

# *Town of Lexington South Carolina*



*Town of Lexington Front Porch*

## *Annual Budget Fiscal Year Ending June 30, 2015*

*111 Maiden Lane  
Lexington, South Carolina 29072*



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**TOWN OF LEXINGTON**  
SOUTH CAROLINA  
LIST OF PRINCIPAL OFFICIALS

MAYOR

Steve MacDougall

MAYOR PRO-TEM

Hazel Livingston

COUNCIL MEMBERS

Todd Carnes

Kathy Maness

Todd Shevchik

Ted Stambolitis

Ron Williams

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

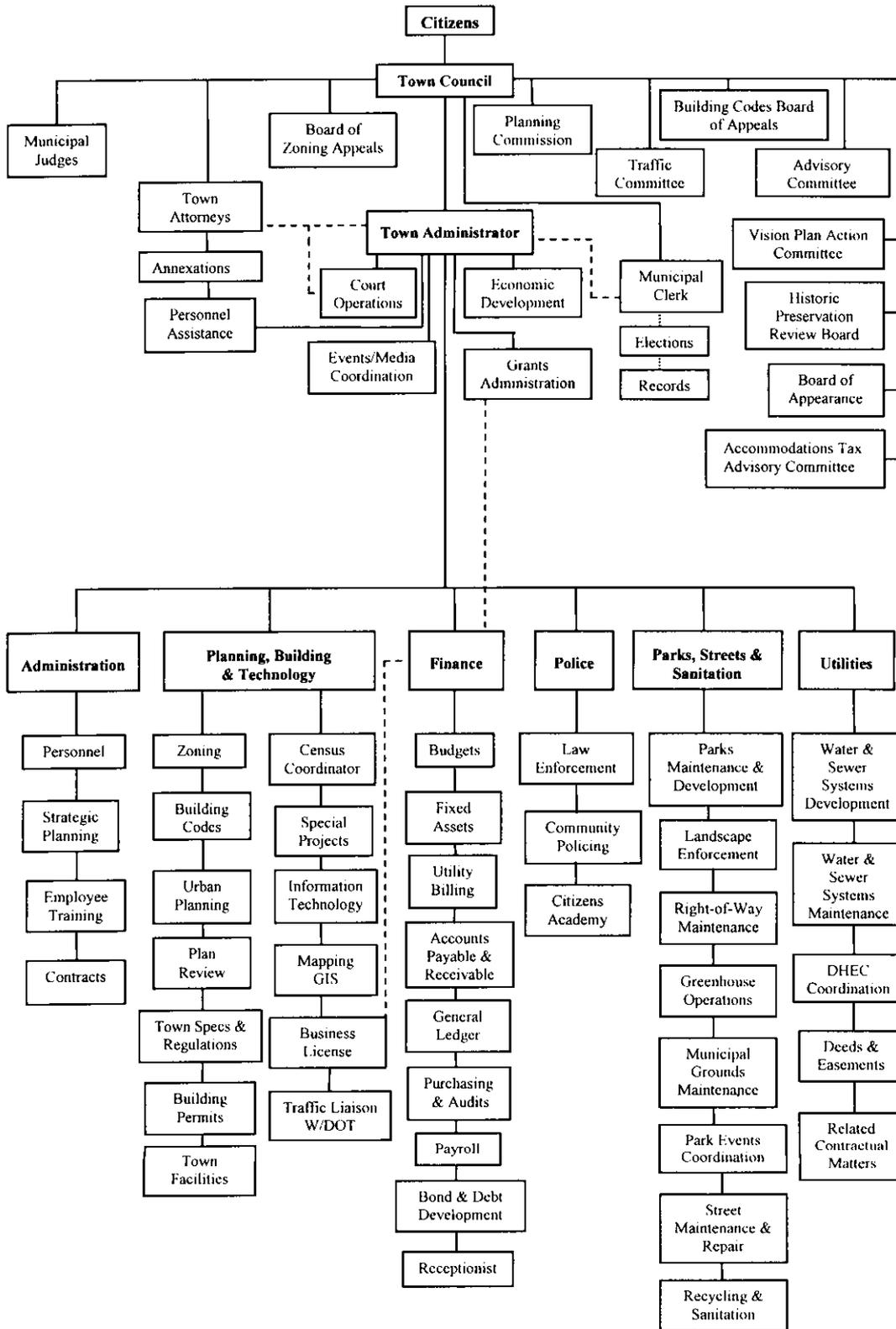
Dan H. Walker, Parks, Streets, and Sanitation

John D. Hanson, Planning, Building and Technology

Chief Terrence Green, Police

J. Allen Lutz, Utilities

# Town of Lexington Organization Chart



Revised June 30, 2014



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Town of Lexington  
South Carolina**

For the Fiscal Year Beginning

**July 1, 2013**

A handwritten signature in cursive script, reading "Jeffrey R. Enow".

