

RESOLUTION 2016-03

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF SNYDER ADOPTING THE FISCAL YEAR 2016-2017 ANNUAL BUDGET FOR THE CITY OF SNYDER IN ACCORDANCE WITH THE PROVISIONS OF THE "MUNICIPAL BUDGET ACT".

WHEREAS, The Municipal Budget Act (Sections 17-201 through 17-216 of Title 11 of the Oklahoma Statutes) have been adopted by resolution by the City of Snyder; and

WHEREAS, The budget has been formally presented to the City of Snyder governing body at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

WHEREAS, The City of Snyder governing body has conducted a Public Hearing at least 15 days prior to the start of the fiscal year, and published notice of the Public Hearing in compliance with Section 17-208 of the Act; and

WHEREAS, Section 17-209 A requires the annual budget to be adopted by the governing body of the City of Snyder by resolution no later than seven days prior to the beginning of the fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Snyder that;

1. The accompanying annual budget document sets forth the estimated revenue and appropriations for each fund of the City of Snyder as approved by the governing body.
2. The accompanying budget document complies with the requirement of the Act by including:
 - a. BUDGET MESSAGE
 - b. BUDGET SUMMARY – ALL FUNDS
 - c. FUND BUDGET SUMMARIES
 - d. DEPARTMENTAL APPROPRIATIONS BY ACCOUNT CATEGORY
3. In accordance with Section 17-215 B, the governing body has determined that expenditures and encumbrances may not be authorized in an amount that exceeds the legal level of control (as defined in Section 17-213) of any department of any fund.
4. The City Council does hereby authorize the City Clerk/Treasurer to transfer any unexpected and unencumbered appropriations, at any time throughout FY2016-2017, from one line item to another, one object category to another within a department, or one department to another within a fund, without further approval by the City Council.
5. All supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the City Council and filed with the State Auditor and Inspector.

RECEIVED
JUN 27 2016
State Auditor
and Inspector

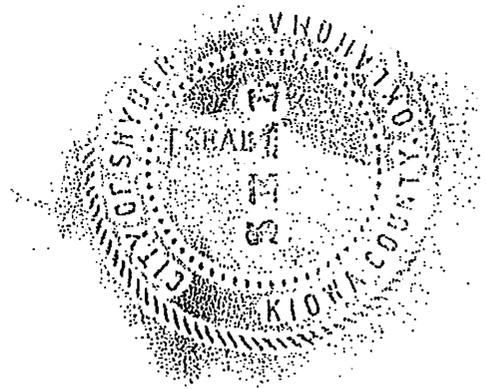
Kiowa

Approved and adopted by the City Council of the City of Snyder this 16th day of May, 2016.

Dale L. Saul
Dale L. Saul, Mayor

ATTEST:

Penny Ray
Penny Ray, City Clerk



CITY OF SNYDER, OKLAHOMA

Fiscal Year 2016 / 2017 Annual Budget

May 11, 2016

The 2016 / 2017 Annual Budget for the City of Snyder is presented, as attached, for approval by the Council in accordance with the Oklahoma Municipal Budget Act.

The budget includes the following highlights for the fiscal year:

- Recurring tax revenues are budgeted at 90%, as indicated. If collected, this would represent \$35,000 additional revenue.
- The budget includes a 1.2% (this year's CPI) rate increase for all utility services. This results in approximately \$10,000 in additional revenue.
- An amount equal to 2% in salaries is budgeted for pay increases to be divided amongst employees based as merit, as determined by management.
- Includes Christmas bonuses paid at the same rate as prior years for the General Fund and SPWA.
- The addition of a part-time Animal Control employee is included for approximately \$12,500.
- The budget includes the City contributing to a retirement plan (which is a standard benefit at cities in Oklahoma) for all full-time employees. The estimated cost of a retirement plan is approximately \$38,000.
- As the swimming pool will remain closed this year, no swimming pool revenues are budgeted. However, management has recently been made aware of grant funds that are available with a 50% match for the swimming pool. The grants wouldn't be awarded until 2017, so it would likely be 2018 before the pool could reopen. Thus, we have not budgeted any capital improvement funds for swimming pool improvements for the current fiscal year.
- Additionally, management has been made aware of park grants which are available with a 20% match. Management will continue to pursue this possibility and future budget amendments will be made, if needed.
- Capital requests are detailed in the budget and summarized below. The Sewer department includes \$800,000 in capital outlay to complete the wastewater project. The project is proposed to be funded with a \$350,000 in CDBG funds (approved), bank financing \$250,000 (awaiting approval), and \$200,000 from existing cash on hand.

