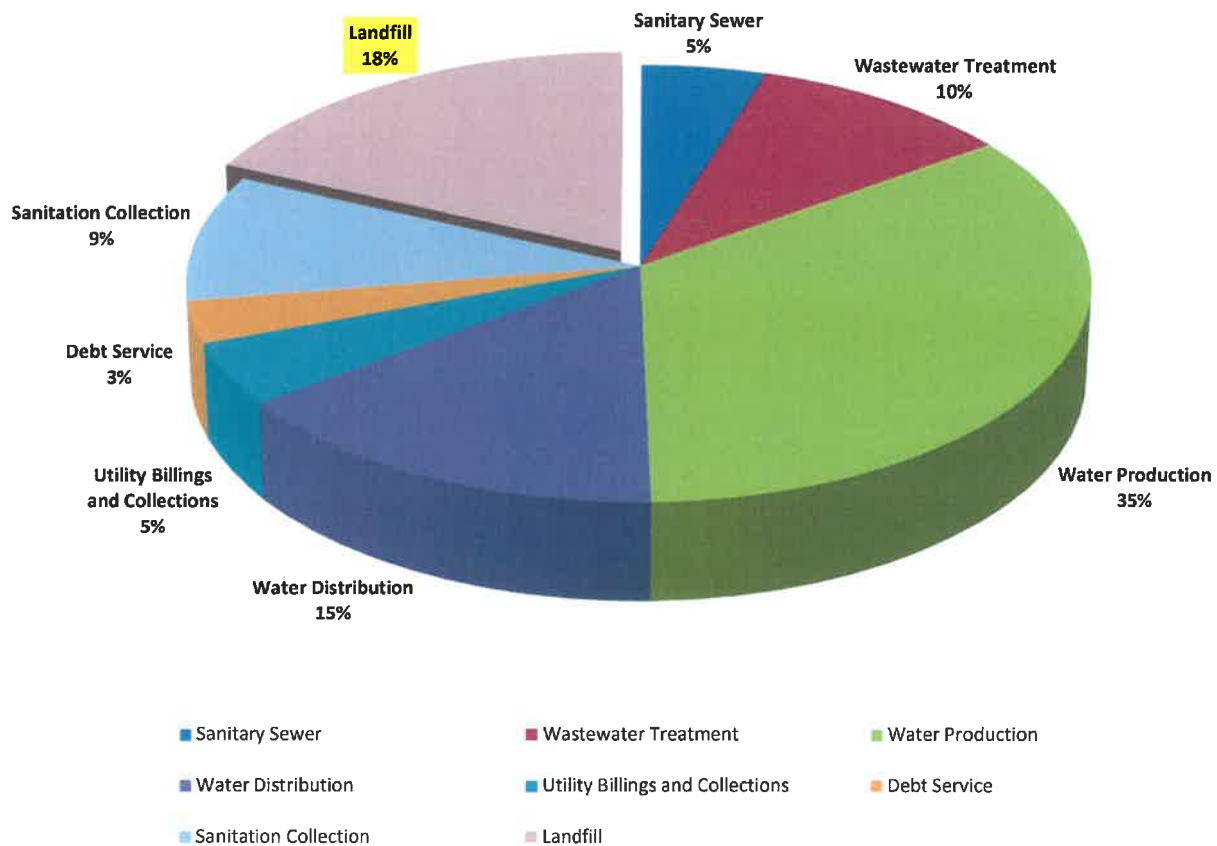
	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
630-103 OPERATIONS	178,531	203,290	207,360
630-105 LONGEVITY	596	890	1,125
630-106 OVERTIME	5,344	13,000	7,000
630-108 FICA EXPENSE	11,155	13,465	13,360
630-109 TMRS EXPENSE	62,038	30,425	29,845
630-110 INSURANCE EXPENSE	39,816	52,125	52,125
630-111 MEDICARE	2,609	3,150	3,125
630-112 ACCRUED COMP. ABSENCES	(152)	-	-
Sub Total	299,937	316,345	313,940
SUPPLIES & MATERIALS			
630-201 OFFICE SUPPLIES	215	50	400
630-204 UNIFORM & CLOTHING	4,310	5,000	5,700
630-205 TIRES & TUBES	9,580	10,000	10,000
630-206 MOTOR VEHICLE SUPPLIES	23,207	30,000	30,000
630-207 MINOR TOOLS & APPARATUS	245	750	750
630-208 JANITORIAL SUPPLIES	353	-	-
630-209 CHEM. & MECH. SUPPLIES	-	500	500
630-212 GAS	3,235	3,300	3,300
630-213 DIESEL	40,764	60,000	50,000
630-215 OTHER SUPPLIES	432	100	350
Sub Total	82,341	109,700	101,000
MAINTENANCE OF BUILDINGS			
630-301 BUILDINGS & GROUNDS	339	3,000	3,000
Sub Total	339	3,000	3,000
MAINTENANCE OF EQUIPMENT			
630-403 EQUIPMENT	4,165	7,000	7,000
630-404 AUTOMOTIVE EQUIPMENT	43,177	45,000	45,000
630-407 SOFTWARE MAINTENANCE	494	1,545	1,545
Sub Total	47,836	53,545	53,545



	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
MISCELLANEOUS SERVICES			
630-501-01 TELEPHONE	37	50	50
630-501-03 INTERNET	37	35	35
630-502 RENTAL OF EQUIPMENT	40,710	36,010	35,980
630-503 INSURANCE	4,764	3,300	4,400
630-504 SPECIAL SERVICES	3,697	2,500	2,500
630-505 ADVERTISING	162	1,000	1,000
630-506 BUSINESS & TRANSPORTATION	19	-	-
630-508 FEE BASIS SERVICES	312,134	292,235	214,770
	<hr/>	<hr/>	<hr/>
Sub Total	361,560	335,130	258,735
SUNDRY CHARGES			
630-601 TRAINING & EDUCATION	44	1,000	1,000
630-602 MEMBERSHIPS & SUBSCRIPTIONS	13	50	50
630-604 WORKER'S COMPENSATION	10,574	16,430	8,500
630-605 UNEMPLOYMENT	-	-	3,000
630-606 FREIGHT EXPENSE	3,303	3,000	-
	<hr/>	<hr/>	<hr/>
Sub Total	13,934	20,480	12,550
CAPITAL OUTLAY			
630-902 AUTOMOTIVE EQUIPMENT	*	-	-
630-904 REFUSE COLLEC. EQUIP.	*	-	-
630-910 DEPRECIATION	170,049	201,350	188,765
	<hr/>	<hr/>	<hr/>
Sub Total	170,049	201,350	188,765
NON CAPITALIZED EQUIPMENT			
630-905 NON CAPITALIZED EQUIPMENT	-	-	-
	<hr/>	<hr/>	<hr/>
Sub Total	-	-	-
TOTAL BUDGET			
	975,996	1,039,550	931,535

\* MEMORANDUM ONLY

## Enterprise Function Expense Fiscal Year 2022



**Description:** This pie chart highlights the "Landfill" department in relationship to the other departments within the Enterprise Fund for Fiscal Year 2022.

## BUDGET SUMMARY

Fund	Function	Department Number		
Sanitation				
Enterprise	Municipal Services	Sanitation Landfill		31
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 501,182	\$ 452,365	\$ 450,550	
Supplies	109,168	125,000	123,700	
Maintenance	83,910	75,010	77,565	
Services	506,660	501,540	451,545	
Sundry Charges	27,074	40,100	30,100	
Non Capitalized Equipment	2,080	-	-	
Depreciation	551,106	503,350	679,515	
<b>TOTAL ALL ACCOUNTS</b>	<b>\$ 1,781,180</b>	<b>\$ 1,697,365</b>	<b>\$ 1,812,975</b>	

### Mission Statement

The department is responsible for operating the Sanitary Landfill, which is permitted by the Texas Commission on Environmental Quality, and disposing of approximately 150 tons per day. The hours of operation 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.

### Goal

To dispose of waste in a safe, healthy, 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 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
631-101 SUPERVISION	37,352	36,070	36,540
631-102 CLERICAL	56,560	53,810	54,490
631-103 OPERATIONS	204,275	192,575	195,035
631-105 LONGEVITY	3,223	3,535	3,855
631-106 OVERTIME	37,634	40,000	35,000
631-108 FICA EXPENSE	20,036	20,210	20,145
631-109 TMRS EXPENSE	83,779	45,670	45,000
631-110 INSURANCE EXPENSE	55,575	55,770	55,775
631-111 MEDICARE	4,686	4,725	4,710
631-112 ACCRUED COMP. ABSENCES	(1,938)	-	-
Sub Total	501,182	452,365	450,550
SUPPLIES & MATERIALS			
631-201 OFFICE SUPPLIES	1,541	3,000	3,000
631-204 UNIFORM & CLOTHING	4,390	6,300	5,000
631-205 TIRES & TUBES	-	6,000	6,000
631-206 MOTOR VEHICLE SUPPLIES	17,292	16,000	16,000
631-207 MINOR TOOLS & APPARATUS	10,627	2,000	2,000
631-208 JANITORIAL SUPPLIES	1,394	2,000	2,000
631-209 CHEM. & MECH. SUPPLIES	1,674	400	400
631-212 GAS	6,311	8,500	8,500
631-213 DIESEL	64,976	80,000	80,000
631-215 OTHER SUPPLIES	963	800	800
Sub Total	109,168	125,000	123,700
MAINTENANCE OF BUILDINGS			
631-301 BUILDINGS & GROUNDS	12,216	20,000	20,000
Sub Total	12,216	20,000	20,000
MAINTENANCE OF EQUIPMENT			
631-402 MACHINERY	225	-	-
631-403 EQUIPMENT	2,260	1,000	1,000
631-404 AUTOMOTIVE EQUIPMENT	65,524	50,000	50,000
631-407 SOFTWARE MAINTENANCE	3,367	4,010	6,565
631-411 RADIO INSTALLATION	318	-	-
Sub Total	71,694	55,010	57,565

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
MISCELLANEOUS SERVICES			
631-501-01 TELEPHONE	1,859	2,000	2,000
631-501-02 CELLULAR	595	650	650
631-501-03 INTERNET	3,762	3,950	3,950
631-502 RENTAL OF EQUIPMENT	4,405	4,240	4,005
631-503 INSURANCE	12,512	9,800	12,550
631-504 SPECIAL SERVICES	10,172	4,000	4,000
631-505 ADVERTISING	-	150	150
631-506 BUSINESS & TRANSPORTATION	8	-	-
631-508 FEE BASIS SERVICES	468,784	472,450	419,940
631-511-01 ELECTRICITY	4,563	4,300	4,300
631-512 DATA PROCESSING	-	-	-
Sub Total	506,660	501,540	451,545
SUNDRY CHARGES			
631-601 TRAINING & EDUCATION	1,453	5,000	5,000
631-602 MEMBERSHIPS & SUBSCRIPTIONS	292	-	-
631-604 WORKER'S COMP.	10,587	17,000	8,500
631-606 FREIGHT EXPENSE	305	600	600
631-608 BAD DEBT EXPENSE	-	5,000	2,500
631-615 LANDFILL CLOSURE/POST CLOSURE CARE	14,437	12,500	13,500
Sub Total	27,074	40,100	30,100
CAPITAL OUTLAY			
631-806 LANDFILL IMPROVEMENTS *	-	-	-
631-901 OFFICE EQUIPMENT *	-	-	-
631-902 AUTOMOTIVE EQUIPMENT *	-	-	-
631-910 DEPRECIATION	551,106	503,350	679,515
Sub Total	551,106	503,350	679,515
NON CAPITALIZED EQUIPMENT			
631-905 NON CAPITALIZED EQUIPMENT	2,080	-	-
Sub Total	2,080	-	-
TOTAL BUDGET	1,781,180	1,697,365	1,812,975

\* MEMORANDUM ONLY

CITY OF SNYDER, TEXAS  
ENTERPRISE FUND  
WATER & SEWER  
  
COMPARATIVE STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN WORKING CAPITAL

2021-2022 BUDGET

	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed Budget
Operating Revenues:				
Water Sales	5,129,486	5,489,463	5,413,880	5,450,000
Sewer Charges	1,589,931	1,560,940	1,590,000	1,590,000
Billings & Collections for Sanitation	383,958	314,528	336,325	175,455
Water Taps	5,000	20,950	6,000	20,000
Sewer Taps	2,440	17,400	4,500	15,000
Plumbing Permits & Inspections	8,985	7,920	9,000	8,000
Miscellaneous	59,329	28,334	51,950	26,450
Total Oper. Revenues	7,179,129	7,439,535	7,411,655	7,284,905
Operating Expenses:				
Personnel Services	1,332,442	1,054,109	1,361,385	1,439,530
Supplies	358,425	356,826	379,460	390,835
Maintenance	572,224	503,001	571,030	625,475
Services	3,046,243	2,812,506	2,804,190	2,910,640
Sundry Charges	42,219	33,489	66,415	52,465
Non Capitalized Equipment	3,367	1,572	200	1,000
Depreciation	1,807,133	1,774,813	1,836,110	1,484,255
Total Oper. Expenses	7,162,053	6,536,316	7,018,790	6,904,200
Operating Income or (Loss)	17,076	903,219	392,865	380,705
Non-Oper. Revenues/(Expenses):				
Investment earnings	43,265	54,191	35,000	25,000
Interest and fees expense	(423,883)	(495,671)	(490,830)	(312,630)
Capital grant	-	-	-	-
Gain (Loss) on Sale of Asset	11	10	-	-
Proceeds from Insurance	10,170	37,266	3,000	9,000
Bond issuance costs	-	(103,820)	-	-
Total Non-Oper.	(370,437)	(508,024)	(452,830)	(278,630)
Net Income (Loss)	(353,361)	395,195	(59,965)	102,075
Cash and Cash Equivalents B-O-Y	957,586	975,420	4,350,889	4,357,291
Cash Flows from Operating Activities	1,725,990	2,506,872	2,234,915	1,905,620
Cash Flows from Non Capital Financing Activities	471,323	(1,374,903)	(129,629)	(129,629)
Cash Flows from Cap. Activities and Related Financing	(2,224,278)	2,189,556	(2,133,884)	(1,633,415)
Cash Flows from Investing Activities	44,799	53,944	35,000	25,000
Net Increase or (Decrease) in Cash	17,834	3,375,469	6,402	167,576
Cash and Cash Equivalents E-O-Y	975,420	4,350,889	4,357,291	4,524,867

CITY OF SNYDER, TEXAS  
WATER & SEWER ENTERPRISE FUND

DESCRIPTION OF REVENUES

2021-2022 BUDGET

WATER SALES

\$ 5,450,000

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

Minimum charge for single family dwelling:

\$39.30 / 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 \$39.30 for the first family or business unit plus \$19.65 (or 50% of \$39.30) 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, \$56.13. Multiple dwellings or business units, supplied by a single meter, the minimum charge shall be \$56.13 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 \$39.30 plus a usage rate at \$7.19 per thousand gallons. Deposit on City owned fire hydrant is \$500.00, other than the City's is \$1,000.00.

The bulk water dispenser is for high volume users. Pre-paid cards may be purchased at the Utility Department in the City Hall. The minimum amount on a card is \$75.00. The rate shall be \$10.38 per thousand gallons or less. Excess over 1,000 shall be \$15.54 per thousand gallons. Replacement card fee shall be \$10.00.

WASTEWATER RATES

\$ 1,590,000

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 \$ 175,455

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

WATER AND SEWER TAPS \$ 35,000

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

PLUMBING PERMITS AND INSPECTION \$ 8,000

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

PROCEEDS FROM INSURANCE \$ 9,000

MISCELLANEOUS \$ 26,450

Includes any revenue that would not fit into another account.