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, 2013. 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
- NO WATER & SEWER RATE INCREASE
- DESTINATION PLAZA
- AMPHITHEATRE
- PERMANENT FARMER'S MARKET
- BOUTIQUE RETAIL
- CONTINUED INFRASTRUCTURE IMPROVEMENTS
- OLD MILL WALKING TRAIL AROUND 27 ACRE POND WITH A BOARDWALK

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 2015</u>	<u>FY 2014</u>
<b>General Fund</b>		
Revenue	10,248,080	10,028,000
Expenditures	10,248,080	10,028,000
Property Tax	3,490,000	3,490,000
Millage	35.14	35.14
<b>Enterprise Fund</b>		
Revenue	14,400,000	14,727,000
Expenses	14,400,000	14,727,000



## **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 2012-2013, the School District operated 29 public schools with an enrollment of over 24,000. This enrollment places the School District as the eighth 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 511 students annually. Since 2003, the School District has built 10 new schools and currently has an elementary 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, Lexington Square, and the Lexington Paw Park. 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*

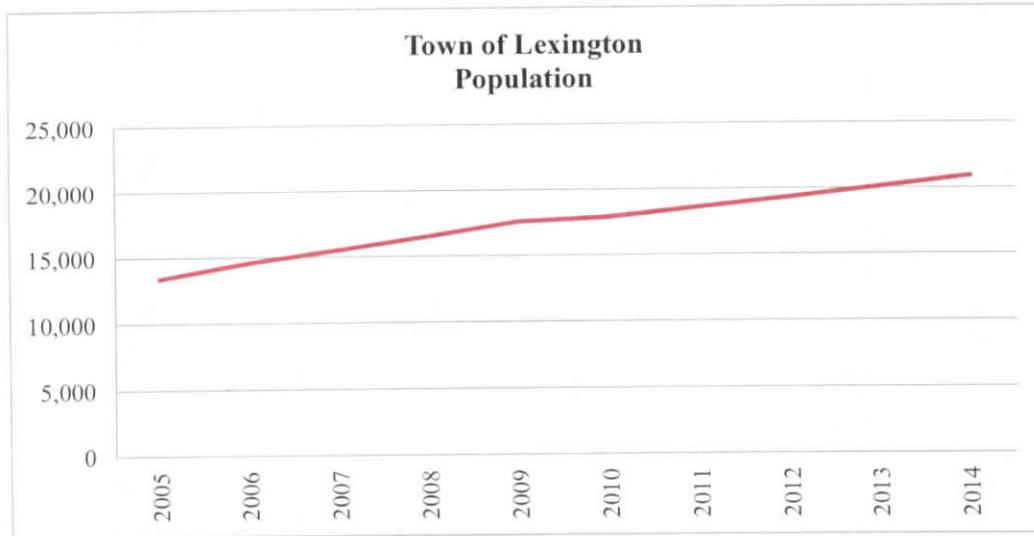


Last Ten Fiscal Years

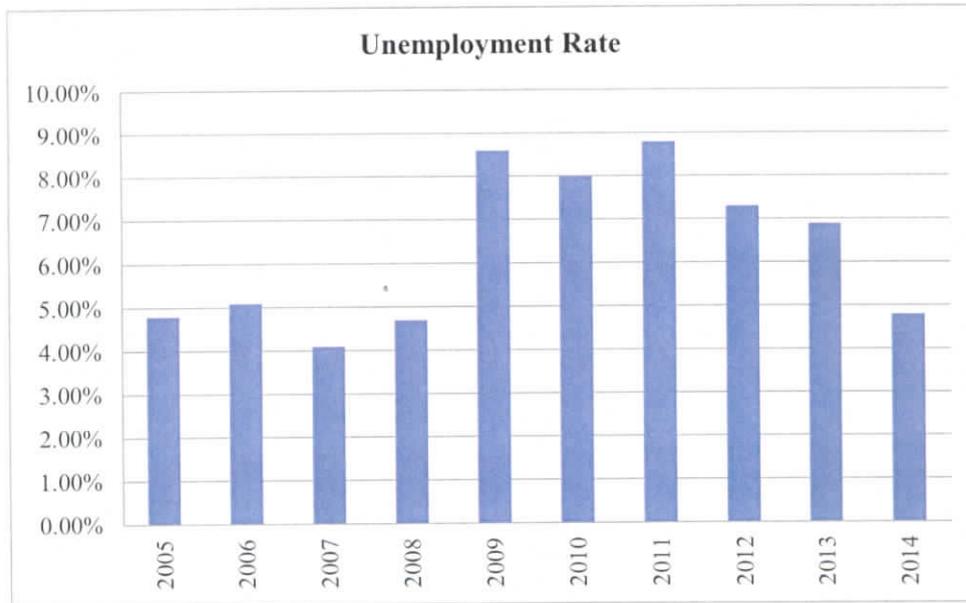
<b>Fiscal Year Ended June 30</b>	<b>(1) Population</b>	<b>(2) Personal Income</b>	<b>(3) Per Capita Personal Income</b>	<b>(4) School Enrollment</b>	<b>(5) Unemployment Rate</b>
2005	13,400	\$ 431,332,600	\$ 32,189	18,688	4.80%
2006	14,547	484,633,305	33,315	19,091	5.10%
2007	15,500	534,455,500	34,481	19,705	4.10%
2008	16,500	588,834,156	35,688	20,458	4.70%
2009	17,570	648,981,982	36,937	21,228	8.60%
2010	17,870	683,170,100	38,230	21,756	8.00%
2011	18,585	735,363,366	39,568	22,097	8.80%
2012	19,328	791,547,365	40,953	22,367	7.30%
2013	20,101	852,014,550	42,386	22,935	6.90%
2014	20,905	\$ 917,108,338	\$ 43,870	23,363	4.80%

