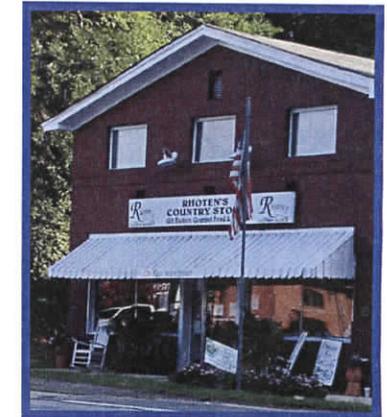
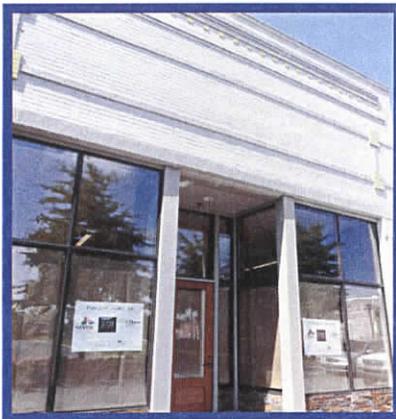
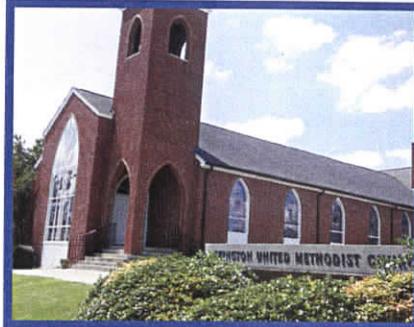
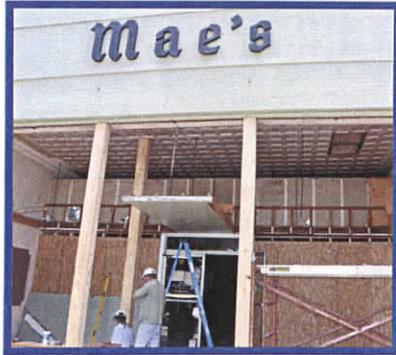


# *Town of Lexington South Carolina*



*Commercial Façade Improvement Grant Program*

*Annual Budget  
Fiscal Year Ending  
June 30, 2014*

*111 Maiden Lane  
Lexington, SC 29072*



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# TOWN OF LEXINGTON

SOUTH CAROLINA

## LIST OF PRINCIPAL OFFICIALS

### MAYOR

T. Randall Halfacre

### MAYOR PRO-TEM

Hazel Livingston

### COUNCIL MEMBERS

Danny Frazier

Steve MacDougall

Kathy Maness

Todd Shevchik

Ted Stambolitis

### TOWN ADMINISTRATOR

D. Britt Poole

### MUNICIPAL CLERK

Becky P. Hildebrand

### TOWN ATTORNEY

Brad T. Cunningham

### MANAGEMENT TEAM

Stuart W. Ford, Assistant Town Administrator

Kathy S. Roberts, Finance

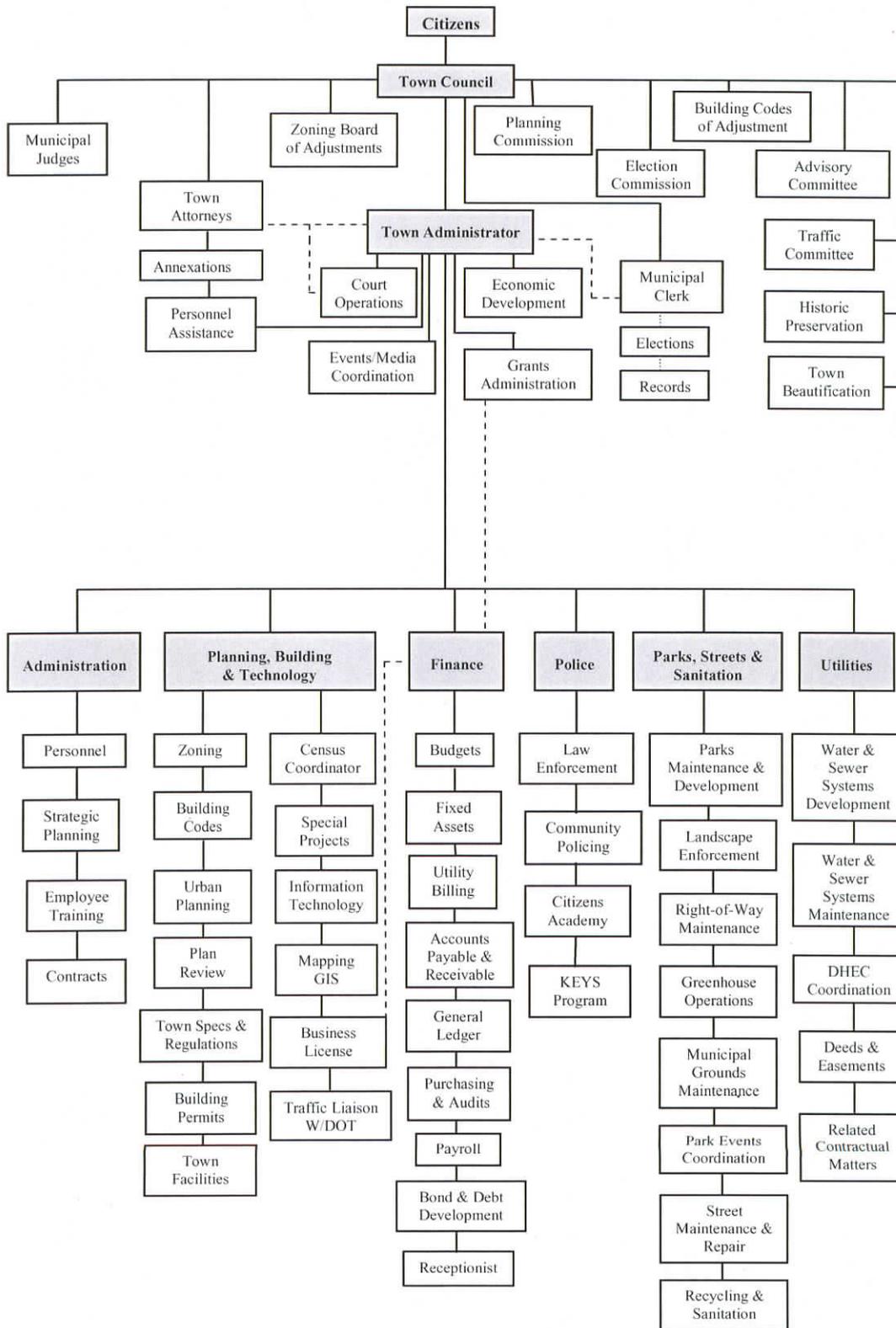
Dan H. Walker, Parks, Streets, and Sanitation

John D. Hanson, Planning, Building and Technology

Chief Terrence Green, Police

J. Allen Lutz, Utilities

# Town of Lexington Organization Chart



Revised June 30, 2013



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Town of Lexington  
South Carolina**

For the Fiscal Year Beginning

**July 1, 2012**

*Christopher P. Morill*

President

*Jeffrey R. Egan*

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Town of Lexington, South Carolina for its annual budget for the fiscal year beginning July 1, 2012. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

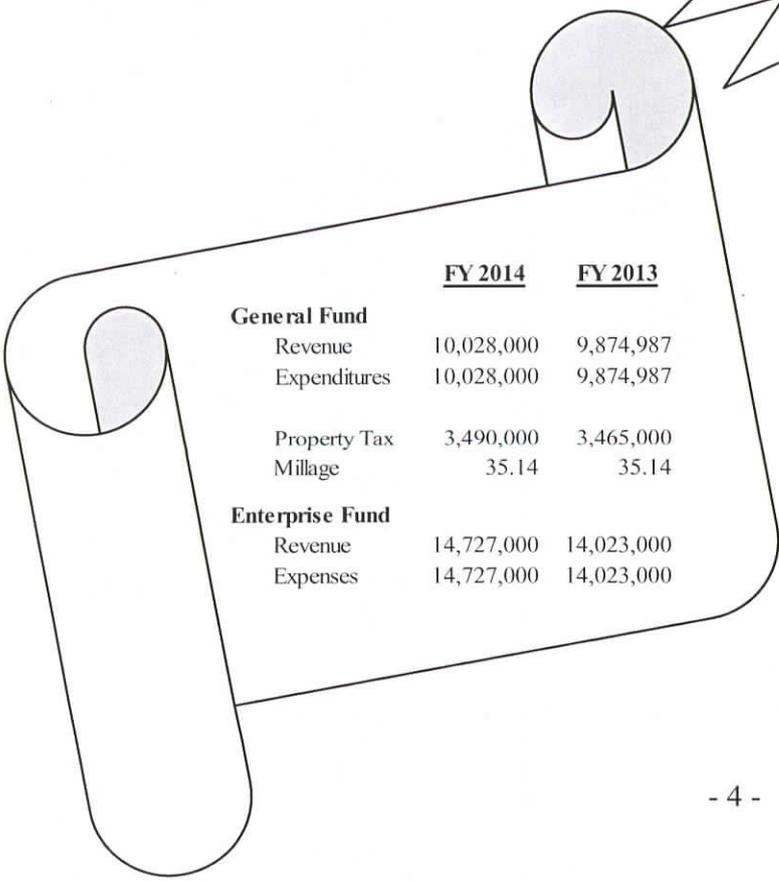
## BUDGET IN BRIEF

- NO PROPERTY TAX INCREASE
- 3% WATER & SEWER RATE INCREASE
- DESTINATION PLAZA
- AMPHITHEATRE
- PERMANENT FARMER'S MARKET
- DOG PARK
- DOWNTOWN WALKING/JOGGING TRAIL
- HIGH TECHNOLOGY INDUSTRIAL CORRIDOR
- I-20/378 BEAUTIFICATION PROJECT
- ADAPTIVE SIGNALIZATION
- ARTS CENTER
- HISTORY TOUR

Find us on Face Book   
<http://www.facebook.com/pages/Town-of-Lexington-SC/140698349305096>

Twitter   
<https://twitter.com/TownLexingtonSC>

Or Online <http://www.lexsc.com/>



	<u>FY 2014</u>	<u>FY 2013</u>
<b>General Fund</b>		
Revenue	10,028,000	9,874,987
Expenditures	10,028,000	9,874,987
Property Tax	3,490,000	3,465,000
Millage	35.14	35.14
<b>Enterprise Fund</b>		
Revenue	14,727,000	14,023,000
Expenses	14,727,000	14,023,000



## **General Description**

In 1733, the colonists of South Carolina created the Congaree District as an inland buffer to protect Charleston from hostile Indians. This was a large tract of land along the Congaree River now thought of as the State's Midlands area. In 1735, the developers of the district changed the name to *Saxe Gotha* in an attempt to lure the Swiss and Germans to the area. The name was given in honor of the marriage of the Prince of Wales to the Princess Augusta of the German state of Saxe Gotha. After the Revolutionary War, patriotism was high, and in 1785, the name of the district was changed to Lexington in honor of the Colonial victory over the British in Lexington, Massachusetts. Thereafter, the State of South Carolina changed districts to counties and created Lexington County from the old Lexington District and a portion of the Orangeburg district. The State moved the courthouse to Granby (now the City of Cayce), but malaria was common in the swampy lowland area along the Congaree River. On January 20, 1829, the State bought land at the northwest corner of what is now US #1 and SC 6 in the county's central highlands and the county seat was moved from Granby. Although a small, rural community began to grow around the new courthouse, the Town of Lexington was not incorporated until January 28, 1861. In 1927 the municipal water system began operation by serving the current residents of the one square mile area.

The Town of Lexington is located in the central part of the State of South Carolina approximately twelve miles from Columbia, the State Capital. The Town is in close proximity to Lake Murray, a 50,000 acre lake utilized for recreational purposes, water supply and power generation. The 2010 Census indicated the Town's population at 17,870, an increase of 83% over the 2000 count. The Town is the 23<sup>rd</sup> largest municipality in South Carolina and ranks as the second largest municipality in the Midlands. The Census figures show that the Town had the highest growth rate among the top 25 municipalities in South Carolina. Since 1990, the Town has grown 443% making it the 4<sup>th</sup> fastest growing municipality in the state over the past two decades. The Town is the county seat of Lexington County (the "County") and is part of the greater Columbia Metropolitan Statistical Area ("CMSA").

## **Annexation**

The Town's corporate limits initially included one square mile, and were later expanded by annexation to approximately ten square miles. Over time, the area of the Town of Lexington has continued to grow through annexation.

In recent years, the Town has chosen to pursue a strategy of growth through selective annexation. Just outside the current Town limits are large tracts of undeveloped or under-developed land that the Town has the necessary infrastructure to serve. As this property is developed it is annexed, providing business license and property tax income. These annexations are mainly commercial in nature, but neighborhoods under development are also annexed.

Because of the concentration of growth along US Highway 378 to the east of Town, the majority of recent annexations have occurred there. Some recent annexation activity to the west of Town along Industrial Boulevard, however, has also positioned the Town favorably for future annexations of industrial properties in that area.

### **Education**

Lexington County School District #1 (the “School District”) serves residents of the Town as well as contiguous portions of Lexington County. For 2011-2012, the School District operated 28 public schools with an enrollment of over 22,000. This enrollment places the School District as the ninth largest school district by enrollment in the State, and has been growing rapidly in recent years. In the past ten years, the student enrollment has grown on average 510 students annually. Since 1997, the School District has built 13 new schools and currently has a high school under construction. This growth is due in large part to the School District’s excellent reputation.

According to the U.S. Census Bureau, education attainment for residents of the Town over the age of 25 in the year 2010 is set forth in the following table.

<u>No. of Years Completed</u>	<u>Number</u>	<u>Percentage</u>
High school graduates (includes equivalency)	2,223	21.0%
Some college, or associates degree	3,471	32.7
Bachelor’s degree	2,637	24.9
Master’s, professional or doctorate degree	1,584	14.9

The University of South Carolina, Midlands Technical College, and Columbia College, as well as several other colleges, are within easy commuter distance from Lexington.

### **Transportation**

The Town is served by U.S. Highways 1 and 378 and numerous state highways. Interstates 20, 26 and 77 are easily accessible from the Town.

Railroad freight service is provided to the Town area by all general carload freight services with the exception of piggyback service. Piggyback service could be offered where traffic warranted the investment. Amtrak passenger rail service is available in nearby Columbia, South Carolina.

The Midlands area of South Carolina, including Lexington County, is served by the Columbia Metropolitan Airport which is located approximately eight miles from the Town of Lexington. Airlines operating at the Columbia Metropolitan Airport include American Eagle, Delta, United, and US Airways. Columbia Metropolitan Airport also serves as the southeastern hub for United Parcel Service. The airport serves 1.2 million passengers annually and processes more than 168,000 tons of air cargo.

### **Utilities**

Water and sewer services in the Town are provided by the Town's utility department. Electric and natural gas service is provided by South Carolina Electric and Gas Company.

### **Medical Services**

Hospital facilities within six miles of the Town include the Lexington Medical Center, a general acute-care hospital located just off Interstate 26 and Highway 378. The facility's 414 rooms are all private, carpeted, and equipped with private baths, cable television, and free wireless internet access. The hospital offers a wide array of services from general surgery, radiation oncology, and a cardiovascular center to maternity services and a special care nursery. The hospital's emergency room is open to the public, 24 hours per day. Lexington Medical Center also operates a \$24,000,000, 110,000 square feet, urgent care facility within the Town. The facility was completed in 2001. In nearby Columbia, additional hospital facilities are provided by Palmetto Richland Memorial Hospital, Palmetto Health Baptist Hospital, and Providence Hospital, among others.

### **News Media**

The Lexington County Chronicle and The Dispatch News, with a circulation of 9,500, is the area's local newspaper. It focuses on social, cultural, and historical features and is published weekly. In addition, The State newspaper published in nearby Columbia is daily with large circulation in the Town of Lexington.

Television news and other programming are provided by several stations in Columbia, including ABC affiliate WOLO-TV, Fox affiliate WACH-TV, PBS affiliate South Carolina ETV, NBC affiliate WIS-TV, and CBS affiliate WLTX-TV, among others. Cable and satellite television is provided in the Town by several competing providers. There are many radio stations in the Lexington and Columbia area, providing a wide variety of listening choices.

### **Recreational and Cultural Facilities**

In addition to serving as a reservoir for the Town's water system, nearby Lake Murray also serves as the area's major recreation attraction. The 50,000 acre, man-made

lake provides many recreational opportunities including boating, fishing, and other water sports and also fuels the local economy. A number of State and local parks also offer recreational opportunities for visitors. These include Dreher Island State Park, a 348-acre island on Lake Murray which offers camping, picnicking, fishing, swimming, and boating, and Peachtree Rock Preserve in southern Lexington County, which attracts visitors to see its large, unique sandstone formations and cascading waterfall.

Riverbanks Zoo and Garden, a 170-acre site located on the northern border of Lexington County, is home to more than 2,000 animals in natural habitat exhibits and a substantial botanical garden. The attraction draws visitors from across the State and beyond.

The Town has several municipal parks, including the Virginia Hylton Park adjacent to the Town's municipal complex, Corley Street Park, Gibson Pond Park, Willie B. Caractor Park, the Palmetto Collegiate Institute, and Lexington Square. These parks offer residents the opportunity to stroll their walking trails, gather in their picnic shelters, or relax under a shady oak tree or in a gazebo. Features of these parks include playgrounds, horseshoe pits, barbeque grills, a spray pool, butterfly gardens, flower gardens, a koi pond, and public restrooms.

A number of other recreational, cultural, and sports opportunities are present in nearby Columbia, the State Capital. These include several museums, many sports events, and concerts, speakers, conferences, and other events associated with the University of South Carolina, Allen University, and Benedict College.

Town of Lexington, South Carolina  
*Demographic and Economic Statistics*

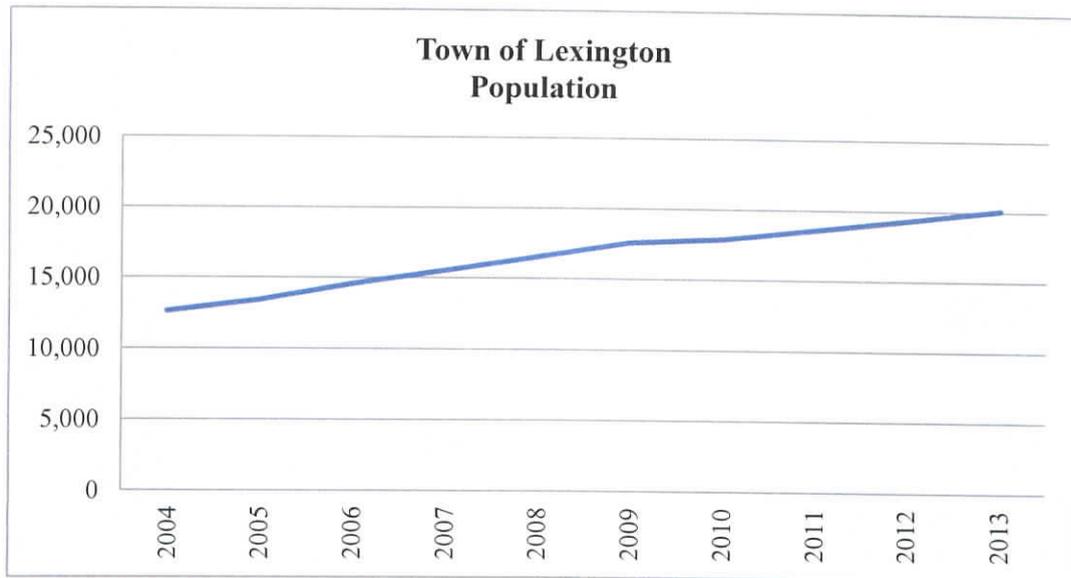


Last Ten Fiscal Years

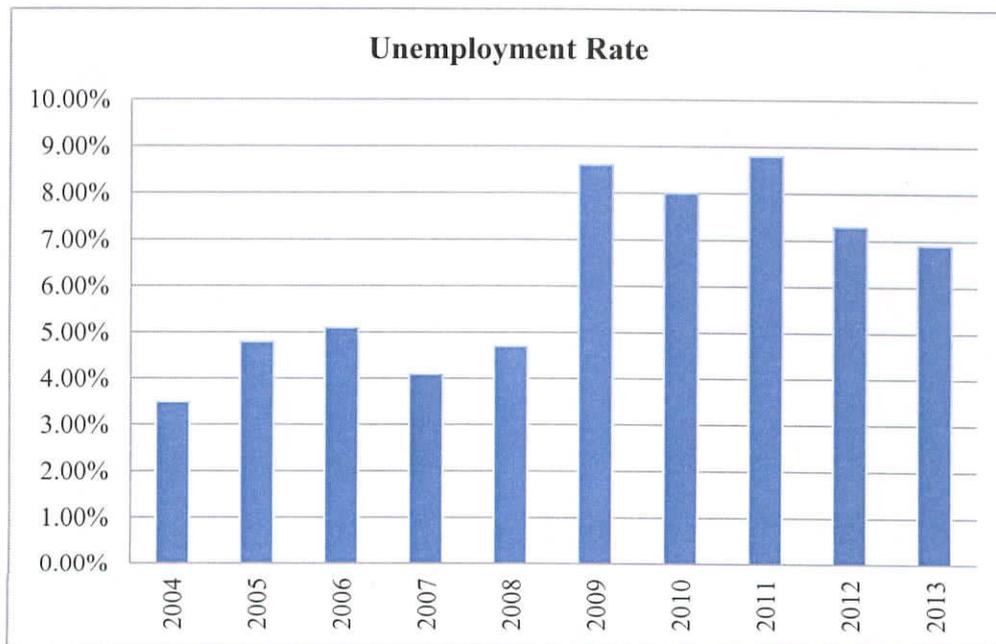
<b>Fiscal Year Ended June 30</b>	<b>(1) Population</b>	<b>(2) Personal Income</b>	<b>(3) Per Capita Personal Income</b>	<b>(4) School Enrollment</b>	<b>(5) Unemployment Rate</b>
2004	12,600	\$ 391,860,000	\$ 31,100	18,229	3.50%
2005	13,400	431,325,900	32,189	18,688	4.80%
2006	14,547	484,634,723	33,315	19,091	5.10%
2007	15,500	534,457,452	34,481	19,705	4.10%
2008	16,500	588,833,584	35,688	20,458	4.70%
2009	17,570	648,982,757	36,937	21,228	8.60%
2010	17,870	683,167,252	38,230	21,756	8.00%
2011	18,585	735,361,230	39,568	22,097	8.80%
2012	19,328	791,542,747	40,953	22,367	7.30%
2013	20,101	\$ 852,016,714	\$ 42,386	22,935	6.90%

Data Sources and Notes:

- (1) Population based on 2000 Census, 2006 Special Census and 2010 Census, with other years estimated based on estimated growth rates.
- (2) Information provided by Central Midlands COG, Census Bureau, Office of Research and Statistics.
- (3) Information provided by Office of Research and Statistics through 2003. For Fiscal years 2004 - 2006, amount is estimated based on a 3.5% rate of annual growth.
- (4) Provided by Lexington County School District 1 and includes entire District.
- (5) Provided by SC Labor and Marketing for June 2013.



Source: Population based on 2000 Census, 2006 Special Census and 2010 Census, with other years estimated based on estimated growth rates.



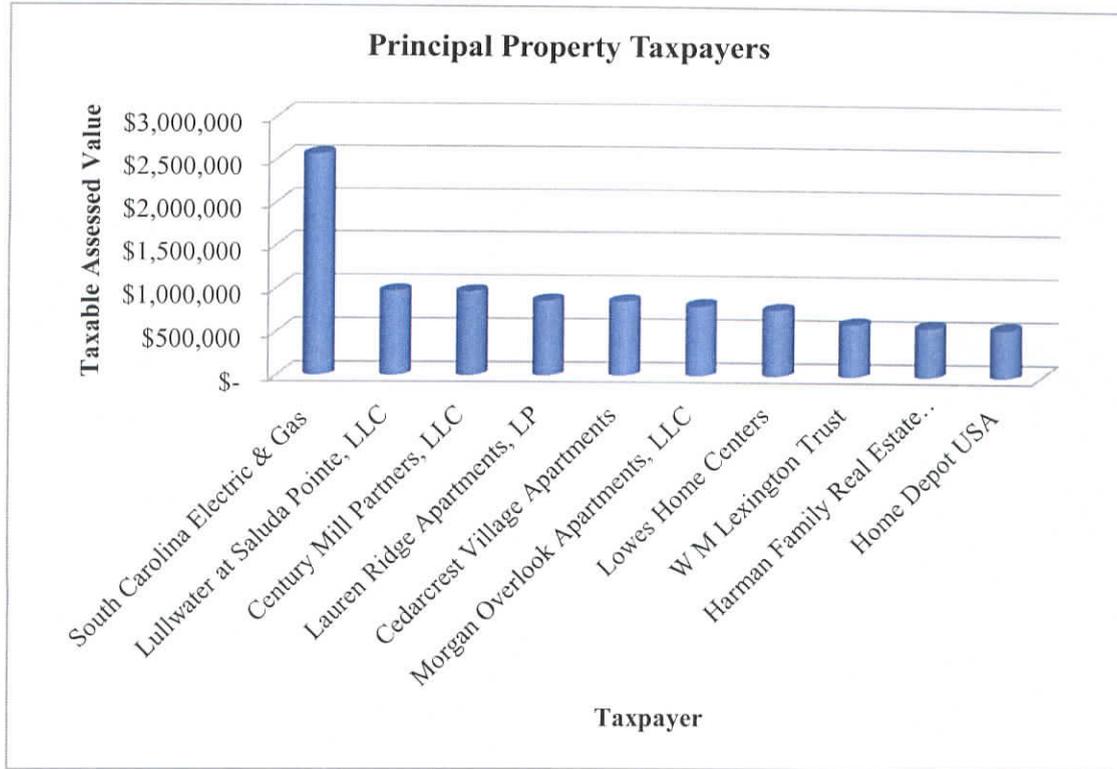
Source: Provided by SC Labor and Marketing for June 2013.

Last Five Fiscal Years

Taxpayer	2013			2012			2011		
	Taxable Assessed Value (12/31/2012)	Rank	Percentage of Total Taxable Assessed Value	Taxable Assessed Value (12/31/2011)	Rank	Percentage of Total Taxable Assessed Value	Taxable Assessed Value (12/31/2010)	Rank	Percentage of Total Taxable Assessed Value
South Carolina Electric & Gas	\$ 2,561,310	1	2.81%	\$ 2,299,770	1	2.56%	\$ 2,066,320	1	2.38%
Lullwater at Saluda Pointe, LLC	969,620	2	1.06%	969,620	2	1.08%	969,620	2	1.12%
Century Mill Partners, LLC	963,560	3	1.06%	963,150	3	1.07%	962,580	3	1.11%
Lauren Ridge Apartments, LP	860,540	4	0.94%	837,000	4	0.93%	824,860	4	0.95%
Cedarcrest Village Apartments	856,030	5	0.94%	586,600	8	0.65%	586,600	8	0.68%
Morgan Overlook Apartments, LLC	804,740	6	0.88%	804,740	5	0.90%	804,740	6	0.93%
Lowes Home Centers	762,680	7	0.84%	790,210	6	0.88%	809,000	5	0.93%
W M Lexington Trust	610,850	8	0.67%	610,850	7	0.68%	610,850	7	0.70%
Harman Family Real Estate Company	572,650	9	0.63%	553,580	10	0.62%	553,580	9	0.64%
Home Depot USA	557,450	10	0.61%	568,850	9	0.63%	-	-	-
Inland Southeast Lexington LLC	-	-	-	-	-	-	-	-	-
Target Corporation	-	-	-	-	-	-	529,260	10	0.61%
Carlyle Centennial Century Mill	-	-	-	-	-	-	-	-	-
RSC Oakleaf Lexington, LLC	-	-	-	-	-	-	-	-	-
<b>Totals</b>	<b>\$ 9,519,430</b>		<b>10.45%</b>	<b>\$ 8,984,370</b>		<b>10.02%</b>	<b>\$ 8,717,410</b>		<b>10.04%</b>
<b>Total Assessed Valuations</b>	<b>\$ 91,071,390</b>			<b>\$ 89,692,640</b>			<b>\$ 86,790,810</b>		

Taxpayer	2010			2009		
	Taxable Assessed Value (12/31/2009)	Rank	Percentage of Total Taxable Assessed Value	Taxable Assessed Value (12/31/2008)	Rank	Percentage of Total Taxable Assessed Value
South Carolina Electric & Gas	\$ 1,690,880	1	2.16%	\$ 1,462,650	1	2.02%
Lullwater at Saluda Pointe, LLC	843,150	3	1.08%	843,150	3	1.17%
Century Mill Partners, LLC	960,030	2	1.23%	-	-	-
Lauren Ridge Apartments, LP	-	-	-	-	-	-
Cedarcrest Village Apartments	510,090	9	0.65%	510,090	8	0.71%
Morgan Overlook Apartments, LLC	805,800	4	1.03%	-	-	-
Lowes Home Centers	758,200	5	0.97%	743,060	4	1.03%
W M Lexington Trust	566,970	7	0.72%	570,810	6	0.79%
Harman Family Real Estate Company	-	-	-	-	-	-
Home Depot USA	584,240	6	0.75%	622,650	5	0.86%
Inland Southeast Lexington LLC	490,260	10	0.63%	490,260	9	0.68%
Target Corporation	558,950	8	0.71%	559,470	7	0.77%
Carlyle Centennial Century Mill	-	-	-	1,299,000	2	1.80%
RSC Oakleaf Lexington, LLC	-	-	-	481,630	10	0.67%
<b>Totals</b>	<b>\$ 7,768,570</b>		<b>9.92%</b>	<b>\$ 7,582,770</b>		<b>10.50%</b>
<b>Total Assessed Valuations</b>	<b>\$ 78,317,680</b>			<b>\$ 72,234,740</b>		

Source: Lexington County Property Appraisers Office



Source: County of Lexington - Treasurer's Office

MAYOR  
T. Randall Halfacre

# TOWN OF LEXINGTON

TOWN ADMINISTRATOR  
D. Britt Poole

MAYOR PRO-TEM  
Hazel Livingston

MAILING ADDRESS  
Post Office Box 397  
Lexington, SC 29071

COUNCIL  
Danny Frazier  
Steve MacDougall  
Kathy Maness  
Todd Shevchik  
Ted Stambolitis



INFORMATION  
803-359-4164  
www.lexsc.com

FAX  
803-359-4460

July 1, 2013

The Honorable T. Randall Halfacre  
And Members of Town Council  
Town of Lexington, South Carolina

Dear Mayor Halfacre and Members of Town Council:

I am pleased to present to the citizens of Lexington, members of Town Council, Town employees, and other interested readers the annual budget for the year ending June 30, 2014. A great deal of study and review by our management team has been devoted to this budget.