INTEREST \$ 25,000

**TOTAL WATER & SEWER** **\$ 7,318,905**



CITY OF SNYDER  
ENTERPRISE FUND  
WATER & SEWER

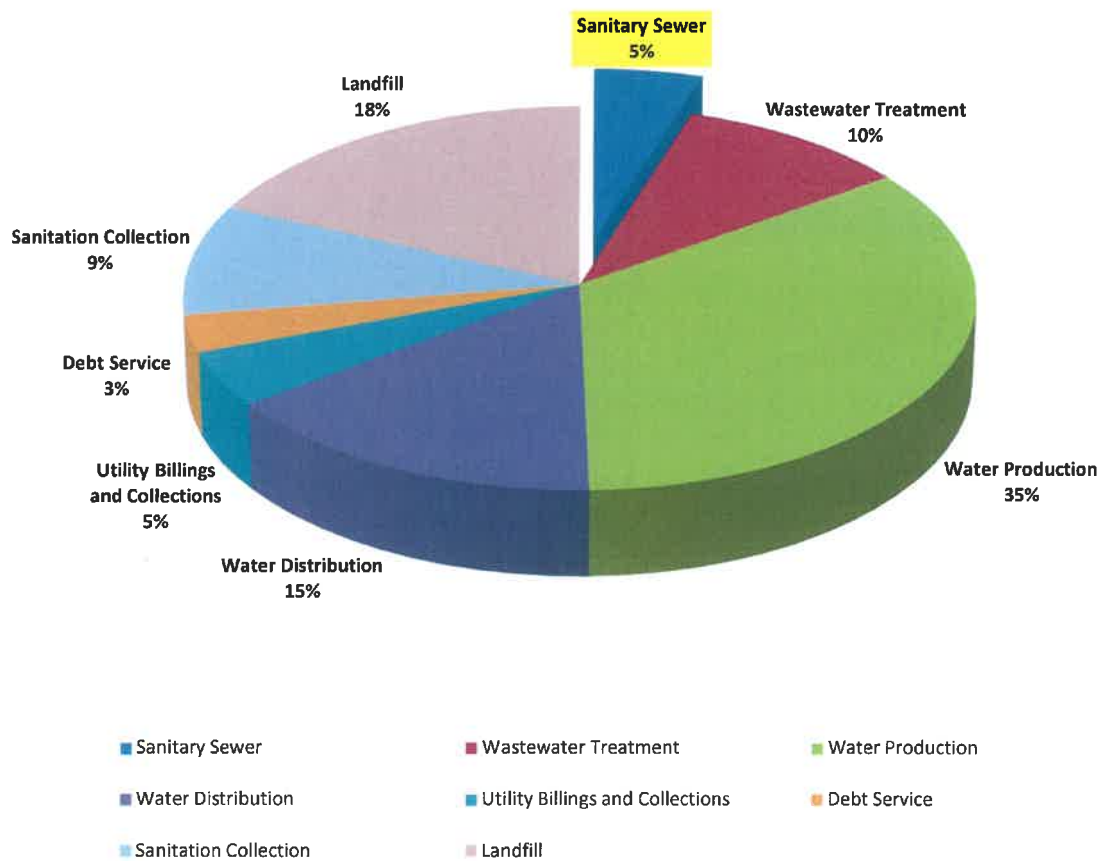
STATEMENT OF EXPENDITURES

2021-2022 BUDGET

	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed Budget
<b>SEWER:</b>				
Sanitary sewer:				
Personnel Services	142,738	97,151	144,940	181,330
Supplies	48,154	50,813	60,885	61,150
Maintenance	33,144	32,127	23,685	26,485
Services	84,087	101,342	81,545	102,995
Sundry Charges	9,689	7,896	9,190	8,690
Non Capitalized Equipment	352	-	-	-
Depreciation	92,208	60,324	106,805	100,465
Totals	410,372	349,653	427,050	481,115
Sewage Treatment:				
Personnel Services	237,297	189,374	225,040	225,345
Supplies	43,575	37,295	50,450	45,450
Maintenance	102,299	60,697	87,550	86,215
Services	343,967	330,054	351,280	370,995
Sundry Charges	6,014	6,902	7,300	6,800
Non Capitalized Equipment	219	-	-	-
Depreciation	278,632	284,567	297,175	284,440
Totals	1,012,003	908,889	1,018,795	1,019,245
<b>WATER:</b>				
Water Production:				
Personnel Services	452,190	377,445	453,265	458,210
Supplies	171,154	179,465	176,575	198,575
Maintenance	183,119	194,390	193,495	208,480
Services	2,094,134	1,956,664	1,946,820	2,041,070
Sundry Charges	15,799	10,932	19,700	14,500
Non Capitalized Equipment	1,048	226	-	-
Depreciation	520,634	509,301	540,665	519,900
Totals	3,438,078	3,228,423	3,330,520	3,440,735

	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed Budget
Water Distribution:				
Personnel Services	151,372	235,990	288,220	321,050
Supplies	56,470	58,325	59,200	59,200
Maintenance	194,962	190,215	235,415	271,315
Services	323,284	252,959	252,335	279,650
Sundry Charges	5,089	3,991	7,375	5,875
Non Capitalized Equipment	921	-	-	-
Depreciation	553,814	551,314	528,720	567,370
Totals	1,285,912	1,292,794	1,371,265	1,504,460
Utility Department:				
Personnel Services	348,845	154,149	249,920	253,595
Supplies	39,072	30,928	32,350	26,460
Maintenance	58,700	25,572	30,885	32,980
Services	200,771	171,487	172,210	115,930
Sundry Charges	5,628	3,768	22,850	16,600
Non Capitalized Equipment	827	1,346	200	1,000
Depreciation	361,845	369,307	362,745	12,080
Totals	1,015,688	756,557	871,160	458,645
Debt Service:				
Interest & Fees	423,883	495,671	490,830	312,630
Bond issuance costs	-	103,820	-	-
Totals	423,883	599,491	490,830	312,630
TOTAL EXPENSES	7,585,936	7,135,807	7,509,620	7,216,830

## Enterprise Function Expense Fiscal Year 2022



**Description:** This pie chart highlights the "Sanitary Sewer" department in relationship to the other departments within the Enterprise Fund for Fiscal Year 2022.

## BUDGET SUMMARY

Fund	Function	Department Number		
Water and Sewer Enterprise	Distribution	Sanitary Sewer	35	
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 97,151	\$ 144,940	\$ 181,330	
Supplies	50,813	60,885	61,150	
Maintenance	32,127	23,685	26,485	
Services	101,342	81,545	102,995	
Sundry Charges	7,896	9,190	8,690	
Non Capitalized Equipment	-	-	-	
Depreciation	60,324	106,805	100,465	
TOTAL ALL ACCOUNTS	\$ 349,653	\$ 427,050	\$ 481,115	

### Mission Statement

To ensure 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

	2017-2018	2018-2019	2019-2020
Service Line Stop	57	64	65
Sewer Main Stoppages	60	60	75
Customer Taps	11	8	13
Sewer Mains Installed (Footage)	200	220	240

SANITARY SEWER - DEPARTMENT NO. 35

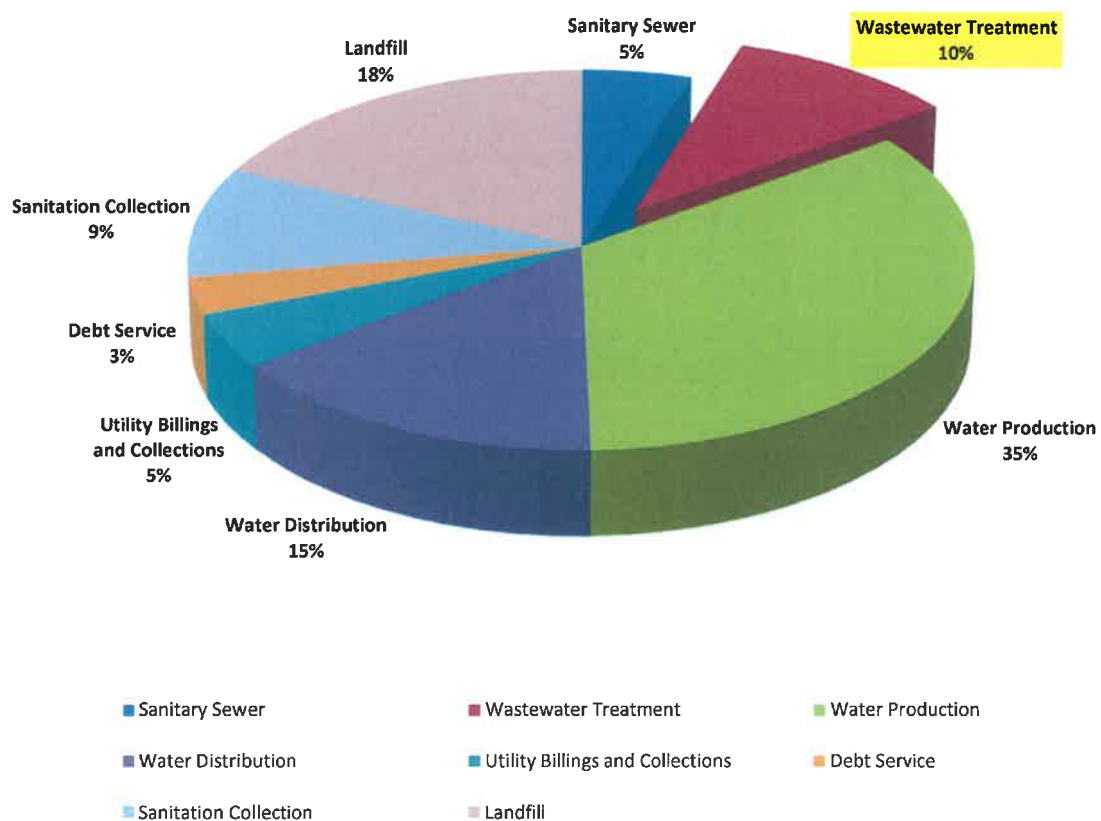
EXPENDITURES - FUND 02

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
635-104 MAINTENANCE	74,895	91,150	112,860
635-105 LONGEVITY	770	845	925
635-106 OVERTIME	9,461	10,000	14,000
635-108 FICA EXPENSE	5,073	6,325	7,925
635-109 TMRS EXPENSE	(10,533)	14,290	17,700
635-110 INSURANCE EXPENSE	16,219	20,850	26,065
635-111 MEDICARE EXPENSE	1,186	1,480	1,855
635-112 ACCRUED COMP. ABSENCES	80	-	-
Sub Total	97,151	144,940	181,330
SUPPLIES & MATERIALS			
635-201 OFFICE SUPPLIES	303	35	300
635-204 UNIFORM & CLOTHING	2,569	3,400	3,400
635-205 TIRES & TUBES	-	-	-
635-206 MOTOR VEHICLE SUPPLIES	43,005	50,000	50,000
635-207 MINOR TOOLS & APPARATUS	658	1,000	1,000
635-208 JANITORIAL	353	-	-
635-209 CHEMICAL & MECHANICAL SUPPLIES	-	300	300
635-213 DIESEL	3,400	6,000	6,000
635-215 OTHER SUPPLIES	525	150	150
Sub Total	50,813	60,885	61,150
MAINTENANCE OF BUILDINGS			
635-304 SEWER LINES	25,409	20,000	20,000
Sub Total	25,409	20,000	20,000
MAINTENANCE OF EQUIPMENT			
635-402 MACHINERY	81	-	-
635-404 AUTOMOTIVE EQUIPMENT	5,985	2,200	5,000
635-406 MINOR TOOLS & APPARATUS	158	400	400
635-407 SOFTWARE MAINTENANCE	494	1,085	1,085
Sub Total	6,718	3,685	6,485

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
MISCELLANEOUS SERVICES			
635-501-02 CELLULAR	595	675	675
635-501-03 INTERNET	493	495	495
635-502 RENTAL OF EQUIPMENT	13,004	13,000	10,810
635-503 INSURANCE	4,261	4,600	4,600
635-504 SPECIAL SERVICES	450	1,000	1,000
635-505 ADVERTISING EXPENSE	-	200	200
635-506 BUSINESS & TRANSPORTATION	256	100	100
635-508 FEE BASIS SERVICES	81,792	60,675	84,315
635-510 CONTRACTUAL SERVICES	491	800	800
Sub Total	101,342	81,545	102,995
SUNDRY CHARGES			
635-601 TRAINING & EDUCATION	102	500	500
635-602 MEMBERSHIPS AND SUBSCRIPTIONS	-	-	-
635-604 WORKER'S COMP.	7,659	8,500	8,000
635-606 FREIGHT EXPENSE	135	190	190
Sub Total	7,896	9,190	8,690
CAPITAL OUTLAY			
635-804 SEWER SYSTEM IMPROV.	-	-	-
635-903 MACHINERY	-	-	-
635-910 DEPRECIATION	60,324	106,805	100,465
Sub Total	60,324	106,805	100,465
NON CAPITALIZED EQUIPMENT			
635-905 NON CAPITALIZED EQUIPMENT	-	-	-
Sub Total	-	-	-
TOTAL BUDGET	349,653	427,050	481,115

\* MEMORANDUM ONLY

## Enterprise Function Expense Fiscal Year 2022



**Description:** This pie chart highlights the "Wastewater Treatment" department in relationship to the other departments within the Enterprise Fund for Fiscal Year 2022.

## BUDGET SUMMARY

Fund	Function	Department Number		
Water and Sewer				
Enterprise	Sewage Treatment	Wastewater Treatment		36
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 189,374	\$ 225,040	\$ 225,345	
Supplies	37,295	50,450	45,450	
Maintenance	60,697	87,550	86,215	
Services	330,054	351,280	370,995	
Sundry Charges	6,902	7,300	6,800	
Non Capitalized Equipment	-	-	-	
Depreciation	284,567	297,175	284,440	
TOTAL ALL ACCOUNTS	\$ 908,889	\$ 1,018,795	\$ 1,019,245	

### 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 ensure that the plant is operated in accordance with all regulatory agencies.
2. To ensure 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

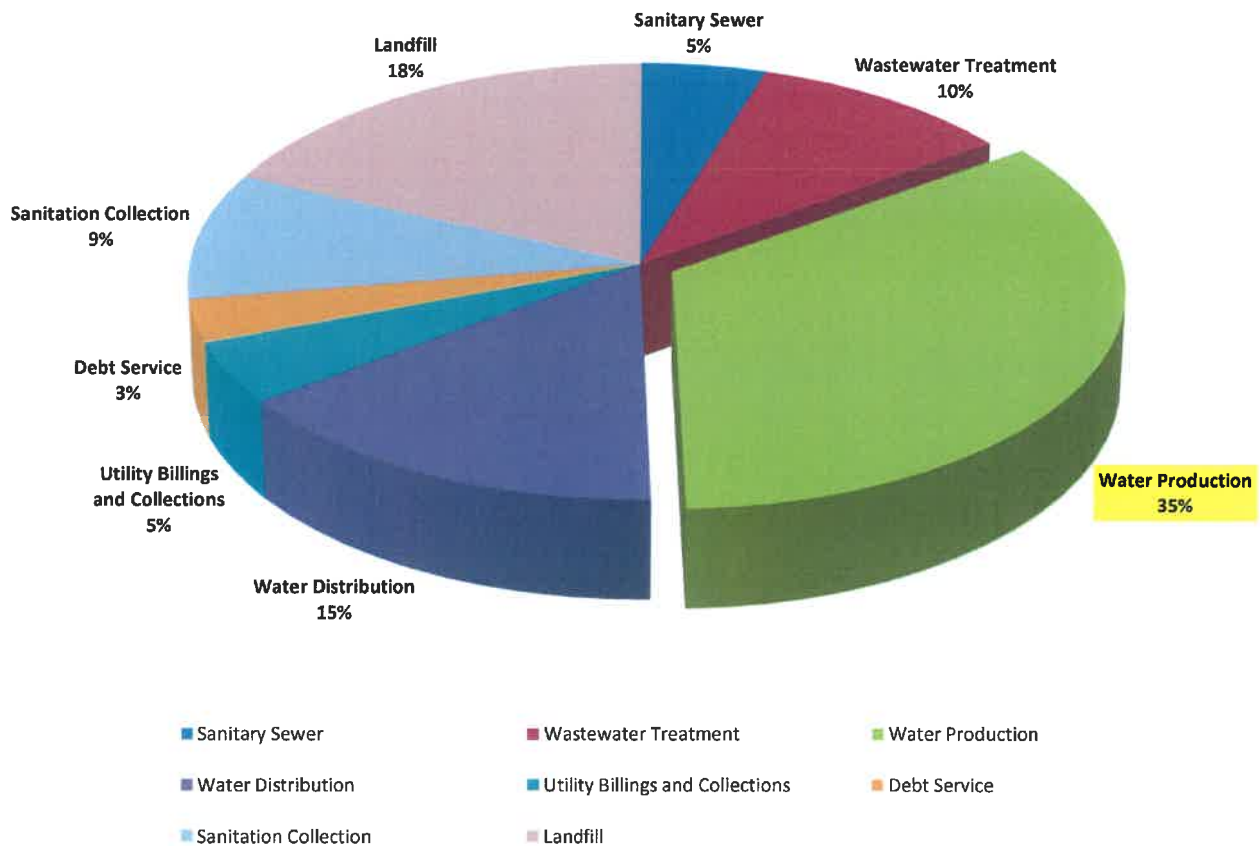
EXPENDITURES - FUND 02

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
636-103 OPERATIONS	144,998	139,440	141,720
636-105 LONGEVITY	2,659	2,825	3,005
636-106 OVERTIME	13,797	17,000	15,000
636-108 FICA EXPENSE	9,539	9,875	9,905
636-109 TMRS EXPENSE	(15,833)	22,315	22,125
636-110 INSURANCE EXPENSE	31,147	31,275	31,275
636-111 MEDICARE EXPENSE	2,231	2,310	2,315
636-112 ACCRUED COMP. ABSENCES	836	-	-
Sub Total	189,374	225,040	225,345
SUPPLIES & MATERIALS			
636-201 OFFICE SUPPLIES	1,353	1,600	1,600
636-203 SHOP SUPPLIES	655	1,000	1,000
636-204 UNIFORM & CLOTHING	3,477	4,300	4,300
636-205 TIRES & TUBES	-	500	500
636-206 MOTOR VEHICLE SUPPLIES	1,376	1,500	1,500
636-207 MINOR TOOLS & APPARATUS	2,800	3,500	3,500
636-208 JANITORIAL SUPPLIES	2,710	2,000	2,000
636-209 CHEM. & MECH. SUPPLIES	18,719	30,000	25,000
636-212 GAS	3,459	4,500	4,500
636-213 DIESEL	2,277	1,150	1,150
636-215 OTHER SUPPLIES	469	400	400
Sub Total	37,295	50,450	45,450
MAINTENANCE OF BUILDINGS			
636-301 BUILDINGS & GROUNDS	16,286	20,000	20,000
636-305 SEWAGE TREATMENT PLANT	2,442	4,600	3,000
Sub Total	18,728	24,600	23,000
MAINTENANCE OF EQUIPMENT			
636-401 OFFICE EQUIPMENT	-	500	500
636-402 MACHINERY	3,344	2,000	2,000
636-403 EQUIPMENT	16,801	15,000	15,000
636-404 AUTOMOTIVE EQUIPMENT	886	1,500	1,500
636-406 MINOR TOOLS & APPARATUS	63	500	500
636-407 SOFTWARE MAINTENANCE	801	2,450	2,715
636-422 WASTEWATER SYSTEM EQUIPMENT	20,074	41,000	41,000
Sub Total	41,969	62,950	63,215

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
MISCELLANEOUS SERVICES			
636-501-01 TELEPHONE	1,579	2,100	2,100
636-501-02 CELLULAR	786	975	975
636-501-03 INTERNET	3,493	3,495	3,495
636-502 RENTAL OF EQUIPMENT	55,658	55,865	55,865
636-503 INSURANCE	10,326	6,000	12,000
636-504 SPECIAL SERVICES	4,516	500	500
636-505 ADVERTISING	147	100	100
636-506 BUSINESS & TRANSPORTATION	-	-	-
636-508 FEE BASIS SERVICE	171,087	170,045	184,480
636-510 CONTRACTUAL SERVICES	17,090	3,000	2,280
636-511-01 ELECTRICITY	64,580	63,000	63,000
636-511 GAS	792	1,200	1,200
636-512 DATA PROCESSING.	-	45,000	45,000
Sub Total	330,054	351,280	370,995
SUNDRY CHARGES			
636-601 TRAINING & EDUCATION	2,929	2,500	2,500
636-602 MEMBERSHIPS & SUBSCRIPTIONS	193	100	100
636-604 WORKER'S COMP.	2,765	3,500	3,000
636-606 FREIGHT EXPENSE	1,015	1,200	1,200
Sub Total	6,902	7,300	6,800
CAPITAL OUTLAY			
636-903 MACHINERY & OTHER EQUIP.	-	-	-
636-910 DEPRECIATION	284,567	297,175	284,440
Sub Total	284,567	297,175	284,440
NON CAPITALIZED EQUIPMENT			
636-905 NON CAPITALIZED EQUIPMENT	-	-	-
Sub Total	-	-	-
TOTAL BUDGET	908,889	1,018,795	1,019,245

\*MEMORANDUM ONLY

## Enterprise Function Expense Fiscal Year 2022



**Description:** This pie chart highlights the "Water Production" department in relationship to the other departments within the Enterprise Fund for Fiscal Year 2022.