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 2014.



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 2014.



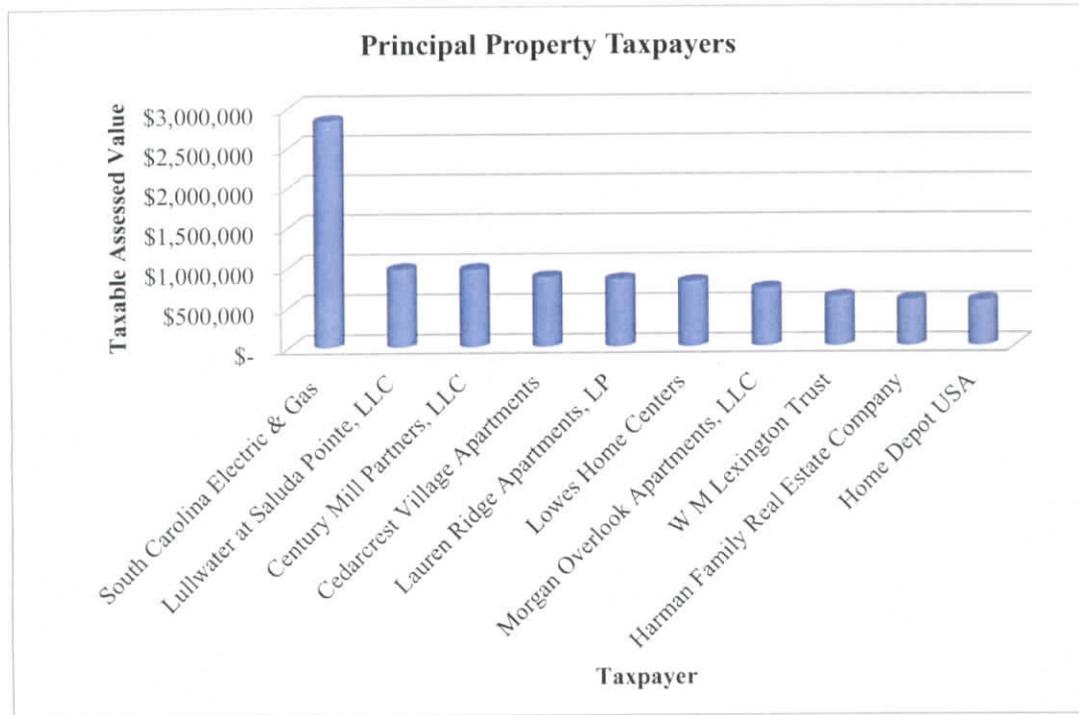
Last Five Fiscal Years

Taxpayer	2014			2013			2012		
	Taxable Assessed Value (12/31/2013)	Rank	Percentage of Total Taxable Assessed Value	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
South Carolina Electric & Gas	\$ 2,840,070	1	3.04%	\$ 2,561,310	1	2.81%	\$ 2,299,770	1	2.56%
Lullwater at Saluda Pointe, LLC	969,620	2	1.04%	969,620	2	1.06%	969,620	2	1.08%
Century Mill Partners, LLC	966,530	3	1.04%	963,560	3	1.06%	963,150	3	1.07%
Cedarcrest Village Apartments	870,000	4	0.93%	856,030	5	0.94%	586,600	8	0.65%
Lauren Ridge Apartments, LP	837,000	5	0.90%	860,540	4	0.94%	837,000	4	0.93%
Lowe's Home Centers	807,880	6	0.87%	762,680	7	0.84%	790,210	6	0.88%
Morgan Overlook Apartments, LLC	720,000	7	0.77%	804,740	6	0.88%	804,740	5	0.90%
W M Lexington Trust	610,850	8	0.65%	610,850	8	0.67%	610,850	7	0.68%
Harman Family Real Estate Company	572,650	9	0.61%	572,650	9	0.63%	553,580	10	0.62%
Home Depot USA	562,150	10	0.60%	557,450	10	0.61%	568,850	9	0.63%
Inland Southeast Lexington LLC	-	-	-	-	-	-	-	-	-
Target Corporation	-	-	-	-	-	-	-	-	-
Carlyle Centennial Century Mill	-	-	-	-	-	-	-	-	-
RSC Oakleaf Lexington, LLC	-	-	-	-	-	-	-	-	-
<b>Totals</b>	<b>\$ 9,756,750</b>		<b>10.46%</b>	<b>\$ 9,519,430</b>		<b>10.45%</b>	<b>\$ 8,984,370</b>		<b>10.02%</b>
<b>Total Assessed Valuations</b>	<b>\$93,278,030</b>			<b>\$91,071,390</b>			<b>\$89,692,640</b>		