	Capital Outlay	
General Government	\$	8,980
Code Enforcement Department		16,000
Streets Department		15,000
Beautification Committee		5,250
Swimming Pool Department		3,900
Police Department		400
Fire Department		14,450
SPWA Department		70,000
Sewer project	800,000	net \$200,000
Water department-backhoe		33,000

- With the financing of the sewer project, the budget proposes the continuation of the \$3.50 fee to be used for debt service.

In accordance with Section 17-208, Title 11, Oklahoma Statutes, the fiscal year 2016/2017 budget was initially presented to Council on April 18, 2016 for consideration. The legal level of control for the City's 2016 / 2017 budget is established at the Department level. Additional detail is provided for analysis purposes only. If you have any questions, please contact Meredith Meacham Wilson, CPA.

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given the proposed City of Snyder fiscal year 2016 / 2017 Annual Budget will be considered at a public hearing held Monday, May 16, 2016. Copies of the proposed budget are available for review in the City of Snyder City Hall.

Notice is hereby given that the City of Snyder 2017 Annual Budget will be adopted during a meeting of the City Council on May 16, 2016.

CITY OF SNYDER, OKLAHOMA
Fiscal Year 2016 / 2017 Annual Budget

BUDGET SUMMARY

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	Net Change	ENDING BALANCE
GENERAL FUND	\$ 67,144	\$ 555,858	\$ (597,484)	\$ (41,625)	\$ 25,519
ENTERPRISE FUND					
Public Works Authority	\$ 1,000,253	\$ 1,491,990	\$ (1,908,670)	\$ (416,680)	\$ 583,573
GRAND TOTAL ALL FUNDS	\$ 1,067,397	\$ 2,047,848	\$ (2,506,153)	\$ (458,305)	\$ 609,092

CITY OF SNYDER
GENERAL FUND BUDGET
2016/2017 Operating and Capital Projects Budget

	ACTUAL <i>2014/2015</i>	AMENDED BUDGET <i>2015/2016</i>	PROJECTED YTD <i>2015/2016</i>	PROPOSED BUDGET <i>2016/2017</i>
OPERATING REVENUES				
Sales tax	247,424	225,292	240,596	216,536 *
Use Tax	21,913	20,153	27,216	24,495 *
Franchise Tax	30,536	27,320	27,895	25,106 *
Beverage Tax	21,312	17,303	19,601	17,641 *
Tobacco Tax	2,918	2,577	3,075	2,767 *
Police fines & fees	22,226	30,000	17,029	17,000
Police restricted fee	1,599	2,000	587	550
Fire revenues	66,558	24,500	35,203	24,000
Street & Alley	36,516	38,500	32,515	29,263 *
Park Revenue	5,882	5,000	5,154	5,000
Rental income	1,600	1,500	2,067	1,500
Cemetery fee	5,882	7,000	6,547	6,500
License and fees	1,059	350	413	400
Code Enforcement Fines	-	67	50	-
Grants	-	-	17,133	-
Interest	663	400	379	350
OEPIC reimbursement	9,236	8,500	11,395	4,250
Other Revenue	11,720	500	994	500
Sr. Citizens	39,218	35,000	45,370	40,000
TOTAL OPERATING REVENUES	526,262	445,962	498,947	415,858
OPERATING EXPENSES				
General Government				
Personal Services	40,485	47,160	45,220	52,280
Materials and Supplies	9,728	10,500	10,341	10,500
Other Services and Charges	45,830	54,200	47,075	47,500
Debt Service	-	-	-	-
Capital Outlay	12,440	2,000	1,181	8,980
Total General Government	108,484	113,860	103,816	119,260
Code Enforcement Department				
Personal Services	11,447	12,689	12,177	12,277
Materials and Supplies	361	750	561	750
Other Services and Charges	789	5,000	5,902	1,250
Capital Outlay - <i>demolitions (4)</i>	-	-	-	16,000
Total Code Enforcement Department	12,597	18,439	18,639	14,277
Animal Control Department				
Personal Services	-	-	-	12,453
Other Services and Charges	1,300	1,500	1,053	1,500
Capital Outlay	439	-	101	-
Total Animal Control Department	1,739	1,500	1,188	13,953
Library Department				
Other Services and Charges	4,960	5,500	5,431	5,500
Total Library Department	4,960	5,500	5,431	5,500
Police Department				
Personal Services	114,579	177,289	165,699	196,864
Materials and Supplies	14,026	14,000	12,728	14,000
Other Services and Charges	24,813	22,000	19,897	25,000
Capital Outlay	-	4,110	2,845	400
Total Police Department	153,774	217,399	201,169	236,264
Fire Department				
Personal Services	13,485	17,586	10,957	11,920
Materials and Supplies	8,066	15,000	12,598	13,000
Other Services and Charges	12,159	12,500	11,340	12,500
Capital Outlay	40,000	4,500	-	14,450
Debt Service				
Debt service on used pumper truck	511	5,366	5,366	5,366
Total Fire Department	74,222	54,952	36,608	57,236