## BUDGET SUMMARY

Fund	Function	Department Number		
Water and Sewer Enterprise	Water Treatment	Water Production	74	
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 377,445	\$ 453,265	\$ 458,210	
Supplies	179,465	176,575	198,575	
Maintenance	194,390	193,495	208,480	
Services	1,956,664	1,946,820	2,041,070	
Sundry Charges	10,932	19,700	14,500	
Non Capitalized Equipment	226	-	-	
Depreciation	509,301	540,665	519,900	
TOTAL ALL ACCOUNTS	\$ 3,228,423	\$ 3,330,520	\$ 3,440,735	

### 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

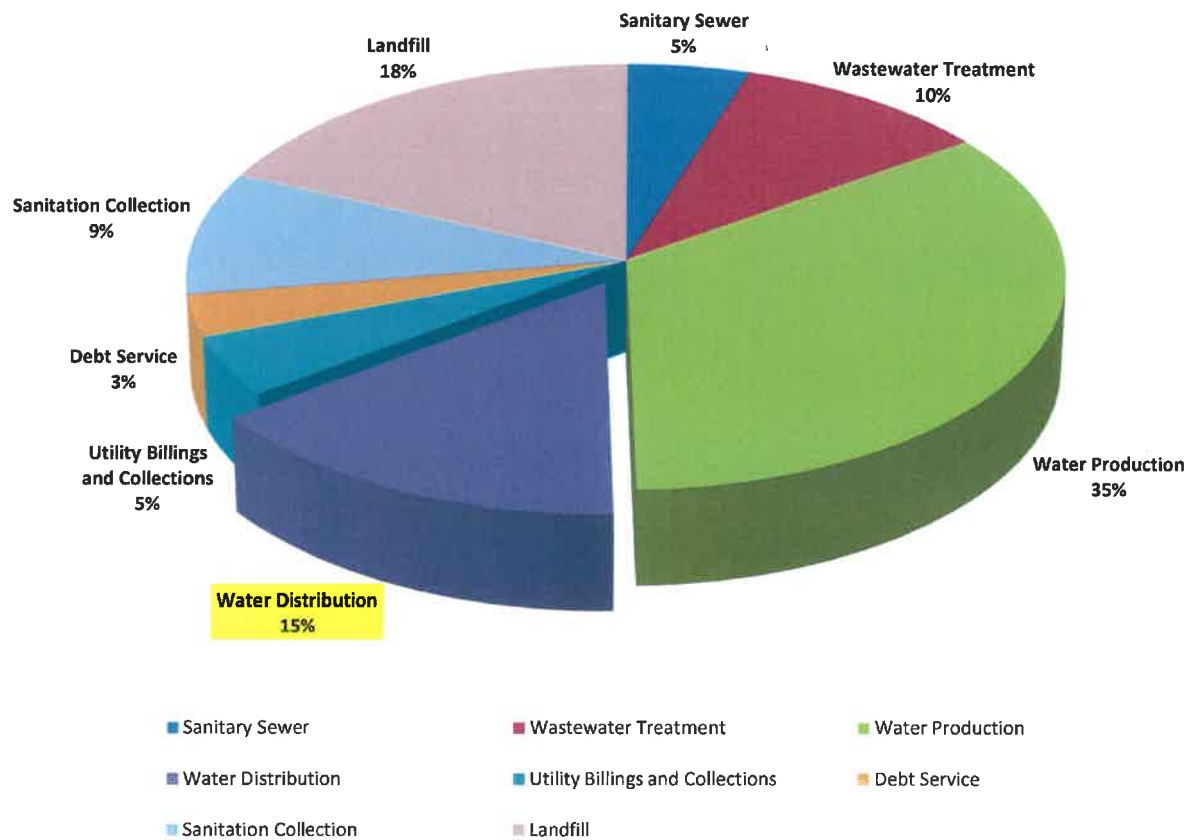
EXPENDITURES - FUND 02

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
674-101 SUPERVISION	58,696	56,580	57,310
674-103 OPERATIONS	230,297	229,860	233,290
674-105 LONGEVITY	2,248	2,570	2,905
674-106 OVERTIME	31,712	36,000	36,000
674-108 FICA EXPENSE	19,448	20,150	20,430
674-109 TMRS EXPENSE	(28,013)	45,535	45,635
674-110 INSURANCE EXPENSE	57,702	57,855	57,860
674-111 MEDICARE EXPENSE	4,548	4,715	4,780
674-112 ACCRUED COMP. ABSENCES	807	-	-
Sub Total	377,445	453,265	458,210
SUPPLIES & MATERIALS			
674-201 OFFICE SUPPLIES	1,279	1,175	1,175
674-203 SHOP SUPPLIES	2,107	2,000	2,000
674-204 UNIFORM & CLOTHING	3,077	5,000	3,500
674-205 TIRES & TUBES	-	700	700
674-206 MOTOR VEHICLE SUPPLIES	745	1,200	1,200
674-207 MINOR TOOLS & APPARATUS	852	3,000	2,000
674-208 JANITORIAL SUPPLIES	2,068	2,000	2,000
674-209 CHEM. & MECH. SUPPLIES	162,221	150,000	175,000
674-212 GAS	2,423	6,500	6,500
674-213 DIESEL	4,218	3,500	3,500
674-215 OTHER SUPPLIES	475	1,500	1,000
Sub Total	179,465	176,575	198,575
MAINTENANCE OF BUILDINGS			
674-301 BUILDINGS & GROUNDS	21,466	50,000	50,000
674-303 WATER PLANT	5,796	10,000	10,000
674-307 STAND PIPE, RESERVIORS & STOR.	143	-	-
674-314 WATER TOWER & TANKS	2,058	26,000	26,000
Sub Total	29,463	86,000	86,000
MAINTENANCE OF EQUIPMENT			
674-401 OFFICE EQUIPMENT	551	-	-
674-402 MACHINERY	-	200	200
674-403 EQUIPMENT	43,123	27,000	31,455
674-404 AUTOMOTIVE EQUIPMENT	1,039	1,000	1,000
674-405 SHOP EQUIPMENT	-	200	200
674-407 SOFTWARE MAINTENANCE	3,680	29,095	39,625
674-422 WATER SYSTEM EQUIPMENT	116,534	50,000	50,000
Sub Total	164,927	107,495	122,480

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
MISCELLANEOUS SERVICES			
674-501-01 TELEPHONE	3,014	3,450	3,450
674-501-02 CELLULAR	786	900	900
674-501-03 INTERNET	3,493	3,495	3,495
674-502 RENTAL OF EQUIPMENT	55,139	54,425	54,425
674-503 INSURANCE	35,512	31,000	39,000
674-504 SPECIAL SERVICES	2,041	2,100	2,100
674-505 ADVERTISING	147	500	500
674-506 BUSINESS & TRANSPORTATION	52	400	400
674-508 FEE BASIS SERVICES	522,059	507,480	537,155
674-510 CONTRACUAL SERVICES	1,705	2,000	1,860
674-511-01 ELECTRICITY	71,177	80,000	80,000
674-512 DATA PROCESSING	-	20,000	20,000
674-516 COST OF WATER (CRMWD)	1,261,539	1,241,070	1,297,785
Sub Total	1,956,664	1,946,820	2,041,070
SUNDRY CHARGES			
674-601 TRAINING & EDUCATION	1,536	5,000	5,000
674-602 MEMBERSHIPS & SUBSCRIP	13	200	200
674-604 WORKER'S COMP.	6,580	10,500	5,300
674-606 FREIGHT EXPENSE	2,803	4,000	4,000
Sub Total	10,932	19,700	14,500
CAPITAL OUTLAY			
674-901 OFFICEE EQUIPMENT *	-	-	-
674-902 AUTOMOTIVE EQUIPMENT *	-	-	-
674-903 OTHER EQUIPMENT *	-	-	-
674-910 DEPRECIATION	509,301	540,665	519,900
Sub Total	509,301	540,665	519,900
NON CAPITALIZED EQUIPMENT			
674-905 NON CAPITALIZED EQUIPMENT	226	-	-
Sub total	226	-	-
TOTAL BUDGET	3,228,423	3,330,520	3,440,735

\* MEMORANDUM ONLY

## Enterprise Function Expense Fiscal Year 2022



**Description:** This pie chart highlights the "Water Distribution" department in relationship to the other departments within the Enterprise Fund for Fiscal Year 2022.

## BUDGET SUMMARY

Fund	Function	Department Number		
Water and Sewer				
Enterprise	Distribution	Water Distribution		75
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 235,990	\$ 288,220	\$ 321,050	
Supplies	58,325	59,200	59,200	
Maintenance	190,215	235,415	271,315	
Services	252,959	252,335	279,650	
Sundry Charges	3,991	7,375	5,875	
Non Capitalized Equipment	-	-	-	
Depreciation	551,314	528,720	567,370	
TOTAL ALL ACCOUNTS	\$ 1,292,794	\$ 1,371,265	\$ 1,504,460	

### 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 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

	2017-2018	2018-2019	2019-2020
1. Service Lines Repaired	62	116	119
2. Main Lines Repaired	25	19	21



3.	Fire Hydrants Repaired	0	0	1
4.	Fire Hydrants Replaced	3	17	7
5.	Valve Boxes Replaced	17	17	22
6.	Customer Taps	12	10	1

## WATER DISTRIBUTION - DEPARTMENT NO. 75

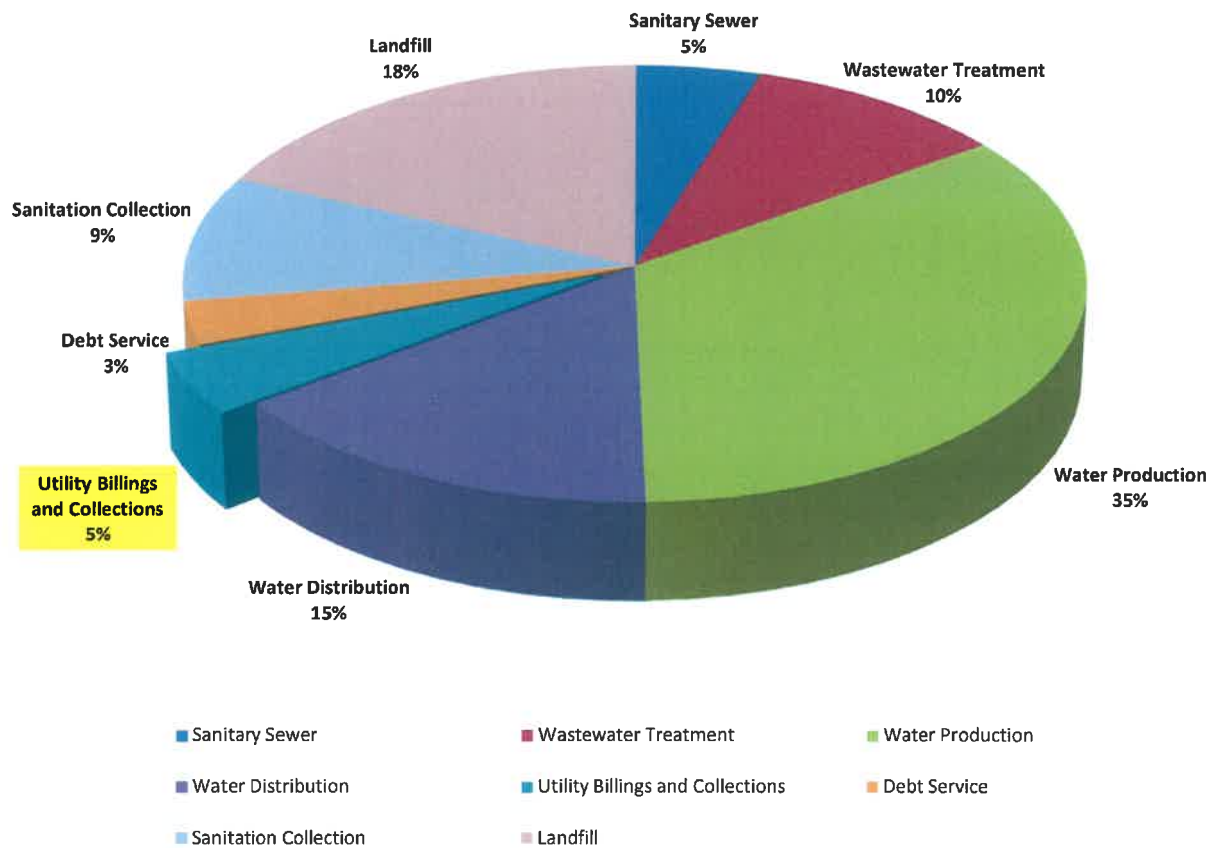
## EXPENDITURES - FUND 02

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
675-104 MAINTENANCE	168,149	188,285	211,085
675-105 LONGEVITY	1,084	1,340	1,540
675-106 OVERTIME	12,721	13,000	13,000
675-108 FICA EXPENSE	11,006	12,565	13,990
675-109 TMRS EXPENSE	1,708	28,390	31,250
675-110 INSURANCE EXPENSE	35,288	41,700	46,915
675-111 MEDICARE	2,574	2,940	3,270
675-112 ACCRUED COMP. ABSENCES	3,460	-	-
Sub Total	235,990	288,220	321,050
SUPPLIES & MATERIALS			
675-201 OFFICE SUPPLIES	278	150	150
675-204 UNIFORM & CLOTHING	4,552	4,500	4,500
675-205 TIRES & TUBES	781	250	250
675-206 MOTOR VEHICLE SUPPLIES	41,392	41,500	41,500
675-207 MINOR TOOLS & APPARATUS	2,701	2,000	2,000
675-208 JANITORIAL	353	-	-
675-212 GAS	2,104	3,500	3,500
675-213 DIESEL	5,239	6,800	6,800
675-215 OTHER SUPPLIES	925	500	500
Sub Total	58,325	59,200	59,200
MAINTENANCE OF BUILDINGS			
675-301 BUILDINGS & GROUNDS	489	300	300
675-304 WATER LINES	52,177	60,000	60,000
675-308 STREETS AND ALLEYS	3,039	5,000	5,000
Sub Total	55,705	65,300	65,300
MAINTENANCE OF EQUIPMENT			
675-402 MACHINERY	48	-	-
675-403 EQUIPMENT	178	18,600	8,000
675-404 AUTOMOTIVE EQUIPMENT	7,479	7,500	7,500
675-407 SOFTWARE MAINTENANCE	985	5,515	5,515
675-422 WATER SYSTEM EQUIPMENT	38,860	35,000	35,000
675-425 METERS & SETTINGS	86,960	103,500	150,000
Sub Total	134,510	170,115	206,015

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
MISCELLANEOUS SERVICES			
675-501-02 CELLULAR	595	600	600
675-501-03 INTERENET	724	495	2,415
675-502 RENTAL OF EQUIPMENT	30,347	28,850	29,535
675-503 INSURANCE	7,904	8,200	6,000
675-504 SPECIAL SERVICES	463	500	500
675-505 ADVERTISING	-	-	-
675-506 BUSINESS & TRANSPORTATION	1,067	1,000	1,000
675-508 FEE BASIS SERVICES	191,777	192,190	219,100
675-511-01 ELECTRICITY	20,082	20,500	20,500
Sub Total	252,959	252,335	279,650
SUNDRY CHARGES			
675-601 TRAINING & EDUCATION	1,026	1,500	1,500
675-602 MEMBERSHIP & SUBSCRIPTION	120	-	-
675-604 WORKER'S COMP.	2,668	5,500	4,000
675-606 FREIGHT EXPENSE	177	375	375
Sub Total	3,991	7,375	5,875
CAPITAL OUTLAY			
675-803 WATER SYSTEM IMPROV. *	-	-	-
675-809 NEW WATER LINES *	-	-	-
675-902 AUTOMOTIVE EQUIPMENT *	-	-	-
675-903 MACHINERY & OTHER EQUIP. *	-	-	-
675-910 DEPRECIATION	551,314	528,720	567,370
Sub Total	551,314	528,720	567,370
NON CAPITALIZED EQUIPMENT			
675-905 NON CAPITALIZED EQUIPMENT	-	-	-
Sub total	-	-	-
TOTAL BUDGET	1,292,794	1,371,265	1,504,460

\* MEMORANDUM ONLY

## Enterprise Function Expense Fiscal Year 2022



**Description:** This pie chart highlights the "Utility Billings and Collections" department in relationship to the other departments within the Enterprise Fund for Fiscal Year 2022.