Taxpayer	2011			2010		
	Taxable Assessed Value (12/31/2010)	Rank	Percentage of Total Taxable Assessed Value	Taxable Assessed Value (12/31/2009)	Rank	Percentage of Total Taxable Assessed Value
South Carolina Electric & Gas	\$ 2,066,320	1	2.38%	\$ 1,690,880	1	2.16%
Lullwater at Saluda Pointe, LLC	969,620	2	1.12%	843,150	3	1.08%
Century Mill Partners, LLC	962,580	3	1.11%	960,030	2	1.23%
Lauren Ridge Apartments, LP	824,860	4	0.95%	-	-	-
Cedarcrest Village Apartments	586,600	8	0.68%	510,090	9	0.65%
Morgan Overlook Apartments, LLC	804,740	6	0.93%	805,800	4	1.03%
Lowe's Home Centers	809,000	5	0.93%	758,200	5	0.97%
W M Lexington Trust	610,850	7	0.70%	566,970	7	0.72%
Harman Family Real Estate Company	553,580	9	0.64%	-	-	-
Home Depot USA	-	-	-	584,240	6	0.75%
Inland Southeast Lexington LLC	-	-	-	490,260	10	0.63%
Target Corporation	529,260	10	0.61%	558,950	8	0.71%
Carlyle Centennial Century Mill	-	-	-	-	-	-
RSC Oakleaf Lexington, LLC	-	-	-	-	-	-
<b>Totals</b>	<b>\$ 8,717,410</b>		<b>10.04%</b>	<b>\$ 7,768,570</b>		<b>9.92%</b>
<b>Total Assessed Valuations</b>	<b>\$86,790,810</b>			<b>\$78,317,680</b>		

Source: Lexington County Property Appraisers Office



Source: County of Lexington - Treasurer's Office

<u>Employer</u>	<u>Number of Employees</u>
Lexington County	854
Lexington School District One	472
Walmart	317
Target	166
Kohl's Department Stores, Inc.	152
Town of Lexington	148
Lowe's Home Centers	135
Food Lion	81
KMart Stores	78
Honda Cars of Columbia	75

Source: Town of Lexington Employers

**Mayor**  
Steve MacDougall

**Mayor Pro-Tem**  
Hazel Livingston



**Council**  
Kathy Maness  
Ted Stambolitis  
Todd Shevchik  
Todd Carnes  
Ron Williams

July 1, 2014

The Honorable Steve MacDougall  
And Members of Town Council  
Town of Lexington, South Carolina

Dear Mayor MacDougall 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, 2015. A great deal of study and review by our management team has been devoted to this budget.

The focus of the 2015 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 \$ 24,689,080, a decrease of 0.4% from last fiscal year.

#### Budget Highlights

- Balanced budget with no tax increase and no rate increase in the enterprise fund.
- 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 1.5% COLA for FY 2015, to be implemented the first full pay period of July 2014, as well as an annual merit increase and bonus per the compensation policy.
- \$50,000 for the Main Street Façade Program is planned to promote continued investment along Main Street in downtown Lexington.
- \$25,000 is budgeted for Vision Plan projects.
- Allocations of General and Administrative Expenditures from the General Fund to the Enterprise Fund total \$2,021,854.
- The Enterprise Fund Capital Improvement Plan (CIP) for 2015 is fully funded with use of Bond Anticipation Notes issued in FY 2013.
- The Enterprise Fund debt coverage ratio is estimated to be 1.45 in 2015. The minimum required ratio is 1.20. Our coverage ratio exclusive of Capital Contribution Fees ("operating coverage") is estimated to be 1.03.