**CITY OF SNYDER
GENERAL FUND BUDGET
2016/2017 Operating and Capital Projects Budget**

	ACTUAL 2014/2015	AMENDED BUDGET 2015/2016	PROJECTED YTD 2015/2016	PROPOSED BUDGET 2016/2017
Ambulance				
Kiowa payment - 25% sales tax	61,864	61,123	60,149	54,134
Total Ambulance	<u>61,864</u>	<u>61,123</u>	<u>60,149</u>	<u>54,134</u>
Cemetery				
Personal Services	2,764	3,238	2,919	3,069
Other Services and Charges	4,713	4,000	3,301	3,500
Total Cemetery	<u>7,477</u>	<u>7,238</u>	<u>6,220</u>	<u>6,569</u>
Street Department				
Materials and Supplies	9,919	7,500	4,979	10,000
Other Services and Charges	8,672	8,500	9,281	9,500
Capital Outlay	-	29,000	19,000	15,000
Total Street Department	<u>18,592</u>	<u>45,000</u>	<u>39,593</u>	<u>34,500</u>
Park Department				
Other Services and Charges	1,306	1,350	1,211	1,500
Total Park Department	<u>1,306</u>	<u>1,350</u>	<u>1,211</u>	<u>1,500</u>
Beautification Committee				
Materials and Supplies	1,042	-	-	-
Other Services and Charges	783	-	88	-
Capital Outlay - Beautification	-	-	-	5,250
Total Beautification Committee	<u>1,825</u>	<u>-</u>	<u>88</u>	<u>5,250</u>
Swimming Pool Department				
Other Services and Charges	894	1,000	910	1,000
Capital Outlay - ADA Compliance & Splash Pad	-	-	-	3,900
Total Swimming Pool Department	<u>894</u>	<u>1,000</u>	<u>910</u>	<u>4,900</u>
Sr. Citizens				
Personal Services	13,562	17,085	16,766	17,641
Materials and Supplies	24,511	25,000	22,881	25,000
Other Services and Charges	2,389	4,000	638	1,500
Capital Outlay	1,350	-	-	-
Total Sr. Citizens	<u>41,811</u>	<u>46,085</u>	<u>40,285</u>	<u>44,141</u>
Community Building				
Materials and Supplies	404	750	180	750
Other Services and Charges	4,366	4,000	4,493	4,500
Total Community Building	<u>4,770</u>	<u>4,750</u>	<u>4,673</u>	<u>5,250</u>
TOTAL EXPENDITURES	<u>494,315</u>	<u>578,196</u>	<u>519,893</u>	<u>597,484</u>
REVENUES OVER (UNDER) EXPENDITURES	31,946	(132,234)	(20,947)	(181,625)
OTHER FINANCING SOURCES (USES)				
Transfers-in	-	96,474	-	140,000
TOTAL OTHER FINANCING SOURCES (USES)	<u>-</u>	<u>96,474</u>	<u>-</u>	<u>140,000</u>
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	31,946	(35,760)	(20,947)	(41,625)
BEGINNING FUND BALANCE	<u>137,253</u>	<u>161,060</u>	<u>164,707</u>	<u>67,144</u>
ENDING FUND BALANCE	<u>169,199</u>	<u>125,300</u>	<u>143,760</u>	<u>25,519</u>

* 90% of Projected YTD

GENERAL FUND CAPITAL OUTLAY DETAIL
2016/2017 Capital Projects Budget

Note: Items are in addition to normal operating budgets, but may not qualify as Capital Expense.