## BUDGET SUMMARY

Fund	Function	Department Number		
Water and Sewer				
Enterprise	Utility Billings and Collections	76		
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 154,149	\$ 249,920	\$ 253,595	
Supplies	30,928	32,350	26,460	
Maintenance	25,572	30,885	32,980	
Services	171,487	172,210	115,930	
Sundry Charges	3,768	22,850	16,600	
Non Capitalized Equipment	1,346	200	1,000	
Depreciation	369,307	362,745	12,080	
TOTAL ALL ACCOUNTS	\$ 756,557	\$ 871,160	\$ 458,645	

### 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; collection of 90 day past due accounts and preparing records for collection agency; keeping accurate records on customer accounts; modifications to and the addition of new service accounts; mailouts for water conservation and recycling; processing and reporting on all complaints within the City organization; assist customer in all areas needed to the best of our ability; and various other duties. Monitoring customers water leak issues and making sure that leaks are repaired in a timely manner.

### Description

Duties of the Utility Department include processing of orders from the start to termination of utility services, receiving and processing utility payments and deposits on a daily basis, handling of customer service, billing problems and complaints, billing finals on a daily basis, billing of customers on a 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 responsible 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.

### 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 perform all other duties of this department at an optimum level.

4. 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.
5. 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 keep the City's line loss at a percentage that is acceptable to both the Texas Water Development Board and the City.
7. To have a minimum number of addresses on the Fixed Base trouble shoot report.

#### Indicators

	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
1. % of orders for start and termination processed within same day order was received	100.0%	97.0%	98.0%
2. % of utility bills without errors	99.5%	100.0%	100.0%
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	38	19	45
6. New meters set	16	18	N/A
7. Meter boxes repaired	38	30	59
8. Flush lines	7	7	68
9. Flo test	3	7	9
10. Pulled meters	93	65	48
11. City leak repair	117	64	53
12. Register Swap	82	64	91
13. MIU Swap	660	207	203
14. Antenna Swap	589	213	153

## UTILITY OFFICE - DEPARTMENT NO. 76

## EXPENDITURES - FUND 02

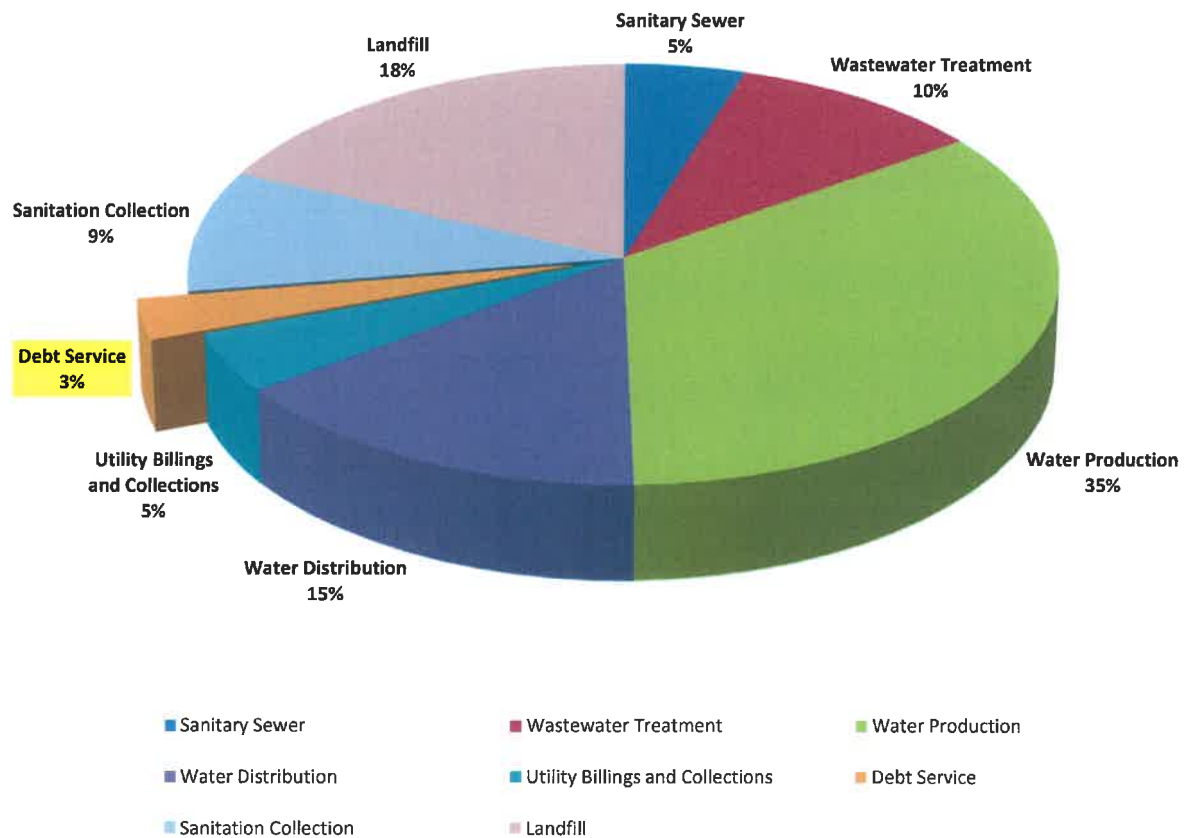
	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
676-101 SUPERVISION	22,867	30,430	26,750
676-102 CLERICAL	121,135	142,705	150,600
676-103 OPERATIONS	1,542	-	-
676-105 LONGEVITY	1,387	2,010	1,555
676-106 OVERTIME	1,363	2,000	1,500
676-108 FICA EXPENSE	8,837	10,985	11,185
676-109 TMRS EXPENSE	(39,026)	24,820	24,985
676-110 INSURANCE EXPENSE	30,583	34,400	34,405
676-111 MEDICARE	2,067	2,570	2,615
676-112 ACCRUED COMP. ABSENCES	3,394	-	-
Sub Total	154,149	249,920	253,595
SUPPLIES & MATERIALS			
676-201 OFFICE SUPPLIES	25,070	30,000	26,000
676-202 FORMS	153	2,000	300
676-204 UNIFORM & CLOTHING	62	-	-
676-205 TIRES & TUBES	624	-	-
676-206 MOTOR VEHICLE SUPPLIES	777	-	-
676-207 MINOR TOOLS & APPARATUS	1,163	100	50
676-208 JANITORIAL SUPPLIES	82	150	50
676-212 GAS	2,938	-	-
676-215 OTHER SUPPLIES	59	100	60
Sub Total	30,928	32,350	26,460
MAINTENANCE OF EQUIPMENT			
676-401 OFFICE EQUIPMENT	-	-	-
676-403 EQUIPMENT	2,124	1,525	2,000
676-404 AUTOMOTIVE EQUIPMENT	1,622	-	-
676-407 SOFTWARE MAINTENANCE	23,712	29,360	30,980
676-411 RADIO : RADIO INSTALLATION	-	-	-
676-425 METERS & SETTINGS	(1,886)	-	-
Sub Total	25,572	30,885	32,980

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
MISCELLANEOUS SERVICES			
676-501-01 TELEPHONE	2,274	2,600	2,100
676-501-02 CELLULAR	1,190	-	-
676-501-03 INTERNET	1,732	1,920	1,500
676-502 RENTAL OF EQUIPMENT	4,836	4,865	4,865
676-503 INSURANCE	1,349	1,600	1,600
676-504 SPECIAL SERVICES	34,111	31,000	31,000
676-505 ADVERTISING	537	750	600
676-506 BUSINESS & TRANSPORTATION	401	300	300
676-508 FEE BASIS SERVICES	120,291	123,775	68,865
676-510 CONTRACTUAL SERVICES	72	100	100
676-511-01 ELECTRICITY	4,205	4,800	4,400
676-511-02 GAS	489	500	600
Sub Total	171,487	172,210	115,930
SUNDRY CHARGES			
676-601 TRAINING & EDUCATION	499	-	400
676-602 MEMBERSHIPS & SUBSCRIP.	40	250	100
606-603 WATER CONSERVATION REQUIREMENTS	-	-	400
676-604 WORKER'S COMP.	2,956	2,000	400
676-606 FREIGHT EXPENSE	273	600	300
676-608 BAD DEBT EXPENSE	-	20,000	15,000
Sub Total	3,768	22,850	16,600
CAPITAL OUTLAY			
676-901 OFFICE EQUIPMENT	-	-	-
676-910 DEPRECIATION	369,307	362,745	12,080
Sub Total	369,307	362,745	12,080
NON CAPITALIZED EQUIPMENT			
676-905 NON CAPITALIZED EQUIPMENT	1,346	200	1,000
Sub Total	1,346	200	1,000
TOTAL BUDGET	756,557	871,160	458,645

\* MEMORANDUM ONLY



## Enterprise Function Expense Fiscal Year 2022



**Description:** This pie chart highlights the "Debt Service" department in relationship to the other departments within the Enterprise Fund for Fiscal Year 2022.

# BUDGET SUMMARY

Fund	Function	Department Number		
Water and Sewer Enterprise	Debt Service	78		
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Principal Certificate of Obligation 2010	\$ 245,000	\$ 255,000	\$ -	
Interest Certificate of Obligation 2010	61,970	45,705	-	
Principal General Obligation Refunding Bonds 2021A	-	-	260,000	
Interest General Obligation Refunding Bonds 2021A	-	-	28,800	
Principal Energy and Water Conservation Project	197,533	203,145	208,910	
Interest Energy and Water Conservation Project	51,331	45,720	39,950	
Principal Combination Tax and Surplus Revenue 2013	185,000	190,000	-	
Interest Combination Tax and Surplus Revenue 2013	296,795	291,170	-	
Principal General Obligation Refunding Bonds 2021B	-	-	90,000	
Interest General Obligation Refunding Bonds 2021B	-	-	141,545	
Principal Certificate of Obligation 2019	-	145,000	155,000	
Interest Certificate of Obligation 2019	84,645	107,180	100,805	
TOTAL ALL ACCOUNTS	\$ 1,122,274	\$ 1,282,920	\$ 1,025,010	

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

Combination Tax & Surplus Revenue	
General Obligation Refunding Bonds Series 2021A (formerly Series 2010)	<u>\$288,800</u>
Tax – Exempt	
Last payment 3-01-2025	
Energy & Water Conservation Project for Water and Wastewater Plant	<u>\$248,860</u>
Last Payment 2-10-2028	

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

Combination Tax & Surplus Revenue	
General Obligation Refunding Bonds Series 2021B (formerly Series 2013)	<u>\$231,545</u>
Taxable	
Last payment 3-01-2034	

These Certificates of Obligation are for improvements to the sewer and water system.

Combination Tax & Surplus Revenue	
Certificate of Obligation Series 2019	<u>\$255,805</u>
Last payment 9-01-2040	

A summary of the Revenue Bonds outstanding as September 30, 2021, follows:

Revenue Bonds

\$1,090,000, 2021 Tax Exempt Series 2021A General Obligation Refunding Bonds, Combination Tax and Surplus Revenue Certificate of Obligation due in annual installments of \$260,000 to \$285,000 through March 1, 2025; interest at 3.00%; payable from income derived from the water and sewer enterprise fund; tax revenues serve as collateral.	<u>\$1,090,000</u>
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\$8,115,000, 2021 Taxable Series 2021B General Obligation Refunding Bonds, Combination Tax and Surplus Revenue Certificate of Obligation due in annual installments of \$90,000 to \$975,000 through March 1, 2034; interest at 0.25% - 2.30%; payable from income derived from the water and sewer enterprise fund; tax revenues serve as collateral.	<u>\$8,115,000</u>
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\$3,975,000, 2019 Combination Tax and Surplus Revenue Certificate of Obligation due in annual installments of \$145,000 to \$250,000 through March 1, 2040; interest at 5.00 - 2.50%; payable from income derived from the water and sewer enterprise fund; tax revenues serve as collateral.	<u>\$3,830,000</u>
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Total outstanding Revenue Bonds	<u>\$13,035,000</u>
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A summary of the Municipal Lease Agreement outstanding as September 30, 2020 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.	<u>\$1,468,611</u>
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Total outstanding Municipal Lease Agreement	<u>\$1,468,611</u>
---	--------------------

*Snyder was granted a city charter in 1907. That same year, construction began on the Roscoe, Snyder, and Pacific Railway, bringing about significant change. The 1910 census indicated Snyder had grown to a population of 2,514.*

CITY OF SNYDER, TEXAS  
INTERNAL SERVICE FUND  
CENTRAL GARAGE

COMPARATIVE STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN WORKING CAPITAL

2021-2022 BUDGET

	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Proposed Budget
Operating Revenues:				
Billings to Departments	456,808	381,266	449,160	431,025
Miscellaneous	2,954	3,378	4,000	4,000
Total Oper. Revenues	459,762	384,644	453,160	435,025
Operating Expenses:				
Personnel Services	68,204	76,315	73,550	71,845
Supplies	254,888	185,930	254,250	245,750
Maintenance	13,658	12,744	16,350	10,145
Services	27,881	27,364	29,650	29,050
Sundry Charges	1,410	1,569	2,000	1,800
Non Capitalized Equipment	1,972	-	-	-
Depreciation	80,490	80,722	77,120	76,435
Total Oper. Expenses	448,503	384,644	452,920	435,025
Operating Income or (Loss)	11,259	-	240	-
Non-Oper. Revenues:				
Gain on Sale of Asset	-	-	-	-
Total Non-Oper.	-	-	-	-
Net Income (Loss)	11,259	-	240	-
Cash and Cash Equivalents B-O-Y	-	-	-	-
Cash Flows from Operating Activities	101,470	73,168	-	-
Cash Flows from Interfund Loans	(72,340)	(66,644)	-	-
Cash Flows from Capital Activities	(29,130)	(6,524)	-	-
Cash Flows from Investing Activities	-	-	-	-
Net Increase or (Decrease) in Cash	-	-	-	-
Cash and Cash Equivalents E-O-Y	-	-	-	-

## BUDGET SUMMARY

Fund	Function	Department Number		
Intergovernmental	Central Garage	80		
Expenditure Class	Actual 2019-2020	Budgeted 2020-2021	Proposed 2021-2022	
Personnel Services	\$ 76,315	\$ 73,550	\$ 71,845	
Supplies	185,930	254,250	245,750	
Maintenance	12,744	16,350	10,145	
Services	27,364	29,650	29,050	
Sundry Charges	1,569	2,000	1,800	
Non Capitalized Equipment	-	-	-	
Depreciation	80,722	77,120	76,435	
TOTAL ALL ACCOUNTS	\$ 384,644	\$ 452,920	\$ 435,025	

### 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.

#### Goal

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

#### Objective

Maintain accurate inventory records.