- The General Obligation Bonds of 2012 require a debt service payment in FY 2015 of \$206,400. Annual requirements average approximately \$192,500 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 \$941,044 in FY 2014 to \$1,052,823 in FY 2015. 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 2014 and areas of focus for Fiscal Year 2015 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 2014:

- Phase I of the Unified Traffic Improvement Plan is almost complete. Over the last year construction included major intersections and road widening. There are new and improved areas on West Butler Street, Columbia Avenue, Reed Street, West Main Street, Old Chapin Road and Park Road.
- The Town recently began Road Resurfacing Improvements. This significant project is providing much needed repairs and/or paving to those roads that have been given a failing grade.
- 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.
- Infrastructure expansion continues with the opening of a new Regional Pump Station at Sunset Boulevard and Beechwood Road which improves our ability to flow wastewater to the new (opened in 2012) Joint Wastewater Treatment Plant.
- The Lexington Paw Park was completed this year. This was a true partnership with Lexington County, area veterinarian offices and Girl Scout Troop 2228. The park also includes a memorial to the Town’s first K-9 officer, Ice.
- The Town held its second Snowball Festival. This festival included the Concert, Carnival and Treelighting in the Park, Movie in the Park, a 5k race and the annual Christmas parade.
- A second round of grants for the Main Street Façade Improvements was awarded. Six recipients received \$5,000 each to help improve the appearance of the Main Street corridor. This program has stimulated additional private investment in downtown and thus far we estimate both rounds of the Façade program resulted in a \$589,000 return on our investment.
- The 14 Mile Creek Trail, located off North Lake Drive and Old Cherokee Road is being completed. The trail will be 3,500 feet long and will feature bridges, an educational kiosk and an outdoor learning center.

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, amphitheater, boutique retail, eateries, a permanent Farmers Market, and public green space.
- Work continues on the Town's first "front porch". This Gateway Beautification project will transform the Interstate 20/Sunset Boulevard corridor. The project was awarded a \$620,000 grant and will include 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. The Town was fortunate to receive funding through the Central Midlands Council of Government with Columbia Area Transportation Study (COATS) Share Funding. This system will help place Lexington at the forefront of traffic management through the latest, innovative computer technology. We will be the first municipality in the state to implement this new technology at all traffic signal intersections in town.
- Infrastructure improvements continue to progress as a \$6 million Sewer Metering and Testing station will begin construction along with beginning Phase I of Sewer Parallel Transportation Lines to flow wastewater to the Joint Wastewater Treatment Plant.
- 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 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,

A handwritten signature in blue ink that reads "D. Britt Poole".

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 guiding principles of the Vision Plan are as follows:

- To sustain Main Street and downtown as the heart of Lexington from the Old Mill to Sunset Boulevard, historic Triangle area, the original boundaries of the Town and the government center.
- To sustain Lexington's sense of community, its most important and endearing quality, which is exemplified through family values, award-winning schools, neighbors helping neighbors, safe, welcoming, natural beauty, unique history and preservation of historic resources, natural resources, and economic prosperity.
- To enhance Lexington's small town feel in concert with continued development while respecting and maintaining the rural nature.
- To strive for intentional, sustainable and authentic development that enhances Lexington's natural beauty, sense of community, history and opportunities for prosperity.
- To increase connectivity by creating places and connections within Town that engage people with people and people to places (transportation, communication, civic activities), which is paramount to retaining an authentic small town appeal.
- To strive for innovation and sustainability in all developments and programs in order to increase Lexington's prosperity.
- To require the highest quality design and development in all projects and developments in order to reflect the spirit of Lexington and the intent and values of the Vision Plan.

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 FY 2013 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 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. Construction is currently underway and should be completed in early FY 2015. 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 FY 2013. Major intersection expansion, turning lanes and road widening have been completed and the project is expected to be finished in FY 2015. In conjunction with this, an Adaptive Computerized Signalization System is being planned. Mast arms have been installed in the newly completed intersections and the remainder of this project should proceed throughout the year. This project will place Lexington at the forefront of traffic management using the latest innovative computer technology.

In relation to the areas of Service (S) and Responsiveness (R), the Town has begun a comprehensive Road Resurfacing Project. This project will continue into FY 2015. This project is focused on providing much needed repairs and/or paving to those roads that have been given a failing grade. As funding allows, the Town will continue to go through the list to address road issues. Additional information on all traffic projects can be found at [http://lexsc.com/traffic\\_index.htm](http://lexsc.com/traffic_index.htm).

Also in the areas of Vision (V), Community (C), Service (S), and Responsiveness (R); diversified park development continues. The 14 Mile Creek Trail began construction in FY 2014 and will be completed in FY 2015. This trail will be 3,500 feet long and will feature bridges, an educational kiosk and an outdoor learning center. Also, 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, Oktoberfest, the Snowball Festival, the Flashlight Easter Egg Hunt, Movies in the park, and the Downtown Cell Phone Walking Tour. These events have been very successful and we hope that our citizens will be able to attend many if not all of these events.

In relation to Service (S) and Vision (V) the Town continues with infrastructure expansions and improvements. A sewer metering and testing station, costing \$6 million is slated to begin construction in FY 2015. Along with this project phase I of the Parallel Transportation Lines project will begin. These improvements will allow wastewater to flow to the new (opened in 2012) Joint Wastewater Treatment Plant. This facility can process 25 million gallons per day and has helped eliminate smaller treatment facilities and septic tank systems within the area, creating cleaner streams and lakes. With this capacity, the state-of-the-art plant was designed for future growth from residential and economic development, a trend that is forecasted to continue in the coming years.