	<u>Requested</u>	<u>Proposed</u>
General Government		
City domain and email renewal	180	180
City Hall exterior repainting	8,000	8,000
City computers & backup devices	800	800
	<u>\$ 8,980</u>	<u>\$ 8,980</u>
Code Enforcement Department		
Demolition of 4 houses	<u>\$ 16,000</u>	<u>\$ 16,000</u>
	<u>\$ 16,000</u>	<u>\$ 16,000</u>
Street Department		
Street Repairs / Overlay	<u>\$ 15,000</u>	<u>\$ 15,000</u>
	<u>\$ 15,000</u>	<u>\$ 15,000</u>
Beautification Committee		
Paint (10 gal)-black-Sherwin Williams	\$ 350	\$ 350
Painting supplies	400	400
Concrete sidewalk in park (10x60)	4,200	4,200
Welcome sign - concrete	300	300
	<u>\$ 5,250</u>	<u>\$ 5,250</u>
Swimming Pool Department		
Engineering fees re: grant applications	<u>\$ 3,900</u>	<u>\$ 3,900</u>
	<u>\$ 3,900</u>	<u>\$ 3,900</u>
Police Department		
Uniforms - new police chief	<u>\$ 400</u>	<u>\$ 400</u>
	<u>\$ 400</u>	<u>\$ 400</u>
Fire Department		
Radio repeater system	\$ 850	\$ 850
Training	2,500	2,500
Fire Gear and Tank Testing	2,500	2,500
Internet for the Fire Station	600	600
Tires for pumper E111	1,500	1,500
Generator for the Fire Station	2,000	2,000
Bunker Gear - 3 sets	4,500	4,500
	<u>\$ 14,450</u>	<u>\$ 14,450</u>

SNYDER PUBLIC WORKS AUTHORITY
2016/2017 Operating and Capital Projects Budget

	ACTUAL 2014/2015	AMENDED Budget 2015/2016	PROJECTED YTD 2015/2016	PROPOSED BUDGET 2016/2017
OPERATING REVENUES				
Sewer Revenues	131,527	129,000	130,812	129,000
Rate Increase Operations - 1.2%	-	1,290	-	1,548
Trash Revenues	240,602	232,000	239,259	235,000
Rate Increase Operations -1.2%	-	7,110	-	2,820
Water Revenues	545,083	465,000	475,134	465,000
Rate Increase Operations - 1.2% (CKT contract)	-	13,950	-	5,580
Utility Surcharge - Debt Service \$3.50	26,766	26,316	26,292	26,292
Other Revenues	20,179	15,000	15,618	15,000
OEPIC reimbursement	22,148	20,000	22,915	10,000
Grant Income	7,600	-	-	-
REAP	-	90,000	90,000	-
CDGB	-	350,000	-	350,000
Loan Proceeds - Sewer Project	-	250,000	-	250,000
TOTAL OPERATING REVENUES	993,905	1,599,666	1,000,029	1,490,240
OPERATING EXPENSES				
<i>Administration Department</i>				
Personal Services	50,442	53,701	51,804	46,757
Materials and Supplies	6,527	6,750	6,448	6,750
Other Services and Charges	49,612	35,000	30,310	35,000
Capital Outlay	-	70,000	-	70,000
Total Administration Department	106,581	165,451	88,561	158,507
<i>Sewer Department</i>				
Materials and Supplies	10,135	2,000	2,424	5,000
Other Services and Charges	880	16,000	18,862	20,000
Debt Service - \$250k sewer project	12,863	27,600	-	27,600
Capital Outlay	-	890,000	90,000	800,000
Total Sewer Department	23,878	935,600	111,286	852,600
<i>Trash Department</i>				
Other Services & Charges	162,830	146,112	143,047	150,000
Total Trash Department	162,830	146,112	143,047	150,000
<i>Water Department</i>				
Personal Services	181,567	222,700	217,115	263,703
Materials and Supplies	129,470	147,000	132,047	135,000
Other Services and Charges	69,189	92,000	93,217	100,000
Capital				
Backhoe	-	-	-	33,000
Mower	-	5,000	4,100	-
Debt Service	82,437	-	-	-
Mt Park Conservatory	-	17,000	-	20,000
BOK / Mtn Park - \$4,655	-	59,856	61,047	55,860
Bank Loan - \$2,467/mo	-	12,332	12,332	-
Total Water Department	462,663	555,888	519,857	607,563
TOTAL OPERATING EXPENDITURES	755,952	1,803,051	862,751	1,768,670
OPERATING INCOME (LOSS)	237,953	(203,385)	137,278	(278,430)

SNYDER PUBLIC WORKS AUTHORITY
2016/2017 Operating and Capital Projects Budget

	ACTUAL 2014/2015	AMENDED Budget 2015/2016	PROJECTED YTD 2015/2016	PROPOSED BUDGET 2016/2017
NON-OPERATING REVENUES (EXPENSES)				
Interest Income	2,378	2,300	2,111	1,750
Donations	-	-	-	-
Grants	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	2,378	2,300	2,111	1,750
INCOME (LOSS) BEFORE OPERATING	240,331	(201,085)	139,389	(276,680)
OPERATING TRANSFERS OUT				
General Fund	-	(96,474)	-	(140,000)
Total transfers out	-	(96,474)	-	(140,000)
NET INCOME	240,331	(297,559)	139,389	(416,680)
BEGINNING FUND BALANCE	575,000	803,045	807,966	1,000,253
ENDING FUND BALANCE	815,331	505,486	947,355	583,573