The focus of the 2014 annual budget is to continue providing a high level of service for traditional town operations. The major functions include police, water and sewer, parks and sanitation, and zoning and building inspections. Our goal is to maintain the Town's quality and level of service, preserve the Town's strong financial position, and prevent an increased financial burden on our citizens.

The budget for all funds is \$ 24,796,000, an increase of 3.6% from last fiscal year.

## Budget Highlights

- Balanced budget with no tax increase and a rate increase of 3% in the enterprise fund in accordance with the five year plan included in the Rate Study of 2009.
- Revenue estimates are based on 9 months of actual data, and trend analysis.
- Projected net revenues of the Enterprise Fund meet minimum legal debt coverage requirements.
- General Fund Required Reserve equals 25% of budgeted expenditures excluding capital outlay in accordance with policy.
- Salaries for Town employees include a 2% COLA for FY 2014, to be implemented the first full pay period of January 2014, as well as an annual merit increase and bonus per the compensation policy.
- \$50,000 for the Main Street Façade Program is budgeted to promote continued investment along Main Street in downtown Lexington.
- \$25,000 is budgeted for Vision Plan projects, as well as an additional \$15,000 to be available for Grant match.

- \$30,000 is included for completion of the dog park.
- A special contribution to Reality Check for \$4,000 and Transitions (homeless center) for \$1,000 is included in the FY 14 budget.
- Allocations of General and Administrative Expenditures from the General Fund to the Enterprise Fund total \$1,702,513.
- The Enterprise Fund Capital Improvement Plan (CIP) for 2014 is fully funded with use of Bond Anticipation Notes issued in FY 2013.
- The Enterprise Fund debt coverage ratio is estimated to be 1.66 in 2014. The minimum required ratio is 1.20. Our coverage ratio exclusive of Capital Contribution Fees (“operating coverage”) is estimated to be 1.26.
- The General Obligation Bonds of 2012 require a debt service payment in FY 2014 of \$207,600. Annual requirements average approximately \$195,000 through March 2021. Annual payments of \$210,000 on the remaining Certificates of Participation (“COPs”) run through December 2018.
- The cost of employee insurance increased from \$929,336 in FY 2013 to \$941,044 in FY 2014. This includes the cost of the stipend for those able to obtain health insurance from another source.

#### Accomplishments and Areas of Focus

The accomplishments for Fiscal Year 2013 and areas of focus for Fiscal Year 2014 revolve around the Town’s Vision Plan. The Vision Plan is a 20 year guide for our future. The Vision Plan document may be found at [http://www.lexsc.com/vp\\_index.htm](http://www.lexsc.com/vp_index.htm).

The Town has had a number of successes in Fiscal Year 2013:

- The Town took a major step towards downtown revitalization with the purchase of ‘Project Icehouse’. The project includes the former Shirey’s on Main, Palmetto Propane and Ice, Inc. and the Johnson family property at 113 South Church Street. These adjacent properties will be transformed into a destination plaza with retail and public green space. See Opportunities section for more discussion on this project.
- The Town was honored for the second year in a row by the National League of Cities at their Annual Conference being selected to participate in the City Showcase Award Program. The Town was one of just 19 municipalities out of 19,000 members selected for this honor.
- The Town recently received the Governmental Finance Officers Association’s Comprehensive Annual Financial Report Award for the 15<sup>th</sup> consecutive year and the Distinguished Budget Presentation Award for the 4th consecutive year. The Town takes seriously its responsibility for decisions and accurately reporting plans, actions and results.
- The Town’s Farmers’ Market was expanded to every Saturday May through October and moved indoors. Citizens had more opportunities to purchase goods such as produce, plants, baked goods, seafood, organic meat, and crafts.
- In accordance with the Vision Plan, Lexington Square Park was completed, which included a Lexington County Law Enforcement Memorial. This was accomplished by a public/private partnership between the Town, Lexington County, Lexington County Law

Enforcement Officers' Association, Lexington Beautification Foundation, Lexington County Bar Association, and the Dennis Corporation.

- The Town's Christmas celebration was revamped. Several annual activities were combined and expanded to bring about the Snowball Festival. This festival included the Christmas parade and the Carol-lighting while adding a concert, a Snow Ball, and a 5k race. Proceeds from the race benefited Patty Packs, a 501c3 organization assisting families with congenital heart disease. Proceeds from the Ball were donated to Chris Meyers Children's Place, a 501c3 organization that assists families.
- Another Vision Plan initiative is the Main Street Façade Improvement Grant Fund. The Town awarded 7 grants of \$5,000 each in FY2013 to businesses along Main Street to improve their Facades.
- Phase I of the Unified Traffic Improvement Plan began in FY13. This project is expected to take up to 24 months to complete and includes major intersection expansion, turning lanes, and road widening on Reed Street, Main Street, Old Chapin Road and Park Road.
- The Historic Downtown Lexington Cell Phone Tour was launched. This innovative tour allows both residents and visitors to learn more about historic sites at the touch of their smart phone.

For the 2014 budget year more challenges and opportunities await.

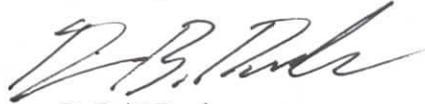
- Project IceHouse will be developed further. After receiving input from citizens, more specific plans will be made to develop this property. It is expected to include a plaza, amphitheatre, retail space, permanent Farmers' Market, and public green space. In addition it is planned to extend Lexington's downtown connectivity through a proposed 1.1 mile walking/jogging trail, providing citizens a path through our commercial Main Street corridor and through scenic Virginia Hylton Park.
- Work continues on the Town's first "front porch". This Gateway Beautification project will transform the Interstate 20/Sunset Boulevard corridor with landscaping and signage welcoming visitors and residents to our wonderful Town.
- Another exciting traffic congestion mitigation initiative the Town will be putting in place is an Adaptive Computerized Signalization System. This high tech traffic management system will help alleviate congestion by monitoring and synchronizing traffic signals to balance traffic flow.
- Work continues on the Town's Dog Park. Lexington County has donated property for the Park. Construction is expected to be completed in early FY2014.
- A public/private partnership with Old Mill Partners is being pursued. The plan is for the design and development of a walking trail around the Old Mill's 27 acre pond which would include a boardwalk.
- The Town's Façade Improvement Plan for Main Street will continue with a plan to award 10 grants in FY14.
- The police department is adding a crime scene investigator to their staff including the vehicle, tools and equipment. This position is planned to be ready in advance of the potential need.

Fiscal Year Ending June 30, 2014

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The Town has maintained a strong financial position in both the General Fund and the Enterprise Fund. This reaffirms our continuing practice of being financially conservative. I would like to thank council and staff for their efforts to put together this document. I look forward to working with all of you putting this plan into action.

Sincerely,



D. Britt Poole  
Town Administrator

## STRATEGIC DIRECTION

### Mission Statement

The Town of Lexington exists to efficiently and effectively provide essential public services for its citizens, businesses and visitors. The Town further strives to preserve its identity and character, promote recreation and the arts, and support excellence in education; thereby ensuring a vibrant future for the Town.

### Vision

The Town's vision is to be a great place to live, work, play and visit in a clean, green, safe, thriving, economically sound, easily accessible and inviting community.

### Values

- |                            |  |
|----------------------------|--|
| <u>Service:</u> (S)        | Meeting needs in an efficient and positive manner to ensure a safe and pleasant town.    |
| <u>Vision:</u> (V)         | Anticipating, planning, and preparing for a successful future.                           |
| <u>Community:</u> (C)      | Fostering a healthy environment that promotes harmony, trust, and unity.                 |
| <u>Integrity:</u> (I)      | Being honest, ethical and dependable.  |
| <u>Accountability:</u> (A) | Taking responsibility for decisions and accurately reporting plans, actions and results. |
| <u>Responsive:</u> (R)     | Listening, caring, and acting promptly and appropriately.                                |

## PRIORITIES AND ISSUES

Going beyond the Town's Mission Statement, Vision and Values; priorities were gleaned by staff from the Mayor's State of the Town address. Priorities set forth fall in line with the Vision Plan that was approved by Town Council in Fiscal Year 2012. The full Vision Plan document may be found at <http://www.lexsc.com/documents/VisionPlan/VisionPlan.pdf>. These priorities were confirmed by Council with the adoption of the budget.

A major project related to Vision (V), Community (C), and Responsiveness (R) is the Icehouse project. This property purchased in FY13 is planned to be transformed into a destination plaza with retail and public green space. Plans include boutique retail and eateries along with plans to construct a permanent Farmers' Market and an amphitheatre. In addition the Town plans to extend Lexington's downtown connectivity through a proposed 1.1 mile walking/jogging trail that winds from this property, through Virginia Hylton Park, then circles back down Main Street to this property.

In relation to the Values of Vision (V), Community (C) Service (S) and Responsiveness (R); the Town plans to continue work on corridor development. The major corridors into and through Lexington represent the majority of concerns and criticism from residents who participated in the public input sessions of the Vision Plan. Problems noted included aesthetics, traffic congestion, and connectivity.

To begin addressing these concerns the Town has lined out in the Vision Plan seven specific areas in the Town to be aesthetically enhanced. The first project is the Sunset Boulevard/ I-20 interchange "Front Porch". The Town has been awarded a \$620,000 grant for this project, which includes landscaping and signage welcoming travelers to our wonderful Town. It is currently in the design approval stage and should break ground at the first of FY2014. The project has been developed in partnership with Lexington County and the Lexington Beautification Foundation. Further planning for additional corridor partnerships, improvements and funding will continue throughout the year.

An additional piece of the corridor development work is related to traffic congestion. Phase one of the Unified Traffic Improvement Plan broke ground in FY13. This project includes major intersection expansion, turning lanes and road widening. It is expected to take up to 24 months to complete. In conjunction with this, an Adaptive Computerized Signalization System is being planned. Staff is currently working with SCDOT to look at possible funding options to place Lexington at the forefront of traffic management through this latest innovative computer technology.

Also in the areas of Vision (V), Community (C), Service (S), and Responsiveness (R); diversified park development continues. Lexington County has donated property for the Town to use for a Dog Park. Construction of this amenity is expected to be completed in FY2014. .

An additional park amenity is in process in the Old Mill area. A public/private partnership with the Old Mill Partners is in process to design a walking trail around the Old Mill's 27 acre pond and construct a boardwalk. This is an unprecedented opportunity to create something very, very special for our citizens, visitors and tourists in our downtown footprint.

In relation to Community (C) and Service (S), the Town continues to partner with other organizations to host the Lexington Wine Walk and Oktoberfest. Also the expansion of the Town's Christmas activities into the Snowball Festival was very successful.

The first year for the Façade Improvement Grant program for Main Street brought significant investment to Downtown for little investment on the Town's part. This Service (S) and Vision (V) initiative will be repeated for FY14.

In relation to Accountability (A) and Integrity (I), all of the objectives listed above will be pursued while maintaining a strong financial position for the Town. We will maintain our practice of being financially conservative. Also, fostering partnerships with citizens and businesses allows us to leverage our limited resources and accomplish more than could be achieved separately.

## FINANCIAL POLICIES

The Town of Lexington has developed the following policies to manage its financial and budgetary affairs.

**BUDGET POLICY** – Budgets are adopted on a basis consistent with generally accepted accounting principles. Annual appropriated budgets are adopted for the General, Debt Service, Special Revenue and Waterworks and Sewer System Funds. When applicable, project-length financial plans are adopted for all capital projects funds. All annual appropriations lapse at fiscal year end. South Carolina law requires the Town to adopt a balanced budget each year. A balanced budget is one in which budgeted funding sources equal budgeted expenditures.

**REVENUE POLICY** – The Town will try to maintain a diversified and stable revenue system. The Town will maximize the utilization of user charges in lieu of ad valorem taxes for services that can be individually identified and where costs are directly related to the level of service. Enterprise funds will be self-supporting.

**INVESTMENT POLICY** – The Town seeks to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands and conforming to all state statutes governing the investment of public funds. The Town pools the cash of all funds into a central depository bank

account except that portion of cash on deposit in the South Carolina Local Government Investment Pool and where legal restrictions prohibit the commingling of funds. Temporary investments are then made from the pooled account in collaborative form in order to maximize the return on invested funds.

**ACCOUNTING, AUDITING AND FINANCIAL REPORTING POLICY** – The Town issues its annual financial statements in accordance with Generally Accepted Accounting Principles (GAAP) as outlined in the Governmental Accounting, Auditing and Financial Reporting (GAAFR) publication.

**RESERVED AND UNRESERVED FUND BALANCE POLICY** – The Town of Lexington budgets to maintain a Fund Balance Reserve of 25% of budgeted revenues less capital outlay in the General Fund. In addition the Town budgets to maintain one month's operating expenditures in Fund Balance plus a contingency reserve of 1.5% of budgeted revenue. In the Enterprise fund the Town budgets a contingency reserve of 1.5% of budgeted revenue.

**DEBT POLICY** – The Town of Lexington's borrowing power is restricted by amended Article X, Section 14 of the State Constitution which became effective November 30, 1977. This Section provides that a local government unit cannot at any time have total general bonded debt outstanding (excluding certain lease and installment obligations) in any amount that exceeds 8% of its total assessed property value. Also excluded from the limitation are: bonded indebtedness approved by the voters and issued within five years of the date of such referendum; special bonded indebtedness levies assessed on properties located in an area receiving special benefits from the taxes collected; and other bonded indebtedness existing on or prior to 1995. Additionally when feasible, special assessment, revenue, or other self-supporting bonds will be used instead of general obligation bonds. Further, good communication with bond rating agencies will be maintained and full disclosure on every financial report as well as bond official statements will continue.

## FINANCIAL MANAGEMENT SYSTEMS

### Government of the Town

The Town, incorporated in 1861, is located in the central part of the State of South Carolina approximately 12 miles from Columbia, the state capital. The Town is governed by a Mayor and six-member Town Council who are elected for four-year terms. The Town Council employs an Administrator who serves as the administrative head of the Town government, and is directly responsible to the Mayor and Town Council for the operation of all Town departments, and the enforcement of all laws and ordinances. It is the responsibility of the Administrator to prepare a recommended budget for Council's action, serve as Council's chief advisor in making necessary recommendations on

administrative matters, recruit and hire government's staff and process citizens' complaints and requests. The Town Administrator ensures that the Council's programs are implemented. Regularly scheduled Council meetings are held on the first Monday of each month.

#### Budgetary and Accounting Systems

The accounting policies of the Town of Lexington conform to Generally Accepted Accounting Principles (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted body for establishing governmental accounting and financial reporting principles. In most cases this conforms to the way the Town prepares its financial reports, except as follows:

Compensated absence liabilities that are expected to be liquidated with expendable financial resources are accrued as earned by employees (GAAP) as opposed to being expensed when paid (budget basis).

Principal payments on long-term debt within the Enterprise Fund are applied to outstanding liability on GAAP basis, as opposed to being expensed on a budget basis.

Capital outlays within the Enterprise Fund are recorded as assets on GAAP basis and expensed on budget basis.

#### Budgeting

In accordance with the General Statutes of the State of South Carolina, the Town Council is required by state statute to adopt an annual balanced budget by ordinance prior to July 1. Town Council has the authority to amend the budget ordinance. All annual appropriations lapse at year end. The budget is organized by fund. Annual appropriated budgets are adopted for the General, Special Revenue, Debt Service and Waterworks and Sewer System (Enterprise) Funds on a cash basis.

The General Fund is used to account for all current financial resources not required by law or administrative action to be accounted for in another fund. This fund includes general public functions: Council; Administration; Finance; Parks, Streets and Sanitation; Planning, Building and Technology; and Police. A portion of the expenditures for the General Government departments (Council; Administration; Finance; and Planning, Building and Technology) are allocated to the Enterprise Fund.

The Special Revenue Fund is used to account for proceeds provided by Fines levied for the specific purpose of funding the Victims' Advocate. Although supplemented by transfers from the General Fund this fund accounts for all the costs associated with providing a Victims' Advocate.

The Debt Service Fund is used to set aside resources to meet current and future debt service requirements on general long-term debt. Currently, the Town has two long term debt issues outstanding. The first, issued as Certificates of Participation, requires payments through 2019. The second is a General Obligation Bond that requires payments through 2021.

The Waterworks and Sewer System (Enterprise) Fund is used to account for the Town’s water distribution and wastewater collection. These services, including capital improvements, are funded by charges to the users. The Utilities department is 100% Enterprise Fund. The Finance department has specific functions that are entirely related to the Enterprise Fund.

Town of Lexington	
Fund Structure	
General Fund	
	Council
	Administration
	Finance
	Planning, Building and Technology
	Police
	Parks, Streets and Sanitation
Special Revenue Fund	
	Victims’ Advocate
Debt Service Fund	
Waterworks and Sewer System Fund	
	General Government Allocation
	Finance
	Utilities

Additional funds are included in the Comprehensive Annual Financial Report for which annual appropriations are not made and therefore are not included in this budget document. Specifically there are additional Special Revenue Funds as well as Capital Projects Funds. The Special Revenue funds account for revenues raised for a specific purpose, most commonly grants and donations. The Capital Projects Funds report major capital acquisitions separately from their ongoing operating activities

Fund balance is the difference between governmental fund assets and liabilities, also referred to as fund equity. For the Town of Lexington, our only governmental fund is the General Fund. We prepare a balanced budget for this fund, i.e. revenues equal expenditures less any designated use of fund balance.

The Town adheres to the following procedures in establishing the budget:

1. The various departments meet with the Finance Director, Town Administrator, and Assistant Town Administrator during the third quarter of the fiscal year to discuss their operating budget requests.
2. The Council meets in a workshop in the last quarter of the fiscal year to discuss all the departments' budgets.
3. The proposed budget is then compiled and enacted prior to July 1 in the form of an ordinance with two readings and one public hearing.
4. Department budgets may be adjusted to transfer budgeted amounts among line items within operations with the approval of the Department Director and either the Town Administrator or the Finance Director. The authority to adjust department budgets does not extend to personnel or capital budgets.
5. Formal budgetary integration is employed as a management control device during the year for the General, Special Revenue, Debt Service and Waterworks and Sewer System Enterprise Funds.
6. If the budget needs to be amended during the year, this is accomplished by Council by ordinance requiring two readings and a public hearing.

#### BUDGET CALENDAR

March 13	Budget meeting with department heads. Distribute budget worksheets and targets.
April 3	Budget requests to Finance.
May 6	Proposed budget completed.
May 13	Budget presentation and work session with Town Council.
May 20	Budget Ordinance and Tax Levy Ordinance first reading.
June 3	Public hearing, Budget Ordinance final reading, and Tax Levy Ordinance final reading.

STATE OF SOUTH CAROLINA )  
COUNTY OF LEXINGTON )  
TOWN OF LEXINGTON )

AN ORDINANCE

AN ORDINANCE ADOPTING A BUDGET PROPOSED BY THE TOWN COUNCIL, CONTAINING ESTIMATES OF PROPOSED REVENUES AND EXPENDITURES BY THE TOWN OF LEXINGTON FOR THE FISCAL YEAR BEGINNING JULY 1, 2013 AND ENDING JUNE 30, 2014, AND DECLARING THAT SAME SHALL CONSTITUTE THE BUDGET OF THE TOWN OF LEXINGTON FOR SUCH FISCAL YEAR.

BE IT ORDERED AND ORDAINED BY TOWN COUNCIL OF THE TOWN OF LEXINGTON, SOUTH CAROLINA, IN COUNCIL ASSEMBLED AND BY THE AUTHORITY THEREOF:

- SECTION 1: That this council hereby adopts the hereto annexed and approved revenues and expenditures for the various purposes therein named and set forth, for the conduct of the government of the Town of Lexington for the fiscal year beginning July 1, 2013 and ending June 30, 2014, and that the same shall constitute the official annual budget of the Town of Lexington for said fiscal year.
- SECTION 2: That funds obtained from any sources may be used for any of the appropriations named in said budget, except funds specifically restricted by Town Ordinance or by State Law.
- SECTION 3: That all Ordinances or parts of Ordinances conflicting with provisions of the ordinance are hereby repealed, insofar as the same affect this ordinance.
- SECTION 4: The Department Director and either the Finance Director or Town Administrator will be authorized to transfer funds from one line item to another, with the exception of salaries, benefits and capital improvements throughout the fiscal year.
- SECTION 5: That all purchasing for all Town departments and activities will be made by the designated purchasing agent.
- SECTION 6: That requests for goods and services needed by Town departments will be made by requisition to the purchasing agent.
- SECTION 7: That this Ordinance shall take effect and be in force from and after July 1, 2013.

Enacted this 3rd day of June, 2013.




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T. Randall Halfacre, Mayor of the Town of Lexington

ATTEST

INTRODUCED. . . . . May 20, 2013  
PUBLIC HEARING . . . . . June 3, 2013  
FINAL READING . . . . . June 3, 2013  
APPROVED . . . . . June 3, 2013



Becky Hildebrand, Municipal Clerk,

I, BECKY HILDEBRAND, MUNICIPAL CLERK, CERTIFY THAT THIS ORDINANCE WAS ADVERTISED FOR PUBLIC HEARING ON MAY 19, 2013.

STATE OF SOUTH CAROLINA )  
COUNTY OF LEXINGTON )  
TOWN OF LEXINGTON )

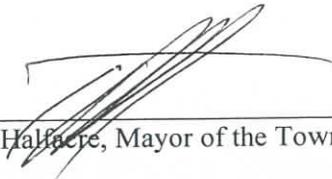
AN ORDINANCE

AN ORDINANCE TO PROVIDE FOR THE LEVY OF TAXES FOR ORDINARY TOWN PURPOSES IN THE TOWN OF LEXINGTON FOR THE FISCAL YEAR BEGINNING JULY 1, 2013 AND TO PROVIDE FOR THE EXPENDITURES THEREOF:

THE COUNCIL OF THE TOWN OF LEXINGTON HEREBY ORDAINS:

- SECTION 1: There shall be and is hereby levied upon all taxable property of the Town of Lexington for ordinary purposes, the fiscal year beginning July 1, 2013 and ending June 30, 2014, a tax of thirty five point one four (35.14) mills upon each one dollar (\$1.00) of taxable property for the Town of Lexington for said fiscal year.
- SECTION 2: That the said budget adopted as aforesaid, is hereby annexed and made a part and parcel of this Ordinance.
- SECTION 3: That, should any part of this Ordinance be held invalid by a court of competent jurisdiction, the remaining parts shall be severable and shall continue to be in full force and effect.
- SECTION 4: That all ordinances conflicting with the provisions of this Ordinance are hereby repealed, insofar as the same effect this Ordinance.
- SECTION 5: That this Ordinance shall take effect and be in force from and after July 1, 2013.
- SECTION 6: All taxes and sums herein assessed and provided for shall be due and payable between October 1, 2013 and January 15, 2014. If paid after January 15, 2014 but before February 2, 2014, a 3 % penalty will be assessed. If paid after February 1, 2014 and before March 16, 2014, a 10% penalty will be assessed. If paid after March 15, 2014 a penalty of 15% plus a \$5 collection fee will be assessed and shall be collected by distress or otherwise, as is provided by law, together with all legal costs and legal penalties.

ADOPTED AND APPROVED BY THE COUNCIL OF THE TOWN OF LEXINGTON ON THE 3rd DAY OF JUNE, 2013.

  
\_\_\_\_\_  
T. Randall Halfacre, Mayor of the Town of Lexington

ATTEST

INTRODUCED..... May 20, 2013  
PUBLIC HEARING ..... June 3, 2013  
FINAL READING ..... June 3, 2013  
APPROVED ..... June 3, 2013

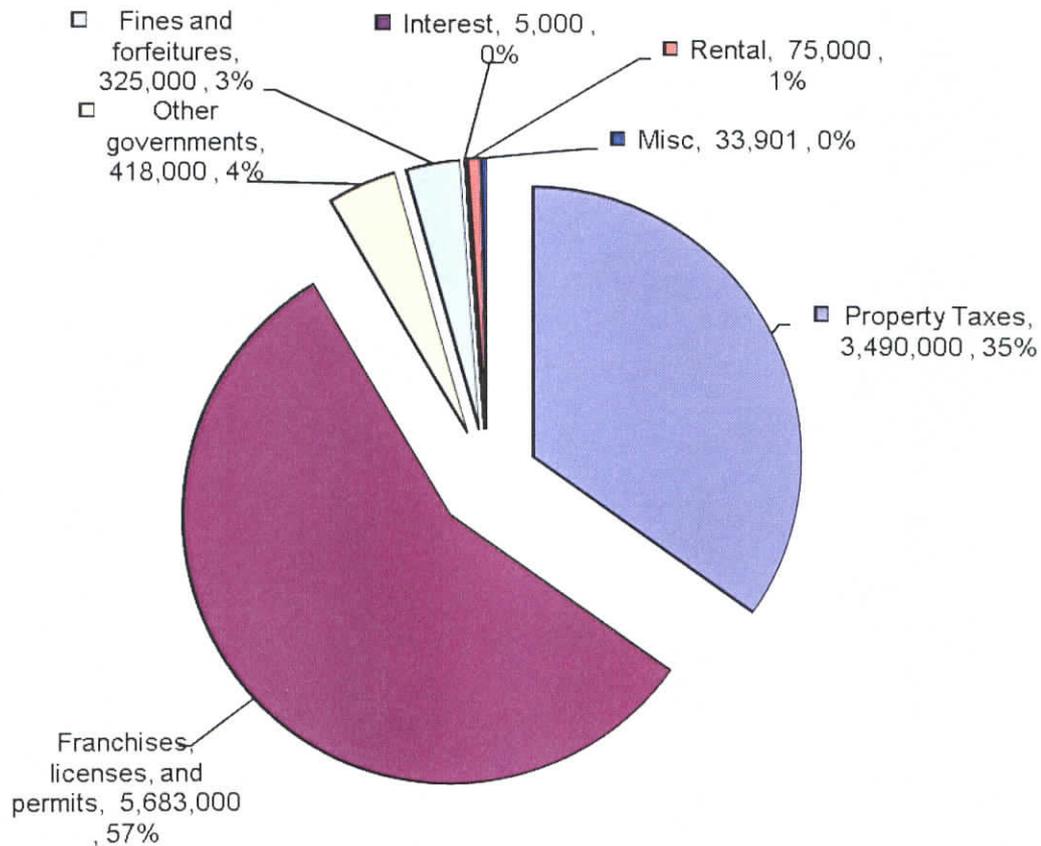
  
Becky Hildebrand, Municipal Clerk,

I, BECKY HILDEBRAND, MUNICIPAL CLERK, CERTIFY THAT THIS ORDINANCE WAS ADVERTISED FOR PUBLIC HEARING ON MAY 19, 2013.

### GENERAL FUND REVENUE

In general revenues are forecasted based on the current year's nine month actuals in conjunction with trends over the last ten years. For the General Fund, the largest two revenue categories are Property Taxes and Franchise, Licenses and Permits. Franchise, Licenses and Permits have steadily outpaced Property Tax revenues over the last ten years.