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 FY 2015.

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 expended 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 expended on a budget basis.

Capital outlays within the Enterprise Fund are recorded as assets on GAAP basis and expended 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 unless a specific exception is approved. 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 10	Budget meeting with department heads. Distribute budget worksheets and targets.
March 24	Budget requests to Finance.
April 25	Proposed budget completed.
April 28	Budget presentation and work session with Town Council.
May 5	Budget Ordinance and Tax Levy Ordinance first reading.
June 2	Budget Ordinance final reading and public hearing, and Tax Levy Ordinance final reading and public hearing.

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, 2014 AND ENDING JUNE 30, 2015, 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, 2014 and ending June 30, 2015, 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, 2014.

Enacted this 2nd day of June, 2014.



Steve MacDougall, Mayor of the Town of Lexington

ATTEST

INTRODUCED..... May 5, 2014  
PUBLIC HEARING ..... June 2, 2014  
FINAL READING ..... June 2, 2014  
APPROVED ..... June 2, 2014



Becky Hildebrand, Municipal Clerk,

I, BECKY HILDEBRAND, MUNICIPAL CLERK, CERTIFY THAT THIS ORDINANCE WAS ADVERTISED FOR PUBLIC HEARING ON MAY 15, 2014.

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, 2014 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, 2014 and ending June 30, 2015, 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.

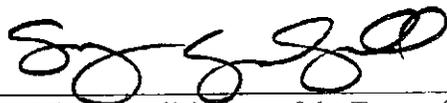
SECTION 3: That, should any part of this Ordinance be held invalid by a court of competent jurisdiction, the remaining parts shall be severable and shall continue to be in full force and effect.

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, 2014.

SECTION 6: All taxes and sums herein assessed and provided for shall be due and payable between October 1, 2014 and January 15, 2015. If paid after January 15, 2015 but before February 2, 2015, a 3 % penalty will be assessed. If paid after February 1, 2015 and before March 16, 2015, a 10% penalty will be assessed. If paid after March 15, 2015 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 2nd DAY OF JUNE, 2014.



Steve MacDougall, Mayor of the Town of Lexington

ATTEST

INTRODUCED..... May 5, 2014  
PUBLIC HEARING ..... June 2, 2014  
FINAL READING ..... June 2, 2014  
APPROVED ..... June 2, 2014