## CENTRAL GARAGE - DEPARTMENT NO. 80

## EXPENDITURES - FUND 03

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
PERSONNEL SERVICES			
680-103 OPERATIONS	47,656	46,535	47,135
680-105 LONGEVITY	296	355	415
680-106 OVERTIME	1,919	5,000	3,000
680-108 FICA EXPENSE	2,880	3,215	3,135
680-109 TMRS EXPENSE	10,806	7,270	7,000
680-110 INSURANCE EXPENSE	10,368	10,425	10,425
680-111 MEDICARE EXPENSE	674	750	735
680-112 ACCRUED COMP. ABSENCES	1,716	-	-
Sub Total	76,315	73,550	71,845
SUPPLIES & MATERIALS			
680-201 OFFICE SUPPLIES	650	800	800
680-203 SHOP SUPPLIES	-	500	-
680-204 UNIFORM & CLOTHING	779	1,500	1,200
680-206 MOTOR VEHICLE SUPPLIES	-	-	-
680-207 MINOR TOOLS & APPARATUS	91	2,500	2,500
680-208 JANITORIAL SUPPLIES	443	1,700	1,000
680-209 CHEMICAL & MECH. SUPPLIES	-	250	250
680-212 GAS PURCHASED	91,534	115,000	115,000
680-213 DIESEL PURCHASED	75,426	100,000	100,000
680-214 OIL PURCHASED	4,700	10,000	10,000
680-215 OTHER SUPPLIES	8,642	12,000	9,000
680-216 TIRE PURCHASES	3,665	10,000	6,000
Sub Total	185,930	254,250	245,750
MAINTENANCE OF BUILDINGS			
680-301 BUILDINGS & GROUNDS	7,656	12,000	5,000
Sub Total	7,656	12,000	5,000
MAINTENANCE OF EQUIPMENT			
680-403 EQUIPMENT	4,263	2,500	2,500
680-404 AUTOMOTIVE EQUIPMENT	-	-	-
680-407 SOFTWARE MAINTENANCE	798	1,850	2,645
680-411 RADIO INSTALLATION	27	-	-
Sub Total	5,088	4,350	5,145

	ACTUAL 2019-2020	BUDGETED 2020-2021	PROPOSED 2021-2022
MISCELLANEOUS SERVICES			
680-501-01 TELEPHONE	2,698	2,450	2,700
680-501-02 CELLULAR	595	630	630
680-501-03 INTERNET	3,493	3,495	3,495
680-502 RENTAL OF EQUIPMENT	2,238	1,375	2,325
680-503 INSURANCE	4,941	5,700	5,700
680-506 BUSINESS & TRANSPORTATION	-	-	-
680-504 SPECIAL SERVICES	213	100	100
680-508 FEE BASIS SERVICES	2,624	1,900	1,900
680-511-01 ELECTRICITY	5,605	6,700	6,700
680-511-02 GAS	4,957	7,300	5,500
Sub Total	27,364	29,650	29,050
SUNDRY CHARGES			
680-601 TRAINING & EDUCATION	284	400	400
680-604 WORKER'S COMP.	954	1,200	1,000
680-606 FREIGHT EXPENSE	331	400	400
Sub Total	1,569	2,000	1,800
CAPITAL OUTLAY			
680-903 MACHINERY & OTHER EQUIP.	-	-	-
680-910 DEPRECIATION	80,722	77,120	76,435
Sub Total	80,722	77,120	76,435
NON CAPITALIZED EQUIPMENT			
680-905 NON CAPITALIZED EQUIPMENT	-	-	-
Sub Total	-	-	-
TOTAL BUDGET	384,644	452,920	435,025

\*MEMORANDUM ONLY



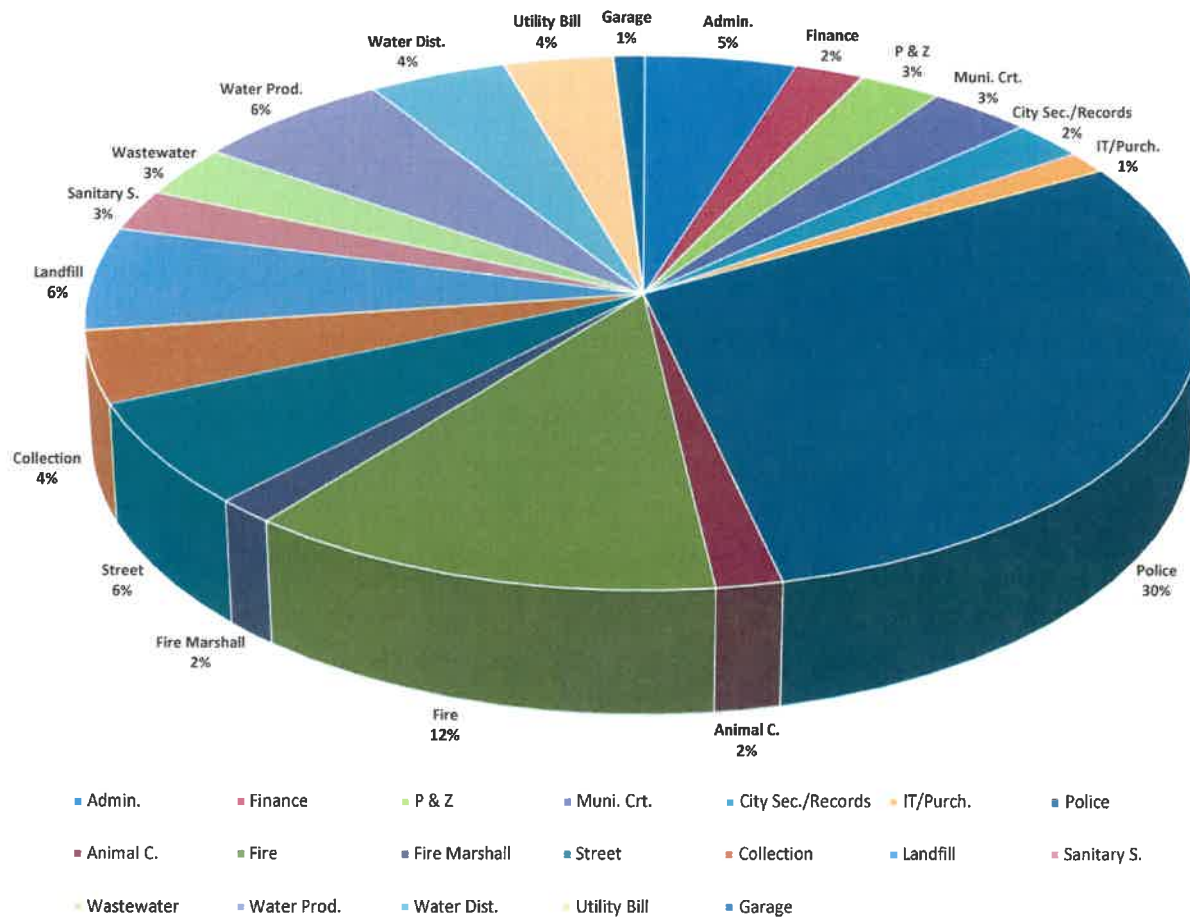
# **PAY PLAN**

## **ADOPTED BY COUNCIL OCTOBER 1, 1999**

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

- **Personnel Schedule for 2021-2022 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 2021-2022



**Description:** This pie chart highlights the allocation among all departments for the total personnel cost for the Fiscal Year 2021-2022.

**PERSONNEL SCHEDULE  
2021-2022 BUDGET**

<b>PAY GRADE</b>	<b>POSITION</b>	<b>ACTUAL 2019-2020</b>	<b>ACTUAL 2020-2021</b>	<b>BUDGET 2021-2022</b>
<b>ADMINISTRATION (Dept. 1)</b>				
Unclassified	City Manager	1.00	1.00	1.00
26	Human Resource/Risk Management	0.00	0.00	1.00
13	Receptionist/Secretary	1.00	1.00	1.00
		<u>2.00</u>	<u>2.00</u>	<u>3.00</u>
<b>FINANCE (Dept. 2)</b>				
Unclassified	Director of Finance/Treasurer	1.00	0.70	0.70
23	Human Resources/Risk Management	1.00	1.00	0.00
19	Clerk 3	1.00	1.00	1.00
		<u>3.00</u>	<u>2.70</u>	<u>1.70</u>
<b>PLANNING &amp; ZONING (Dept. 3)</b>				
27	Superintendent	1.00	1.00	1.00
24	Inspector	1.00	1.00	1.00
		<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
<b>MUNICIPAL COURT (Dept. 4)</b>				
26	Dept. Head	1.00	1.00	1.00
12	Clerk 1	0.00	1.00	1.00
14	Clerk 2	0.00	1.00	1.00
19	Senior Clerk	2.00	0.00	0.00
		<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	Clerk 3/Deputy City Secretary	1.00	1.00	1.00
		<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
<b>PURCHASING/INFORMATION TECHNOLOGY (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	1.00	1.00
24	Sergeant	4.00	4.00	5.00
21	Field Training Officer	3.00	3.00	2.00
19	Patrolman	13.00	13.00	13.00
12	Clerk 1	1.00	1.00	1.00
19	Clerk 3	2.00	2.00	2.00
		<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
		<u>2.00</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	3.00	3.00	
19	Fireman	7.00	6.00	6.00	
		10.00	10.00	10.00	
<b>FIRE MARSHALL (Dept. 19)</b>					
26	Deputy Fire Marshall/Arson Investigator	1.00	1.00	1.00	
		1.00	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	2.00	2.00	
15	Maintenance 3	3.00	3.00	3.00	
		6.35	6.10	6.10	
<b>SANITATION/COLLECTION (Dept. 30)</b>					
12	Driver Operator	5.00	5.00	5.00	
12	Maintenance 2	0.25	0.00	0.00	
		5.25	5.00	5.00	
<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	Clerk 3	1.00	1.00	1.00	
		5.35	5.35	5.35	
<b>SANITARY SEWER (Dept. 35)</b>					
18	Foreman	0.50	0.50	0.50	
12	Maintenance 2	0.75	0.50	1.00	
15	Maintenance 3	1.00	1.00	1.00	
		2.25	2.00	2.50	
<b>WASTEWATER TREATMENT-SEWAGE (Dept. 36)</b>					
20	Supervisor	0.50	0.50	0.50	
14	Plant Operator	2.50	2.50	2.50	
		3.00	3.00	3.00	
<b>TREATMENT-WATER (Dept. 74)</b>					
Unclassified	Public Works Director	0.55	0.55	0.55	
20	Supervisor	0.50	0.50	0.50	
14	Water Plant Operator	4.50	4.50	4.50	
		5.55	5.55	5.55	
<b>DISTRIBUTION-WATER (Dept. 75)</b>					
18	Foreman	0.50	0.50	0.50	
12	Maintenance 2	0.75	0.50	1.00	
15	Maintenance 3	1.00	1.00	1.00	
12	Meter Reader	0.00	2.00	2.00	
		2.25	4.00	4.50	

**UTILITY (Dept. 76)**

Unclassified	Director of Finance/Treasurer	1.00	0.30	0.30
16	Foreman/Utility	1.00	0.00	0.00
12	Meter Reader/Repairman	1.00	0.00	0.00
12	Clerk	2.00	1.00	1.00
14	Clerk 2	1.00	1.00	0.00
19	Clerk 3	0.00	1.00	1.00
20	Office Manager	0.00	0.00	1.00
		6.00	3.30	3.30

**INTERGOVERNMENTAL (Dept. 80)**

15	Inventory Control Clerk	1.00	1.00	1.00
		1.00	1.00	1.00

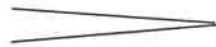
**TOTAL**

88.00	86.00	87.00
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**POSITIONS, LEVELS, BASE AND MAXIMUM SALARY  
FOR THE FISCAL YEAR 2021-2022**

<b>TITLE</b>	<b>LEVEL</b>	<b>ENTRY</b>	<b>BASE</b>	<b>INCENTIVE PAY</b>
ADMINISTRATIVE ASSISTANT	13	3304	3610	*
ADMINISTRATOR/IT & PURCHASING	26	5168	5648	
ANIMAL CONTROL OFFICER	11	3079	3364	*
CITY SECRETARY/RECORDS MANAGEMENT	26	5168	5648	
CLERK	12	3189	3486	*
CLERK 2	14	3418	3736	*
CLERK 3	19	4064	4441	*
DRIVER/OPERATOR	12	3189	3486	*
FIREMAN	19	4064	4441	*
FIRE LIEUTENANT	21	4354	4759	*
FIRE MARSHALL, DEPUTY/ARSON INVGT	26	5168	5648	*
HEAVY EQUIPMENT OPERATOR	15	3540	3868	*
HUMAN RESOURCES/RISK MANAGEMENT	26	5168	5648	
INSPECTOR	24	4825	5273	*
INVENTORY CLERK	15	3540	3868	
MAINTENANCE 1	7	2686	2935	*
MAINTENANCE 2	12	3189	3486	*
MAINTENANCE 3	15	3540	3868	*
METER READER/REPRMN.	12	3189	3486	*
OFFICE MANAGER	20	4208	4598	
PATROLMAN	19	4064	4441	*
PLANT OPERATORS	14	3418	3736	*
POLICE FIELD TRAINING OFFICER	21	4354	4759	*
POLICE SERGEANT	24	4825	5273	*
POLICE LIEUTENANT	29	5733	6264	*
SUPERINTENDENT	27	5353	5849	*
SUPERVISOR/FOREMAN PUBLIC WORKS	18	3925	4289	*
SUPERVISOR/WATER WASTEWATER PLANTS	20	4208	4598	*

CITY MANAGER



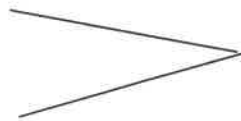
SALARY SET BY COUNCIL

FINANCE DIRECTOR

FIRE CHIEF

POLICE CHIEF

PUBLIC WORKS DIRECTOR



SALARY SET BY CITY MANAGER  
WITH APPROVAL OF COUNCIL

**BASIC PAY SCHEDULE IN MONTHLY AMOUNTS**  
**3.50 PERCENT BETWEEN LEVELS**  
**3.00 PERCENT BETWEEN STEPS 1, 2, 3 & 4**  
**1.00 PERCENT BETWEEN MERIT STEPS**  
**WITH 1.3% C.O.L. INCREASE FOR 2021-2022**

LEVEL	ENTRY 1	ENTRY 2	6 MONS.	BASE	MERIT	MERIT	MERIT
	1	2	3	4	5	6	7
1	2,183	2,248	2,315	2,384			
2	2,257	2,325	2,395	2,467			
3	2,340	2,410	2,482	2,556			
4	2,418	2,491	2,566	2,643			
5	2,507	2,582	2,659	2,739			
6	2,592	2,670	2,750	2,833			
7	2,686	2,767	2,850	2,935			
8	2,781	2,864	2,950	3,038			
9	2,876	2,962	3,051	3,143			
10	2,980	3,069	3,161	3,256			
11	3,079	3,171	3,266	3,364			
12	3,189	3,285	3,384	3,486			
13	3,304	3,403	3,505	3,610			
14	3,418	3,521	3,627	3,736			
15	3,540	3,646	3,755	3,868			
16	3,662	3,772	3,885	4,002			
17	3,793	3,907	4,024	4,145			
18	3,925	4,043	4,164	4,289			
19	4,064	4,186	4,312	4,441	4,485	4,530	4,575
20	4,208	4,334	4,464	4,598			
21	4,354	4,485	4,620	4,759			
22	4,505	4,640	4,779	4,922			
23	4,664	4,804	4,948	5,096			
24	4,825	4,970	5,119	5,273			
25	4,998	5,148	5,302	5,461			
26	5,168	5,323	5,483	5,648			
27	5,353	5,514	5,679	5,849			
28	5,539	5,705	5,876	6,052			
29	5,733	5,905	6,082	6,264			
30	5,935	6,113	6,296	6,485			

## 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 certification. Revocation of any certificate or license will result in a reduction in the incentive payment amount.