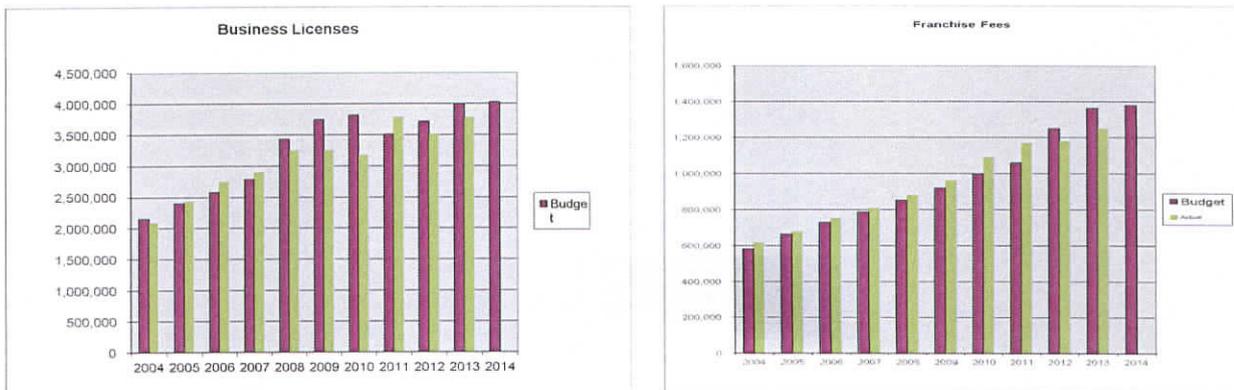
## 2014 General Fund Revenue



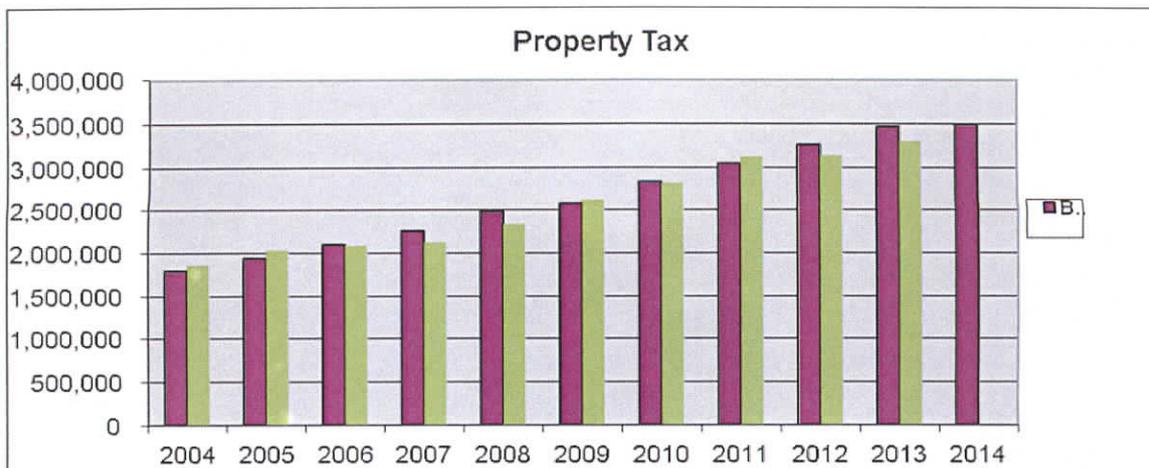
**Franchise, Licenses and Permits** – Business License Fees, the largest component of this category at 71%, is a privilege tax. It is required of every person engaged or intending to engage in any calling, business, occupation or profession within the limits of the Town of Lexington and is based on gross revenues. Business license fees are self-reported and remitted annually. The Town of Lexington is a thriving community and the business sector has grown tremendously. This trend is expected to persist as annexations and population growth continues. The largest portion (40%) of business license revenue is received in the latter part of June. Therefore it is difficult to predict collections for the current year and project collections for the next year. The overall economy in 2009 and 2010 stopped growth in business license revenue as seen in

the chart below. However, in 2011 business license revenue collections picked up plus a large insurance company settlement boosted revenues. This skewed the 2012 revenues somewhat but stable growth is expected for 2013 and into 2014.

The second largest part of this category Franchise Fees (at 24%) is also growing. Our local electric and gas company provides a substantial portion of our Franchise Fees and their revenue is fairly stable even in an unstable economy. Other industries that feed into the Franchise Fee bucket are cable television and landline telephone companies. Although the landline telephone franchise fees have diminished, the other companies more than make up the difference. Franchise fees are also based on gross receipts, self-reported and remitted either quarterly or annually.



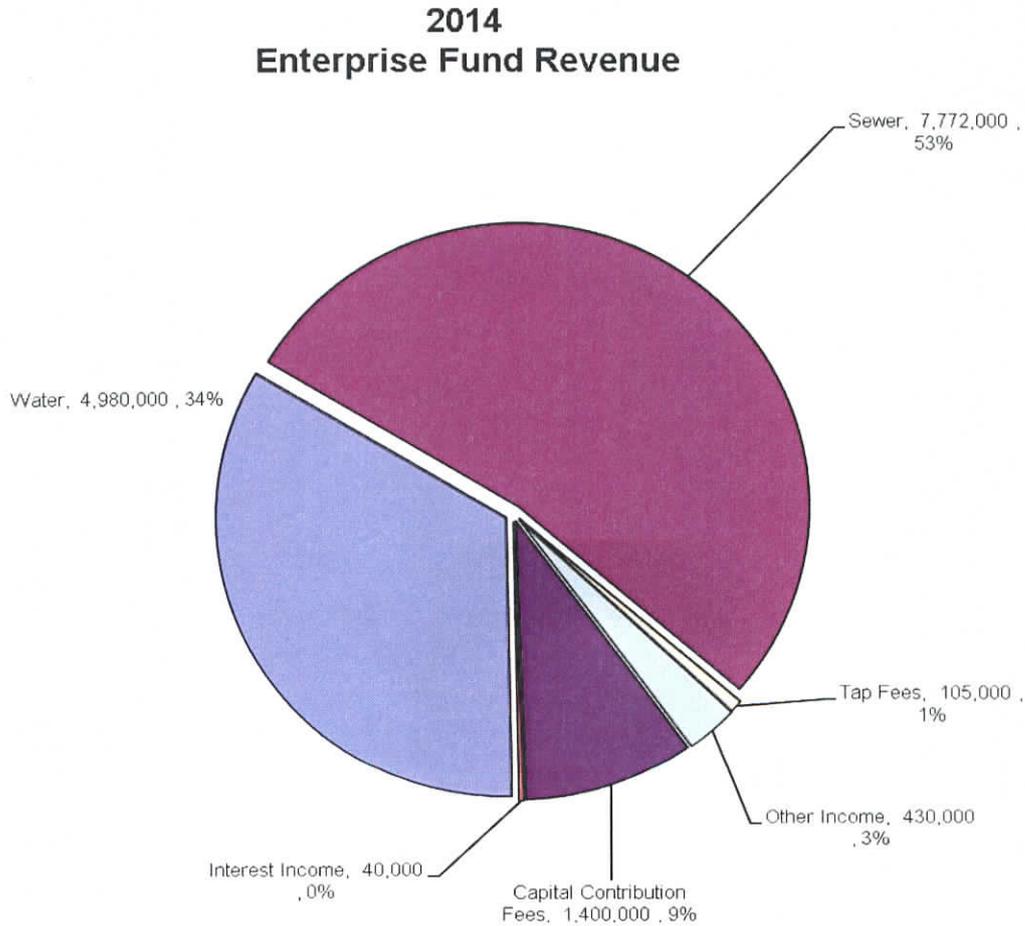
**Property Taxes** – Property taxes account for 35% of the General Fund budget. South Carolina law allows local governments to levy taxes on real and personal property valuations as assessed and equalized according to statutory guidelines. The millage rate for the Town of Lexington has not increased in over 20 years. However, increased property values and annexations have led to increased revenues in this category.



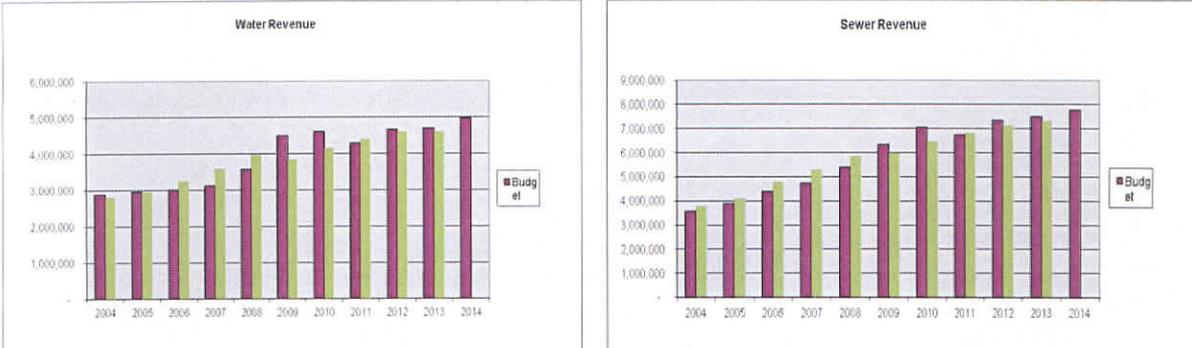
### ENTERPRISE FUND REVENUE

The Town's combined waterworks and sewer system provides water and sewer services to customers both inside the political boundaries of the Town and in adjacent unincorporated portions of Lexington County. With approximately 212 miles of water lines and approximately 274 miles of sewer lines, the system provides service to approximately 14,000 customers.

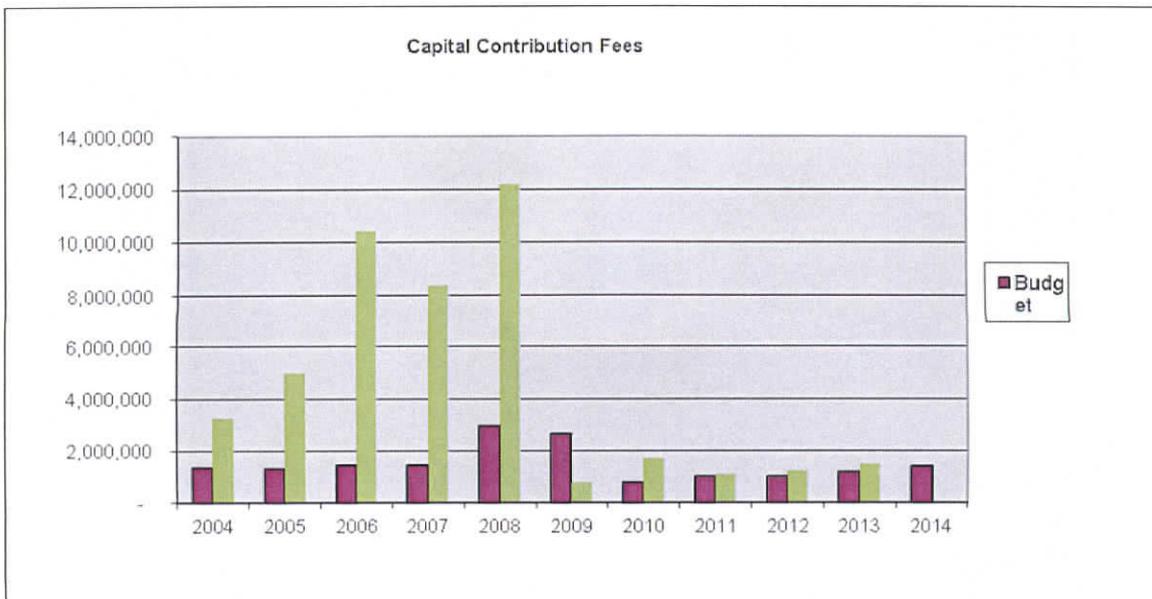
The Town sets rates for water and sewer services provided to its customers on a full-cost recovery basis. By far the largest revenue sources in the Enterprise Fund are the fees charged for water and sewer service. The third largest revenue source is the Capital Contribution Fees.



**Water and Sewer Service Fees** – The Town’s rates for water and sewer services stand at the upper end of fees for such services imposed by municipalities in the Midlands Region, but have not been demonstrated to have resulted in any diminishment of growth in population or economic activity in the Town or its service area. Water and Sewer revenues have increased due largely to growth in the service area. A 3% fee increase for operational revenues has been adopted effective July 1, 2013.



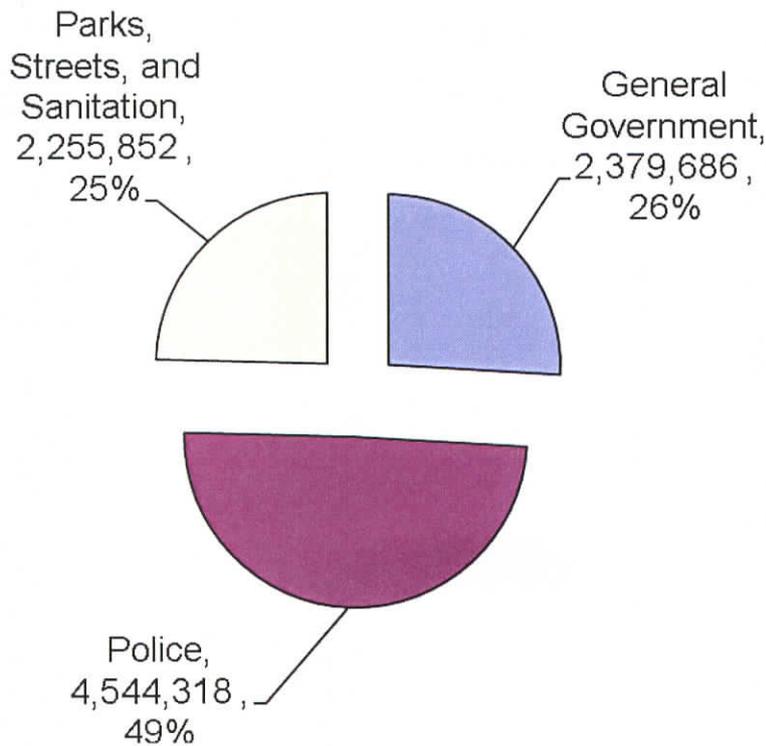
**Capital Contribution Fees** – The Town imposes capital contribution fees (CCFs) to recover the cost of capital improvements to the system and related expenditures that are incurred as the result of adding customers and accommodating development. The last CCF rate increase was January 1, 2008. When properties are developed or the defined use of a property changes, a calculation of the expected usage for the property is made and the appropriate fee is charged based on that usage estimate. The Town experienced an explosion of growth in new construction in 2006, 2007, and 2008. This growth slowed substantially in 2009 and in 2010. Many subdivisions that were started before 2009 are now being built out. In addition several new major projects are currently in the planning stages.



### GENERAL FUND EXPENDITURES

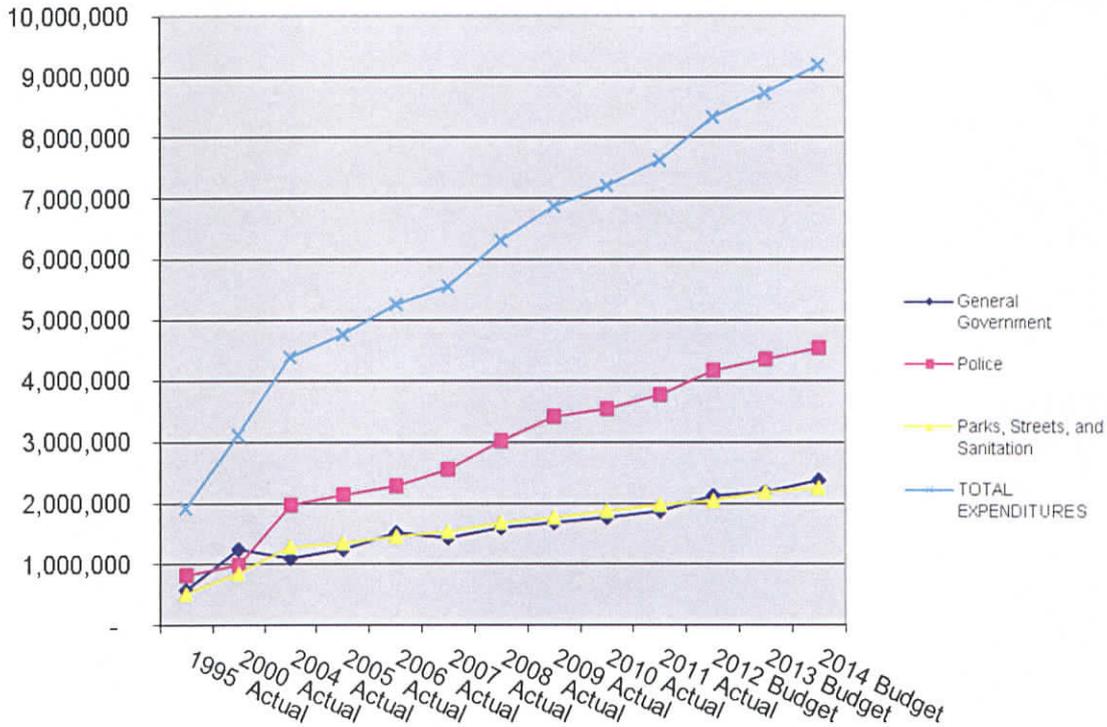
Half of the expenditures for the General Fund are for Police. Of the \$4,544,318 budgeted for the Police department, \$4,003,983, or 83%, is for salaries and benefits. The remaining budget for the General Fund is split between Parks, Streets and Sanitation and General Government. General Government includes Council; Administration; Finance; and Planning, Building and Technology.

## 2014 General Fund Expenditures



General Fund Expenditures have grown over the years partly through general inflation. In addition the Town has grown through annexation and general population increases, consequently additional staff has been added most notably in the Police Department. The chart below shows the growth of expenditures over the last 18 years.

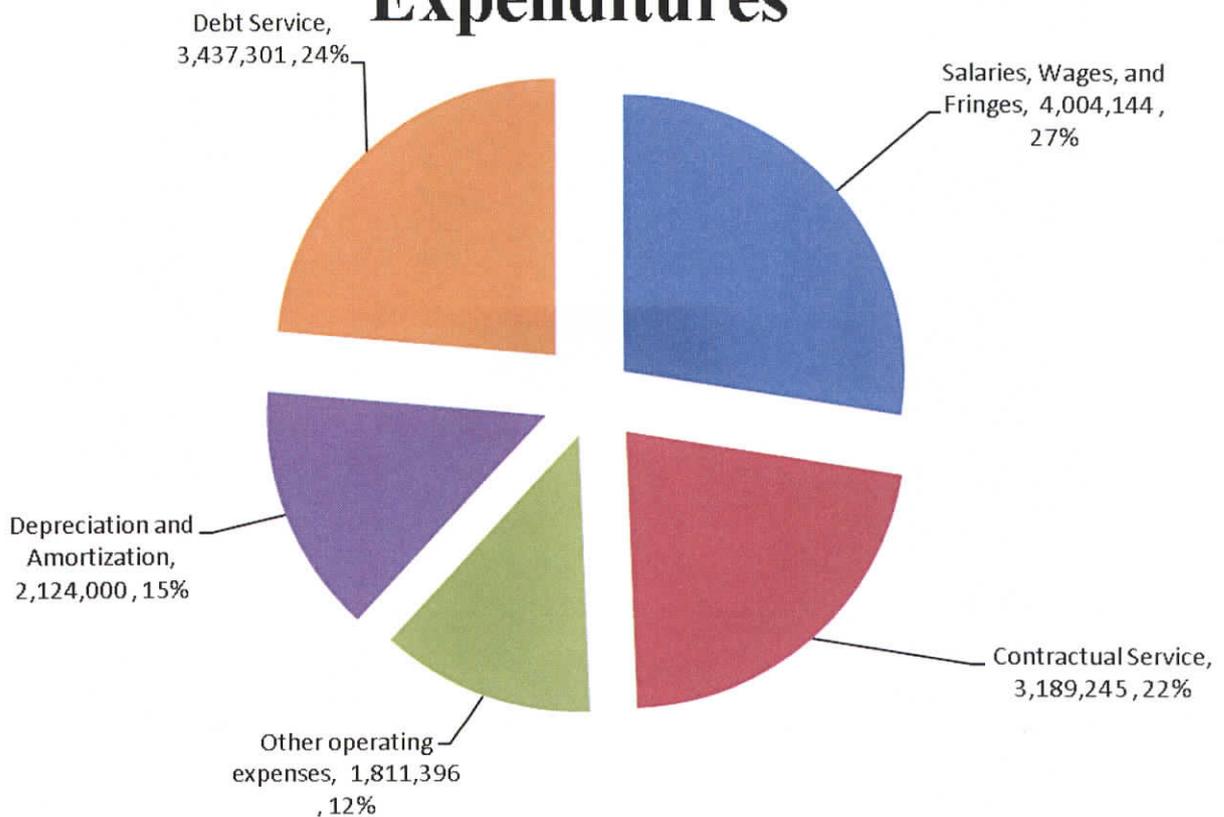
**General Fund Expenditures \$**



### ENTERPRISE FUND EXPENDITURES

For the Enterprise Fund, a little over one quarter of the expenditures directly cover wages and benefits. Another 24% covers debt service requirements. Contractual services account for 22% of Enterprise Fund expenditures. The cost of water from West Columbia and the cost of sewer treatment from Cayce make up approximately 83% of the contractual services category. The remaining expenditures for the Enterprise Fund are for depreciation and amortization and other operating expenditures.

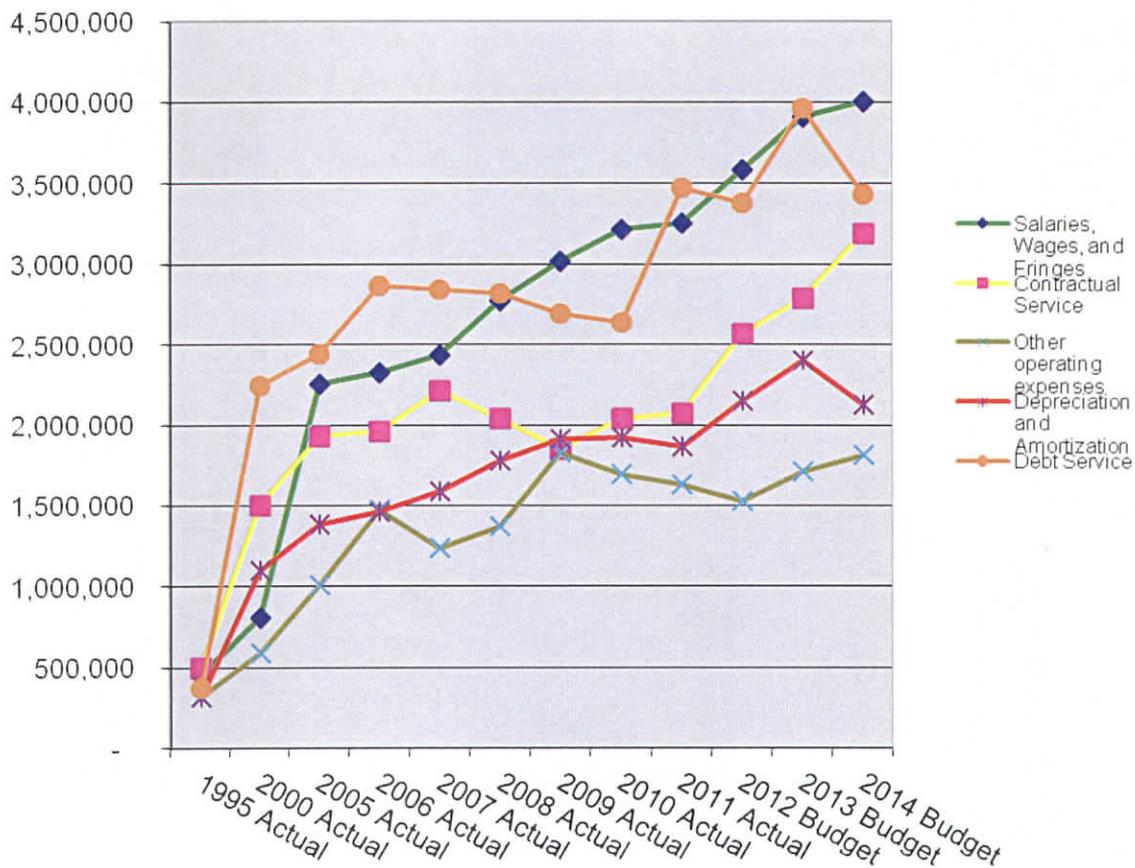
## 2014 Enterprise Fund Expenditures





Enterprise Fund expenditures have grown over the years. With the construction of the new sewer facility, the Town has issued a substantial amount of long term debt and therefore our debt service payments have increased. When this plant comes on-line, contractual services are expected to increase. Over the years, as the customer base has increased, the staffing for the Enterprise Fund has also increased.

**Enterprise Fund Expenditures**



DEBT SERVICE

The Town has incurred debt as capital needs have grown. The debt has been used to fund both revenue producing facilities and general purpose facilities

	Balances June 30, 2013	Additions	Reductions	Balances June 30, 2014	Due within one Year
<b>General Government:</b>					
Certificates of participation:					
Capital appreciation certificates	1,260,000	-	(210,000)	1,050,000	210,000
Less deferred amount:					
For issuance discount	(220,277)	-	62,746	(157,531)	-
Total certificates of participation	1,039,723	-	(147,254)	892,469	210,000
General obligation bonds	1,315,000	-	(155,000)	1,160,000	160,000
GO Bond Anticipation Note	1,465,000	1,500,000	(1,465,000)	1,500,000	-
Note Payable	137,000	-	(34,250)	102,750	34,250
Compensated absences	590,000	400,000	(375,000)	615,000	400,000
Governmental activities					
Long-term liabilities	<u>\$ 4,546,723</u>	<u>\$ 1,900,000</u>	<u>\$ (2,176,504)</u>	<u>\$ 4,270,219</u>	<u>\$ 804,250</u>
<b>Enterprise Fund:</b>					
Revenue bonds payable:					
Revenue bonds	56,560,000	-	(995,000)	55,565,000	1,030,000
Less deferred amounts:					
For issuance discount	(74,617)	-	2,769	(71,848)	-
For issuance premium	477,343	-	(27,716)	449,627	-
On refunding	(1,466,181)	-	92,601	(1,373,580)	-
Total revenue bonds payable	55,496,545	-	(927,346)	54,569,199	1,030,000
Contract payable	1,723,349	-	(375,681)	1,347,668	261,394
Capital lease	302,898	-	(46,949)	255,949	49,220
Compensated absences	190,000	130,000	(115,000)	205,000	105,000
Business-type activities					
Long-term liabilities	<u>\$ 57,712,792</u>	<u>\$ 130,000</u>	<u>\$ (1,464,976)</u>	<u>\$ 56,377,816</u>	<u>\$ 1,445,614</u>

The following table shows the debt funding requirement for the Town of Lexington for 2013 – 2043. The amounts show principal and interest and is based on current outstanding debt issues.

ANNUAL BOND MATURITY AND INTEREST REQUIREMENTS  
 For General Obligation , Revenue Bonds and Contractual Obligations

Year	General Obligation Bonds		Revenue Bonds		Contractual Obligations		Total
	Principal	Interest	Principal	Interest	Principal	Interest	
2014	215,081	202,519	995,000	2,442,301	422,630	39,065	4,316,596
2015	215,776	200,624	1,030,000	2,410,001	310,614	31,235	4,198,250
2016	216,730	198,271	1,035,000	2,377,151	315,475	24,986	4,167,613
2017	212,933	195,468	1,080,000	2,336,231	328,478	18,586	4,171,696
2018	209,369	192,431	1,130,000	2,305,406	337,441	11,910	4,186,557
2019	206,032	189,168	1,170,000	2,268,656	311,609	5,013	4,150,478
2020	170,000	13,600	1,505,000	2,230,181	-	-	3,918,781
2021	170,000	6,800	1,560,000	2,177,256	-	-	3,914,056
2022	-	-	1,620,000	2,115,269	-	-	3,735,269
2023	-	-	1,695,000	2,040,331	-	-	3,735,331
2024	-	-	1,770,000	1,969,106	-	-	3,739,106
2025	-	-	1,850,000	1,886,300	-	-	3,736,300
2026	-	-	1,940,000	1,798,300	-	-	3,738,300
2027	-	-	2,025,000	1,715,088	-	-	3,740,088
2028	-	-	2,115,000	1,625,238	-	-	3,740,238
2029	-	-	2,215,000	1,524,088	-	-	3,739,088
2030	-	-	2,295,000	1,443,925	-	-	3,738,925
2031	-	-	2,370,000	1,364,513	-	-	3,734,513
2032	-	-	2,460,000	1,274,588	-	-	3,734,588
2033	-	-	2,260,000	1,180,488	-	-	3,440,488
2034	-	-	2,370,000	1,071,163	-	-	3,441,163
2035	-	-	2,485,000	956,513	-	-	3,441,513
2036	-	-	2,605,000	836,288	-	-	3,441,288
2037	-	-	2,730,000	714,863	-	-	3,444,863
2038	-	-	2,855,000	587,588	-	-	3,442,588
2039	-	-	2,985,000	454,463	-	-	3,439,463
2040	-	-	3,130,000	315,263	-	-	3,445,263
2041	-	-	3,280,000	161,328	-	-	3,441,328

The following table lists the various debt obligations of the Town and shows the original issue amount, the interest rate, maturity date, and purpose of issue.