Gross Profit By Department - excluding capital outlay

<u>Sewer</u>				
Revenue	131,527	130,290	130,812	130,548
Expenses	(23,878)	(45,600)	(21,286)	(52,600)
Gross Profit	107,649	84,690	109,526	77,948
GP%	81.85%	65.00%	83.73%	59.71%
<u>Garbage</u>				
Revenue	240,602	239,110	239,259	237,820
Expenses	(162,830)	(146,112)	(143,047)	(150,000)
Gross Profit	77,772	92,998	96,212	87,820
GP%	32.32%	38.89%	40.21%	36.93%
<u>Water</u>				
Revenue	545,083	478,950	475,134	470,580
Expenses	(462,663)	(550,888)	(515,757)	(574,563)
Gross Profit	82,420	(71,938)	(40,624)	(103,983)
GP%	15.12%	-15.02%	-8.55%	-22.10%
Total Gross Profit	267,841	105,750	165,115	61,785

**SPWA CAPITAL OUTLAY DETAIL
2016/2017 Capital Projects Budget**

	<u>Requested</u>	<u>Proposed</u>
Administration Department		
SPWA Building	\$ 70,000	\$ 70,000
	<u>\$ 70,000</u>	<u>\$ 70,000</u>
Sewer Department		
Sewer project - estimated amount remaining for FY17	\$ 800,000	\$ 800,000
<i>(Original budget in FY16 = \$890,000)</i>	\$ 800,000	\$ 800,000
	<u>\$ 800,000</u>	<u>\$ 800,000</u>
Water Department		
1 Backhoe	\$ 33,000	\$ 33,000
	<u>\$ 33,000</u>	<u>\$ 33,000</u>

PROOF OF PUBLICATION KIOWA COUNTY DEMOCRAT

530 E Street
Snyder, Oklahoma 73566
580-569-2684
mail@kiowacountydemocrat.com

I, Dee Richardson, of lawful age, being duly sworn upon oath, deposes and says that I am the Editor & Publisher of The Kiowa County Democrat, a weekly publication that is a "legal newspaper" as that phrase is defined in 25 O.S. Section 106 for the City of Snyder, for the County of Kiowa, in the State of Oklahoma, and that the attachment hereto contains a true and correct copy of what was actually published in said legal newspaper in consecutive issues on the following dates:

INSERTION DATE(S): May 5, 2016

PUBLICATION FEE:\$ 28.50

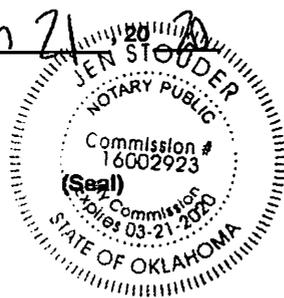
Dee Richardson
Publisher

State of Oklahoma
County of Kiowa

Signed and sworn to before me this 11 day of May, 2016
By Dee Richardson

Jen Steuder
Notary Public

My Commission expires: March 21, 2020
Commission # 16002923



Legal Notices

[Published in the Kiowa County Democrat May 5 & 12, 2016]

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given the proposed City of Snyder fiscal year 2016 / 2017 Annual Budget will be considered at a public hearing held Monday, May 10, 2016. Copies of the proposed budget are available for review in the City of Snyder City Hall.

Notice is hereby given that the City of Snyder 2017 Annual Budget will be adopted during a meeting of the City Council on May 10, 2016.

CITY OF SNYDER, OKLAHOMA Fiscal Year 2016 / 2017 Annual Budget

BUDGET SUMMARY

	BEGINNING BALANCE (Estimate)	REVENUES	EXPENSES	Net Change	ENDING BALANCE
GENERAL FUND	\$ 67,144	\$ 555,858	\$ (597,484)	\$ (41,826)	\$ 25,618
ENTERPRISE FUND Public Works Authority	\$ 1,000,253	\$ 1,191,980	\$ (1,808,670)	\$ (416,887)	\$ 583,673
GRAND TOTAL ALL FUNDS	\$ 1,067,397	\$ 2,047,848	\$ (2,806,153)	\$ (458,305)	\$ 609,092