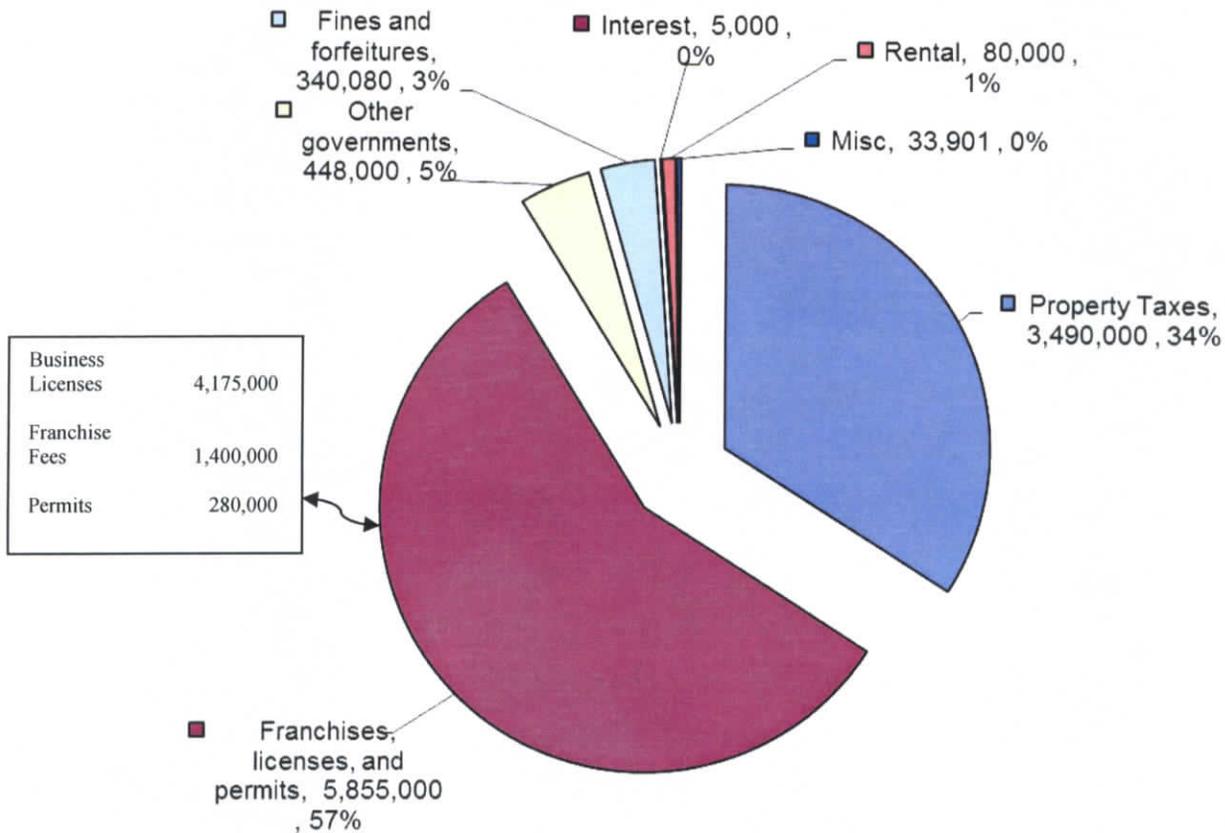
Becky Hildebrand, Municipal Clerk,

I, BECKY HILDEBRAND, MUNICIPAL CLERK, CERTIFY THAT THIS ORDINANCE WAS ADVERTISED FOR PUBLIC HEARING ON MAY 15, 2014.

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.

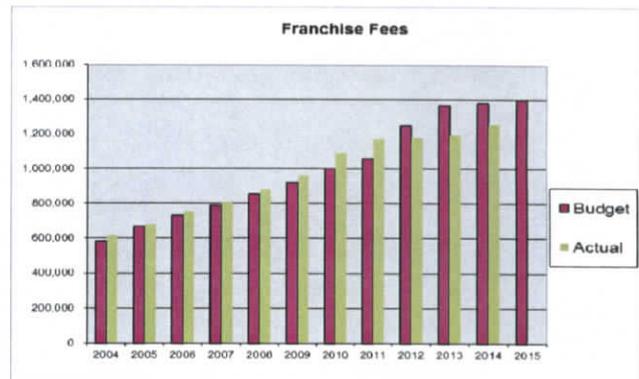
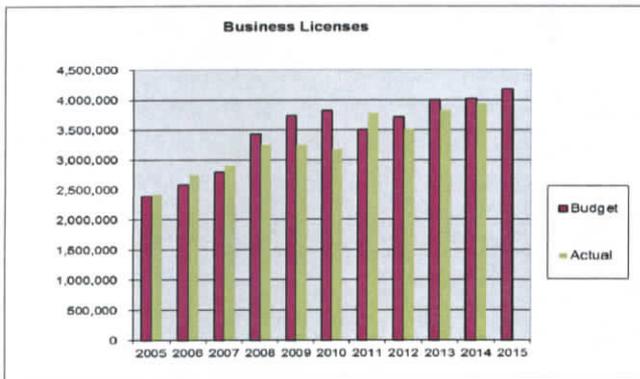
## 2015 General Fund Revenue



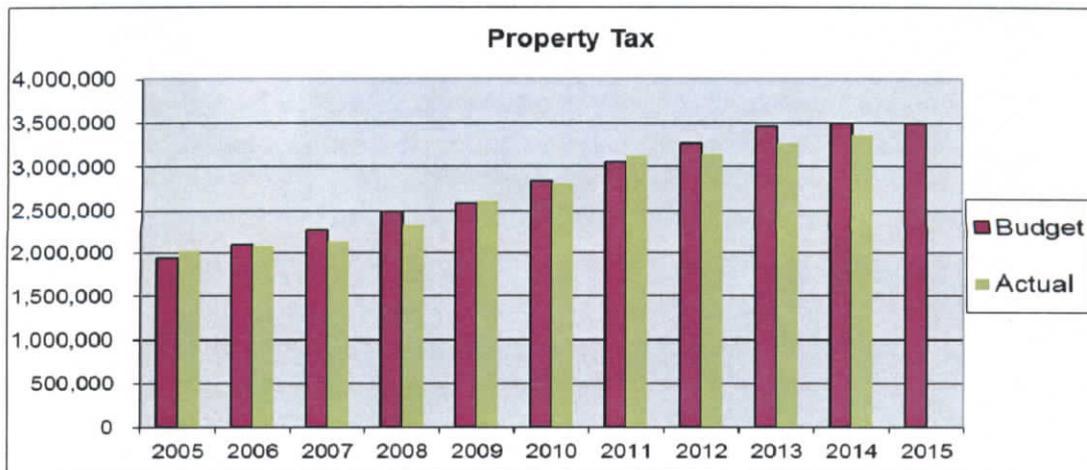
**Franchise, Licenses and Permits** – Business License Fees, the largest component of this category at 71%, is a privilege tax. It is required of every person engaged or intending to engage in any calling, business, occupation or profession within the limits of the Town of Lexington and is based on gross 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 resumed in 2013 and is expected to continue for 2014 and into 2015.

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.