**Debt Summary**

**General Fund Debt**

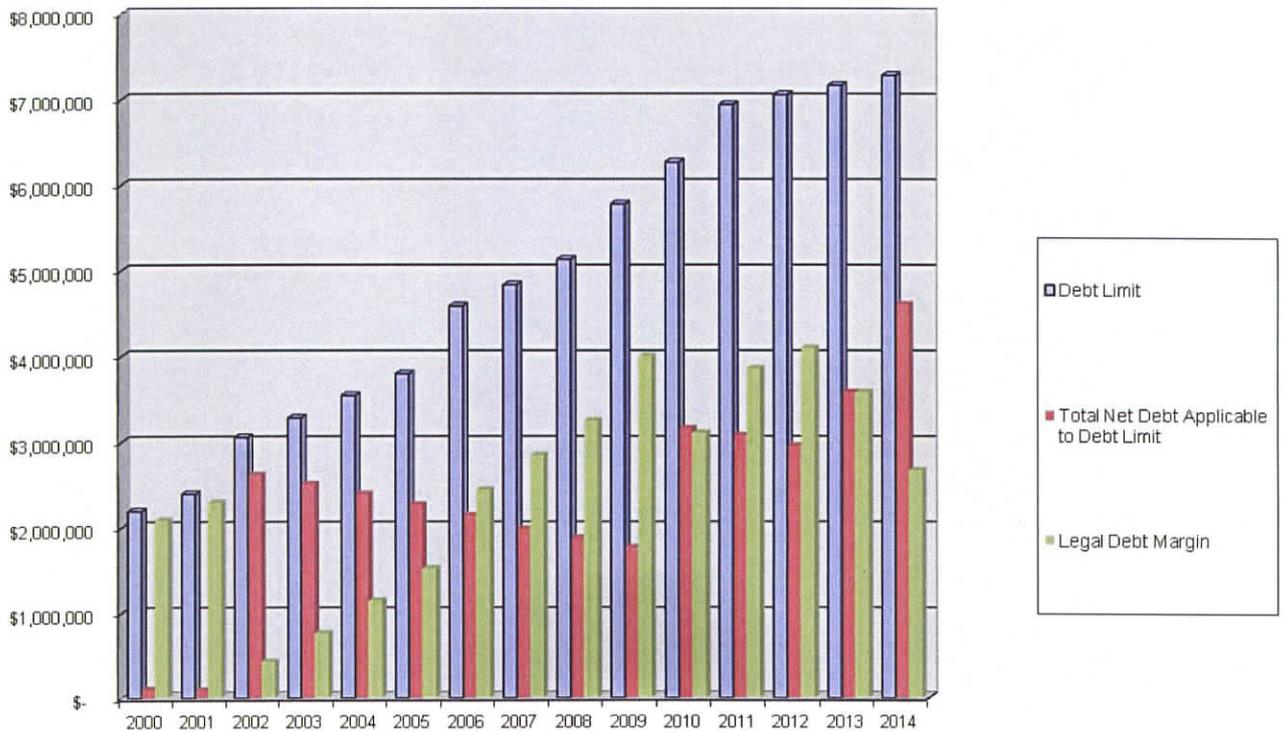
Description	Issue Date	Amount Borrowed	Rate	Final PYMNT	Purpose
Series 2012 GO Refunding Bonds	12/27/2012	\$ 1,465,000	1.428795%	6/15/21	Refund Series 2002 GO Bonds which was used for the Acquisition and Construction of Road and Infrastructure Maintenance and Main Street Streetscape Improvements.
Series 2013 GO Bond Anticipation Notes	1/17/2013	\$ 3,300,000	0.70%	1/15/2014	Off-Street Parking, Street and Road Improvements & Repairs, and other Municipal Improvements.
Series 1994 COPS	7/1/1994	\$ 2,755,278	5.963%	12/01/2018	Construction of Town Hall Building.
Note Payable	9/9/2010	\$ 229,964	0.000%	5/15/2017	Acquisition of Property adjacent to Virginia Hilton Park.

**Enterprise Fund Debt**

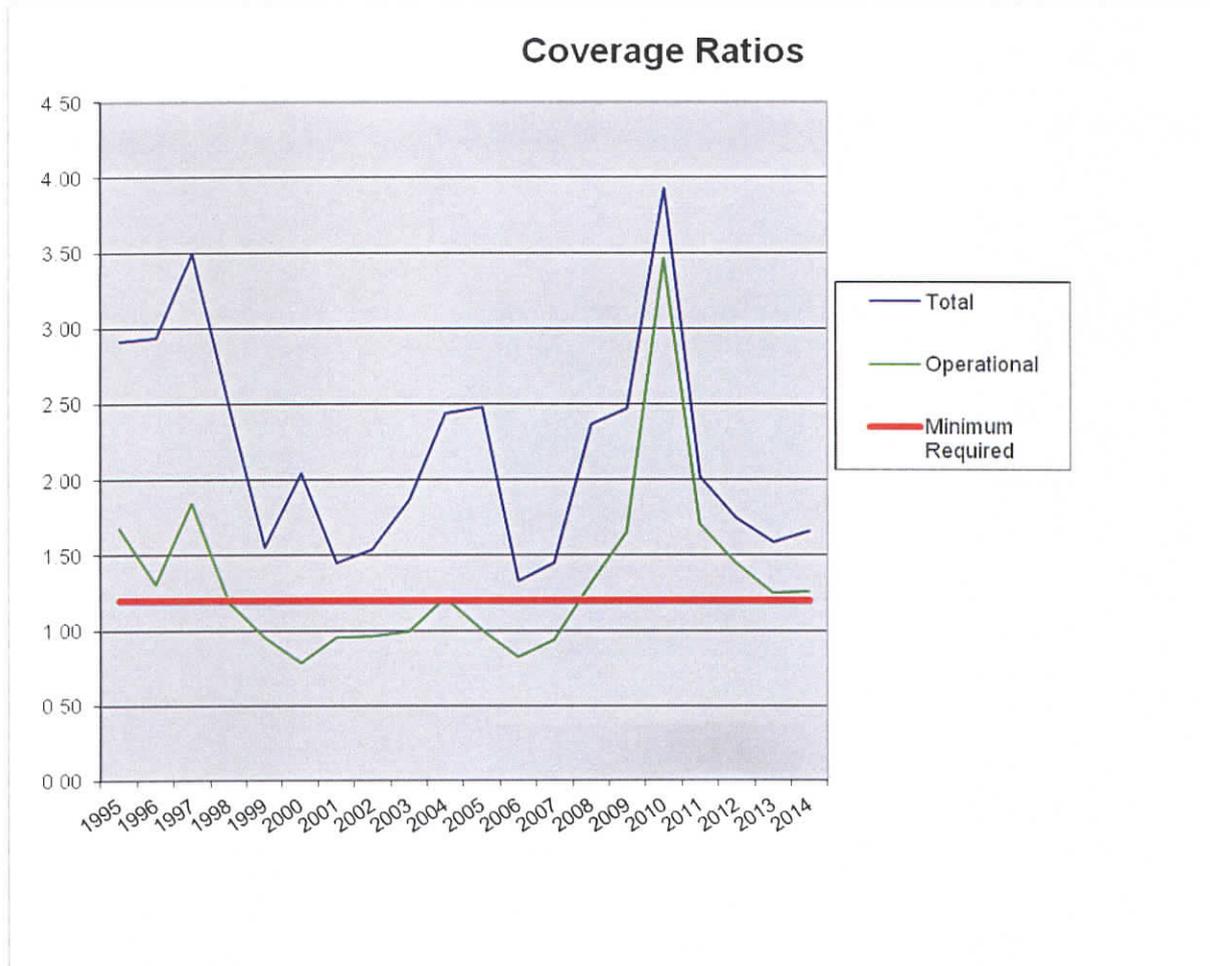
Description	Issue Date	Amount Borrowed	Rate	Final PYMNT	Purpose
Series 2001A Revenue Bonds	10/30/2001	\$ 27,475,000	5.08%	10/01/2032	Refund Series 1997 Revenue Bonds, Refund Portion of 1993 Revenue Bonds, Acquisition of Water Capacity and Retail Distribution Rights, Expansion of Town Hall Including Furnishings and Equipment, and Expansions and Improvement to the Combined Waterworks and Sewer System.
Series 2004 Revenue Bonds	9/8/2004	\$ 7,865,000	4.5595999%	08/01/2032	Expansions and Improvements to the Combined Waterworks and Sewer System.
Series 2009 Revenue Bonds	12/15/2009	\$ 11,405,000	4.7453577%	1/15/2041	Expansions and Improvements to the Combined Waterworks and Sewer System including acquisition of capacity in the City of Cayce's new wastewater treatment facility.
Series 2010 Revenue Bonds	4/1/2010	\$ 16,665,000	4.727502%	1/15/2041	Expansions and Improvements to the Combined Waterworks and Sewer System including acquisition of capacity in the City of Cayce's new wastewater treatment facility.
Series 2011 Revenue Bonds	4/1/2011	\$ 14,145,000	3.804399%	4/1/2027	Refund a Portion of the Series 2001A Revenue Bonds.
Series 2012 Revenue Bonds	8/1/2012	\$ 7,650,000	3.3557738%	6/30/2032	Refund a Portion of the Series 2001A Revenue Bonds
Series 2012 Revenue Bond Anticipation Notes	12/27/2012	\$ 2,200,000	0.640%	12/2/2013	Construction & Acquisition of Highway 378 Regional Pump Station, 14 Mile Creek Force Main upgrades, and various other Capital Improvements
Series 2013 Revenue Bond Anticipation Notes	1/17/2013	\$ 7,800,000	0.647%	12/2/2013	Construction & Acquisition of Highway 378 Regional Pump Station, 14 Mile Creek Force Main upgrades, and various other Capital Improvements
Contract Payable to West Columbia	6/30/1998	\$ 2,980,000	4.75%	4/1/2019	Retail Distribution Rights of Water.
Lease Payable to West Columbia	6/30/1998	\$ 4,269,496	3.59%	4/1/2019	Water Lines and Water Capacity.

The Town's borrowing power is restricted by amended Article X, Section 14 of the State Constitution which became effective November 30, 1977. This Section provides that a local government unit cannot at any time have total general bonded debt outstanding (excluding certain lease and installment obligations) in any amount that exceeds 8% of its total assessed property value. Also, excluded from the limitation are: bonded indebtedness approved by the voters and issued within five years of the date of such referendum; special bonded indebtedness levies assessed on properties located in an area receiving special benefits from the taxes collected; and other bonded indebtedness existing on or prior to 1995. Accordingly, the Town's outstanding Certificates of Participation do not count towards the calculation of the legal debt margin.

**General Obligation Legal Debt Margin**



Rate covenants under the Town's Bond Ordinance require that the Town maintain a minimum debt coverage ratio of 1.2 for Revenue Bonds. The estimated Debt Coverage ratio for 2014 is 1.66. The ratio excluding Capital Contribution Fees is estimated to be 1.26.



Bonds were issued in 2010 totaling \$28,070,000 which has impacted our coverage ratios. The bond issue is being used to pay costs of acquiring additional wastewater treatment capacity and to fund improvements to the Town's Combined Waterworks and Sewer System. Additional bonds were issued in 2011, however, this series was used to refinance a portion of the Series 2001A bond and therefore had a minor positive effect on our coverage ratios.

### CAPITAL EXPENDITURES

For the General Fund, the Town purchased property very near Main Street for the purpose of developing a parking lot. As development proceeds on Main Street, the parking lot will be completed. Also as described above, the Town has purchased

property along Church Street, dubbed The Icehouse Project. This acquisition is intended to become a destination plaza with retail and public green space. The Town has issued a Bond Anticipation Note to fund this acquisition along with some road improvement projects which will eventually be refunded by a General Obligation Bond.

The Town's Vision Plan ([http://www.lexsc.com/vp\\_index.htm](http://www.lexsc.com/vp_index.htm)) gives an overview of desired future projects. Funding continues to be an issue in completing these projects. However the Town continues to pursue partnerships with the community and a variety of grant opportunities. In this regard the Town is in the process of establishing a Vision Plan Action Committee to keep a focus on the vision and to search for funding opportunities. In addition other funding vehicles such as TIF districts and a 1% Capital Projects Tax referendum are being investigated.

On August 28, 2009, the Town of Lexington, along with the Lexington County Joint Water and Sewer Commission, entered into a new Wastewater Services Agreement with the City of Cayce, SC to provide for the financing, construction, and operation of a new Wastewater Treatment Plant with total capacity of 25 MGD (million gallons per day). Construction of the plant began in fiscal year 2010 and was completed in the first quarter of calendar year 2013. With the construction of this facility the Town of Lexington now has 12.462 MGD of sewer capacity, an increase of 6.06 MGD of capacity. In addition to the plant expansion, there are other improvements necessary to accommodate the flow of capacity to the Town's Combined Waterworks and Sewer System that commenced in 2010 and continues in 2014 and beyond. These projects total \$49,277,200. The new wastewater treatment plant will be operated by the City of Cayce. The old plant as well as the Town's Coventry Woods plant will be decommissioned. As capacity use increases, it is expected that the operating costs will increase. It is anticipated that the closing of the Coventry Woods plant will create some operational savings to offset some of the increased operating costs of the new plant.

The Town's Consulting Engineers, Jacobs Engineering Group, Inc. of Norcross, Georgia, recommended a series of 3% annual rate increases for each of the ten Fiscal Years 2009-2018 in a rate study dated December 3, 2008. On March 2, 2009, the Council implemented the first of the recommended rate increases enacting a 3% rate increase effective July 1, 2009. With this budget the fifth 3% rate increase is put into place effective July 1, 2013.

## FUND BALANCE

### General Fund

As a general rule, budgets for the General Fund balance projected revenues with anticipated expenditures which would result in no change in fund balance from one year to the next. This only varies if fund balance is budgeted as a source of funds. When revenues do not meet expectations during the year, anticipated expenditures are often

adjusted. For fiscal year 2014, Fund Balance is being used to fund certain capital expenditures.

Enterprise Fund

As stated earlier, Capital Contribution Fees are imposed to recover the cost of capital improvements to the system and related expenditures that are incurred as the result of adding customers and accommodating development. Because of the nature of this revenue source, total receipts during growth years are not entirely budgeted as the money is set aside for anticipated capital expansion. The Town has entered a phase of large capital expenditures needed to allow for continued growth. BAN proceeds from FY 2013 are scheduled to cover the projects that are ongoing in FY 2014.

POSITIONS

For FY 2014, the Town has added two positions in the General Fund. The need was brought about by growth in the Town. One position has been added in Planning, Building and Technology and one in the Police department. No positions have been added in the Enterprise Fund.

The total number of positions in the General Fund is 103, up 2 from FY 2013 and the Enterprise fund has remained the same at 39. Total employment for the Town of Lexington is 142 not including temporary, grant funded positions.

**POSITIONS**

	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>
General Fund			
Council	7	7	7
Administration	12	12	12
Finance	6	5	5
Planning, Building and Technology	11	13	14
Police	49	49	50
Parks	13	15	15
Enterprise Fund			
Finance	6	6	6
Utilities	32	33	33
<b>TOTAL POSITIONS</b>	136	140	142

Sources and Uses of Funds

Fiscal Year Ending June 30, 2014  
Budget Summary



	GENERAL FUND	ENTERPRISE FUND	DEBT SERVICE FUND	SPECIAL REVENUE FUND	TOTAL FY 2014 BUDGET	TOTAL FY 2013 BUDGET	TOTAL FY 2012 ACTUAL
<b>ESTIMATED REVENUES</b>							
Taxes:							
Property Taxes	\$ 3,490,000	\$ -	\$ -	\$ -	\$ 3,490,000	\$ 3,465,000	\$ 3,150,728
Franchise Fees	1,380,000	-	-	-	1,380,000	1,365,000	1,179,981
Licenses and Permits	4,303,000	-	-	-	4,303,000	4,258,000	3,732,363
Intergovernmental Revenue	418,000	-	-	-	418,000	340,000	357,512
Charges for Services	75,000	13,247,000	-	-	13,322,000	12,488,000	11,976,967
Fines and Forfeitures	325,000	-	-	44,139	369,139	363,000	322,197
Miscellaneous Revenue	37,000	1,480,000	-	-	1,517,000	1,661,987	1,709,885
<b>TOTAL SOURCES OF FUNDS</b>	<b>10,028,000</b>	<b>14,727,000</b>	<b>-</b>	<b>44,139</b>	<b>24,799,139</b>	<b>23,940,987</b>	<b>22,429,633</b>
<b>OPERATING EXPENDITURES AND CAPITAL OUTLAY</b>							
General Government	4,309,876	-	-	-	4,309,876	4,225,140	3,554,923
Public Safety	4,863,641	-	-	65,083	4,928,724	4,725,796	4,290,112
Public Works	-	7,555,895	-	-	7,555,895	6,846,934	6,430,955
Parks, Streets and Sanitation	2,318,225	-	-	-	2,318,225	2,275,205	2,100,190
General and Administrative Allocation	(1,702,513)	1,702,513	-	-	-	-	-
Debt Service	-	3,838,487	440,985	-	4,279,472	4,392,487	3,880,653
<b>TOTAL OPERATING EXPENDITURES AND CAPITAL OUTLAY</b>	<b>9,789,229</b>	<b>13,096,895</b>	<b>440,985</b>	<b>65,083</b>	<b>23,392,192</b>	<b>22,465,562</b>	<b>20,256,833</b>
<b>OTHER SOURCES AND USES</b>							
Self Financing of Capital Acquisition	413,328	-	-	-	413,328	4,561,545	-
Bond/Bond Anticipation Note (BAN)	-	-	-	-	-	11,000,000	-
Capital Improvement Plan	-	(1,430,200)	-	-	(1,430,200)	(16,197,500)	(14,639,743)
Road Improvement Match	-	-	-	-	-	(500,000)	-
Operating Transfers	(501,679)	-	440,985	20,944	(39,750)	1,000	(317,024)
Contingency Reserve	(150,420)	(199,905)	-	-	(350,325)	(340,470)	-
<b>TOTAL OTHER SOURCES AND (USES)</b>	<b>(238,771)</b>	<b>(1,630,105)</b>	<b>440,985</b>	<b>20,944</b>	<b>(1,406,947)</b>	<b>(1,475,425)</b>	<b>(14,956,767)</b>
Excess (Deficiency) of Revenue Over Expenditures and Other	-	-	-	-	-	-	(12,783,967)
Fund Balance/Fund Equity, Beginning of Year	4,220,353	52,246,510	213,499	971	56,681,333	61,242,878	74,026,845
Use of Cash Reserves	(413,328)	-	-	-	(413,328)	(4,561,545)	(12,783,967)
<b>Fund Balance/Fund Equity, End of Year</b>	<b>\$ 3,807,025</b>	<b>\$ 52,246,510</b>	<b>\$ 213,499</b>	<b>\$ 971</b>	<b>\$ 56,268,005</b>	<b>\$ 56,681,333</b>	<b>\$ 61,242,878</b>



Town of Lexington, South Carolina  
**Revenue, Expenditures and Other Sources and Uses (Summary)**

Fiscal Year Ending June 30, 2014  
 General Fund



<b><u>REVENUE</u></b>	<b><u>FY 2014</u></b>
Property Taxes	\$ 3,490,000
Franchise Fees	1,380,000
Business Licenses	4,023,000
Permits	280,000
Fines and Forfeitures	325,000
Rental Income	75,000
Other Governments	418,000
Miscellaneous Income	32,000
	<hr/>
Total Revenue	10,023,000
	<hr/>
<b><u>OPERATING EXPENDITURES</u></b>	
Council and Town Hall Department	176,387
Administration Department	864,244
Finance Department	247,682
Planning, Building and Technology Department	1,094,612
Police Department	4,544,318
Parks, Streets and Sanitation Department	2,255,852
	<hr/>
Total Operating Expenditures	9,183,095
	<hr/>
<b><u>OTHER SOURCES AND (USES)</u></b>	
Interest Income	5,000
Capital Outlay	(606,134)
Transfer to Grant Match	(15,000)
Transfer to Vision Plan	(25,000)
Transfer to Debt Service Fund	(406,735)
Transfer to Victims' Advocate	(20,944)
Other Transfer In - Accommodation Tax	31,000
Transfer to KEYS	(15,000)
Main Street Improvement	(50,000)
Self Financing of Capital Acquisition	413,328
Contingency Reserve (@1.5% of Revenue)	(150,420)
	<hr/>
Total Other Sources and (Uses)	(839,905)
	<hr/>
Excess (Deficiency) of Revenue Over Expenditures and Other Sources and (Uses)	\$ -
	<hr/> <hr/>

Town of Lexington, South Carolina  
**Schedule of Fund Balance and Required Reserve**

Fiscal Year Ending June 30, 2014  
 General Fund



**FY 2014**

**FUND BALANCE AND REQUIRED RESERVE**

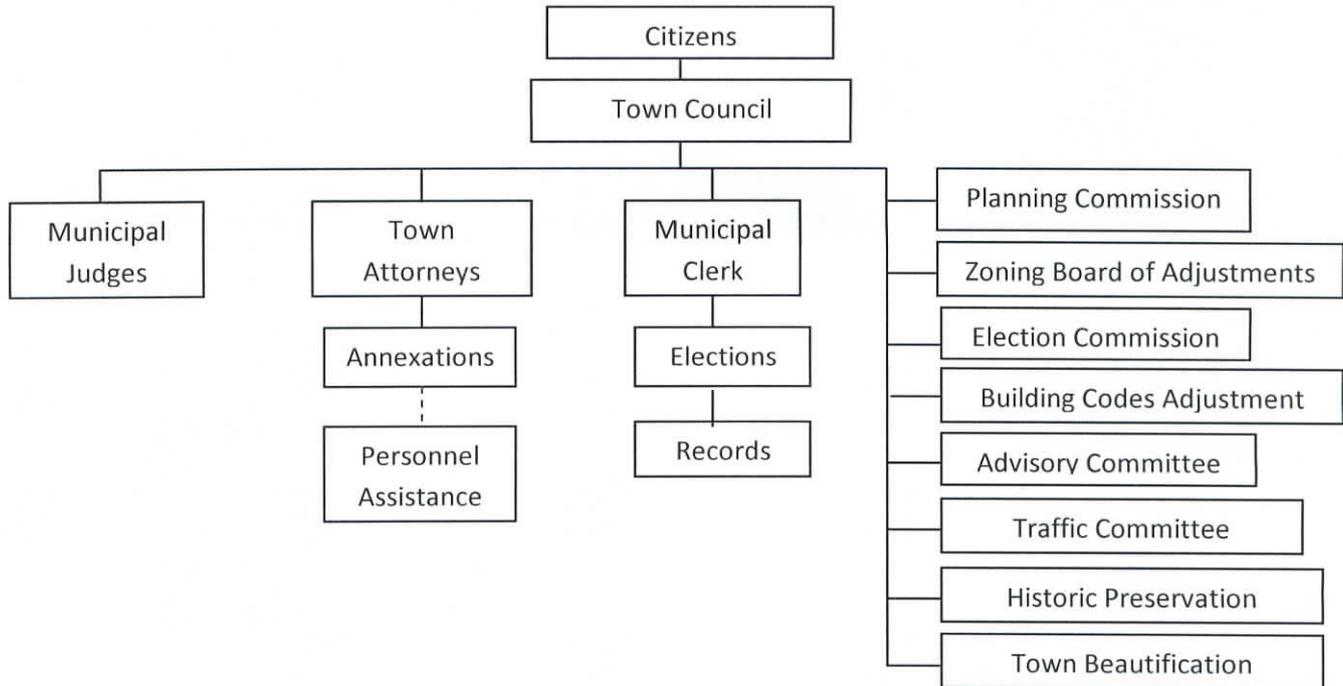
Estimated beginning fund balance at July 1, 2013	\$ 4,220,353
Total revenues	10,023,000
Total operating expenditures	(9,183,095)
Other Sources and (uses)	(1,102,813)
	<u>3,957,445</u>
Estimated approximate fund balance at June 30, 2014	\$ 3,957,445
25% Required Reserve	<u>(2,354,217)</u>
Allocations:	
Operating Contingency Reserve	(150,420)
Designated:	
SCANA	(330,000)
Total allocations and designations:	<u>(480,420)</u>
Working capital requirements	<u>(765,258)</u>
Budgeted net reserved contingent funds through June 30, 2014	<u><u>\$ 357,551</u></u>
Required Reserve as a % of estimated fund balance	59%



Fiscal Year Ending June 30, 2014  
 General Fund

	FY 2012 ACTUAL	FY 2013 ESTIMATE	FY 2013 AMENDED BUDGET	FY 2014 BUDGET	\$\$\$ VARIANCE	%% VARIANCE
<b>REVENUE</b>						
Property Taxes	\$ 3,150,728	\$ 3,300,000	\$ 3,465,000	\$3,490,000	\$ 25,000	0.7
Franchise Fees	1,179,981	1,200,000	1,365,000	1,380,000	15,000	1.1
Business Licenses	3,515,174	3,700,000	3,998,000	4,023,000	25,000	0.6
Permits	196,140	250,000	260,000	280,000	20,000	7.7
Plan Review Fees	21,048	-	-	-	-	-
Fines and Forfeitures	281,798	314,000	320,000	325,000	5,000	1.6
Rental Income	62,240	67,000	80,000	75,000	(5,000)	(6.3)
Other Governments	357,512	420,000	340,000	418,000	78,000	22.9
Miscellaneous Income	38,082	30,000	35,987	32,000	(3,987)	(11.1)
<b>Total Revenue</b>	<b>8,802,704</b>	<b>9,281,000</b>	<b>9,863,987</b>	<b>10,023,000</b>	<b>159,013</b>	<b>1.6</b>
<b>OPERATING EXPENDITURES</b>						
Council and Town Hall Department	187,208	152,424	174,214	176,387	2,173	1.2
Administration Department	777,704	836,165	811,395	864,244	52,849	6.5
Finance Department	275,317	254,406	241,470	247,682	6,212	2.6
Planning, Building and Technology Department	809,851	836,769	905,699	1,094,612	188,913	20.9
Police Department	3,914,081	3,523,963	4,366,203	4,544,318	178,115	4.1
Parks, Streets and Sanitation Department	2,061,299	2,143,982	2,180,112	2,255,852	75,740	3.5
<b>Total Operating Expenditures</b>	<b>8,025,460</b>	<b>7,747,709</b>	<b>8,679,093</b>	<b>9,183,095</b>	<b>504,002</b>	<b>5.8</b>
<b>OTHER SOURCES AND (USES)</b>						
Interest Income	5,575	3,500	11,000	5,000	(6,000)	(54.5)
Debt Service	(18,592)	-	-	-	-	-
Capital Outlay	(420,568)	(536,635)	(536,635)	(606,134)	(69,499)	13.0
Sale of Capital Assets (Gain)	18,484	5,000	-	-	-	-
Transfer to Grant Match	-	-	-	(15,000)	(15,000)	-
Transfer to Vision Plan	-	(175,000)	(175,000)	(25,000)	150,000	86.5
Transfer to Debt Service Fund	(407,214)	(406,901)	(406,901)	(406,735)	166	-
Transfer to Victims' Advocate	-	(25,233)	(25,233)	(20,944)	4,289	17.0
Transfer to Sidewalk Fund	(147,536)	-	-	-	-	-
Other Transfer In - Accommodation Tax	30,512	29,776	31,000	31,000	-	-
Transfer to Capital Projects-Streets & Infrastructure	(200,000)	(200,000)	-	-	-	-
Transfer to KEYS	-	-	-	(15,000)	(15,000)	-
Road Improvement Match	-	-	(500,000)	-	500,000	-
Main Street Improvement	-	(35,000)	(35,000)	(50,000)	(15,000)	1.0
Bond Issue	-	-	500,000	-	(500,000)	(100.0)
Self Financing of Capital Acquisition	-	-	-	413,328	413,328	-
Contingency Reserve (@1.5% of Revenue)	-	-	(148,125)	(150,420)	(2,295)	1.6
<b>Total Other Sources and (Uses)</b>	<b>(1,139,339)</b>	<b>(1,340,493)</b>	<b>(1,284,894)</b>	<b>(839,905)</b>	<b>444,989</b>	<b>34.6</b>
Excess (Deficiency) of Revenue Over Expenditures and Other Sources and (Uses)	\$ (362,095)	\$ 192,798	\$ (100,000)	\$ -	\$ 100,000	-

# COUNCIL



The Town is governed by a Mayor and six-member Town Council who are elected for four-year terms. The Council has the responsibility for setting public policy for the Town. Regularly scheduled Council meetings are held the first Monday of each month.