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

TYPE	AGENCY	AMOUNT	APPLICABLE POSITION
Masters Degree	College	\$120.00	Department Head
Bachelor Degree	College	\$100.00	Superintendent, Lieutenant
Associate Degree (applied field)	College	\$80.00	Secretarial, Clerical, Accounting, Superintendent
Master Certificate	TCLEOSE	\$100.00	Police Sergeant & Lieutenant
Advanced Certificate	TCLEOSE	\$80.00	Patrolman, Corporal & Sergeant
Intermediate Certificate	TCLEOSE	\$60.00	Patrolman & Corporal
K-9 Handler		\$250.00	K-9 Dog Handler
K-9 Therapy		\$100.00	K-9 Therapy Dog Handler
Advanced Certificate	TACA	\$60.00	Animal Warden
Animal Euthanasia Certificate	ACT	\$40.00	Animal Warden
Master Certificate	TCFP	\$100.00	Lieutenant & Deputy Fire Marshall
Advanced Certificate	TCFP	\$80.00	Firefighters & Lieutenant
Intermediate Certificate	TCFP	\$60.00	Firefighter & Lieutenant
Paramedic	TDH	\$80.00	Firefighter, Lieutenant, & Deputy Fire Marshall
EMT Intermediate	TDH	\$60.00	Firefighter & Lieutenant
EMT	TDH	\$60.00	Firefighter
SCBA AirPack Technician	MSA	\$40.00	Firefighter
Advanced Gear Inspector Certification	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)
Solid Waste Class A Letter of Completion	TNRCC	\$80.00	Landfill Gate Attendant & Landfill HEO
Solid Waste Class B Letter of Completion	TNRCC	\$60.00	Landfill Gate Attendant & Landfill HEO
Pesticide Applicator Certification (Mosquito)	TDH	\$40.00	Public Works
Pesticide Applicator Certification (Weeds)	TDH	\$20.00	Public Works
Backflow Prevention Assembly Certificate	TNRCC	\$40.00	Inspector
Asbestos Contractor/Supervisor Training	EPA	\$40.00	Inspector, Public Works, Water & Wastewater
Municipal Court Clerk 1	TMCA	\$40.00	Municipal Court
Municipal Court Clerk 2	TMCA	\$80.00	Municipal Court
Municipal Court Clerk 3	TMCA	\$160.00	Municipal Court
Bilingual Translator		\$25.00	Applicable Positions



## BENEFIT SUMMARY FOR FISCAL YEAR 2021-2022

- **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 (for Firefighters 9/11)  
Columbus Day  
Veterans Day  
Thanksgiving Day  
Friday after Thanksgiving  
Christmas Eve  
Christmas Day  
Floating Holiday

## UNCLASSIFIED SALARY STRUCTURE

For Fiscal Year 2021-2022

<b>Title</b>	<b>Monthly Salary</b>
<b>City Manager</b>	\$12,625.00 <hr/> City Vehicle \$12,625.00
<b>Director of Finance/Treasurer Utility Billing &amp; Collection</b>	\$7,429.00
<b>Police Chief</b>	\$7,747.00 \$60.00 Clothing Allowance <hr/> City Vehicle \$7,807.00
<b>Fire Chief</b>	\$7,406.00 \$30.00 Clothing Allowance <hr/> City Vehicle \$7,436.00
<b>Public Works Director</b>	8,657.00 <hr/> City Vehicle \$8,657.00

**CAPITAL OUTLAY GENERAL FUND**  
**NEXT 5 YEARS**  
**Administration Department - Dept. 01**

[illegible]

**CAPITAL OUTLAY IN GENERAL FUND**  
**NEXT 5 YEARS**  
**Finance Department - Dept. 02**

Description	2022	2023	2024	2025	2026
PC & Monitor (Finance Director)	\$	\$	\$	\$ 1,400	\$
PC & Monitor (Personnel)				1,400	
PC & Monitor (Payables)				1,400	
TOTAL	\$0	\$0	\$0	\$4,200	\$0

**CAPITAL OUTLAY IN GENERAL FUND**  
**NEXT 5 YEARS**  
**Planning & Zoning Department - Dept. 03**

Description	2022	2023	2024	2025	2026
PC & Monitor(Felipe) 4-1	\$ 1,400	\$	\$	\$	\$ 1,400
PC & Monitor(Zach) 4-2	1,400				1,400
Desks & Files					
2015 Ford PU(Felipe) 3-05		35,000			
2014 Ford PU(Zach) 3-01		37,000			
AED(Felipe - Vehicle)					
AED(Zach - Vehicle)					
Bedslide Tray					
Bed Cap					
Large Format Scanner	5,000				
TOTAL	\$7,800	\$72,000	\$0	\$0	\$2,800

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

Description	2022	2023	2024	2025	2026
PC & Monitor (Warrant Clerk)	\$	\$	\$	\$1,400	\$
PC & Monitor (Docket Clerk)	1,400				1,400
PC & Monitor (Court Admin)				1,400	
PC & Monitor (Court)		1,400			
Laptop			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	
TOTAL	\$1,400	\$5,800	\$1,000	\$5,800	\$1,400

## CAPITAL OUTLAY IN GENERAL FUND

## NEXT 5 YEARS

**Community Service - Dept. 05**

Description	2022	2023	2024	2025	2026
Telephone System	\$	\$	\$	\$	\$
Lobby Couches				1,100	
Projector Screen		1,600			
A/C for west end of City Hall					45,000
Sprinkler System					
2011 Buick Regal 05-03					
Remodel City Hall					
Refrigerator					
2 Large Monitors (Council Chambers)		3,500		3,700	
TOTAL	\$0	\$5,100	\$0	\$4,800	\$45,000

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

Description	2022	2023	2024	2025	2026
Printer - HP 4700DTN	\$	\$	\$	\$ 3,200	\$
PC & Monitor (Records)		1,400			
PC & Monitor (City Sec.)			1,400		
Shredder		4,800			
Laserfiche Server		9,000			
Laserfiche Storage Array					5,200
TOTAL	\$0	\$15,200	\$1,400	\$3,200	\$5,200



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

Description	2022	2023	2024	2025	2026
PC & Monitor	\$1,500	\$	\$	\$	\$1,500
PC & Monitor (PEG Channel)				3,600	
Air Conditioner			5,000		
Terminal & Incode Servers			9,000		
Dell Port Switch					2,500
Barcode Printing & Scanner					
Radios (WAN Network)					5,000
Desk					
2012 Ford PU 07-01		37,000			
TOTAL	\$1,500	\$37,000	\$14,000	\$3,600	\$9,000

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

Description		2022	2023	2024	2025	2026
2012 Ford F150 16-01	CID	\$	\$37,000	\$	\$	\$
2016 Ford F150 1602-16	Admin				37,000	
2013 Chev 1500 16-03	CID		37,000			
2015 Chev Tahoe 16-05	Pat			37,000		
2016 Chev Tahoe 1606-16	Pat				37,000	
2014 Chev Tahoe 16-07	Pat					
2020 Chev Tahoe 1608-20	Pat					
2020 Chev Tahoe 1609-20	Pat					
2018 Ford Inter 1610-18	Pat					37,000
2014 Ford F150 1612-14	SRO			37,000		
2021 Ford Inter 1613-21	Pat					
2020 Chev Tahoe 1614-20	Pat					
2017 Ford Inter 1615-17	Pat			37,000		
2016 Chev Tahoe 1616-16	Pat		37,000			
2017 Ford Inter 1617-17	Pat				37,000	
2018 Ford Inter 1618-18	Pat					37,000
2021 Ford Inter 1619-21	K9					
2015 Chev Tahoe 16-20	Pat		37,000			
2015 Chev Tahoe 16-21	Pat		37,000			
2021 Ford Inter 1622-21	Pat					
2015 Chev Tahoe 16-23	Pat		37,000			
2018 Radar Trailer 16-24						
2019 Ford F150 1625-19	Admin					37,000
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
Body Armor				11,500		
Misc. Vehicle Equipment		20,000	15,000	15,000	15,000	15,000
Radars (3)		21,000	21,000	21,000	21,000	21,000
Light Bars		7,500	7,500	7,500	7,500	7,500
P.C. System		6,500	5,000	5,000	5,000	5,000
Server						
Tasers			3,000	3,000	3,000	3,000
K-9/Cage/Training					15,000	
Drug Terminator		4,200				
Body Cameras				20,600		
Shipping Container (1)		4,500				
Case Management Software		6,000				
Printer Mounts (17)		3,000				
<b>TOTAL</b>		<b>\$97,300</b>	<b>\$298,100</b>	<b>\$219,200</b>	<b>\$202,100</b>	<b>\$187,100</b>

**CAPITAL OUTLAY IN GENERAL FUND**  
**NEXT 5 YEARS**  
**Animal Control Department - Dept. 17**

Description		2022	2023	2024	2025	2026
2009 Ford P.U. 17-01	Gutierrez	\$ 35,000	\$	\$	\$	\$
2016 Ford P.U.	Molina					
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					10,000	
Soffit						
Cat Cages						
Steam Cleaner					2,800	
Electric Gate						
Washer & Dryer						
I.P.C. System						1,200
Tranquilizer Rifle						
Riding Lawnmower						
Noise Baffle System				1,200		
Refrigerator		1,000				
Handheld Radio (2)						
Mobile Radio (1)				5,000		
L-3 Body Cameras (2)						
PC & Monitor				1,400		
Net Gun		2,500				
TOTAL		\$39,500	\$0	\$20,100	\$12,800	\$1,200

# CAPITAL OUTLAY IN GENERAL FUND

## NEXT 5 YEARS

Fire Department - Dept. 18

Page 1

Description		2022	2023	2024	2025	2026
2012 Ford F250 18-01	Westmoreland	\$	\$	\$	\$ 51,000	\$
2007 CAFS 18-02				300,000		
2001 GMC Engine 18-04			430,000			
2004 American 18-06						
2013 Engine 18-03						
2003 Mack 18-08						
2002 F450 18-07						
2020 Freightliner Engine 18-11						
2015 Ford P.U. 18-12	Station					
AirPaks (4)		28,000		30,000		30,000
SCBA Cylinders		20,000		7,000		8,000
Pagers (6)		6,000		6,500		
Training Facility					40,000	
Roof on Building						
Overhead Doors						
Chemical Suits						
Radio Upgrade		3,000		5,500		
Jaws of Life					20,000	
Breathing Air Compressor						
Exhaust Fans		5,000				5,200
Generators port. & EOC						4,000
Ventilation Saw		2,500				
Flow Tester						17,000
500 PSI Hose Tester						
Portable Generator				4,600		
Telephone System						
Evaporative Coolers (3)		2,300			3,000	
Shop Air Compressor (2)		1,150		1,600		
Table & Chairs (class)						
Engine Room Heaters				8,000		
Roof Repairs						
Multimedia Projector						
Ice Machine & Cleaner						5,900
Carpet						
Emer. Lighting 18-01				5,000		
Simplex Locks				1,500		

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

Page 2

Description		2022	2023	2024	2025	2026
Air Cond. Day Room						
Air Cond. Dispatch					4,000	
Bedroom Mattresses						
Pressure Washer						5,000
Dump Tank						3,000
Gas Monitors			5,000			
Exercise Equipment						
Rescue Hose & Reel						
Hurst Lifting Bags			9,000			
Jaws Engine						
TIG Welder						
Gas Heater						
Laptop						
SCBA Fill Cabinet						
Co Detector						
Plasma Cutter						
Building Improvements						35,000
Audio System for Training						
Additional Station Heaters						
EOC Construction/Renov.						
AED's (5)					14,000	
Dispatch Renovation						
SCBA Work Units (4)						
Office Computers (6)			7,000			
EOC Computers (13)						
Covered Parking						8,500
Iscrub Floor Cleaner		7,500				
A/C Day Room						
Rolling Tool Chest						
Emergency Light Upgrade	E-2					
Emergency Light Upgrade	C-2					
Hydrostatic Tester						
Akron Monitor						
Rescue Lifting Bags (Set)						
Wildland Fire Pumps (2)						
Remote Bumper Nozzle		7,500				
<b>TOTAL</b>		<b>\$82,950</b>	<b>\$451,000</b>	<b>\$369,700</b>	<b>\$132,000</b>	<b>\$ 121,600</b>

**CAPITAL OUTLAY GENERAL FUND**  
**NEXT 5 YEARS**  
**Fire Marshal - Dept. 19**

Description		2022	2023	2024	2025	2026
2010 Ford P.U.	19-09	\$ 47,000	\$	\$	\$	\$
New Equipment Outfitting		3,000				
TOTAL		\$50,000	\$0	\$0	\$0	\$0

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

<b>Description</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
2019 Ford F250 P.U. 25-24	\$	\$	\$	\$	\$
2019 Ford F250 P.U. 25-42					
Ford F550 Dump Truck		85,000			
2015 Ford P.U. 142506			36,000		
2016 Ford P.U. 152528				36,000	
2017 Freightliner 1145D 14yd					
2017 Freightliner M2106 6yd					
2018 Freightliner 1145D 14yd					
2019 Freightliner M2106 Water Truck					
2008 Ford Roll-Off Truck 25-31	165,000				
1995 KW Truck 25-23		60,000			
2002 Superior Broom 25-32					
2017 Tymco 600 Sweeper			240,000		
2015 Eager Beaver Lowboy					
2013 CAT 930K Loader 132521					
2020 953 Truck Loader 25-15					
2016 CS56B Vibratory Compactor				180,000	
1991 Hamm Compactor 25-01		185,000			
Turn Mower					
2009 Case 95 25-30		65,000			
2014 John Deere 5100E 142527			65,000		
2016 John Deere Tractor 1605E					55,000
2006 John Deere DR1908 Shredder		28,000			
Bushhog 2615L1 Shredder		22,000			
2014 Bushhog 3815-2 Shredder					
2017 Elite Cargo Trailer					
T. H Tank Trailer					15,000
2014 Clarke Mosquito Fogger 25-40		13,000			
2014 Clarke Mosquito Fogger 25-22		13,000			
2-Way Radios	2,000				2,000
Asphalt Zipper					
20 Yard Roll Off Containers					
Laptop				1,400	
Tac Tank Trailer					
Tandem Vibratory Roller					
PC & Monitor					
Culvert Cleaner					
Handheld Radio (2)					
Service Truck		130,000			
<b>TOTAL</b>	<b>\$167,000</b>	<b>\$601,000</b>	<b>\$341,000</b>	<b>\$217,400</b>	<b>\$72,000</b>

**CAPITAL OUTLAY IN SANITATION FUND**  
**NEXT 5 YEARS**  
**Sanitation Collection - Dept. 30**

Description	2022	2023	2024	2025	2026
2017 F250 - 173016	\$	\$ 36,000	\$	\$	\$
2019 Freightliner 108SD					210,000
2013 Freightliner 108SD	206,000				
2013 Freightliner 108SD	206,000				
2014 Freightliner 108SD		210,000			
2015 Freightliner 108SD	210,000				
2016 Freightliner 108SD			210,000		
2017 Freightliner 108SD				210,000	
3 Yd. Dumpsters	40,000	80,000	40,000	40,000	40,000
4 Yd. Dumpsters	10,000	10,000	6,000	10,000	10,000
Matra 2 Way Radio					
Pallet Jack					
Motorola Radio Replacement	2,000				
Recycling Bin					4,000
2016 Texas Bragg Utility Trailer					
Roll Off Containers(6)					
TC Series Crane					
Shop/Hoist/Inventory/Fuel					
Awning/ Power Lines Move					
TOTAL	\$674,000	\$336,000	\$256,000	\$260,000	\$264,000



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

<b>Description</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
2019 F-250 31-01	Torres	\$	\$	\$	\$	\$
2011 Chevy 2500 31-03						
2014 F250		36,000				
2016 Chevy 2500				36,000		
2019 108SD Frtliner Water Trk 31-22						
2019 140H Cat Grader 31-13						
2015 623K Cat Scraper					1,000,000	
2016 D6R Cat Dozer 31-25		450,000				450,000
2017 826K Cat Compactor			775,000			
2017 Cat Skid Steer 299D2						
2014 John Deere Loader 31-23				160,000		
2017 Vermeer Chipper BC1500				47,000		
Big Tex Utility Trailer						
2006 Trailer/Welder						
Service Building						
Fuel Trailer						
Lenovo PC350 466DX-2						
Lenovo PC350 P166 16 MB 1.6 MB			1,600			
Lenovo Thinkcenter						
Back-up PC						
Air Compressor						
Disel Pump						
Radiation Monitor						
Metal Building						
Fence for Landfill						
Texas Gas Analyzer						
Remote Control Transmitter						
Radio for Scraper				1,500		
Groundwater Sampling System						
Portable Air Compressor						
Cell 4A						
2 Channel 40W Radio						
Ice Mahine						
Hoist for Building						
Cell Expansion						
Software						
PC & Monitor						
Mac Laptop						
<b>TOTAL</b>		<b>\$486,000</b>	<b>\$776,600</b>	<b>\$244,500</b>	<b>\$1,000,000</b>	<b>\$450,000</b>

**OUTLAY IN WATER & SEWER FUND**  
**NEXT 5 YEARS**  
**Sanitary Sewer - Dept. 35**

Description	2022	2023	2024	2025	2026
2016 Freightliner 108SD Combo	\$	\$	\$	\$	\$
2003 Sreco Sewer Cleaner 35-01					
1996 16 ft. Utility Trailer 35-08			4,000		
1997 Gas Monitor/Detector					
Hydraulic Pump	4,000				
2003 3" Vermeer Mole					
2" Vermeer Mole			3,500		
Sewer Camera					6,000
Pipe Hunter Combo Overhaul					
Laptop		1,400			
5 Headsets/Charge Station					6,800
Sewer Line Replacement				100,000	
TOTAL	\$4,000	\$1,400	\$7,500	\$100,000	\$12,800

# CAPITAL OUTLAY IN WATER & SEWER FUND

## NEXT 5 YEARS

### Sewage Treatment - Dept. 36

Description	2022	2023	2024	2025	2026
2013 Ford F150	\$	\$	\$	\$	\$
Belt Press					
Gas Detector					
Fecal Coliform Kit					
Desktop Prog. Incubator					
Honda Pump					
Dissolved Oxygen Meter					2,500
Dissolved Oxygen Probe					
Oxygen Portable Meters					
Office Furniture					
Muffle Furnace (2)		4,000			
Adams Compact II Centri.					
Desicator Cabinet		2,000			
Water Analysis Thermometer					
Millipore Desktop Incubator					
Aeration System					
3700 Sampler				3,500	
AC Power Converter					
Battery Charger for Generator					
Office Equipment					4,000
Turf Ranger Lawn Mower					
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	30,000		27,000		
20 HP Pump		19,000			
10 HP Pump	12,000				
7.5 HP Pump		10,000			
5 HP Pump		7,500			
Rolloff				5,000	
Clarifier Overhaul Barscreen Repl.					
Clarifiers					
Lab Cabinets					
Industrial Lift					
Sludge Conveyor					
<b>TOTAL</b>	<b>\$42,000</b>	<b>\$42,500</b>	<b>\$27,000</b>	<b>\$8,500</b>	<b>\$6,500</b>