**Achievements for FY 2013:**

- Planning for the Dog Park is completed with partnership wherein Lexington County donated property to be used for the park. (S, C, R)
- The Façade Improvement Program for Main Street commenced with the award of 7 grants of \$5,000 each. This program spurred total investments on Main Street of approximately \$450,000. (V)
- Acquisition of Project Icehouse which will be transformed into a destination plaza with retail and public green space. (V, S, C)
- The Town continues to enhance visibility through all social media including “Monday with the Mayor” on WLXM Radio 107.9. (S, C, A, R)

**Goals and Objectives for FY 2014:**

- Completion of Phase I of the Town’s Unified Traffic Improvement Plan. (S, V, R)
- Implementation of an adaptive signaling system. (S, V, R)
- Completion of the first Gateway Beautification project as proposed by the Vision Plan at the I-20/Sunset Boulevard corridor. (S, C, R)
- Further development of the Project Icehouse property. (S, V, C)

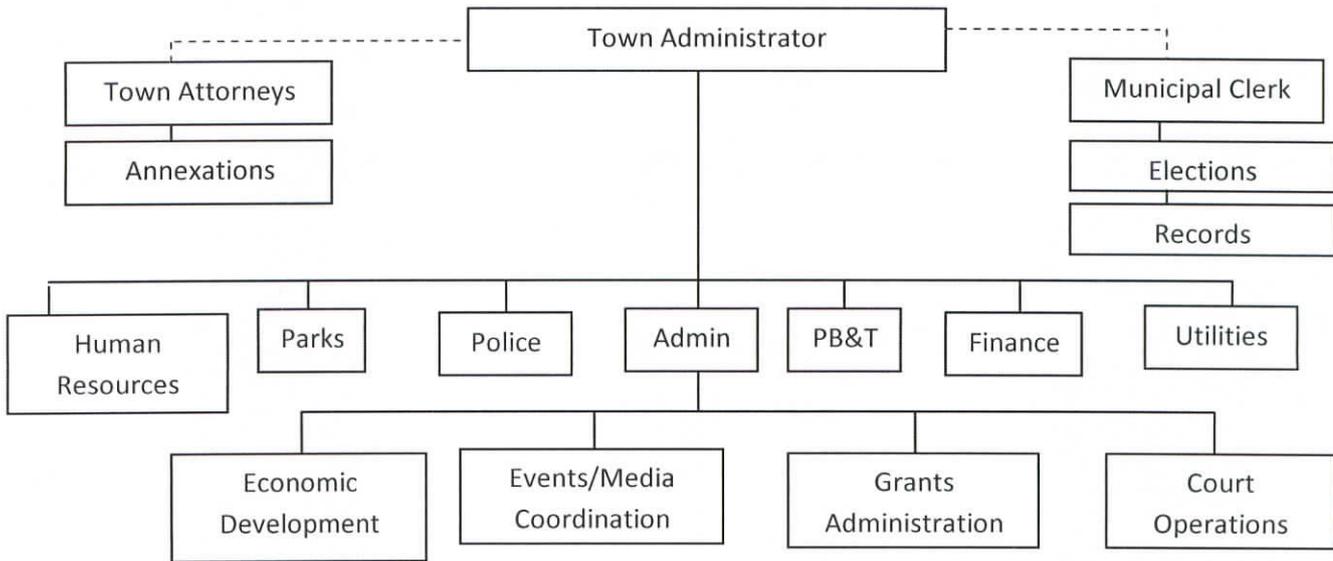
Town of Lexington, South Carolina  
**Council Department**

Fiscal Year Ending June 30, 2014  
 General Fund



	FY 2012 ACTUAL	FY 2013 ESTIMATE	FY 2013 AMENDED BUDGET	FY 2014 BUDGET	\$\$\$ VARIANCE	%% VARIANCE
<b>EXPENDITURES</b>						
<b>SALARIES &amp; FRINGES</b>						
Salaries	\$ 42,098	\$ 43,365	\$ 42,683	\$ 42,683	\$ -	-
Overtime	-	-	-	-	-	-
FICA Expense	3,035	3,317	3,266	3,266	-	-
SC Retirement Expense	3,782	460	4,055	4,055	-	-
Health Insurance - Employee	14,404	14,412	12,949	13,808	859	6.6
Workers Compensation Insurance	585	375	269	328	59	21.9
Unemployment	-	-	-	-	-	-
Wellness Program	278	278	340	340	-	-
<b>Total Salaries &amp; Fringes Before Allocation</b>	<b>64,183</b>	<b>62,207</b>	<b>63,562</b>	<b>64,480</b>	<b>918</b>	<b>1.4</b>
General & Administrative Allocation	-	-	-	-	-	-
<b>Total Salaries &amp; Fringes</b>	<b>64,183</b>	<b>62,207</b>	<b>63,562</b>	<b>64,480</b>	<b>918</b>	<b>1.4</b>
<b>OPERATING EXPENDITURES</b>						
Advertising	342	530	2,500	2,500	-	-
Advisory Boards & Commissions	9,142	13,684	6,000	6,000	-	-
Awards & Memorials	2,832	2,512	2,600	2,600	-	-
Building Maintenance Agreements	-	-	-	-	-	-
Contractual Services	63,766	4,166	20,330	29,075	8,745	43.0
Contributions	20,350	24,500	24,500	24,500	-	-
Council Expenses	14,922	19,972	8,000	11,375	3,375	42.2
Deeds & Easements	270	440	1,500	1,500	-	-
Dues & Subscriptions	22,742	26,038	22,990	22,990	-	-
Election Expense	5,454	-	5,500	5,500	-	-
Film Development	-	-	100	100	-	-
Fuels	-	-	-	-	-	-
Insurance - Building & Other	-	-	-	-	-	-
Lab Test	-	-	-	-	-	-
Meetings & Meals	12,633	9,974	11,590	11,590	-	-
Meters, Pipes & Fittings	-	-	-	-	-	-
Non-Capital - Computer Supplies	-	-	-	-	-	-
Non-Capital - Equipment	-	323	-	-	-	-
Non-Capital - Furniture & Fixtures	8,369	7,478	8,500	8,500	-	-
Non-Capital - Small Tools	-	-	-	-	-	-
Office Supplies	509	397	1,570	1,570	-	-
Office Supplies - Postage	3,304	2,779	3,750	2,600	(1,150)	(30.7)
Permits & Licenses	-	-	-	-	-	-
Printing & Publishing	285	-	600	600	-	-
Professional Services - Audit	(50)	-	-	-	-	-
Professional Services - Engineering	-	-	-	-	-	-
Professional Services - Legal	39,312	32,912	44,400	39,900	(4,500)	(10.1)
Professional Services - Other	-	-	-	-	-	-
Recruitment	-	-	-	-	-	-
Rental - Equipment	174	-	-	-	-	-
Repairs - Automotive	-	-	-	-	-	-
Repairs - Building & Facilities	-	-	-	-	-	-
Repairs - Computers	-	-	-	-	-	-
Repairs - Equipment	-	-	-	-	-	-
Screening & Shots	60	92	140	140	-	-
Strategic Plan	-	-	500	500	-	-
Supplies	1,887	1,294	1,125	1,040	(85)	(7.6)
Tax Bill Preparation Cost	-	-	-	-	-	-
Travel & Training	37,813	31,703	53,840	49,965	(3,875)	(7.2)
Uniforms	-	-	-	-	-	-
Uniforms - Clothing Allowance	-	-	-	-	-	-
Utilities - Electricity	-	-	-	-	-	-
Utilities - Tele-Communications	1,935	1,640	1,270	1,270	-	-
W/S - Sewer Treatment	-	-	-	-	-	-
W/S - Water Purchases	-	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>246,051</b>	<b>180,434</b>	<b>221,305</b>	<b>223,815</b>	<b>2,510</b>	<b>1.1</b>
General & Administrative Allocation	(123,025)	(90,217)	(110,653)	(111,908)	(1,255)	1.1
<b>Total Expenditures</b>	<b>187,208</b>	<b>152,424</b>	<b>174,214</b>	<b>176,387</b>	<b>2,173</b>	<b>1.2</b>
Capital Outlay Before Allocation	-	-	-	-	-	-
Capital Outlay Allocation	-	-	-	-	-	-
<b>Total Expenditures and Capital Outlay</b>	<b>\$ 187,208</b>	<b>\$ 152,424</b>	<b>\$ 174,214</b>	<b>\$ 176,387</b>	<b>\$ 2,173</b>	<b>1.2</b>

## ADMINISTRATION



### The Administration Department:

- Oversees the day-to-day operations of Town services,
- Handles legal and human resource activities,
- Provides support for Town Council,
- Takes care of marketing, and public relations,
- Assists with the job application process, and
- Answers questions regarding Town services.

### Achievements for FY 2013:

- Christmas celebration revamped to encompass carol lighting, parade, ball, concert and a 5k race in line with the Vision Plan. (C, R)
- Selected to participate in the City Showcase awards with the National League of Cities. (V)
- Expanded Farmers' Market to every week-end in the summer. (S, V, C)
- Launched the Historic Lexington Downtown Cell Phone Tour. (S, C, R)
- Implemented Façade Improvement Program for Main Street. (S, V, C, R)

### Goals and Objectives for FY 2014:

- Manage the Gateway Beautification project at I-20 and Sunset Boulevard, the Town's first Front Porch. (S, C, R)
- Manage Adaptive Signalization project. (S, V, R)
- Consideration and planning for the Ice House property. (S, V, C, R)

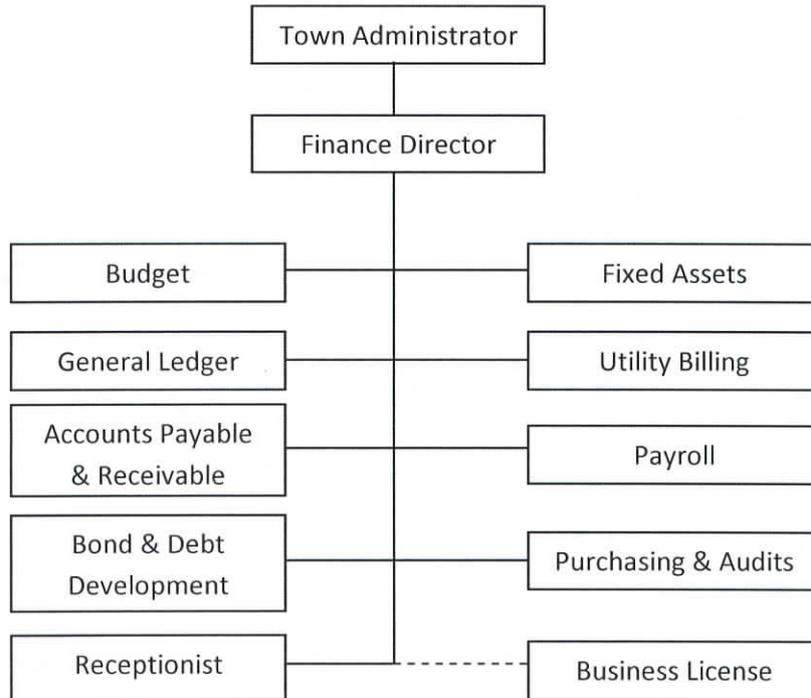
Town of Lexington, South Carolina  
Administration Department

Fiscal Year Ending June 30, 2014  
General Fund



	FY 2012 ACTUAL	FY 2013 ESTIMATE	FY 2013 AMENDED BUDGET	FY 2014 BUDGET	\$\$\$ VARIANCE	%% VARIANCE
<b>EXPENDITURES</b>						
<b>SALARIES &amp; FRINGES</b>						
Salaries	\$ 489,819	\$ 515,181	\$ 516,211	\$ 537,801	\$ 21,590	4.2
Overtime	10	-	250	250	-	-
FICA Expense	35,579	39,411	39,509	41,161	1,652	4.2
SC Retirement Expense	43,306	54,609	52,043	53,084	1,041	2.0
Health Insurance - Employee	43,258	48,719	48,048	52,253	4,205	8.8
Workers Compensation Insurance	12,992	14,510	9,862	12,034	2,172	22.0
Unemployment	6,519	-	1,704	1,775	70	4.1
Wellness Program	556	595	681	681	-	-
Total Salaries & Fringes Before Allocation	632,041	673,025	668,308	699,039	30,731	4.6
General & Administrative Allocation	-	-	-	-	-	-
Total Salaries & Fringes	632,041	673,025	668,308	699,039	30,731	4.6
<b>OPERATING EXPENDITURES</b>						
Advertising	3,412	1,352	11,100	5,000	(6,100)	(55.0)
Advisory Boards & Commissions	-	-	-	-	-	-
Awards & Memorials	1,251	2,820	3,000	5,500	2,500	83.3
Building Maintenance Agreements	-	-	-	-	-	-
Contractual Services	32,884	28,226	32,430	17,195	(15,235)	(47.0)
Contractual Services - Muni Court	96,644	115,211	120,340	118,340	(2,000)	(1.7)
Contributions	-	-	-	-	-	-
Council Expenses	-	-	-	-	-	-
Downtown Beautification	-	-	-	-	-	-
Dues & Subscriptions	3,784	3,434	4,840	5,965	1,125	23.2
Election Expense	-	-	-	-	-	-
Film Development	-	-	-	-	-	-
Fuels	2,429	2,414	1,500	3,000	1,500	100.0
Insurance - Building & Other	-	-	-	-	-	-
Lab Test	-	-	-	-	-	-
Meetings & Meals	2,442	2,120	2,270	4,330	2,060	90.7
Meters, Pipes & Fittings	-	-	-	-	-	-
Non-Capital - Computer Supplies	-	-	-	-	-	-
Non-Capital - Equipment	373	357	-	-	-	-
Non-Capital - Furniture & Fixtures	1,240	-	300	300	-	-
Non-Capital - Small Tools	-	-	-	-	-	-
Office Supplies	4,782	5,318	5,560	5,560	-	-
Court Expenses	-	2,078	2,450	2,450	-	-
Office Supplies - Postage	4,299	-	3,750	4,700	950	25.3
Permits & Licenses	-	3,945	-	-	-	-
Printing & Publishing	6,308	5,726	8,785	8,785	-	-
Professional Services - Audit	-	-	-	-	-	-
Professional Services - Engineering	-	-	-	-	-	-
Professional Services - Legal	795	507	300	-	(300)	(100.0)
Professional Services - Other	-	-	-	-	-	-
Recruitment	-	-	-	-	-	-
Rental - Equipment	-	-	-	-	-	-
Repairs - Automotive	562	212	1,500	1,500	-	-
Repairs - Building & Facilities	-	-	-	-	-	-
Repairs - Computers	-	-	-	-	-	-
Repairs - Equipment	546	-	400	400	-	-
Screening & Shots	180	210	400	400	-	-
Strategic Plan	-	-	-	-	-	-
Supplies	820	1,184	1,625	1,675	50	3.1
Tax Bill Preparation Cost	-	-	-	-	-	-
Travel & Training	29,257	30,560	22,780	21,220	(1,560)	(6.8)
Uniforms	745	-	800	800	-	-
Uniforms - Clothing Allowance	-	-	-	-	-	-
Utilities - Electricity	-	-	-	-	-	-
Utilities - Tele-Communications	1,929	3,317	1,705	2,500	795	46.6
W/S - Sewer Treatment	-	-	-	-	-	-
W/S - Water Purchases	-	-	-	-	-	-
Total Operating Expenditures	194,682	208,991	225,835	209,620	(16,215)	(7.2)
General & Administrative Allocation	(49,019)	(45,851)	(82,748)	(44,415)	38,333	40.8
Total Expenditures	777,704	836,165	811,395	864,244	52,849	6.5
Capital Outlay Before Allocation	-	-	-	-	-	-
Capital Outlay Allocation	-	-	-	-	-	-
Total Expenditures and Capital Outlay	\$ 777,704	\$ 836,165	\$ 811,395	\$ 864,244	\$ 52,849	6.5

# FINANCE



**The Finance Department:**

- Provides outstanding customer service to both internal and external customers in a professional, cost efficient and effective manner;
- Provides citizens, customers, decision makers and other interested parties with useful, timely and accurate information; and
- Accounts for and safeguards the financial resources of the Town.

**Achievements for FY 2013:**

- Received the Distinguished Budget Presentation Award from the Government Finance Officers Association for the fourth time. (A, V)
- Received the Certificate of Achievement for Excellence in Financial Reporting for the fifteenth time. (A, I)
- Implemented new financial software. (V, A)

**Goals and Objectives for FY 2014:**

- Improve reporting timeline. (A, R)
- Streamline processes to reduce paper. (A, R)

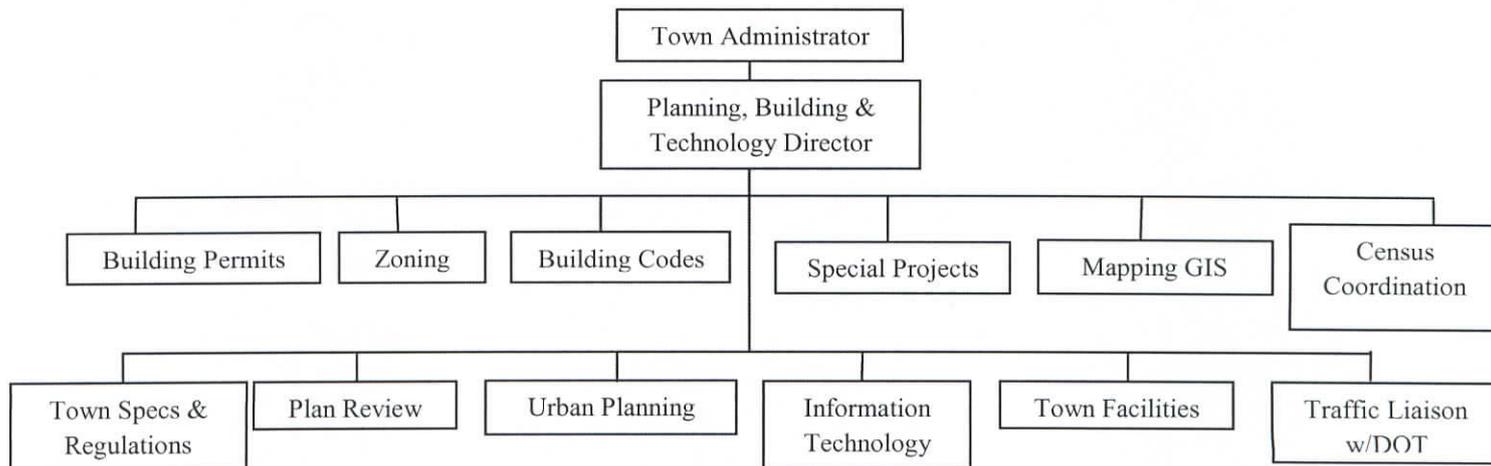
Town of Lexington, South Carolina  
**Finance Department**

Fiscal Year Ending June 30, 2014  
 General Fund



	FY 2012 <u>ACTUAL</u>	FY 2013 <u>ESTIMATE</u>	FY 2013 <u>AMENDED BUDGET</u>	FY 2014 <u>BUDGET</u>	\$\$\$ <u>VARIANCE</u>	%% <u>VARIANCE</u>
<b>EXPENDITURES</b>						
<b>SALARIES &amp; FRINGES</b>						
Salaries	\$ 194,747	\$ 316,698	\$ 352,302	\$ 364,949	\$ 12,647	3.6
Overtime	59	-	3,000	1,500	(1,500)	(50.0)
FICA Expense	14,230	24,227	27,181	28,033	853	3.1
SC Retirement Expense	17,246	26,187	36,585	37,450	865	2.4
Health Insurance - Employee	15,177	26,405	31,034	33,049	2,015	6.5
Workers Compensation Insurance	4,706	5,260	4,939	6,027	1,088	22.0
Unemployment	-	-	1,172	1,211	39	3.3
Wellness Program	278	6,242	486	486	-	-
Total Salaries & Fringes Before Allocation	246,443	405,019	456,699	472,705	16,006	3.5
General & Administrative Allocation	-	(182,259)	(251,184)	(259,988)	(8,804)	3.5
Total Salaries & Fringes	246,443	222,760	205,515	212,717	7,202	3.5
<b>OPERATING EXPENDITURES</b>						
Advertising	397	-	100	300	200	200.0
Advisory Boards & Commissions	-	-	-	-	-	-
Awards & Memorials	-	-	-	-	-	-
Building Maintenance Agreements	-	-	-	-	-	-
Contractual Services	2,231	9,316	10,790	6,535	(4,255)	(39.4)
Contributions	-	-	-	-	-	-
Council Expenses	-	-	-	-	-	-
Damages	-	-	-	-	-	-
Downtown Beautification	-	-	-	-	-	-
Dues & Subscriptions	1,125	2,294	1,645	1,645	-	-
Election Expense	-	-	-	-	-	-
Film Development	-	-	-	-	-	-
Fuels	-	-	-	-	-	-
Insurance - Building & Other	-	-	-	-	-	-
Lab Test	-	-	-	-	-	-
Meetings & Meals	151	391	195	300	105	53.8
Meters, Pipes & Fittings	-	-	-	-	-	-
Non-Capital - Computer Supplies	-	-	-	-	-	-
Non-Capital - Equipment	-	2,314	-	-	-	-
Non-Capital - Furniture & Fixtures	264	-	-	-	-	-
Non-Capital - Small Tools	-	-	-	-	-	-
Office Supplies	4,036	2,497	2,905	2,800	(105)	(3.6)
Office Supplies - Postage	1,575	1,562	2,175	1,800	(375)	(17.2)
Permits & Licenses	-	-	-	-	-	-
Printing & Publishing	1,755	1,187	1,300	1,200	(100)	(7.7)
Professional Services - Audit	13,965	15,715	19,415	20,415	1,000	5.2
Professional Services - Engineering	-	-	-	-	-	-
Professional Services - Legal	-	-	-	-	-	-
Professional Services - Other	-	-	-	-	-	-
Recruitment	-	-	-	-	-	-
Rental - Equipment	-	-	-	-	-	-
Repairs - Automotive	193	-	-	-	-	-
Repairs - Building & Facilities	-	-	-	-	-	-
Repairs - Computers	-	-	-	-	-	-
Repairs - Equipment	-	-	250	250	-	-
Screening & Shots	100	122	280	280	-	-
Strategic Plan	-	-	-	-	-	-
Supplies	364	382	885	650	(235)	(26.6)
Tax Bill Preparation Cost	28,185	30,000	30,000	33,000	3,000	10.0
Travel & Training	3,408	4,033	9,960	8,025	(1,935)	(19.4)
Uniforms	-	512	-	500	500	-
Uniforms - Clothing Allowance	-	-	-	-	-	-
Utilities - Electricity	-	-	-	-	-	-
Utilities - Tele-Communications	-	-	-	-	-	-
W/S - Sewer Treatment	-	-	-	-	-	-
W/S - Water Purchases	-	-	-	-	-	-
Total Operating Expenditures	57,749	70,325	79,900	77,700	(2,200)	(2.8)
General & Administrative Allocation	(28,875)	(38,679)	(43,945)	(42,735)	1,210	2.8
Total Expenditures	275,317	254,406	241,470	247,682	6,212	2.6
Capital Outlay Before Allocation	-	-	-	-	-	-
Capital Outlay Allocation	-	-	-	-	-	-
Total Expenditures and Capital Outlay	\$ 275,317	\$ 254,406	\$ 241,470	\$ 247,682	\$ 6,212	2.6

# PLANNING, BUILDING AND TECHNOLOGY



## The Planning, Building and Technology Department:

- Enforces the Land Development Regulations, Zoning and Sign Ordinances, Business License Ordinance, and the International Building Codes;
- Produces agendas and coordinates meetings of the Planning Commission, the Board of Zoning Appeals and the Building Board Code of Appeals;
- Issues building, zoning and appeal permits; and
- Manages a wide range of technology issues for the Town.

## Achievements for FY 2013:

- Improved customer service by continuing to streamline permitting and providing additional avenues for customers to resolve concerns including transitioning Engineering and Business Licensing into the Planning, Building and Technology Department. (S, R)
- Improved communication by migrating Town cell phone services to a new carrier dramatically improving reception. (S, A)
- Improved remote access to computer servers for staff members allowing building projects to be finalized from the field and enhancing communication between inspectors and customers. (S, R)
- Provided In-Car laptop computers for every patrol officer giving officers access to network resources and software applications from the field. (S, R)
- Updated the Town's Architecture and Appearance Manual. (V, C)
- Developed program to allow Developers to track Capital Contribution Certificate contracts online. (S, R)
- Awarded 7 new Façade Improvement Grants to property owners in the Downtown Special Overlay Area. (V, C, R)

## Goals and Objectives for FY 2014:

- Utilizing more online resources for building permits. (S, R)
- Improve access to data through centralization. (S, R)
- Improve network security by adding intrusion detection. (S, A, R)

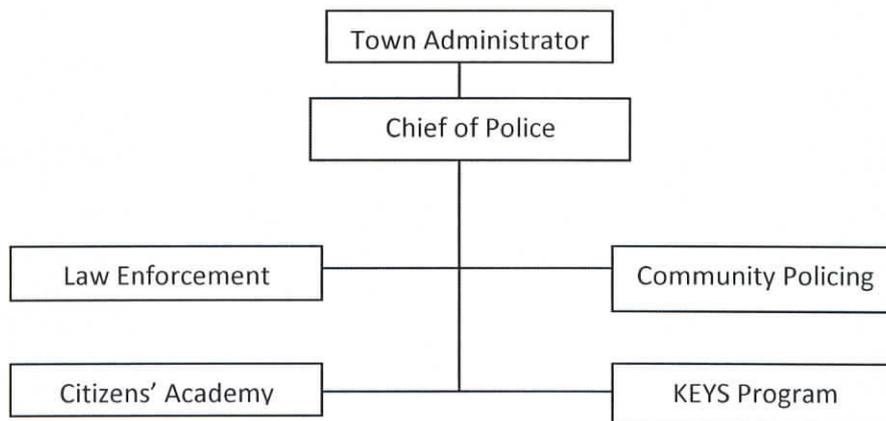
Town of Lexington, South Carolina  
 Planning, Building and Technology Department

Fiscal Year Ending June 30, 2014  
 General Fund



	FY 2012 ACTUAL	FY 2013 ESTIMATE	FY 2013 AMENDED BUDGET	FY 2014 BUDGET	\$\$\$ VARIANCE	%% VARIANCE
<b>EXPENDITURES</b>						
<b>SALARIES &amp; FRINGES</b>						
Salaries	\$ 408,089	\$ 446,416	\$ 447,777	\$ 564,611	\$ 116,834	26.1
Overtime	-	-	5,000	4,250	(750)	(15.0)
FICA Expense	30,155	34,151	34,637	43,518	8,880	25.6
SC Retirement Expense	38,263	47,320	46,817	58,317	11,500	24.6
Health Insurance - Employee	48,051	50,192	45,958	61,254	15,296	33.3
Workers Compensation Insurance	14,848	11,214	8,098	6,478	(1,620)	(20.0)
Unemployment	-	-	1,494	1,877	383	25.6
Wellness Program	741	595	963	1,023	60	6.2
<b>Total Salaries &amp; Fringes Before Allocation</b>	<b>540,147</b>	<b>589,888</b>	<b>590,744</b>	<b>741,328</b>	<b>150,584</b>	<b>25.5</b>
General & Administrative Allocation	-	-	-	-	-	-
<b>Total Salaries &amp; Fringes</b>	<b>540,147</b>	<b>589,888</b>	<b>590,744</b>	<b>741,328</b>	<b>150,584</b>	<b>25.5</b>
<b>OPERATING EXPENDITURES</b>						
Advertising	734	413	1,000	1,000	-	-
Advisory Boards & Commissions	-	-	-	-	-	-
Awards & Memorials	-	-	-	-	-	-
Building Maintenance Agreements	77,763	100,997	101,460	102,303	843	0.8
Contractual Services	39,444	44,951	39,565	38,195	(1,370)	(3.5)
Contributions	-	-	-	-	-	-
Council Expenses	-	-	-	-	-	-
Damages	-	-	-	-	-	-
Downtown Beautification	-	-	-	-	-	-
Dues & Subscriptions	2,462	1,498	3,200	3,585	385	12.0
Election Expense	-	-	-	-	-	-
Film Development	-	-	-	-	-	-
Fuels	12,355	11,414	14,000	15,000	1,000	7.1
Insurance - Building & Other	188,815	226,724	177,000	255,000	78,000	44.1
Lab Test	-	-	-	-	-	-
Meetings & Meals	-	-	1,250	1,250	-	-
Meters, Pipes & Fittings	-	-	-	-	-	-
Non-Capital - Computer Supplies	7,008	6,782	7,750	7,750	-	-
Non-Capital - Equipment	662	-	1,000	1,000	-	-
Non-Capital - Furniture & Fixtures	-	-	3,000	3,000	-	-
Non-Capital - Small Tools	-	74	-	-	-	-
Office Supplies	2,065	3,379	2,480	4,090	1,610	64.9
Office Supplies - Postage	3,076	5,689	3,750	5,800	2,050	54.7
Permits & Licenses	17	28	500	500	-	-
Printing & Publishing	-	-	-	-	-	-
Professional Services - Audit	-	-	-	-	-	-
Professional Services - Engineering	-	-	-	-	-	-
Professional Services - Legal	-	-	-	-	-	-
Professional Services - Other	-	-	-	-	-	-
Recruitment	-	-	-	-	-	-
Rental - Equipment	-	-	-	-	-	-
Repairs - Automotive	3,375	2,414	8,000	8,550	550	6.9
Repairs - Building & Facilities	21,844	26,078	38,820	39,320	500	1.3
Repairs - Computers	-	-	-	-	-	-
Repairs - Equipment	-	-	-	-	-	-
Screening & Shots	290	475	175	175	-	-
Strategic Plan	-	979	-	-	-	-
Supplies	973	5,929	2,300	2,675	375	16.3
Tax Bill Preparation Cost	-	-	-	-	-	-
Travel & Training	6,647	8,776	17,830	15,890	(1,940)	(10.9)
Uniforms	2,317	271	1,800	2,200	400	22.2
Uniforms - Clothing Allowance	-	-	-	-	-	-
Utilities - Electricity	108,465	108,244	115,000	111,000	(4,000)	(3.5)
Utilities - Tele-Communications	33,260	24,296	38,600	34,850	(3,750)	(9.7)
W/S - Sewer Treatment	-	-	-	-	-	-
W/S - Water Purchases	-	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>511,572</b>	<b>579,411</b>	<b>578,480</b>	<b>653,133</b>	<b>74,653</b>	<b>12.9</b>
General & Administrative Allocation	(241,868)	(332,530)	(263,525)	(299,849)	(36,324)	13.9
<b>Total Expenditures</b>	<b>809,851</b>	<b>836,769</b>	<b>905,699</b>	<b>1,094,612</b>	<b>188,913</b>	<b>20.9</b>
Capital Outlay Before Allocation	-	334,235	334,235	273,046	(61,189)	(18.3)
Capital Outlay Allocation	-	(184,053)	(184,053)	(48,608)	135,445	73.6
<b>Total Expenditures and Capital Outlay</b>	<b>\$ 809,851</b>	<b>\$ 986,951</b>	<b>\$ 1,055,881</b>	<b>\$ 1,319,050</b>	<b>\$ 263,169</b>	<b>24.9</b>

## POLICE



The men and women of the Police Department are committed to the philosophy of community oriented policing and strive to build partnerships in all facets of our community. Through the establishment of exemplary programs and a proactive approach to problem solving, we strive to enhance the quality of life of our citizens and provide the highest possible quality of public service.

### Achievements for FY 2013:

- Received Traffic Safety Grant for second year. (S, C)
- PFC Grady Johnson selected as 2012 Alive @ 25 Instructor of the Year. (S, V, C)
- PFC Steffonie Cockerill selected as 2012 Law Cadet Instructor of the Year. (S, V, C)
- Successful re-accreditation received from the Commission on Accreditation of Law Enforcement Agencies. (S, A)
- 8<sup>th</sup> Annual Fall Festival held as fund raiser for Adopt-A-Cop. (S, C, R)

### Goals and Objectives for FY 2014:

- Maintain support from community by being involved, monitoring public perception and providing accountability systems. (S, C, I)
- Implement a Crime Scene Investigation Unit with a dedicated, equipped vehicle and specially trained officer to respond to crime scenes within the Town of Lexington. (S, R)
- Promote roadway safety through public education and fair and consistent traffic enforcement. (S, C, R)

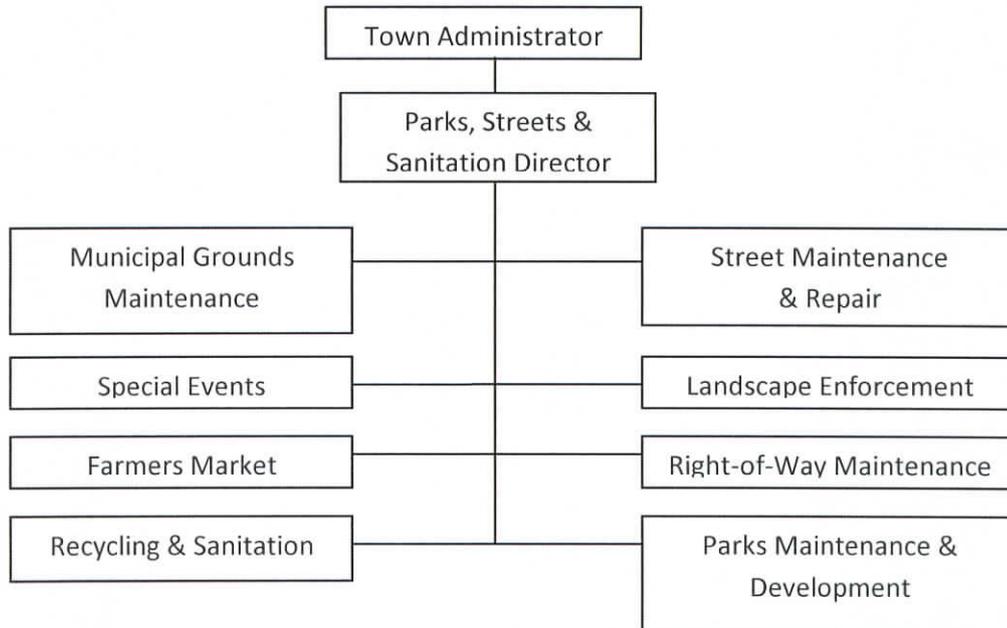
Town of Lexington, South Carolina  
**Police Department**

Fiscal Year Ending June 30, 2014  
 General Fund



	FY 2012 ACTUAL	FY 2013 ESTIMATE	FY 2013 AMENDED BUDGET	FY 2014 BUDGET	\$\$\$ VARIANCE	%/% VARIANCE
<b>EXPENDITURES</b>						
<b>SALARIES &amp; FRINGES</b>						
Salaries	\$ 2,458,899	\$ 1,837,885	\$ 2,692,975	\$ 2,759,272	\$ 66,297	2.5
Overtime	101,873	146,739	120,000	140,000	20,000	16.7
FICA Expense	191,745	203,279	215,193	221,794	6,602	3.1
SC Retirement Expense	296,137	325,405	336,710	360,635	23,925	7.1
Health Insurance - Employee	306,392	314,913	328,882	307,847	(21,035)	(6.4)
Workers Compensation Insurance	125,286	250,963	183,758	200,000	16,242	8.8
Unemployment	2,023	(1,627)	9,283	9,568	285	3.1
Wellness Program	4,540	4,165	4,767	4,867	100	2.1
<b>Total Salaries &amp; Fringes Before Allocation</b>	<b>3,486,894</b>	<b>3,081,722</b>	<b>3,891,568</b>	<b>4,003,983</b>	<b>112,415</b>	<b>2.9</b>
General & Administrative Allocation	-	-	-	-	-	-
<b>Total Salaries &amp; Fringes</b>	<b>3,486,894</b>	<b>3,081,722</b>	<b>3,891,568</b>	<b>4,003,983</b>	<b>112,415</b>	<b>2.9</b>
<b>OPERATING EXPENDITURES</b>						
Accreditation	4,226	6,100	4,500	5,250	750	16.7
Advertising	188	-	750	750	-	-
Awards & Memorials	1,449	964	800	800	-	-
Building Maintenance Agreements	-	-	-	-	-	-
Citizen's Academy	1,265	2,131	2,400	2,400	-	-
Contractual Services	12,877	14,350	14,100	37,525	23,425	166.1
Contractual Services - DJJ	-	-	4,650	2,500	(2,150)	(46.2)
Contractual Services - Motorola	26,098	26,812	24,100	26,600	2,500	10.4
Contractual Services - Miami Court	13,400	(100)	-	-	5,000	-
Contractual Services - Scholarship	-	-	-	5,000	5,000	-
Contributions	1,218	1,000	1,000	2,400	1,400	140.0
Council Expenses	-	-	-	-	-	-
Damages	413	-	1,000	500	(500)	(50.0)
Dues & Subscriptions	4,760	7,097	6,130	5,310	(820)	(13.4)
Fuels	155,510	153,877	190,300	190,300	-	-
Insurance - Building & Other	-	-	-	-	-	-
Lab Test	-	2,927	1,500	1,000	(500)	(33.3)
Meetings & Meals	3,506	3,058	1,800	1,800	-	-
Non-Capital - Computer Supplies	246	-	50	-	(50)	(100.0)
Non-Capital - Equipment	6,598	15,929	6,560	8,145	1,585	24.2
Non-Capital - Furniture & Fixtures	1,153	727	600	750	150	25.0
Non-Capital - Small Tools	-	-	-	-	-	-
Office Supplies	8,407	9,037	6,900	7,250	350	5.1
Office Supplies - Postage	4,446	8,516	4,750	8,000	3,250	68.4
Permits & Licenses	151	307	600	600	-	-
Printing & Publishing	-	-	-	-	-	-
Professional Services - Audit	-	-	-	-	-	-
Professional Services - Engineering	-	-	-	-	-	-
Professional Services - Legal	-	-	-	-	-	-
Professional Services - Other	-	-	-	-	-	-
Recruitment	511	448	1,500	1,500	-	-
Rental - Equipment	-	-	-	-	-	-
Repairs - Automotive	47,755	42,970	57,500	57,500	-	-
Repairs - Building & Facilities	-	-	-	-	-	-
Repairs - Computers	-	-	-	-	-	-
Repairs - Equipment	6,491	4,492	6,200	7,000	800	12.9
Screening & Shots	3,099	4,282	3,450	3,700	250	7.2
Strategic Plan	-	-	-	-	-	-
Supplies	6,663	11,785	12,100	17,455	5,355	44.3
Supplies - Ammunition	4,139	5,149	9,535	7,850	(1,685)	(17.7)
Supplies - K-9	3,269	-	2,800	2,800	-	-
Tax Bill Preparation Cost	-	-	-	-	-	-
Travel & Training	26,200	23,897	24,175	42,425	18,250	75.5
Uniforms	19,940	24,448	18,865	20,185	1,320	7.0
Uniforms - Clothing Allowance	12,000	12,000	12,000	12,000	-	-
Utilities - Electricity	34,000	37,000	35,000	35,000	-	-
Utilities - Tele-Communications	17,210	23,038	19,020	21,040	2,020	10.6
W/S - Sewer Treatment	-	-	-	-	-	-
W/S - Water Purchases	-	-	-	5,000	5,000	-
Drug Fund Expenses	-	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>427,188</b>	<b>442,241</b>	<b>474,635</b>	<b>540,335</b>	<b>65,700</b>	<b>13.8</b>
General & Administrative Allocation	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>3,914,081</b>	<b>3,523,963</b>	<b>4,366,203</b>	<b>4,544,318</b>	<b>178,115</b>	<b>4.1</b>
Capital Outlay Before Allocation	-	322,129	291,360	327,698	36,338	12.5
Capital Outlay Allocation	-	-	-	(8,375)	(8,375)	-
<b>Total Expenditures and Capital Outlay</b>	<b>\$ 3,914,081</b>	<b>\$ 3,846,092</b>	<b>\$ 4,657,563</b>	<b>\$ 4,863,641</b>	<b>\$ 206,078</b>	<b>4.4</b>

## PARKS, STREETS AND SANITATION



### The Parks, Streets and Sanitation Department:

- Maintains existing parks,
- Develops new parks,
- Maintains Town owned streets,
- Administers street lights, and
- Administers garbage pickup for Town residents.

### Achievements for FY 2013:

- Site prep and support for new extended Lexington Famers Market. (S, C)
- Designed and built Lexington Square Park. (S, C)
- Designed Dog Park. (S, C, R)

### Goals and Objectives for FY 2014:

- Build Dog Park. (S, C, R)
- Design & Build Park on the Ice House Property. (S, C, R)
- Assist with Wine Walk, Oktoberfest and Snowball Festival. (S, C, R)

Town of Lexington, South Carolina  
Parks, Streets and Sanitation Department

Fiscal Year Ending June 30, 2014  
General Fund



	FY 2012 ACTUAL	FY 2013 ESTIMATE	FY 2013 AMENDED BUDGET	FY 2014 BUDGET	\$\$\$ VARIANCE	%% VARIANCE
<b>EXPENDITURES</b>						
<b>SALARIES &amp; FRINGES</b>						
Salaries	\$ 621,509	\$ 656,181	\$ 670,611	\$ 707,991	\$ 37,380	5.6
Overtime	13,693	7,793	9,000	7,000	(2,000)	(22.2)
FICA Expense	46,906	48,813	51,990	54,697	2,707	5.2
SC Retirement Expense	59,051	68,027	70,473	73,920	3,447	4.9
Health Insurance - Employee	91,563	104,746	105,875	120,001	14,126	13.3
Workers Compensation Insurance	18,531	28,618	20,670	23,329	2,659	12.9
Unemployment	-	-	2,243	2,359	117	5.2
Wellness Program	1,204	1,275	1,465	1,465	-	-
Total Salaries & Fringes Before Allocation	852,458	915,453	932,327	990,762	58,435	6.3
General & Administrative Allocation	-	-	-	-	-	-
Total Salaries & Fringes	852,458	915,453	932,327	990,762	58,435	6.3
<b>OPERATING EXPENDITURES</b>						
Advertising	461	192	1,100	900	(200)	(18.2)
Advisory Boards & Commissions	-	-	-	-	-	-
Awards & Memorials	-	-	-	-	-	-
Building Maintenance Agreements	-	-	-	-	-	-
Contractual Services	746,403	775,890	797,635	814,570	16,935	2.1
Contributions	-	-	-	-	-	-
Council Expenses	-	-	-	-	-	-
Damages	(1,110)	318	-	-	-	-
Downtown Beautification	25,693	20,790	20,110	20,110	-	-
Dues & Subscriptions	-	-	200	200	-	-
Election Expense	-	-	-	-	-	-
Film Development	-	-	-	-	-	-
Fuels	29,419	24,546	22,500	22,500	-	-
Insurance - Building & Other	-	-	-	-	-	-
Lab Test	-	-	-	-	-	-
Meetings & Meals	-	-	500	500	-	-
Meters, Pipes & Fittings	-	-	-	-	-	-
Non-Capital - Computer Supplies	-	-	-	-	-	-
Non-Capital - Equipment	458	4,769	2,890	2,890	-	-
Non-Capital - Furniture & Fixtures	-	-	-	-	-	-
Non-Capital - Small Tools	3,135	899	2,495	2,495	-	-
Office Supplies	401	452	1,000	1,000	-	-
Office Supplies - Postage	3,077	2,777	3,750	2,600	(1,150)	(30.7)
Permits & Licenses	32	-	100	100	-	-
Printing & Publishing	-	-	-	-	-	-
Professional Services - Audit	-	-	-	-	-	-
Professional Services - Engineering	-	-	-	-	-	-
Professional Services - Legal	-	-	-	-	-	-
Professional Services - Other	-	-	-	-	-	-
Recruitment	-	-	-	-	-	-
Rental - Equipment	153	-	1,000	1,000	-	-
Repairs - Automotive	13,803	11,694	8,940	8,940	-	-
Repairs - Building & Facilities	148	11,735	1,000	1,000	-	-
Repairs - Computers	-	-	-	-	-	-
Repairs - Equipment	12,032	6,150	8,935	8,935	-	-
Screening & Shots	565	825	930	930	-	-
Strategic Plan	-	-	-	-	-	-
Supplies	61,374	45,021	45,350	47,050	1,700	3.7
Tax Bill Preparation Cost	-	-	-	-	-	-
Travel & Training	1,001	606	4,330	450	(3,880)	(89.6)
Uniforms	6,503	4,211	6,300	6,300	-	-
Uniforms - Clothing Allowance	-	-	-	-	-	-
Utilities - Electricity	300,747	312,644	314,100	318,000	3,900	1.2
Utilities - Tele-Communications	4,547	5,010	4,620	4,620	-	-
W/S - Sewer Treatment	-	-	-	-	-	-
W/S - Water Purchases	-	-	-	-	-	-
Total Operating Expenditures	1,208,842	1,228,529	1,247,785	1,265,090	17,305	1.4
General & Administrative Allocation	-	-	-	-	-	-
Total Expenditures	2,061,299	2,143,982	2,180,112	2,255,852	75,740	3.5
Capital Outlay Before Allocation	-	45,545	95,093	90,996	(4,097)	(4.3)
Capital Outlay Allocation	-	-	-	(28,623)	(28,623)	-
Total Expenditures and Capital Outlay	\$ 2,061,299	\$ 2,189,527	\$ 2,275,205	\$ 2,318,225	\$ 43,020	1.9

Town of Lexington, South Carolina  
**Positions by Department**

Fiscal Year Ending June 30, 2014  
 General Fund



	<u>Prior Year FY 2012</u>	<u>Current Year FY 2013</u>	<u>Budgeted FY 2014</u>
<b><u>Council</u></b>			
Mayor	1	1	1
Mayor Pro-Tem	1	1	1
Council	5	5	5
Total	<u>7</u>	<u>7</u>	<u>7</u>
<b><u>Administration</u></b>			
Town Administrator	1	1	1
Assistant Town Administrator	1	1	1
Town Attorney	1	1	1
Town Prosecutor	1	1	1
Economic Development Catalyst	1	1	1
Municipal Clerk	1	1	1
Events & Media Coordinator	1	1	1
Grants Administrator	1	1	1
Clerk of Court	1	1	1
Clerical Assistant	3	3	3
Total	<u>12</u>	<u>12</u>	<u>12</u>
<b><u>Finance</u></b>			
Finance Director	1	1	1
Assistant Finance Director	1	1	1
Accountant II	1	1	1
Accountant I	2	1	1
Accounting Clerk	1	1	1
Total	<u>6</u>	<u>5</u>	<u>5</u>
<b><u>Planning, Building and Technology</u></b>			
Director of Planning, Building and Technology	1	1	1
Administrative Assistant	1	1	2
Accountant I- Business License	-	1	1
Building Inspector	2	2	2
Building Official	1	1	1
Code Enforcement	1	1	1
Engineer	-	1	1
Engineer Associate	1	1	1
Help Desk/Junior Network Administrator	1	1	1
Maintenance	2	2	2
Information Technology Manager	1	1	1
Total	<u>11</u>	<u>13</u>	<u>14</u>

Town of Lexington, South Carolina  
*Positions by Department (Continued)*

Fiscal Year Ending June 30, 2014  
 General Fund



	<u>Prior Year</u> FY 2012	<u>Current Year</u> FY 2013	<u>Budgeted</u> FY 2014
<b><u>Police</u></b>			
Chief of Police	1	1	1
Major	1	1	1
Lieutenant/Criminal Invst	1	1	1
Lieutenant/Patrol	1	1	1
Lieutenant/Professional Standards	1	1	1
Lieutenant/Special Operations	1	1	1
Sergeant	4	4	4
Corporal	7	7	7
Detective	4	4	4
Crime Scene Investigator	-	-	1
Gang Investigator	1	1	1
Inspector	1	1	1
Patrolman	20	20	20
School Resource Officer	2	2	2
Administrative Specialist	1	1	1
Clerical Assistant	1	1	1
Records Management	1	1	1
Victims' Advocate	1	1	1
Total	<u>49</u>	<u>49</u>	<u>50</u>
<b><u>Parks</u></b>			
Director of Parks, Streets and Sanitation	1	1	1
Foreman	1	1	1
Landscape Technician	1	1	1
Assistant Landscape Technician	3	3	3
Street Supervisor	1	1	1
Street Technician	1	1	1
Assistant Street Technician	2	2	2
Grounds Maintenance Worker	2	4	4
Secretary	1	1	1
Total	<u>13</u>	<u>15</u>	<u>15</u>
<b>Total General Fund</b>	<u><u>98</u></u>	<u><u>101</u></u>	<u><u>103</u></u>

Town of Lexington, South Carolina  
**New Personnel**

Fiscal Year Ending June 30, 2014  
 General Fund



	<u>PB&amp;T</u>	<u>POLICE</u>	<u>TOTALS</u>
	<u>FY 2014</u>	<u>FY 2014</u>	<u>FY 2014</u>
Salary	\$ 31,165	\$ 10,719	\$ 41,884
Overtime	-	-	-
FICA	2,384	858	3,242
SC Retirement	3,257	1,396	4,653
SC Group Life	47	45	92
Health Insurance	11,072	2,916	13,988
Worker's Compensation Insurance	586	572	1,158
Unemployment	103	37	140
Wellness Program	100	100	200
<b>Total Salaries &amp; Fringes Before Allocation</b>	<u>48,714</u>	<u>16,643</u>	<u>65,357</u>
<b>General &amp; Administrative Allocation</b>	-	-	-
<b>Total Salaries &amp; Fringes</b>	<u>48,714</u>	<u>16,643</u>	<u>65,357</u>
Non-Capital-Equipment	-	985	985
Supplies-First Year for Vehicle	-	4,805	4,805
Uniforms	-	1,785	1,785
<b>Total Other Expenditures</b>	<u>-</u>	<u>7,575</u>	<u>7,575</u>
New Personnel Capital	-	8,080	8,080
New Hire Vehicle Equipment	-	12,400	12,400
Vehicle	-	42,593	42,593
<b>Total Capital</b>	<u>-</u>	<u>63,073</u>	<u>63,073</u>
<b>Totals</b>	<u>\$ 48,714</u>	<u>\$ 87,291</u>	<u>\$ 136,005</u>
	(1)	(2)	

Notes:

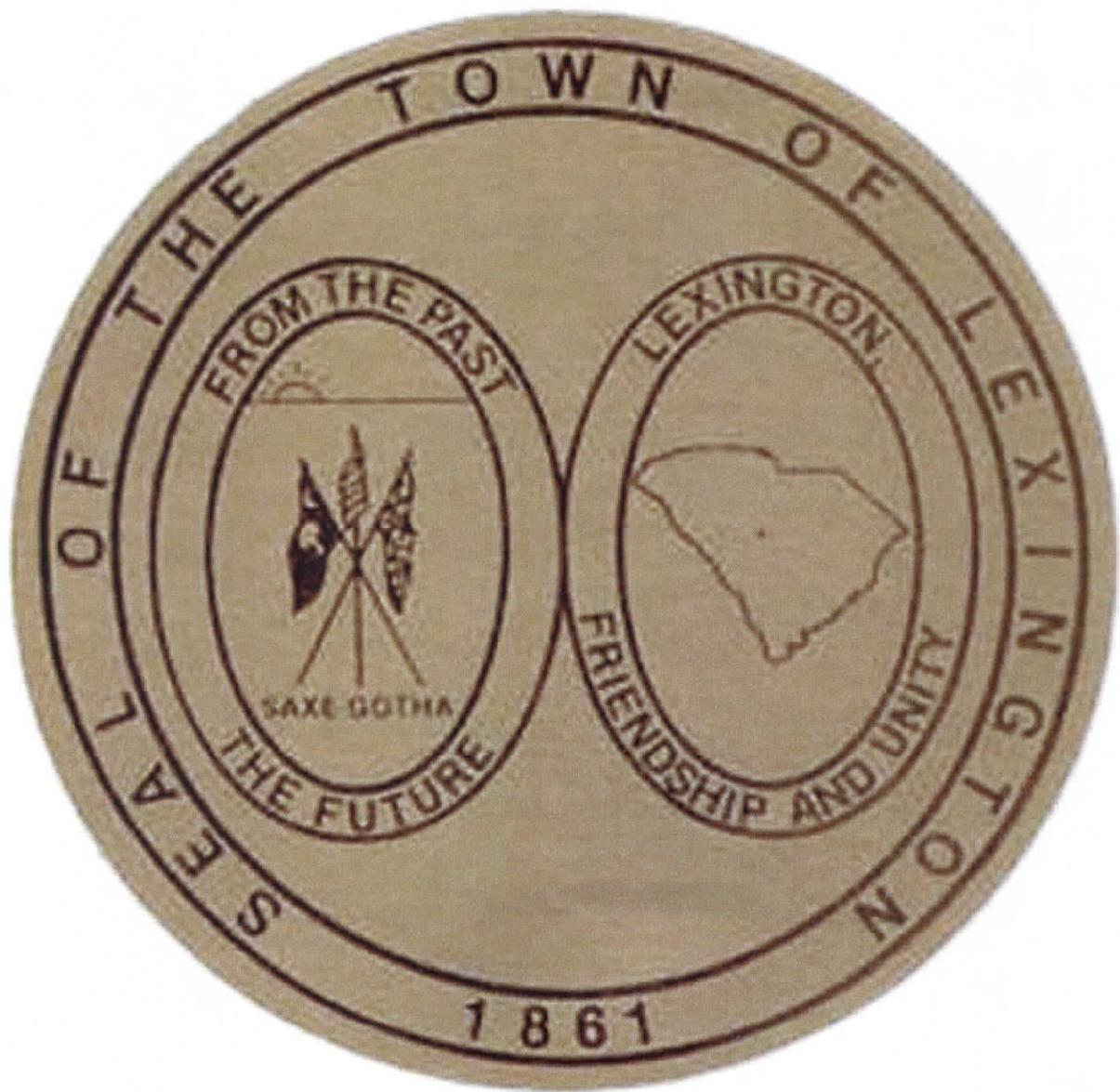
- (1) Administrative Assistant
- (2) Crime Scene Investigator

Town of Lexington, South Carolina  
**Capital Outlay**



Fiscal Year Ending June 30, 2014  
 General Fund

	<b>#</b>	<b>FY 2014</b>
<b><u>Planning, Building and Technology</u></b>		
Tyler Technology Software	1	\$ 175,830
New File Server	1	13,000
New Tape Deck	1	9,000
PC's, Laptops,/tablets	2	35,000
Microsoft System Center Core Cals	5	9,816
Microsoft System Cernt Server Cal	1	2,600
Microsoft System Center Server	1	6,000
UPS for PC/Servers/Switches	1	3,000
Switches	-	10,000
Document Management	-	4,500
Council Chambers Cable	1	1,500
Wireless Access Points	1	1,800
New Printers	2	1,000
<b>Total Planning, Building and Technology</b>		<u>273,046</u>
<b>Allocation to Enterprise Fund</b>		<u>(48,608)</u>
<b><u>Police Department</u></b>		
Vehicles - Replacements for Patrol	5	132,445
Equipment for Patrol Replacements	5	67,555
Stalker Dual Radar for Patrol	2	4,200
Watchguard Server Software	1	2,000
Glock Gen 4 Trade-in Gen 3 w/credit of \$300 (full cost \$9240)	21	2,940
FLIR Thermal Imager and Night Vison for Patrol	1	7,200
Bullet-proof Vests	5	4,000
In-Car Electronic Ticket Systems	4	2,400
Replacement Docking Stations/Supplies (IT)	1	1,500
Taser X26P with Holster/XPPM with Download Kit	1	1,165
PPE Kits	2	2,000
Rifle	1	1,200
4 Gallon Flammable Countertop Cabinet (Lab Upgrade)	1	950
4 Gallon Acid Countertop Cabinet (Lab Upgrade)	1	1,100
4 Gallon Base Countertop Cabinet (Lab Upgrade)	1	1,100
Laboratory Safety Video (Lab Upgrade)	1	2,250
Interview Room Expansion	1	1,500
Body Camera - LMS SRO	1	920
Replacement Tents	2	1,200
Barricades	30	2,350
Message Board	1	16,750
Tactical Breaching Door Set	1	4,150
1/2 Cost Portable Lighting--Generator Boom Lights	-	3,750
Crime Scene Vehicle	1	42,593
Equipment Set-Up Crime Scene Vehicle	-	12,400
New Hire Equipment	-	8,080
<b>Total Police</b>		<u>327,698</u>
<b>Allocation to Enterprise Fund</b>		<u>(8,375)</u>
<b><u>Parks, Streets and Sanitation Department</u></b>		
John Deere 5085M Utility Tractor(State Contract)	1	57,246
1/2 Cost Portable Lighting--Generator Boom Lights	1	3,750
Dog Park	1	30,000
<b>Total Parks, Streets and Sanitation</b>		<u>90,996</u>
<b>Allocation to Enterprise Fund</b>		<u>(28,623)</u>
<b>Total Capital Outlay Requests</b>		<u>\$ 606,134</u>



**Revenue, Expenditures and Other Sources and Uses (Summary)**

Fiscal Year Ending June 30, 2014

Enterprise Fund



**REVENUE**

**FY 2014**

Water Service	\$ 4,980,000
Sewer Service	7,772,000
Tap Fees	105,000
Service Fees	120,000
Late Fees	270,000
Miscellaneous Income	40,000
Total Revenue	<u>13,287,000</u>

**OPERATING EXPENDITURES**

Council and Town Hall Department	177,727
Administration Department	557,787
Finance Department	793,664
Planning, Building and Technology Department	664,276
Utilities Department	6,811,331
Total Operating Expenditures	<u>9,004,785</u>

**OTHER SOURCES AND (USES)**

Interest Income	40,000
Capital Contribution Fees	1,400,000
Debt Service	(3,838,487)
Capital Equipment	(253,623)
Capital Projects (Net) and Reserves	(1,430,200)
Contingency Reserve(@1.5% of Revenue)	(199,905)
Total Other Sources and (Uses)	<u>(4,282,215)</u>

Excess (Deficiency) of Revenue Over Expenditures and Other Sources and (Uses)	<u>\$ -</u>
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Town of Lexington, South Carolina  
**Summary of Revenue and Expenses (Accrual Basis)**