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

Description	2022	2023	2024	2025	2026
2016 Chevrolet 2500	\$	\$	\$	\$	\$
2012 Chevrolet PU 74-06	34,000				
Chlorine Disinfection					
250,000 Gal. Ground Storage Tank					
Hach Turbidimetr SC 200			8,000		
Air Compressor					
Hoist					
Mettler H10 Balance			8,000		
CL2 Alarm					
Wallace & Tiernan Chlorinators				20,000	
Hach One PH Meter Portable					
Capital Chloride Analyzer					4,500
PC & Monitor	1,400	1,400			
PC & Monitor		1,400			
Apple Ipad Air (2)					
Chemical Metering Pumps (4)		16,000			
Turbidity Analyzers (2)			10,000		
Turbidity Sensors 1720 E			20,000		
Backup Generator/Water Plant					
Transfer Swith for Generator					
Monochlorine Analyzer 5500 SC					
Chlorinator Ejectors				15,000	
Lab Cabinets/Equipment					40,000
Pump #4 @ H.S.					
Pump #1 @ H.S.	115,000	115,000	115,000	115,000	
Shop		50,000			
HVAC Unit					115,000
Improvements to WTP					
Backwash/Recycle Pump					
Backwash Waste Pump					
Booster Station Scales					
VFD #4					
VFD/Cooling Unit #4					
VFD #1					
VFD/Cooling Unit #1					
Radio					
Decant Ponds	150,000				
<b>TOTAL</b>	<b>\$300,400</b>	<b>\$183,800</b>	<b>\$161,000</b>	<b>\$150,000</b>	<b>\$159,500</b>

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

<b>Description</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
2007 Silverado 1500	\$	\$	\$	\$	\$75,000
2008 Sterling Service Truck 75-01	130,000				
2012 JD Backhoe 75-05		120,000			
2014 310SK JD Backhoe				120,000	
2014 F450 Service Truck 75-08			130,000		
2013 F250 137515		38,000			
2013 F150	34,000				
2015 Case Forklift				80,000	
2017 Sterling Dump Truck					
2" Hammer Mole		3,500			
Honda Portable Generator					
Mot. 2-Way 4 Channel Radio					
Compaction Wh. For Backhoe					
I.R. Air Tamper					
Stanley Trash Pump					
K-7500 Ridgid Machine					
Poulan 614 Cut Off Saw					
Paving Breaker					
Fisher Pipe & Cable Locator					5,000
14" Air Chop Saw					
Wachs - Wire Saw				3,000	
16' Utility Trailer					
Wachs Trash Pump (Hydraulic)					3,500
Wachs Portable Power Gen.					
I.R. Air Compressor					
Metal Detector			1,500		1,500
Hydraulic Cut-Off Saw					
I.R. Paving Breaker					
Water Line Replace:					100,000
In House	25,000	25,000	25,000	25,000	
Contract					
Grant					
TCDP Grant					
Walk-Behind Concrete Saw					55,000
Valve Insertion Machine					
PC & Monitor					
Valve Exercise Machine/GPS					
Mini Excavator	75,000				
<b>TOTAL</b>	<b>\$264,000</b>	<b>\$186,500</b>	<b>\$156,500</b>	<b>\$228,000</b>	<b>\$240,000</b>

**Utility - Dept. 76**182

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

<b>Description</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Lincoln Welder 80-05	\$	\$5,000	\$	\$	\$
20 T Bottle Jack					
Fuel Management System		4,300			
Air Jack	1,000				
Ice Machine					
Oil Filter Crusher					3,500
PC & Monitor	1,400				
Hot Water Washer					
Fence					
Fence Separation					1,400
Gas Pumps & Installation					5,000
Air Compressor-Shop					
Hose Reel (2)					
4 Ton Porta Power					
Arc Welder					
2018 Cat Forklift					5,000
Automatic Tank Fuel Gauges					
Shop/5 Ton Hoist					
Laptop		1,400			
Office/Personnel/Training Fac.					
Washbay Facility					
Awning					
Digital Pressurized Leak Detection					
Warehouse Shelves					
Base Station - Radio					
Handheld Radio					
Cameras					
<b>TOTAL</b>	<b>\$2,400</b>	<b>\$10,700</b>	<b>\$0</b>	<b>\$0</b>	<b>\$14,900</b>

*Snyder became a boomtown in 1948, when oil was discovered in the Canyon reef area north of town. The population jumped to approximately 12,000 in just a year's time. By the time the boom ended in 1951, an estimated peak population of 16,000 had been reached. This soon decreased to the 10,000 to 11,000 level and stabilized. Although the boom was over, oil remained a vital part of the local economy, with the Snyder area being one of the leading oil producing areas in Texas. In 1973, the one billionth barrel of oil was pumped from the nearby field.*



CITY OF SNYDER

Classification of Expenditures by Object Code  
Classification and Explanation

CODE

**100 – 199 PERSONNEL SERVICES**

Compensation to individuals in form of salaries and wages.

101 Supervision  
Administration and direction.

102 Clerical  
Clerical services or services of that nature.

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

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

105 Longevity  
Additional pay based on years of service.

106 Overtime

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

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

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

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

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

112 Accrued Compensated Absences

**200 – 299 SUPPLIES AND MATERIALS**

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

201 Office  
Includes supplies for the operation of an office such as storage files, paper supplies, film processing, postage, etc.

202	Forms Includes all preprinted forms
203	Shop supplies, Lab supplies – Water Plant
204	Uniform Clothing To include all purchased clothing & rental uniforms (protective material, etc.)
205	Tires & Tubes
206	Motor Vehicle Supplies To include antifreeze, batteries, etc.
207	Minor Tools & Apparatus Articles normally of small unit value costing less than \$100, which are subject to loss or rapid deterioration. These items are not capitalized.
208	Janitorial Supplies All cleaning supplies.
209	Chemical and Mechanical Supplies Includes chemical, mechanical, paint, medical supplies, foam wet water recharge, etc.
210	Botanical and Agricultural Includes purchasing of indoor and outdoor plants.
211	Election Supplies Includes all supplies needed in order to conduct the General Election.
212	Gas Purchases
213	Diesel Purchases
214	Oil Purchases
215	Other Supplies
216	Canine Maintenance Supplies

**300 – 399      MAINTENANCE OF BUILDINGS, STRUCTURES, & LAND**

	Includes all material or contract expenditures covering repair and replacement of property that is already existing.
301	Buildings and Grounds Includes all material and services required in the maintenance of buildings and structures, including walks, drives, fences, paint, fixtures, etc.
302	Bridges
303	Water Filtration Plant
304	Water Lines and Sewer Lines
305	Sewage Treatment Plant

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

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

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

401	Office Equipment Includes all expenditure in maintenance and repair of office equipment such as; typewriters, adding machines, calculators, desks and chairs; also including all maintenance contracts.
402	Machinery and Equipment Includes maintenance of machinery or equipment that does not require gas or oil.
403	Unassigned
404	Automotive Equipment Includes all material and services required in the maintenance and repair of all automobiles, trucks, pickups, trailers, ambulances, and attachments and appendages to vehicles.
405	Shop Equipment Includes all material and services to maintain all battery chargers, air compressors, welders, cutters, drills, generators, jacks, etc. Does not include small hand tools.
406	Minor Tools and Equipment Maintenance and repair of small hand tools and equipment with unit value less than \$100.
410	Signal and Sign System Includes all material and services used in maintenance of traffic lights, school zone lights, stop and yield signs and other traffic control devices.

- 411           Radio Installation  
Includes all material and services required for the proper maintenance of 2-way radio equipment including the removal and installation of radios, consoles, etc.
- 422           Water System Equipment  
Includes maintenance of water distribution system equipment such as, water mains, booster pumps, gate valves, repair saddles, water well pumping equipment and fire hydrants, etc.
- 423           Unassigned
- 425           Meters and Settings  
Includes all expenditures in the maintenance and repair of water meters and settings; also includes maintenance service provided through contracts.
- 426           Other

**500 – 599           MISCELLANEOUS SERVICES**

Includes those expenses which do not fall into any category.

- 501           Communication  
To include telephone and teletype.
- 502           Rental of Equipment  
Includes payments for use of all non-owned equipment: postage meter, copier, air bottles, etc.
- 503           Insurance  
Includes premiums for Fire and all Extended Coverage Insurance, Notary Bonds, Property Insurance, ,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.
- 518 Demotion Costs  
Includes any costs associated with the demolition of buildings or houses.

**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 the premiums for workman's compensation insurance, and any claims that may occur that are not covered through insurance. .
- 605 Unemployment Compensation  
Includes payments 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 \$1,000 or more should be classified as Capital Outlay, while items costing less than \$1,000 should be classified under supplies and materials.

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

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

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

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

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

910 Depreciation Expense

Classification of Expenditures by Program or Project.

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

*Snyder enjoys a strong economy, driven by oil, gas and wind industries. Discovered in 1948, the SACROC unit is one of the largest and oldest oil fields in the United States using carbon dioxide flooding technology. The field is comprised of approximately 50,000 acres, located in the Permian Basin in Scurry County, Texas. Two of the largest wind farms in the nation are in the Snyder area. Other important industries in Snyder include cotton and manufacturing.*



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

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
<b>Governmental activities</b>										
Net investment in capital assets	\$ 2,705,813	\$ 2,932,876	\$ 3,126,495	\$ 3,241,249	\$ 3,717,131	\$ 3,779,532	\$ 4,314,365	\$ 4,336,707	\$ 4,622,426	\$ 5,181,050
Restricted	28,940	-	-	63,556	82,633	112,347	171,441	255,987	334,688	438,262
Unrestricted	5,496,272	6,057,594	6,842,848	7,896,426	5,893,694	5,621,007	4,033,394	4,430,135	5,328,754	5,021,675
Total governmental activities net position	\$ 8,231,025	\$ 8,990,470	\$ 9,969,343	\$ 11,201,231	\$ 9,693,458	\$ 9,512,886	\$ 8,519,200	\$ 9,022,829	\$ 10,285,868	\$ 10,640,987
<b>Business-type activities</b>										
Net investment in capital assets	\$ 10,405,374	\$ 10,174,101	\$ 10,384,788	\$ 12,112,688	\$ 13,620,030	\$ 14,849,708	\$ 12,852,474	\$ 13,388,214	\$ 13,000,678	\$ 12,569,120
Unrestricted	2,820,996	4,259,152	3,851,239	2,367,658	(348,277)	(1,618,150)	88,828	(370,582)	(382,598)	1,006,412
Total business-type activities net position	\$ 13,226,370	\$ 14,433,253	\$ 14,236,027	\$ 14,480,346	\$ 13,271,753	\$ 13,231,558	\$ 12,941,302	\$ 13,017,632	\$ 12,618,080	\$ 13,575,532
<b>Primary government</b>										
Net investment in capital assets	\$ 13,111,187	\$ 13,106,977	\$ 13,511,283	\$ 15,353,937	\$ 17,337,161	\$ 18,629,240	\$ 17,166,839	\$ 17,724,921	\$ 17,623,104	\$ 17,750,170
Restricted	28,940	--	--	63,556	82,633	112,347	171,441	255,987	334,688	438,262
Unrestricted	8,317,268	10,316,746	10,694,087	10,264,084	5,545,417	4,002,857	4,122,222	4,059,553	4,946,156	6,028,087
Total primary government net position	\$ 21,457,395	\$ 23,423,723	\$ 24,205,370	\$ 25,681,577	\$ 22,965,211	\$ 22,744,444	\$ 21,460,502	\$ 22,040,461	\$ 22,903,948	\$ 24,216,519

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

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

Expenses	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
<b>Governmental activities:</b>										
General government	\$ 1,613,685	\$ 1,584,187	\$ 1,851,500	\$ 1,879,404	\$ 2,347,070	\$ 2,252,281	\$ 2,477,557	\$ 2,193,133	\$ 1,982,364	\$ 1,834,046
Public safety	3,334,049	3,262,081	3,378,246	3,691,936	3,634,361	4,207,512	4,011,884	3,780,316	3,784,243	4,311,647
Public works	1,057,328	1,074,849	1,197,706	902,713	1,230,913	1,061,527	1,521,418	1,203,857	1,600,075	1,695,656
Culture and recreation	330,846	409,941	433,360	432,968	438,425	355,908	409,911	495,243	504,265	445,823
Total governmental activities expenses	6,335,907	6,331,058	6,860,812	6,907,021	7,650,769	7,877,228	8,420,770	7,672,549	7,870,947	\$ 8,287,172
<b>Business-type activities:</b>										
Water and sewer	4,840,082	5,359,047	5,959,164	6,570,359	6,686,015	7,019,673	6,983,993	6,651,852	7,162,053	6,640,136
Sanitation	2,478,742	2,473,142	2,678,390	2,409,061	2,811,828	2,948,316	2,913,815	2,822,241	2,743,716	2,757,176
Interest expense	55,728	147,973	214,530	435,359	500,505	484,479	465,003	445,076	423,883	495,671
Total business-type activities expenses	7,374,552	7,980,162	8,852,084	9,414,779	9,998,348	10,452,468	10,362,811	9,919,169	10,329,652	9,892,983
Total primary government expenses	\$ 13,710,459	\$ 14,311,220	\$ 15,712,896	\$ 16,321,800	\$ 17,649,117	\$ 18,329,696	\$ 18,783,581	\$ 17,591,718	\$ 18,200,599	\$ 18,180,155
<b>Program Revenues</b>										
<b>Governmental activities:</b>										
Charges for services:										
General government	\$ 1,050,803	\$ 1,034,499	\$ 1,278,267	\$ 1,357,010	\$ 1,580,185	\$ 1,477,484	\$ 1,374,720	\$ 1,847,090	\$ 1,597,557	\$ 1,502,648
Public safety	110,432	107,594	108,867	108,421	143,898	158,744	149,967	162,808	151,906	108,388
Public works	-	-	-	-	-	-	-	-	-	-
Culture and recreation	-	-	-	-	-	-	-	-	-	-
Other activities	-	-	-	-	-	-	-	-	-	-
Operating grants and contributions	88,371	127,482	328,534	125,681	142,942	134,256	131,150	108,519	106,617	441,236
Capital grants and contributions	-	496,536	-	23,000	23,000	-	-	-	-	-
Total governmental activities program revenues	\$ 1,249,606	\$ 1,766,111	\$ 1,715,668	\$ 1,614,112	\$ 1,890,025	\$ 1,770,484	\$ 1,655,837	\$ 2,118,417	\$ 1,856,080	\$ 2,052,272
<b>Business-type activities:</b>										
Charges for services:										
Water and sewer	\$ 5,397,767	\$ 6,023,918	\$ 5,999,504	\$ 6,592,796	\$ 6,601,615	\$ 6,908,227	\$ 7,150,421	\$ 7,147,397	\$ 7,179,129	\$ 7,439,535
Sanitation	2,251,576	2,312,820	2,680,803	2,852,578	2,779,075	2,765,491	2,722,754	2,503,496	2,654,617	3,084,251
Operating grants and contributions	-	-	-	-	-	-	-	-	-	-
Capital grants and contributions	252,092	37,908	-	-	23,740	516,708	23,393	-	-	-
Total business-type activities program revenues	7,901,435	8,374,646	8,680,307	9,445,374	9,404,430	10,190,426	9,896,568	9,650,893	9,833,746	10,523,786
Total primary government program revenues	\$ 9,151,041	\$ 10,140,757	\$ 10,395,975	\$ 11,059,486	\$ 11,294,455	\$ 11,960,910	\$ 11,552,405	\$ 11,769,310	\$ 11,689,826	\$ 12,576,058

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

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Net (expense) revenue										
Governmental activities	\$ (5,086,301)	\$ (4,564,947)	\$ (5,145,144)	\$ (5,292,909)	\$ (5,760,744)	\$ (6,106,744)	\$ (6,764,933)	\$ (5,554,133)	\$ (6,014,867)	\$ (6,234,900)
Business-type activities	526,883	394,484	(171,777)	30,595	(593,918)	(262,042)	(466,243)	(268,275)	(495,906)	630,803
Total primary government net expense	<u>\$ (4,559,418)</u>	<u>\$ (4,170,463)</u>	<u>\$ (5,316,921)</u>	<u>\$ (5,262,314)</u>	<u>\$ (6,354,662)</u>	<u>\$ (6,368,786)</u>	<u>\$ (7,231,176)</u>	<u>\$ (5,822,408)</u>	<u>\$ (6,510,773)</u>	<u>\$ (5,604,097)</u>
<b>General Revenues and Other Changes in</b>										
<b>Net Position</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>	<b>2019</b>	<b>2020</b>
Governmental activities:										
Taxes										
Property taxes	\$ 1,667,672	\$ 1,761,229	\$ 1,895,078	\$ 1,961,319	\$ 2,173,091	\$ 2,447,999	\$ 2,414,445	\$ 2,437,856	\$ 2,607,612	\$ 2,807,452
Sales taxes	2,375,209	2,511,844	3,069,630	3,255,941	2,710,301	2,000,496	2,031,217	2,375,541	2,560,295	2,350,725
Franchise taxes	842,262	757,649	758,122	816,773	778,439	742,578	745,505	763,172	742,434	722,457
Alcoholic beverage	5,384	5,359	11,903	12,082	11,461	9,595	12,191	24,981	26,402	10,937
Hotel/motel occupancy taxes	327,731	371,089	435,612	432,968	439,227	352,564	409,911	495,243	504,265	445,825
Investment earnings	23,901	23,223	24,677	24,012	49,732	44,837	61,524	118,708	140,557	90,155
Gain on sale of capital assets	(1,479)	(98)	4,977	21,702	-	142,008	35,000	1,328	154,885	82,057
Miscellaneous	-	-	-	-	9,408	186,096	61,449	9,700	541,456	80,411
Total governmental activities	<u>5,240,680</u>	<u>5,430,295</u>	<u>6,199,999</u>	<u>6,524,797</u>	<u>6,171,659</u>	<u>5,926,173</u>	<u>5,771,242</u>	<u>6,226,529</u>	<u>7,277,906</u>	<u>6,590,019</u>
Business-type activities:										
Investment earnings	31,296	13,206	14,588	55,934	60,969	47,092	38,125	69,351	83,173	89,273
Miscellaneous	-	-	-	-	-	27,455	81,162	241	10,170	37,266
Gain on sales of capital assets	1,456	171,424	4,300	249,106	185,000	147,300	56,700	347,500	3,011	200,110
Total business-type activities	<u>32,752</u>	<u>184,630</u>	<u>18,888</u>	<u>305,040</u>	<u>245,969</u>	<u>221,847</u>	<u>175,987</u>	<u>417,092</u>	<u>96,354</u>	<u>326,649</u>
Total primary government	<u>\$ 5,273,432</u>	<u>\$ 5,614,925</u>	<u>\$ 6,218,887</u>	<u>\$ 6,829,837</u>	<u>\$ 6,417,628</u>	<u>\$ 6,148,020</u>	<u>\$ 5,947,229</u>	<u>\$ 6,643,621</u>	<u>\$ 7,374,260</u>	<u>\$ 6,916,668</u>
<b>Change in Net Position</b>										
Governmental activities	\$ 154,379	\$ 865,349	\$ 1,054,855	\$ 1,231,888	\$ 410,915	\$ (180,571)	\$ (993,691)	\$ 672,396	\$ 1,263,039	\$ 355,119
Business-type activities	559,635	579,114	(152,889)	335,635	(347,949)	(40,195)	(290,256)	148,817	(399,552)	957,452
Total primary government	<u>\$ 714,014</u>	<u>\$ 1,444,463</u>	<u>\$ 901,966</u>	<u>\$ 1,567,523</u>	<u>\$ 62,966</u>	<u>\$ (220,766)</u>	<u>\$ (1,283,947)</u>	<u>\$ 821,213</u>	<u>\$ 863,487</u>	<u>\$ 1,312,571</u>