Fiscal Year Ending June 30, 2014  
 Enterprise Fund



	FY 2012 <u>Actual</u>	FY 2013 <u>Budget</u>	FY 2013 <u>Estimate</u>	FY 2014 <u>(Budget)</u>
<b>Operating Revenue</b>				
Water Service	\$ 4,610,530	\$ 4,700,000	\$ 4,600,000	\$ 4,980,000
Sewer Service	7,162,617	7,500,000	7,333,000	7,772,000
Tap Fees	104,030	105,000	95,000	105,000
Service Fees	99,790	103,000	139,000	120,000
Late Fees	279,102	295,000	278,000	270,000
Miscellaneous Income	16,776	20,000	78,000	40,000
Total operating revenue	<u>12,272,844</u>	<u>12,723,000</u>	<u>12,523,000</u>	<u>13,287,000</u>
<b>Operating Expenses</b>				
Council and Town Hall Department	187,454	175,554	153,765	177,727
Administration Department	516,036	578,980	534,370	557,787
Finance Department	757,009	829,142	750,908	793,664
Planning Building and Technology Department	435,430	648,464	525,284	664,276
Utilities Department	5,392,097	6,172,921	5,703,575	6,811,331
Other operating expenses	1,994,132	2,400,000	2,225,000	2,400,000
Total operating expenses	<u>9,282,158</u>	<u>10,805,061</u>	<u>9,892,902</u>	<u>11,404,785</u>
Operating income	<u>2,990,686</u>	<u>1,917,939</u>	<u>2,630,098</u>	<u>1,882,215</u>
<b>Non-Operating Revenue (Expenses)</b>				
Interest income	62,148	100,000	35,000	40,000
Capital Contributions	1,512,554	1,200,000	1,500,000	1,400,000
Interest expense	(980,580)	(2,568,014)	(2,568,014)	(2,442,301)
Amortization of bond issuance costs	(130,934)	(130,933)	(130,933)	(130,933)
Total non-operating revenue (expenses)	<u>463,188</u>	<u>(1,398,947)</u>	<u>(1,163,947)</u>	<u>(1,133,234)</u>
Net Income (loss)	<u>\$ 3,453,874</u>	<u>\$ 518,992</u>	<u>\$ 1,466,151</u>	<u>\$ 748,981</u>

	FY 2012 <u>Actual</u>	FY 2013 <u>Budget</u>	FY 2013 <u>Estimate</u>	<b>FY 2014 <u>(Budget)</u></b>
Net income	\$ 3,453,874	\$ 518,992	\$ 1,466,151	\$ 748,981
Adjustments:				
Non Cash Capital Contributions	(285,096)	-	-	-
Depreciation and amortization	2,125,066	2,530,933	2,355,933	2,530,933
Interest expense	980,580	2,568,014	2,568,014	2,442,301
Debt coverage adjustments	<u>2,820,550</u>	<u>5,098,947</u>	<u>4,923,947</u>	<u>4,973,234</u>
Debt coverage income	\$ 6,274,424	\$ 5,617,939	\$ 6,390,098	\$ 5,722,215
Debt service	3,381,043	3,353,989	3,353,989	3,437,301
Debt coverage ratio	1.86	1.68	1.91	1.66

**Operational Debt Coverage Calculation:**

Debt Coverage Income	\$ 6,274,424	\$ 5,617,939	\$ 6,390,098	\$ 5,722,215
Adjustments:				
Cash Capital Contributions	<u>(1,227,458)</u>	<u>(1,200,000)</u>	<u>(1,500,000)</u>	<u>(1,400,000)</u>
Operational Debt coverage income	\$ 5,046,966	\$ 4,417,939	\$ 4,890,098	\$ 4,322,215
Debt service	3,381,043	3,353,989	3,353,989	3,437,301
Debt coverage ratio	1.49	1.32	1.46	1.26

Town of Lexington, South Carolina  
 Revenue, Expenditures and Other Sources and Uses

Fiscal Year Ending June 30, 2014  
 Enterprise Fund

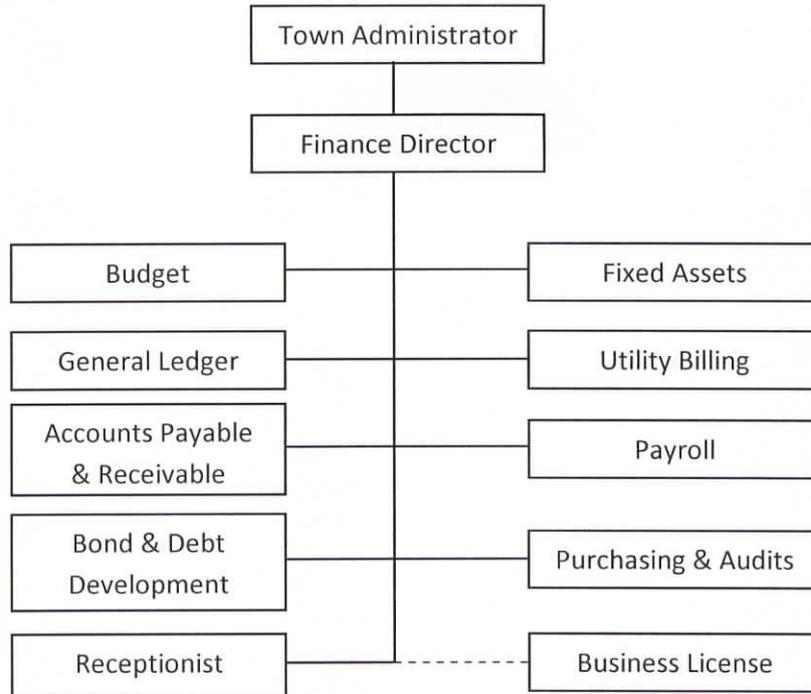


	FY 2012 <u>ACTUAL</u>	FY 2013 <u>ESTIMATE</u>	FY 2013 <u>AMENDED BUDGET</u>	FY 2014 <u>BUDGET</u>	\$\$\$ <u>VARIANCE</u>	%% <u>VARIANCE</u>
<b><u>REVENUE</u></b>						
Water Service	\$ 4,610,530	\$ 4,600,000	\$ 4,700,000	\$ 4,980,000	\$ 280,000	6.0
Sewer Service	7,162,617	7,333,000	7,500,000	7,772,000	272,000	3.6
Tap Fees	104,030	95,000	105,000	105,000	-	-
Service Fees	99,790	139,000	103,000	120,000	17,000	16.5
Late Fees	279,102	278,000	295,000	270,000	(25,000)	(8.5)
Miscellaneous Income	16,775	78,000	20,000	40,000	20,000	100.0
<b>Total Revenue</b>	<b>12,272,844</b>	<b>12,523,000</b>	<b>12,723,000</b>	<b>13,287,000</b>	<b>564,000</b>	<b>4.4</b>
<b><u>OPERATING EXPENDITURES</u></b>						
Council and Town Hall Department	187,454	153,765	175,554	177,727	2,173	1.2
Administration Department	516,036	534,370	578,980	557,787	(21,193)	(3.7)
Finance Department	757,009	750,908	829,142	793,664	(35,478)	(4.3)
Planning, Building and Technology	435,430	525,284	648,464	664,276	15,812	2.4
Utilities Department	5,392,097	5,703,575	6,157,921	6,811,331	653,410	10.6
<b>Total Operating Expenditures</b>	<b>7,288,026</b>	<b>7,667,902</b>	<b>8,390,061</b>	<b>9,004,785</b>	<b>614,724</b>	<b>7.3</b>
<b><u>OTHER SOURCES AND (USES)</u></b>						
Interest Income	62,148	35,000	100,000	40,000	(60,000)	(60.0)
Capital Contribution Fees	1,227,458	1,500,000	1,200,000	1,400,000	200,000	16.7
Debt Service	(3,739,943)	(3,353,989)	(3,965,586)	(3,838,487)	127,099	-
Capital Equipment	(265,819)	(256,085)	(399,053)	(253,623)	145,430	-
Capital Projects (Net) and Reserves	(14,670,743)	(7,100,000)	(16,197,500)	(1,430,200)	14,767,300	-
Cash Reserves	11,334,783	-	4,561,545	-	(4,561,545)	(100.0)
Gain on Sale of Asset	-	-	60,000	-	(60,000)	(100.0)
Bond/Ban Issue	6,052,116	10,000,000	10,500,000	-	(10,500,000)	(100.0)
Contingency Reserve(@ 1.5% of Revenue)	-	-	(192,345)	(199,905)	(7,560)	-
<b>Total Other Sources and (Uses)</b>	<b>-</b>	<b>824,926</b>	<b>(4,332,939)</b>	<b>(4,282,215)</b>	<b>50,724</b>	<b>-</b>
<b>Excess (Deficiency) of Revenue Over Expenditures and Other Sources and (Uses)</b>	<b>\$ 4,984,818</b>	<b>\$ 5,680,024</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>

Fiscal Year Ending June 30, 2014

	FY 2012 ACTUAL	FY 2013 ESTIMATE	FY 2013 AMENDED BUDGET	FY 2014 BUDGET	\$\$\$ VARIANCE	%% VARIANCE
<b>EXPENDITURES</b>						
<b>COUNCIL SALARIES &amp; FRINGES</b>						
Salaries	\$ 42,097	\$ 43,365	\$ 42,683	\$ 42,683	\$ -	-
Overtime	-	-	-	-	-	-
FICA Expense	3,033	3,317	3,265	3,265	-	-
SC Retirement Expense	3,785	460	4,054	4,054	-	-
Retiree Health Care-OPEB	248	1,340	1,340	1,340	-	-
Health Insurance - Employee	14,404	14,412	12,949	13,808	859	6.6
Workers Compensation Insurance	585	375	269	328	59	21.9
Unemployment	-	-	-	-	-	-
Wellness Program	278	278	341	341	-	-
Total Salaries & Fringes	64,429	63,547	64,901	65,819	918	1.4
<b>COUNCIL OPERATING EXPENDITURES</b>						
Total Council Operating Expenditures	123,025	90,217	110,653	111,908	1,255	1.1
Total Expenditures	\$ 187,454	\$ 153,765	\$ 175,554	\$ 177,727	\$ 2,173	1.2
<b>ADMINISTRATION SALARIES &amp; FRINGES</b>						
Salaries	\$ 368,090	\$ 378,542	\$ 383,294	\$ 396,081	\$ 12,787	3.3
Overtime	-	-	250	250	-	-
FICA Expense	26,561	28,958	29,341	30,319	978	3.3
SC Retirement Expense	31,924	36,094	38,199	38,704	505	1.3
Retiree Health Care-OPEB	2,092	1,675	1,675	1,675	-	-
Health Insurance - Employee	26,876	27,545	33,908	35,015	1,107	3.3
Workers Compensation Insurance	10,732	14,686	7,812	9,533	1,721	22.0
Unemployment	-	-	1,266	1,308	42	3.3
Wellness Program	741	1,019	487	487	-	-
Total Salaries & Fringes	467,017	488,519	496,232	513,372	17,140	3.5
<b>ADMINISTRATION OPERATING EXPENDITURES</b>						
Total Administration Operating Expenditures	49,019	45,851	82,748	44,415	(38,333)	(46.3)
Total Expenditures	\$ 516,036	\$ 534,370	\$ 578,980	\$ 557,787	\$ (21,193)	(3.7)
<b>PLANNING, BUILDING AND TECHNOLOGY SALARIES &amp; FRINGES</b>						
Salaries	\$ 146,779	\$ 144,543	\$ 293,134	\$ 268,249	\$ (24,885)	(8.5)
Overtime	-	-	1,500	750	(750)	(50.0)
FICA Expense	10,895	11,058	22,540	20,578	(1,961)	(8.7)
SC Retirement Expense	13,589	13,782	30,598	28,008	(2,590)	(8.5)
Retiree Health Care-OPEB	829	1,675	1,675	1,675	-	-
Health Insurance - Employee	16,392	16,619	24,673	27,479	2,806	11.4
Workers Compensation Insurance	4,892	4,892	9,509	16,400	6,891	72.5
Unemployment	-	-	972	888	(85)	(8.7)
Wellness Program	185	185	338	400	62	18.3
Total Salaries & Fringes	193,562	192,754	384,939	364,427	(20,512)	(5.3)
<b>PLANNING, BUILDING AND TECHNOLOGY OPERATING EXPENDITURES</b>						
Total Planning, Building and Technology Operating Expenditures	241,868	332,530	263,525	299,849	36,324	13.9
Total Expenditures	\$ 435,430	\$ 525,284	\$ 648,464	\$ 664,276	\$ 15,812	2.4

## FINANCE



### The Finance Department:

- Provides outstanding customer service to both internal and external customers in a professional, cost efficient and effective manner;
- Provides citizens, customers, decision makers and other interested parties with useful, timely and accurate information; and
- Accounts for and safeguards the financial resources of the Town.

### Achievements for FY 2013:

- Implemented electronic Capital Contribution Certificate program. (S, V, A)
- Implemented new financial software. (A, R)

### Goals and Objectives for FY 2014:

- Complete implementation of electronic billing. (S, A)
- Streamline processes to reduce paper. (S, V, A)

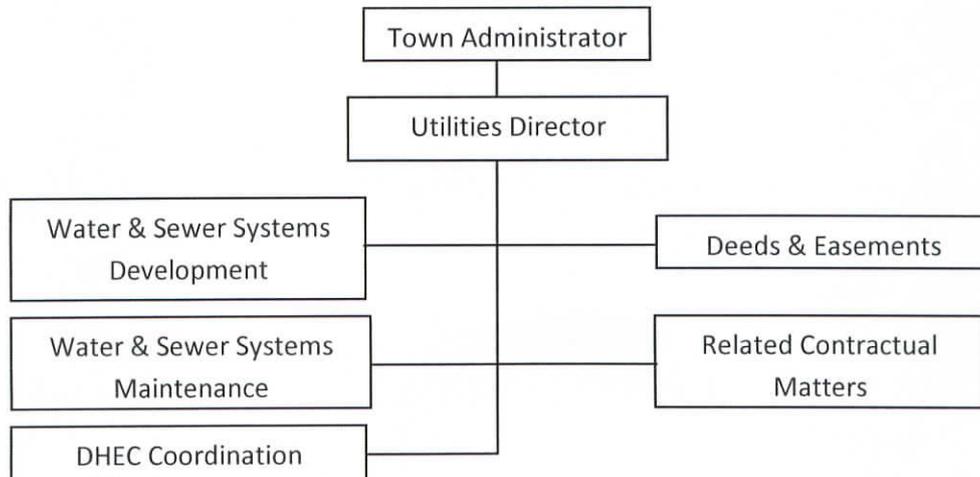
Town of Lexington, South Carolina  
**Finance Department**

Fiscal Year Ending June 30, 2014  
 Enterprise Fund



	FY 2012 <u>ACTUAL</u>	FY 2013 <u>ESTIMATE</u>	FY 2013 <u>AMENDED BUDGET</u>	FY 2014 <u>BUDGET</u>	\$\$\$ <u>VARIANCE</u>	%% <u>VARIANCE</u>
<b><u>EXPENDITURES</u></b>						
<b><u>SALARIES &amp; FRINGES</u></b>						
Salaries	\$ 277,373	\$ 265,184	\$ 292,792	\$ 264,955	\$ (27,837)	(9.5)
Overtime	354	6,451	6,000	1,500	(4,500)	(75.0)
FICA Expense	20,488	20,780	22,858	20,384	(2,474)	(10.8)
SC Retirement Expense	25,803	35,880	30,745	27,262	(3,483)	(11.3)
Retiree Health Care - OPEB	1,578	-	-	-	-	-
Health Insurance - Employee	33,652	34,105	32,495	30,222	(2,273)	(7.0)
Other Post Employment Benefits (OPEB)	-	-	9,105	9,105	-	-
Workers Compensation Insurance	8,083	8,373	6,048	5,535	(513)	(8.5)
Unemployment	-	-	986	879	(107)	(10.8)
Wellness Program	556	723	584	584	-	-
<b>Total Salaries &amp; Fringes Before Allocation</b>	<b>367,886</b>	<b>371,496</b>	<b>401,613</b>	<b>360,426</b>	<b>(41,187)</b>	<b>(10.3)</b>
General & Administrative Allocation	247,559	238,593	251,184	259,988	8,804	3.5
<b>Total Salaries &amp; Fringes</b>	<b>615,445</b>	<b>610,089</b>	<b>652,797</b>	<b>620,414</b>	<b>(32,383)</b>	<b>(5.0)</b>
<b><u>OPERATING EXPENDITURES</u></b>						
Advertising	76	-	-	-	-	-
Advisory Boards & Commissions	-	-	-	-	-	-
Awards & Memorials	-	-	-	-	-	-
Building Maintenance Agreements	-	-	-	-	-	-
Contractual Services	25,851	32,450	38,225	32,695	(5,530)	(14.5)
Contributions	-	-	-	-	-	-
Council Expenses	-	-	-	-	-	-
Damages	-	-	-	-	-	-
Deeds & Easements	-	30	-	-	-	-
Dues & Subscriptions	60	-	90	90	-	-
Election Expense	-	-	-	-	-	-
Film Development	-	-	-	-	-	-
Fuels	11,244	10,370	12,550	13,065	515	4.1
Insurance - Building & Other	-	-	-	-	-	-
Lab Test	-	-	-	-	-	-
Meetings & Meals	169	329	90	300	210	233.3
Meters, Pipes & Fittings	1,208	336	1,275	1,275	-	-
Non-Capital - Computer Supplies	945	-	-	-	-	-
Non-Capital - Equipment	230	-	100	100	-	-
Non-Capital - Furniture & Fixtures	385	-	-	-	-	-
Non-Capital - Small Tools	14	968	975	950	(25)	(2.6)
Office Supplies	1,963	2,781	2,600	2,600	-	-
Office Supplies - Postage	58,306	54,452	59,975	63,100	3,125	5.2
Permits & Licenses	-	-	-	-	-	-
Printing & Publishing	-	-	-	-	-	-
Professional Services - Audit	5,500	4,750	7,000	7,000	-	-
Professional Services - Engineering	-	-	-	-	-	-
Professional Services - Legal	-	-	-	-	-	-
Professional Services - Other	-	-	-	-	-	-
Recruitment	-	-	-	-	-	-
Rental - Equipment	-	-	-	-	-	-
Repairs - Automotive	1,978	3,741	2,000	2,000	-	-
Repairs - Building & Facilities	-	-	-	-	-	-
Repairs - Computers	-	-	-	-	-	-
Repairs - Equipment	-	-	100	100	-	-
Screening & Shots	300	203	205	205	-	-
Supplies	794	495	715	675	(40)	(5.6)
Strategic Plan	-	-	-	-	-	-
Tax Bill Preparation Cost	-	-	-	-	-	-
Travel & Training	1,601	-	4,000	3,560	(440)	(11.0)
Uniforms	672	954	700	1,000	300	42.9
Uniforms - Clothing Allowance	-	-	-	-	-	-
Utilities - Electricity	-	-	-	-	-	-
Utilities - Tele-Communications	1,391	1,511	1,800	1,800	-	-
W/S - Sewer Treatment	-	-	-	-	-	-
W/S - Water Purchases	-	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>112,688</b>	<b>113,370</b>	<b>132,400</b>	<b>130,515</b>	<b>(1,885)</b>	<b>(1.4)</b>
General & Administrative Allocation	28,875	27,449	43,945	42,735	(1,210)	(2.8)
<b>Total Expenditures</b>	<b>757,009</b>	<b>750,908</b>	<b>829,142</b>	<b>793,664</b>	<b>(35,478)</b>	<b>(4.3)</b>
Capital Outlay Before Allocation	5,000	-	-	18,657	18,657	-
Capital Outlay Allocation	-	-	-	-	-	-
<b>Total Expenditures and Capital Outlay</b>	<b>\$ 762,009</b>	<b>\$ 750,908</b>	<b>\$ 829,142</b>	<b>\$ 812,321</b>	<b>\$ (16,821)</b>	<b>(2.0)</b>

## UTILITIES



The Utilities Department oversees the maintenance of the water and sewer lines for the Town of Lexington. The department currently handles the maintenance of 274 miles of sewer lines, 212 miles of water lines, 3,888 manholes, 1,006 fire hydrants, 74 pump stations, 3 elevated water storage tanks, 2 ground water storage tanks, 4 high service pumps, and a 1.95 MGD Wastewater Treatment Plant with 33 staff members.

**Achievements for FY 2013:**

- Completed water and sewer line relocations on West Main Street and Columbia Avenue for the SCDOT intersection improvement project. (S, V)
- Completed the Highway 378 Pump Station and Force Main. (S, V)
- Began a corrective action plan for the wastewater collection system. (S, V, A)
- Received a grant to replace water lines in the West Lexington Area. (S, V, A)

**Goals and Objectives for FY 2014:**

- 12/14 Mile Creek system upgrade – Phase III A & B. (S, V)
- 12 Mile Creek Sewer Line to Coventry Woods. (S, V)
- Sewer Main Replacements on Rama Lane, West Main & Corley Street. (S, V)
- New Storage & Office Space for Utilities. (S, A)
- East Main Street water line replacement. (S, V)
- South Lake water line abandonment. (S, V)
- West Lexington water line improvements. (S, V)
- Construct gravity sewer connector on 12 Mile Creek to Coventry Woods WWTP. (S, V)
- Close Out Coventry Woods WWTP. (S, A, R)
- Continue with the new CMOM plan to upgrade training and our collection system. (S, A, R)
- Generate new specifications for pump stations and control panels. (S, V)
- Start a FOG outreach program in the 12 Mile Creek Basin to educate homeowners about the disposal of fats, oils, and grease with a partnership grant with Lexington County. (S, V, C)

Town of Lexington, South Carolina  
**Utilities Department**

Fiscal Year Ending June 30, 2014  
 Enterprise Fund



	FY 2012 ACTUAL	FY 2013 ESTIMATE	FY 2013 AMENDED BUDGET	FY 2014 BUDGET	\$\$\$ VARIANCE	%% VARIANCE
<b>EXPENDITURES</b>						
<b>SALARIES &amp; FRINGES</b>						
Salaries	\$ 1,428,954	\$ 1,408,915	\$ 1,542,100	\$ 1,605,507	\$ 63,407	4.1
Overtime	90,072	130,250	98,000	120,000	22,000	22.4
FICA Expense	111,320	117,746	125,468	132,000	6,533	5.2
SC Retirement Expense	143,277	161,079	170,984	178,843	7,859	4.6
Retiree Health Care - OPEB	8,601	-	-	-	-	-
Health Insurance - Employee	211,355	214,790	232,105	230,855	(1,250)	(0.5)
Other Post Employment Benefits (OPEB)	-	-	41,481	41,481	-	-
Workers Compensation Insurance	59,686	122,122	88,206	127,221	39,015	44.2
Unemployment	1,630	-	5,412	5,694	282	5.2
Wellness Program	2,965	2,805	3,300	3,300	-	-
<b>Total Salaries &amp; Fringes Before Allocation</b>	<b>2,057,860</b>	<b>2,157,707</b>	<b>2,307,056</b>	<b>2,444,901</b>	<b>137,845</b>	<b>6.0</b>
General & Administrative Allocation	-	-	-	-	-	-
<b>Total Salaries &amp; Fringes</b>	<b>2,057,860</b>	<b>2,157,707</b>	<b>2,307,056</b>	<b>2,444,901</b>	<b>137,845</b>	<b>6.0</b>
<b>OPERATING EXPENDITURES</b>						
Advertising	3,077	-	3,000	3,000	-	-
Awards & Memorials	-	-	-	-	-	-
Building Maintenance Agreements	-	-	-	-	-	-
Contractual Services	326,621	357,540	303,855	388,050	84,195	27.7
Contractual Services - Sludge Removal	118,256	109,602	136,000	136,000	-	-
Contributions	-	-	-	-	-	-
Damages	1,897	671	1,500	1,500	-	-
Deeds & Easements	170	45	500	500	-	-
Downtown Beautification	-	-	-	-	-	-
Dues & Subscriptions	3,554	2,724	3,200	3,200	-	-
Election Expense	-	-	-	-	-	-
Film Development	-	-	-	-	-	-
Fuels	122,367	128,594	90,000	90,000	-	-
Insurance - Building & Other	-	-	-	-	-	-
Lab Test	49,748	54,833	40,000	40,000	-	-
Meetings & Meals	471	411	2,500	2,500	-	-
Meters, Pipes & Fittings	182,026	242,418	150,000	150,000	-	-
Non-Capital - Computer Supplies	10,594	19,235	5,000	5,000	-	-
Non-Capital - Equipment	22,823	25,733	15,000	33,400	18,400	122.7
Non-Capital - Furniture & Fixtures	80	-	1,000	1,000	-	-
Non-Capital - Small Tools	8,356	15,617	9,000	9,000	-	-
Office Supplies	2,464	2,465	3,100	3,100	-	-
Office Supplies - Postage	3,554	3,584	4,250	3,500	(750)	(17.6)
Permits & Licenses	25,789	35,315	20,000	20,000	-	-
Printing & Publishing	-	-	-	-	-	-
Professional Services - Audit	-	-	-	-	-	-
Professional Services - Engineering	4,394	3,000	2,000	2,000	-	-
Professional Services - Legal	21,928	11,298	20,000	20,000	-	-
Professional Services - Other	-	-	-	-	-	-
Recruitment	-	-	-	-	-	-
Rental - Equipment	13,070	21,948	10,000	10,000	-	-
Repairs - Automotive	20,421	17,679	15,000	15,000	-	-
Repairs - Building & Facilities	-	-	500	500	-	-
Repairs - Computers	-	-	-	-	-	-
Repairs - Equipment	87,156	72,959	104,280	104,280	-	-
Screening & Shots	2,241	2,808	2,500	2,500	-	-
Supplies	333,793	224,813	252,900	253,000	100	0.0
Strategic Plan	-	-	-	-	-	-
Tax Bill Preparation Cost	-	-	-	-	-	-
Travel & Training	27,685	26,733	35,380	31,500	(3,880)	(11.0)
Uniforms	15,656	26,616	18,400	18,400	-	-
Uniforms - Clothing Allowance	-	-	-	-	-	-
Utilities - Electricity	283,819	359,594	272,000	357,000	85,000	31.3
Utilities - Tele-Communications	34,601	40,152	30,000	30,000	-	-
W/S - Sewer Treatment	723,271	996,486	1,285,000	1,600,000	315,000	24.5
W/S - Water Purchases	884,357	743,001	1,015,000	1,032,500	17,500	1.7
<b>Total Operating Expenditures</b>	<b>3,334,237</b>	<b>3,545,868</b>	<b>3,850,865</b>	<b>4,366,430</b>	<b>515,565</b>	<b>13.4</b>
General & Administrative Allocation	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>5,392,097</b>	<b>5,703,575</b>	<b>6,157,921</b>	<b>6,811,331</b>	<b>653,410</b>	<b>10.6</b>
Capital Outlay Before Allocation	158,000	215,000	215,000	149,360	(65,640)	(30.5)
Capital Outlay Allocation	-	-	-	-	-	-
<b>Total Expenditures and Capital Outlay</b>	<b>\$ 5,550,097</b>	<b>\$ 5,918,575</b>	<b>\$ 6,372,921</b>	<b>\$ 6,960,691</b>	<b>\$ 587,770</b>	<b>9.2</b>

Town of Lexington, South Carolina  
**Positions By Department**

Fiscal Year Ending June 30, 2014  
 Enterprise Fund



	<u>Prior Year FY 2012</u>	<u>Current Year FY 2013</u>	<u>Budgeted FY 2014</u>
<b><u>Finance</u></b>			
Accounts Receivable Supervisor	1	1	1
Accounting Clerk/Customer Service	2	2	2
Accounting Clerk	1	1	1
Meter Technician	2	2	2
Total	<u>6</u>	<u>6</u>	<u>6</u>
<b><u>Utilities</u></b>			
Director of Utilities	1	1	1
Superintendent, Utilities	1	1	1
Wastewater Main Supervisor	1	1	1
Water Main Supervisor	1	1	1
Water/Sewer Main Tech III	11	12	12
Water/Sewer Main Tech II	11	12	12
Engineer	1	-	-
Environmental Sys Operator III	1	1	1
Environmental Sys Operator II	1	1	1
Inspector	1	1	1
Administrative Assistant	1	1	1
Secretary	1	1	1
Total	<u>32</u>	<u>33</u>	<u>33</u>
<b>Total Enterprise Fund</b>	<b><u>38</u></b>	<b><u>39</u></b>	<b><u>39</u></b>



**FY 2014**

Capacity Payments	\$ 401,185
Series 2001 A Revenue Bonds	67,000
Series 2004 Revenue Bonds	523,014
Series 2009 Revenue Bonds	522,075
Series 2010 Revenue Bonds	795,525
Series 2011 Revenue Bonds	1,278,850
Series 2012 Revenue Bonds	<u>250,838</u>
Total Debt Service	<u>\$ 3,838,487</u>

	<b>#</b>	<b>FY 2014</b>
<b><u>Finance</u></b>		
Tacoma Truck	1	\$ 18,657
<b>Total Finance</b>		<u>18,657</u>
<b><u>Planning, Building and Technology Department</u></b>		
Allocation to Enterprise Fund		48,608
<b>Total Planning, Building and Technology</b>		<u>48,608</u>
<b><u>Police Department</u></b>		
Allocation to Enterprise Fund		8,375
<b>Total Police</b>		<u>8,375</u>
<b><u>Parks, Streets and Sanitation Department</u></b>		
Allocation to Enterprise Fund		28,623
<b>Total Parks, Streets and Sanitation</b>		<u>28,623</u>
<b><u>Utilities Department</u></b>		
4" Bypass Pump	1	52,000
F150 4x4 Trucks	2	39,654
F250 Service Trucks	2	47,206
Portable Lighting--Generator Boom Lights	1	7,500
Time Clock to import with Tyler	1	3,000
<b>Total Utilities</b>		<u>149,360</u>
<b>Total Capital Equipment Requests</b>		<u><u>\$ 253,623</u></u>