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

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
<b>General Fund</b>										
Nonspendable	\$ 232	\$ 233	\$ 230	\$ 67	\$ 833	\$ 696	\$ 574	\$ 460	\$ 327	\$ 180
Restricted	-	-	-	64	79	61	57	65	55	70
Committed	-	-	251	506	400	295	290	290	653	295
Unassigned	4,574	5,518	6,328	7,623	7,077	7,183	6,080	6,797	7,441	7,522
Total general fund	\$ 4,806	\$ 5,751	\$ 6,809	\$ 8,260	\$ 8,389	\$ 8,235	\$ 7,001	\$ 7,612	\$ 8,476	\$ 8,067
<b>All other governmental funds</b>										
Restricted					\$ 3	\$ 51	\$ 114	\$ 191	\$ 279	\$ 368
Unreserved, reported in:						(3)	(4)	(4)	(3)	(3)
Special revenue funds	\$ -	\$ -	\$ (1)	\$ (1)	-	-	-	-	-	-
Total other governmental funds	\$ -	\$ -	\$ (1)	\$ (1)	\$ 3	\$ 48	\$ 110	\$ 187	\$ 276	\$ 365

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

\* Decrease is a decrease in revenue and an increase in expenditures, resulting from a decrease in sales tax received, and increase in capital outlay for purchase of a fire truck that was ordered in FY 2019 and received in FY 2020

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

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
<b>Revenues</b>										
Taxes	\$ 5,218	\$ 5,407	\$ 6,171	\$ 6,479	\$ 6,112	\$ 5,455	\$ 5,597	\$ 6,096	\$ 6,454	\$ 6,324
Licenses and permits	30	34	146	56	144	37	74	75	124	94
Intergovernmental	88	127	106	126	143	134	131	109	107	441
Charges for services	966	945	1,069	1,150	1,299	1,332	1,220	1,497	1,462	1,409
Fines and forfeitures	110	108	108	108	144	159	150	190	150	110
Interest	23	22	24	24	50	45	62	119	140	90
Contributions and donations	-	497	223	23	23	-	-	-	-	-
Miscellaneous	55	55	63	151	137	267	80	329	160	23
Total Revenues	6,490	7,195	7,910	8,117	8,052	7,429	7,314	8,415	8,597	8,491
<b>Expenditures</b>										
General government	1,474	1,438	1,731	1,826	2,310	2,158	2,358	2,205	1,921	1,843
Public safety	2,816	2,744	2,914	3,370	3,334	3,743	3,501	3,606	3,436	3,835
Public works	915	892	1,063	793	1,101	914	1,316	1,011	1,424	1,838
Culture and recreation	331	410	433	433	438	356	410	495	504	446
Capital outlay	302	806	639	512	745	537	997	175	892	986
Debt service										
Principal	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-
Other charges	-	-	-	-	-	-	-	-	-	-
Total expenditures	5,838	6,290	6,780	6,934	7,928	7,708	8,582	7,492	8,177	8,948
Excess of revenues over (under) expenditures	652	905	1,130	1,183	124	(279)	(1,268)	923	420	(457)

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

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
<b>Other financing sources (uses)</b>										
Proceeds from sale of assets	(1)	-	5	22	9	-	35	1	155	82
Proceeds from insurance	-	-	-	-	-	169	62	10	377	55
Transfers in	-	-	-	246	-	-	-	-	-	-
<b>Total other financing sources (uses)</b>	(1)	-	5	268	9	169	97	11	532	137
<b>Net change in fund balances</b>	<u>\$ 651</u>	<u>\$ 905</u>	<u>\$ 1,135</u>	<u>\$ 1,451</u>	<u>\$ 133</u>	<u>\$ (110)</u>	<u>\$ (1,171)</u>	<u>\$ 934</u>	<u>\$ 952</u>	<u>\$ (320)</u>
<b>Debt service as a percentage of noncapital expenditures</b>	<u>0.0%</u>	<u>0.0%</u>	<u>0.0%</u>	<u>0.0%</u>	<u>0.0%</u>	<u>0.0%</u>	<u>0.0%</u>	<u>0.0%</u>	<u>0.0%</u>	<u>0.0%</u>

**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
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
2019	2,620	2,560	504	742	26	6,452
2020	2,794	2,351	446	722	11	6,324

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

<b>Fiscal Year Ended</b>	<b>Total Assessed</b>	<b>Less: Tax Exempt Real Property</b>	<b>Total Taxable Assessed Value</b>	<b>Total Direct Tax Rate</b>	<b>Estimated Actual Taxable Value</b>	<b>Assessed Value<sup>1</sup> as a Percentage of Actual Value</b>
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	3,965,258	459,767,140	0.4410	459,767,140	100.86%
2019	490,690,666	4,875,981	485,814,685	0.4700	485,814,685	101.00%
2020	522,603,155	3,313,241	519,289,914	0.4800	519,289,914	100.64%

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						
	Operating	Debt Service	Total	Operating	Debt Service	Total	Operating	Debt Service	Total	Operating	Debt Service	Total				
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	0.2000	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	0.4700	0.3382	0.0816	0.4498	1.0400	0.0780	1.1180	0.3112	0.0000	0.3112	0.2788	0.0147	0.2935	2.6425
2019	0.4700	0.000	0.4800	0.3382	0.0816	0.4498	0.9700	0.0630	1.0330	0.2655	0.0000	0.3112	0.2301	0.0121	0.2421	2.5161
2020	0.4800	0.000	0.4800	0.4169	0.0329	0.4498	0.9564	0.0630	1.0194	0.2950	0.0000	0.2950	0.2593	0.0161	0.2754	2.5196

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).

**City of Snyder, Texas**  
**Principal Property Taxpayers**  
**Fiscal Year End 2020 and 2011**  
*(amounts expressed in thousands)*

Taxpayer	2020			2011		
	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value
Diamond Wtg Engineering	\$ 17,885	1	3.4%			
W L Plastics	13,211	2	2.5%			
Wal-mart Real Estate Business Tr	7,373	3	1.4%			
Suddenlink Communications	6,639	4	1.3%			
Rafter J. Industries LLC	6,529	5	1.3%			
WL Plastics Corportation	5,349	6	1.0%			
Oncor Electric Delivery Co.	5,208	7	1.0%			
Baker Hughes Oilfield Solution	6,128	8	1.2%	3,210	4	0.9%
Key Energy Services, Inc.	4,341	9	0.8%			
Baar, Michael LLC	4,301	10	0.8%			
Cudd Pumping Services				5,225	1	1.2%
H I E Hotel LLC				3,886	2	1.2%
Centrilift Div of Baker Hughes				4,079	3	1.1%
Spirit SPE US Snyder LP						
Schrogin/Baar XIV LTD ETAL				3,046	5	0.8%
Walmart Stores Texas				2,710	6	0.7%
Matthies Investment LLC				2,528	7	0.7%
BNSF Railway Company				2,523	8	0.7%
Grimmet Bros, Inc.				2,348	9	0.7%
				2,309	10	0.7%
<b>Totals</b>	<b>\$ 76,964</b>		<b>14.8%</b>	<b>\$ 31,864</b>		<b>8.7%</b>

Source: Scurry County Appraisal District

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

Fiscal Year Ended	Total Tax Levy for Fiscal Year	Collections within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
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	2,570,098	2,322,535	90.37%	74,728	2,322,535	90.4%
2019	2,771,114	2,437,856	87.97%	51,194	2,437,856	88.0%
2020	2,921,402	2,653,442	90.83%	-	2,653,442	90.8%

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

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Construction	\$ 7,441	\$ 7,759	\$ 8,695	\$ 10,010	\$ 6,578	\$ 5,961	\$ 5,961	\$ 10,065	\$ 7,329	\$ 2,309
Mining/Quarrying/Oil & Gas Extraction	703,643	733,093	510,406	773,350	478,059	91,514	303,206	235,236	238,415	81,032
Manufacturing	13,818	16,898	21,513	19,919	15,337	9,502	15,572	12,845	21,676	9,585
Wholesale Trade	12,003	11,730	12,167	13,330	7,441	3,918	5,588	7,526	10,380	4,786
Transportation/Warehousing	123	56	130	35	14	13	6	136	1,175	528
Retail Trade	73,668	78,338	82,832	88,604	80,363	73,346	77,510	84,963	88,479	45,208
Information	3,765	4,005	4,315	4,737	4,805	4,765	4,418	5,134	5,939	2,854
Finance/Insurance	92	130	1,947	77	112	86	58	90	77	53
Real Estate/Rental/Leasing	5,096	6,508	8,336	8,664	3,717	1,731	1,731	1,828	2,967	2,105
Professional/Scientific/Technical Services	557	561	626	1,081	683	823	992	981	1,315	441
Admin/Support/Waste mgmt/Remediation Serv.	1,157	762	681	1,034	849	701	794	879	887	623
Educational Services	6	3	2	3	1	-	-	-	-	-
Health Care/Social Assistance	150	186	126	322	384	412	406	382	432	175
Arts/Entertainment/Recreation	109	308	431	432	329	275	247	290	399	173
Accommodation/Food Services	18,293	20,077	21,445	22,184	21,824	20,181	21,360	23,683	24,858	11,936
Other Services (except Public Administration)	8,717	9,535	9,692	9,758	8,825	7,960	8,114	8,884	8,947	3,801
<b>Total</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>\$ 445,963</b>	<b>\$ 392,922</b>	<b>\$ 413,275</b>	<b>\$ 165,609</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				
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
2019	-	-	-	9,994	1,869	-	11,863	4.33%	1,048
2020	-	-	-	13,663	1,672	-	15,335	5.43%	1,354

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>
2011	-	0.00%	-
2012	-	0.00%	-
2013	-	0.00%	-
2014	-	0.00%	-
2015	-	0.00%	-
2016	-	0.00%	-
2017	-	0.00%	-
2018	-	0.00%	-
2019	-	0.00%	-
2020	-	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, 2020**  
*(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	11,390	20.00%	2,278
Scurry County JCD	9,785	20.00%	1,957
Snyder Independent School District	15,130	20.36%	3,080
Scurry County Hospital District	365	20.00%	73
Total direct and overlapping debt	<u>\$ 36,670</u>		<u>\$ 7,388</u>

Sources:

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

Note:

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

<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 government's 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)*

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Debt Limit	\$ 33,748	\$ 34,552	\$ 36,534	\$ 38,518	\$ 46,679	\$ 47,205	\$ 46,258	\$ 46,373	\$ 49,069	\$ 52,260
Total net debt applicable to limit	-	-	-	-	-	-	-	-	-	-
Legal debt margin	\$ 33,748	\$ 34,552	\$ 36,534	\$ 38,518	\$ 46,679	\$ 47,205	\$ 46,258	\$ 46,373	\$ 49,069	\$ 52,260
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 2019**

Taxable Assessed Value	\$ 519,290
Add Back: exempt property	3,313
Total Assessed Value	\$ 522,603
Debt limit (10% of total assessed value)	52,260
Debt applicable to limit:	
General obligation bonds	-
Legal debt margin	\$ 52,260

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



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

Water & Sewer Revenue Bonds						
Fiscal Year	Water & Sewer Charges and Other	Less: Operating Expenses	Net Available Revenue	Debt Service		Coverage
				Principal	Interest	
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
2019	7,225,131	5,354,920	1,870,211	425,000	358,765	2.39
2020	7,492,653	4,761,503	2,731,150	435,000	345,317	3.50

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) Personal Income	Per Capita		Median Age	School Enrollment	Unemployment Rate
			Personal Income	Income			
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%	
2019	11,320	273,876	24,194	34.4	4,613	3.00%	
2020	11,323	282,214	24,924	34.3	4,097	3.40%	

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 2020 and 2011**

<b>2020</b>			
<u>Employer</u>	<u>Employees</u>	<u>Rank</u>	<u>Percentage of Total City Employment<sup>1</sup></u>
Snyder ISD	375	1	5.23%
Texas Department of Corrections	365	2	5.09%
Gravity Energy	300	3	4.19%
T & L Construction	298	4	4.16%
Kinder Morgan	250	5	3.49%
Cogdell Memorial Hospital	230	6	3.21%
Patterson-UTI	220	7	3.07%
United Supermarket	200	8	2.79%

**Total** 2,238 31.24%

<b>2011</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>	<u><u>2,028</u></u>		<u><u>12.33%</u></u>

Source: Texas Workforce Commission

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

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
<b>GENERAL FUND</b>										
Administration	2	2	2	2	2	2	2	2	2	2
Finance	2	2	4	4	4	4	4	4	3	3
Planning & Zoning	2	2	2	3	3	3	3	3	2	2
Municipal Court	3	3	3	3	3	3	3	3	3	3
Accounting	3	2	0	0	0	0	0	0	0	0
Data Processing	2	2	1	1	1	1	1	1	1	1
City Sec./Records Management	2	0	0	2	2	2	2	2	2	2
Police	22	22	22	23	27	25	25	25	25	25
Animal Control	3	3	3	3	3	3	3	3	2	2
Fire	10	10	10	10	10	11	11	11	11	11
Street	4	4	4	4	5	6	6	6	6	6
<b>Total General Fund</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>57</b>	<b>57</b>
<b>WATER &amp; SEWER</b>										
Sanitary Sewer	2	2	2	2	2	2	2	2	2.5	2.5
Wastewater Treatment	5	5	5	5	3	3	3	3	3	3
Treatment - Water	5	5	5	5	6	6	6	6	6	6
Distribution - Water	2	2	2	2	3	2	2	2	2.5	4.5
Utility	7	6	6	6	6	6	6	6	6	3
<b>Total Water &amp; Sewer Fund</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>20</b>	<b>19</b>
<b>SANITATION</b>										
Sanitation/Collection	5	5	5	5	6	6	6	6	5	5
Sanitation/Landfill	6	6	6	6	5	5	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>10</b>	<b>10</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>86</b>	<b>86</b>	<b>86</b>	<b>87</b>	<b>92</b>	<b>91</b>	<b>91</b>	<b>91</b>	<b>88</b>	<b>87</b>

Source: City of Snyder Human Resources Office

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

Function	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Police										
Physical arrests	868	535	478	588	478	731	616	634	1,021	616
Traffic violations	4,829	6,434	5,601	5,299	4,949	3,781	2,050	1,572	1,602	3,466
Fire										
Number of calls answered	550	372	439	452	463	500	412	520	490	566
Inspections	87	63	113	72	77	153	56	51	80	57
Public Education Programs	-	-	-	-	21	25	28	10	12	6
Highways and streets										
Street resurfacing (blocks)		80	100	-	50	-	163	-	-	-
Sanitation										
Refuse collected (tons/day)	114	117	150	175	175	170	162	153	162	156
Recyclables collected (tons/mo)	29	27	27	24	25	20	21	21	22	18
Water										
New connections	1,156	1,325	1,510	1,561	1,723	1,736	1,882	2,000	2,144	2,073
Water mains breaks	82	33	25	48	80	32	18	25	19	21
Average daily consumption (millions of gallons)	2	2	2	2	2	2	2	2	2	2
Wastewater										
Average daily sewage treatment (thousands of gallons)	984	923	991	1,400	1,454	1,454	1,221	1,156	1,311	1,002

Sources: Various government departments.

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

<b>Function</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>	<b>2019</b>	<b>2020</b>
Public Safety										
Police:										
Stations	1	1	1	1	1	1	1	1	1	1
Patrol units	21	21	21	21	22	22	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	1,177	1,177	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	424	424	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.