<u>SEWER CIP</u>	<u>FY 2014</u>
12/14 Mile Creek System Upgrade- Phase III A & B	\$5,500,000
12 Mile Creek Sewer Line to Coventry Woods	1,575,000
Easements Acquisition	500,000
Shore Road PS- Rehab & Generator	140,000
Main Line Replacements- Rama, West Main, Corley Street	280,000
Hwy 378 East - Extension	<u>155,000</u>
<b>Total Estimated Cost:</b>	<u><u>8,150,000</u></u>

<u>WATER CIP</u>	
East Main Street Water Line Replacement (including Martel & South Crout)	350,000
South Lake Drive Water Line Abandonment (Addy Lane water line replacement and East Main Street improvements)	185,000
Corley Mill/378 Relocations	30,000
Demolition of Old Water Plant	200,000
New Storage & Office Space for Utilities	450,000
West Lexington Waterline Improvements	<u>60,000</u>
<b>Total Capital Improvement Projects - Water</b>	<u><u>1,275,000</u></u>
Use of BAN proceeds issued in FY13	(7,994,800)
<b>Total Capital Improvement Projects (Net)</b>	<u><u>\$1,430,200</u></u>



Rates Effective July 1, 2013

Water Rates

<b>Monthly Customer Service Charges / Meter</b>			
Meter size		Inside Town	Outside Town
3/4"	\$	7.29	\$ 12.01
1"	\$	13.43	\$ 22.05
1-1/2"	\$	18.24	\$ 30.03
2"	\$	36.47	\$ 60.06
3"	\$	94.80	\$ 156.15
4"	\$	175.06	\$ 288.27
6"	\$	229.37	\$ 377.97

<b>Volume Charges / Thousand Gallons</b>			
		Inside Town	Outside Town
Residential	\$	4.06	\$ 7.59
Commercial	\$	3.79	\$ 7.12
Industrial	\$	3.79	\$ 7.12

Sewer Rates

<b>Monthly Customer Service Charges / Meter</b>			
		Inside Town	Outside Town
Flat Rate (Non-Metered)	\$	6.92	\$ 9.21
			\$ 55.24

<b>Volume Charges / Thousand Gallons</b>			
		Inside Town	Outside Town
	\$	4.80	\$ 8.47

(Maximum of 10,000 gallon / mo. for residential customers)

<b>Fire Protection Charges</b>			
		Inside Town	Outside Town
Sprinkler minimum (\$ / mo.)	\$	4.75	\$ 9.48
Additional over 60 heads (\$ / head / mo.)	\$	0.07	\$ 0.16
Commercial Fire Hydrant	\$	9.88	\$ 19.73

## Water and Sewer Connection Fees

<b>Tap Fees</b>	
Water Tap Fee	\$ 640.00
Sewer Tap Fee	\$ 510.00

<b>Water Meter Fees (Fees vary by meter size)</b>	
3/4"	\$ 270.00
1"	\$ 350.00
1-1/2"	\$ 480.00
2"	\$ 600.00
3"	\$ 1,440.00
4"	\$ 1,800.00
6"	\$ 2,640.00

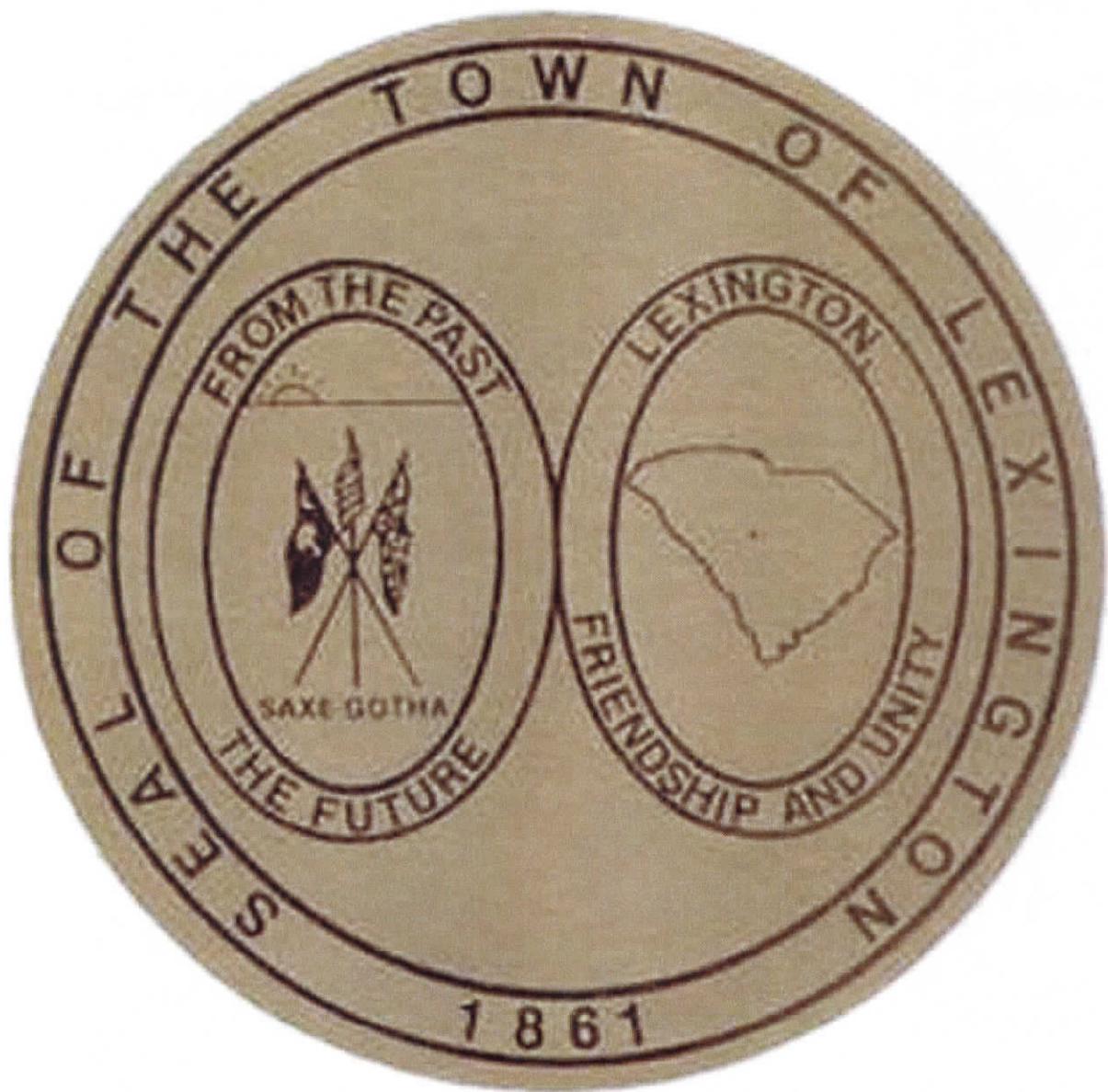
<b>Capital Contribution Fees (per ERU)</b>		
	<b>Inside Town</b>	<b>Outside Town</b>
Water Capital Contribution Fee	\$ 1,150.00	\$ 2,050.00
Sewer Capital Contribution Fee	\$ 1,900.00	\$ 3,700.00

## Ancillary Charges Related to Water, Sewer, and Stormwater

New Account Charge	\$ 20.00
Plan Review and Inspection Fee (1% of utility construction cost)	
Minimum	\$ 74.00
Maximum	\$ 1,150.00
Stormwater Plan & Inspection Fee (3% of stormwater construction cost)	
Minimum	\$ 74.00
Maximum	\$ 1,150.00
Sewer Inspection Fee	\$ 75.00
Sewer Re-inspection Fee	\$ 50.00

## Water Service for Irrigation Purposes

	<b>Inside Town</b>	<b>Outside Town</b>
Existing 3/4"	\$ 455.00	\$ 655.00
New Tap 3/4"	\$ 520.00	\$ 770.00
New Tap 1"	\$ 650.00	\$ 1,000.00
New Tap 1 1/2"	\$ 1,105.00	\$ 1,755.00
New Tap 2"	\$ 1,560.00	\$ 2,610.00



Town of Lexington, South Carolina  
*Schedule of Sources and Uses*

Fiscal Year Ending June 30, 2014  
Debt Service Fund



**SOURCES**

**FY 2014**

Transfer From General Fund	\$ 406,735
Transfer From Alcohol Permits Fund	34,250
Interest	-
	<hr/>
Total Sources	440,985
	<hr/>

**USES**

Debt Service (COP & GO Bond)	440,985
	<hr/>
Total Uses	440,985
	<hr/>
Excess (Deficiency) of Sources	\$ -
	<hr/> <hr/>

Town of Lexington, South Carolina  
*Schedule of Sources and Uses*

Fiscal Year Ending June 30, 2014  
 Debt Service Fund



<u>SOURCES</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ESTIMATE</u>	<u>FY 2013 AMENDED BUDGET</u>	<u>FY 2014 BUDGET</u>	<u>\$\$\$ VARIANCE</u>	<u>%% VARIANCE</u>
Transfer From General Fund	\$ 407,214	\$ 407,601	\$ 406,901	\$ 406,735	\$ (166)	(0.0)
Transfer From Alcohol Permits Fund	-	20,000	20,000	34,250	14,250	71.3
Interest	21	144	-	-	-	-
Total Sources	407,235	427,745	426,901	440,985	14,084	3.3
<u>USES</u>						
Debt Service (COP & GO Bond)	407,214	427,601	426,901	440,985	14,084	3.3
Total Uses	407,214	427,601	426,901	440,985	14,084	3.3
Excess (Deficiency) of Sources	\$ 21	\$ 144	\$ -	\$ -	\$ -	-

Town of Lexington, South Carolina  
*Schedule of Sources and Uses*

Fiscal Year Ending June 30, 2014  
Special Revenue Fund



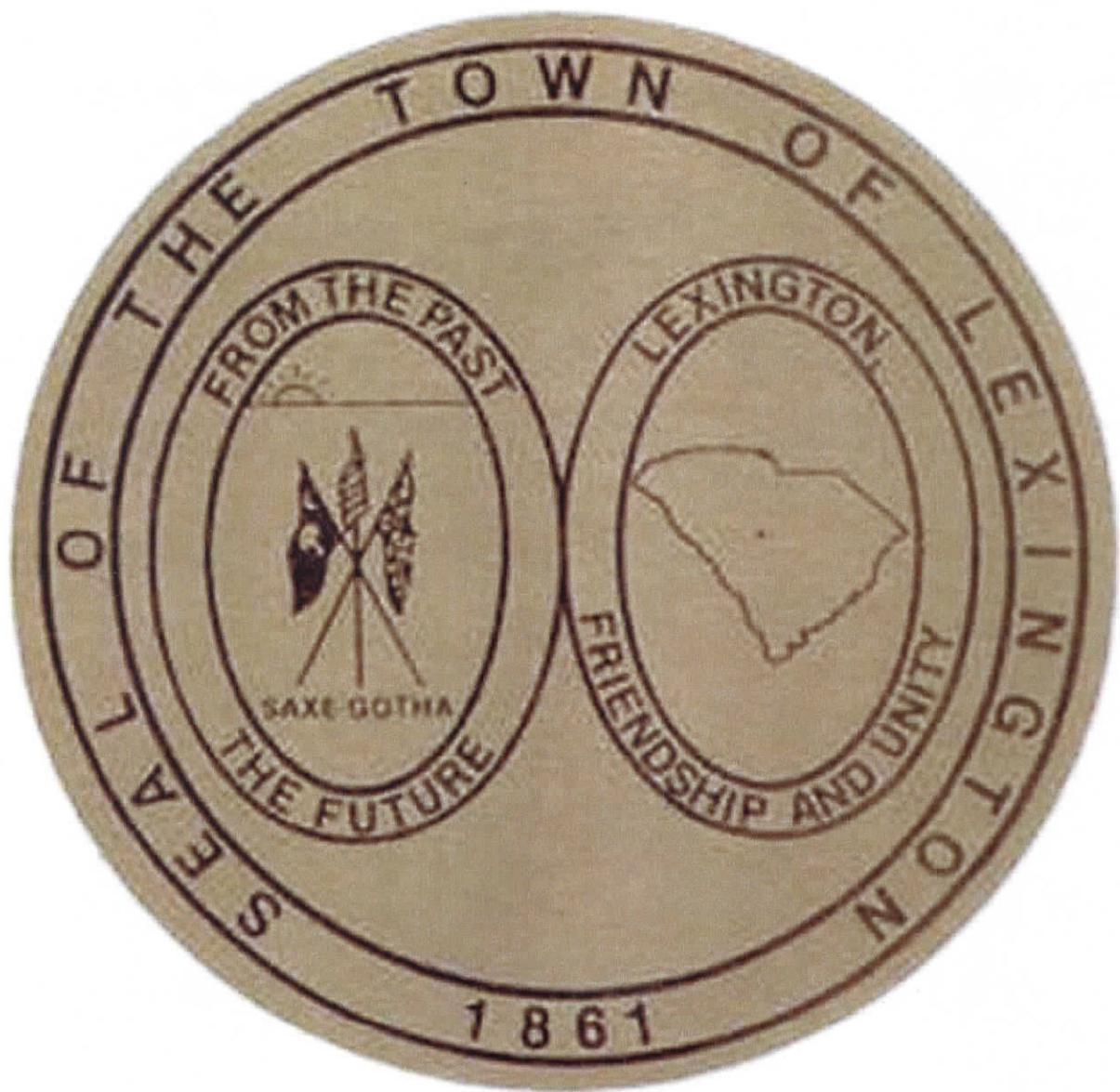
**SOURCES**

**FY 2014**

Fines	\$ 44,139
Transfer from General Fund	<u>20,944</u>
Total Sources	<u>65,083</u>

**USES**

Victims' Advocate	<u>65,083</u>
Total Uses	<u>65,083</u>
Excess (Deficiency) of Sources	<u><u>\$ -</u></u>



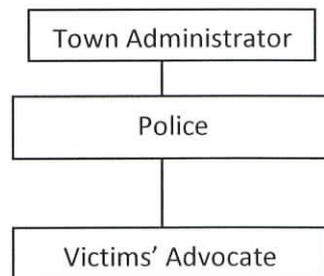
Town of Lexington, South Carolina  
*Schedule of Sources and Uses*

Fiscal Year Ending June 30, 2014  
 Special Revenue Fund



<u>SOURCES</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ESTIMATE</u>	<u>FY 2013 AMENDED BUDGET</u>	<u>FY 2014 BUDGET</u>	<u>\$\$\$ VARIANCE</u>	<u>%% VARIANCE</u>
Fines	\$ 40,399	\$ 36,000	\$ 43,000	\$ 44,139	\$ 1,139	0.03
Transfer From General Fund	-	25,233	25,233	20,944	(4,289)	(0.17)
Fund Balance Reserves	19,813	-	-	-	-	-
Total Sources	60,212	61,233	68,233	65,083	(3,150)	(4.6)
 <u>USES</u>						
Victim's Advocate	60,212	60,993	68,233	65,083	(3,150)	(4.6)
Total Uses	60,212	60,993	68,233	65,083	(3,150)	(4.6)
Excess (Deficiency) of Sources	\$ -	\$ 240	\$ -	\$ -	\$ -	-

## VICTIMS' ADVOCATE



### The Victims' Advocate strives to:

- Provide services to all victims of a crime within 24 hours.
- Provide referrals for crisis counseling
- Assist victims in securing restraining orders.
- Provide referrals for financial assistance.
- Notify victims of all court hearings.
- Attend with or represent victims at court hearings.
- Provide public information seminars.

The Victims' Advocate can also provide information on the SC Victims' Compensation Fund. This resource is intended to help individuals with medical expenses, loss of earnings, counseling expenses or funeral expenses that result from a crime.

Town of Lexington, South Carolina  
*Victims' Advocate*

Fiscal Year Ending June 30, 2014  
 Special Revenue Fund



	FY 2012 ACTUAL	FY 2013 ESTIMATE	FY 2013 AMENDED BUDGET	FY 2014 BUDGET	\$\$\$ VARIANCE	%% VARIANCE
<b>EXPENDITURES</b>						
<b>SALARIES &amp; FRINGES</b>						
Salaries	\$ 39,778	\$ 44,212	\$ 44,353	\$ 49,206	4,853	10.9
Overtime	500	785	700	1,000	300	42.9
FICA Expense	2,970	3,483	3,447	3,841	394	11.4
SC Retirement Expense	3,849	4,621	4,776	6,162	1,386	29.0
Health Insurance - Employee	9,650	3,661	10,358	88	(10,269)	(99.1)
Workers Compensation Insurance	186	1,070	773	943	170	22.0
Unemployment	-	-	149	166	17	11.4
Wellness Program	-	-	-	-	-	-
Total Salaries & Fringes Before Allocation	56,934	57,832	64,556	61,406	(3,150)	(4.9)
General & Administrative Allocation	-	-	-	-	-	-
Total Salaries & Fringes	56,934	57,832	64,556	61,406	(3,150)	(4.9)
<b>OPERATING EXPENDITURES</b>						
Advertising	-	-	-	-	-	-
Advisory Boards & Commissions	-	-	-	-	-	-
Awards & Memorials	-	-	-	-	-	-
Building Maintenance Agreements	-	-	-	-	-	-
Contractual Services	2	-	-	-	-	-
Contributions	-	-	-	-	-	-
Council Expenses	-	-	-	-	-	-
Damages	-	-	-	-	-	-
Dues & Subscriptions	-	25	25	25	-	-
Election Expense	-	-	-	-	-	-
Film Development	-	-	-	-	-	-
Fuels	2,106	1,922	2,500	2,500	-	-
Insurance - Building & Other	-	-	-	-	-	-
Lab Test	-	-	-	-	-	-
Meetings & Meals	-	-	-	-	-	-
Meters, Pipes & Fittings	-	-	-	-	-	-
Non-Capital - Computer Supplies	-	-	-	-	-	-
Non-Capital - Equipment	-	-	-	-	-	-
Non-Capital - Furniture & Fixtures	-	-	-	-	-	-
Non-Capital - Small Tools	-	-	-	-	-	-
Office Supplies	6	56	75	75	-	-
Office Supplies - Postage	342	294	277	277	-	-
Permits & Licenses	-	-	-	-	-	-
Printing & Publishing	-	-	-	-	-	-
Professional Services - Audit	-	-	-	-	-	-
Professional Services - Engineering	-	-	-	-	-	-
Professional Services - Legal	-	-	-	-	-	-
Professional Services - Other	-	-	-	-	-	-
Recruitment	-	-	-	-	-	-
Rental - Equipment	-	-	-	-	-	-
Repairs - Automotive	-	-	300	300	-	-
Repairs - Building & Facilities	-	-	-	-	-	-
Repairs - Computers	-	-	-	-	-	-
Repairs - Equipment	-	-	-	-	-	-
Screening & Shots	68	-	-	-	-	-
Strategic Plan	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Tax Bill Preparation Cost	-	-	-	-	-	-
Travel & Training	241	300	-	-	-	-
Uniforms	-	-	-	-	-	-
Uniforms - Clothing Allowance	-	-	-	-	-	-
Utilities - Electricity	-	-	-	-	-	-
Utilities - Tele-Communications	512	566	500	500	-	-
W/S - Sewer Treatment	-	-	-	-	-	-
W/S - Water Purchases	-	-	-	-	-	-
Teddy Bear Fund Expenses	-	-	-	-	-	-
Total Operating Expenditures	3,278	3,162	3,677	3,677	-	-
General & Administrative Allocation	-	-	-	-	-	-
Total Expenditures	60,212	60,993	68,233	65,083	(3,150)	(4.6)
Capital Outlay Before Allocation	-	-	-	-	-	-
Capital Outlay Allocation	-	-	-	-	-	-
Total Expenditures and Capital Outlay	\$ 60,212	\$ 60,993	\$ 68,233	\$ 65,083	\$ (3,150)	(4.6)

## GLOSSARY OF TERMS

**Accounting System:** The total set of records and procedures which are used to record, classify, and report information on the financial status and operations of an entity.

**Accrual Basis of Accounting:** A basis of accounting in which transactions (debts and credits) are recognized at the time they are incurred, as opposed to when cash is received or spent.

**Adoption:** Formal action by the Town Council that sets the spending limits for the fiscal year.

**Allocation:** The portion of an appropriation which is designated for expenditure by specific organization units and/or for specific purposes.

**Annual Operating Budget:** The Town's plan of current expenditures and the proposed means of financing them. The annual operating budget is the primary controlling document for most of the Town's spending, financing, and/or acquisition activities.

**Appropriation:** The legal authorization granted by a legislative body (the Town Council) to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in both amount and time.

**Appropriation Ordinance:** The Town's legal instrument by which budgets are set and adopted on a line-item basis.

**Bond:** A written promise to pay a specified sum of money, called the face value or principal amount, at a specific date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate.

**Budget:** A comprehensive financial plan of operation which incorporates an estimate of proposed expenditures for a given period and the proposed means of financing them.

**Budget Calendar:** The schedule of key dates or milestones which the Town follows in the preparation and adoption of the budget.

**Budget Message:** A general discussion of the proposed budget presented in writing as a part of the budget document. The budget message explains principal budget issues against the background of the present economy.

**Capital Contribution Fee:** A conditional transfer payment to a recipient for a capital project or asset, for which the Government will not receive any goods or services. Capital

contribution payments are conditional on performance, achievement, or the receipt of capital goods, and are subject to audit or other reporting requirements.

**Capital Improvement Program (CIP):** A plan for purchasing, leasing, and/or constructing the equipment or property needed to complete the Town's long-term improvement projects. The plan details by year (over a fixed number of years) for each project. The plan also specifies the resources estimated to be available to pay for the project expenditures.

**Capital Outlay:** (Also called Capital Expenditures.) Equipment with a value in excess \$500 and with an expected life of more than one year.

**Capital Project:** Construction, purchase or major renovation of Town infrastructure with a cost of at least \$20,000, or equipment with a cost of at least \$50,000 and which results in a fixed asset.

**Certificates of Participation(COPS):** A financing instrument by which certificates or securities are sold to investors who underwrite a project. The issuance of COPs is secured by lease-purchase agreements to which the Town is a party.

**Debt:** An obligation resulting from borrowed money or from the purchase of goods and services. Debts of government include bonds and notes.

**Debt Coverage Ratio:** A calculation the banks use to determine the capability of an entity to pay its debt.

**Debt Limit:** The maximum amount of general obligated debt which is legally permitted. The State of South Carolina forbids cities from incurring debt in excess of 8% of the total assessed valuation of taxable property within the Town.

**Debt Service:** The payment of principal and interest on borrowed funds, such as bonds.

**Department:** A major administrative unit of the Town which manages an operation or group of related operations within a functional area.

**Depreciation:** The decrease in value of physical assets due to use and the passage of time.

**Enterprise Fund:** A fund established to account for operations: (a) financed through user charges and operated in a manner similar to private businesses, where the intent is to cover the cost of providing goods and services to the general public on a continuing basis; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital

maintenance, public policy, or other purposes. The Town's Enterprise Fund is for water, wastewater, and storm water.

**Estimated Revenue:** The amount of projected revenue to be collected during the fiscal year.

**Expenditures/Expenses:** The amount of cash paid or to be paid for a service rendered, goods received or an asset purchased.

**Fiscal Year (FY):** A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The Town of Lexington's fiscal year begins July 1<sup>st</sup> and ends the following June 30<sup>th</sup>.

**Fixed Asset:** (Also called Capital Assets.) Tangible or intangible items acquired for use in operations that will benefit more than one fiscal year. For practical application, the Town only capitalizes assets with a cost excess of \$5,000.

**Fund:** A fiscal and accounting entity that has a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**Fund Balance:** The difference between governmental fund assets and liabilities, also referred to as fund equity.

**Generally Accepted Accounting Principles (GAAP):** A body of accounting and financial reporting standards set by the Governmental Accounting Standards Board (GASB) for state and local governments.

**General Fund:** The fund used to account for all financial resources except those required to be accounted for in another fund.

**General Obligation (GO) Bonds:** When the Town pledges its full-faith and credit to the repayment of the bonds it issues, then those bonds are general obligation (GO) bonds. Sometimes the term is used to refer to bonds which are repaid from taxes and other general revenue.

**Governmental Accounting Standards Board (GASB):** The authoritative accounting and financial reporting standard-setting body for government entities.

**Governmental Funds:** Those funds through which more governmental functions typically are financed. The acquisition, use and financial resources and the related current liabilities are accounted for through governmental funds (General, Special Revenue, Capital Projects, and Debt Service Funds).

**Interfund Transfers:** Amounts transferred from one fund to another, generally for expenses incurred but paid from another fund for services rendered or for account tracking purposes.

**Intergovernmental Revenue:** Revenue received from other governments, whether local, state or federal, usually in the form of grants, entitlements, shared revenues or payments in lieu of taxes.

**Levy:** To impose taxes, special assessments, or service charges for the support of Town activities.

**Long Term Debt:** Any unmatured debt that is not a fund liability since it is not currently due, such as outstanding bonds issued by the Town.

**Modified Accrual Accounting:** A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are "measurable" and available. It is recommended as the standard for most governmental funds.

**Operating Budget:** A financial plan for the Town's general operations, such as salaries, utilities and supplies.

**Operating Transfers:** Legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended. An example would be the transfer of funds from the general fund or an enterprise fund to an internal service fund to finance the services provided by the internal service fund.

**Ordinance:** A formal legislative enactment by the governing board of a municipality (the Town Council). If it is not in conflict with any higher form of law, such as, a State statute, a Federal law, or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less formality and has a lower legal status. Ordinarily, the Town's statutes or charter will specify or imply those legislative actions which must be by ordinance and those which may be by resolution.

**Property Tax:** Property taxes are levied on both real and personal property according to the property's assessed valuation and the tax rate applied.

**Proposed Budget:** The budget as formulated and proposed by the budget-making authority (the Town Administrator). It is submitted to the legislative body (the Town Council) for review and approval.

**Reserve:** An account used to earmark a portion of the fund balance. This may be done for various reasons. The most common are to indicate that a portion of the fund balance is not available for general expenditures or the amount has been legally segregated for specific future use.

**Revenue:** Income received or anticipated from taxes or other sources, such as business licenses, user fees, fines, and investments.

**Revenue Bonds:** When a government issues bonds which do not pledge the full faith and credit of the jurisdiction, it issues limited liability revenue bonds. Typically, pledges are made to dedicate one specific revenue source to repay these bonds. Revenue bonds are not included in the 8% general obligation debt limit set by the State. The Town's revenue bonds are repayable from utility user charges.

**Salaries and Fringes:** The costs associated with compensating employees for their labor.

**Special Revenue Fund:** A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

**Supplies:** A cost for minor items (individually priced at less than \$500) required by departments to conduct their operations.

**Taxes:** Compulsory charges levied by a government for the purpose of financing services performed for the common benefit, such as police services, planning, and parks etc. This term does not include specific charges such as special assessments or user charges.

**Trend Analysis:** A comparative analysis of a company's financial ratios over time.

**User Charge:** The payment of a fee for direct receipt of a public service by the party benefiting from the service.

**Working Capital:** An amount calculated by subtracting current liabilities from current assets. An indicator of the liquidity of an entity.

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## GLOSSARY OF ACRONYMS

<b>AET:</b>	Alcohol Enforcement Team
<b>CALEA:</b>	Commission on Accreditation for of Law Enforcement Agencies Inc.
<b>CAT:</b>	Community Action Team
<b>CCF:</b>	Capital Contribution Fees
<b>CIP:</b>	Capital Improvement Plan
<b>CMSA:</b>	Columbia Metropolitan Statistical Area
<b>COG:</b>	Council of Government
<b>COLA:</b>	Cost of Living Adjustment
<b>COPS:</b>	Certificates of Participation
<b>DUI:</b>	Driving Under the Influence
<b>FY:</b>	Fiscal Year
<b>GAAFR:</b>	Governmental Accounting Auditing and Financial Reporting
<b>GAAP:</b>	Generally Accepted Accounting Principles
<b>GASB:</b>	Governmental Accounting Standards Board
<b>GO:</b>	General Obligation Bonds
<b>LOCC:</b>	Lexington One Community Coalition
<b>LRADAC:</b>	Lexington-Richland Alcohol and Drug Abuse Council
<b>MGD:</b>	Million Gallons per Day
<b>NLC:</b>	National League of Cities
<b>RAIDS:</b>	Regional Analysis and Information Data Sharing

- SC DHEC:** South Carolina Department of Health and Environmental Control
- SCADA:** Supervisory Control and Data Acquisition
- SCDOT:** South Carolina Department of Transportation
- SO:** Special Operations
- SWAT:** Special Weapons and Tactics
- VIP:** Volunteers in Policing