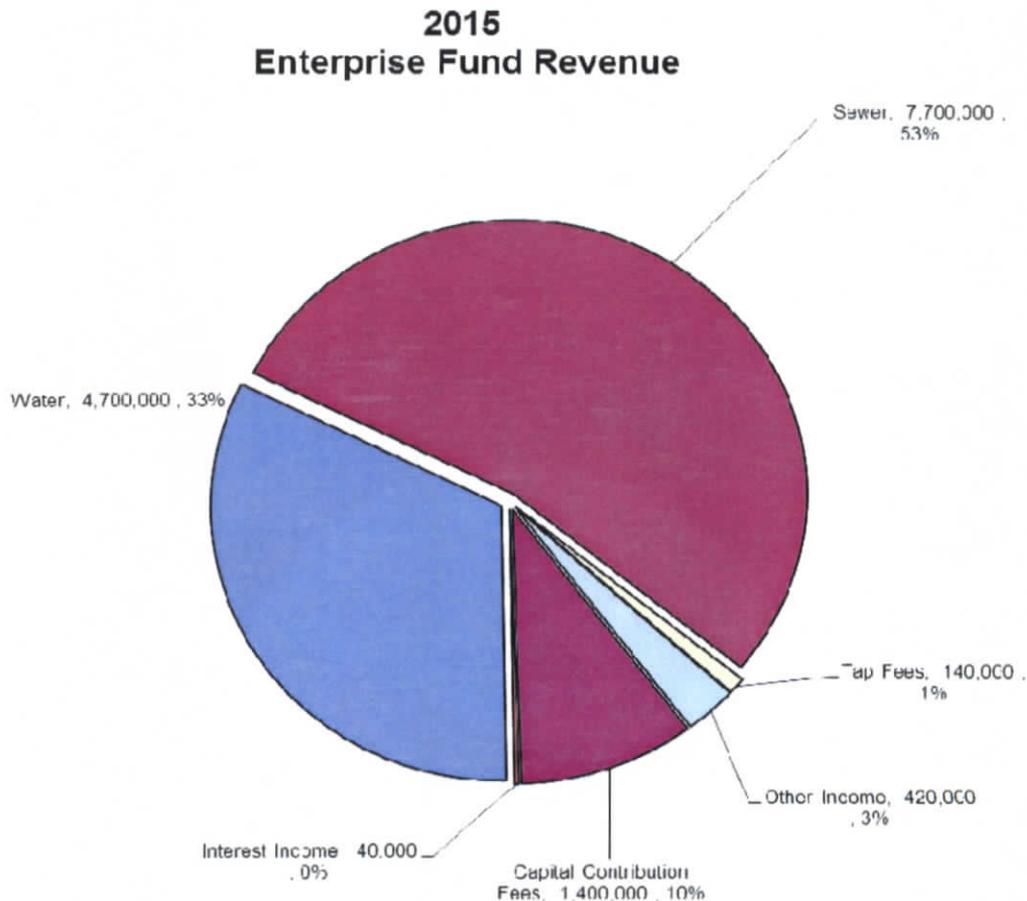
**Property Taxes** – Property taxes account for 34% of the General Fund budget. South Carolina law allows local governments to levy taxes on real and personal property valuations as assessed and equalized according to statutory guidelines. The millage rate for the Town of Lexington has not increased in over 25 years. However, increased property values and annexations have led to increased revenues in this category.



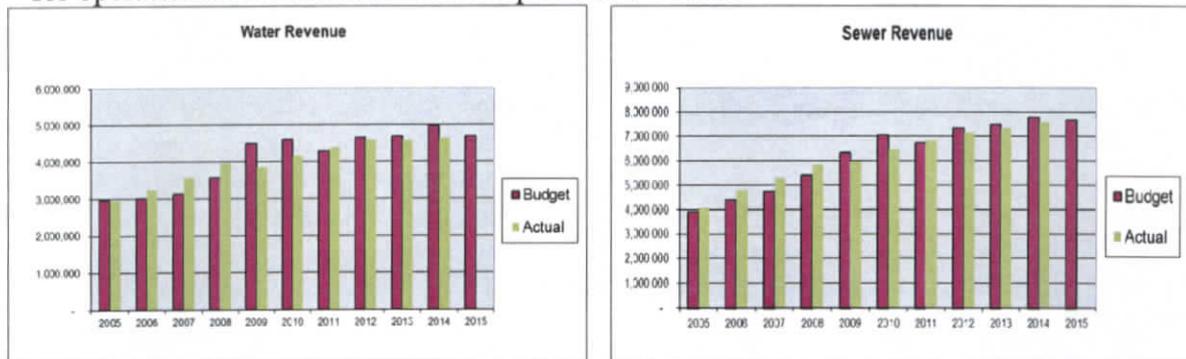
### ENTERPRISE FUND REVENUE

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 215 miles of water lines and approximately 280 miles of sewer lines, the system provides service to approximately 15,000 customers.

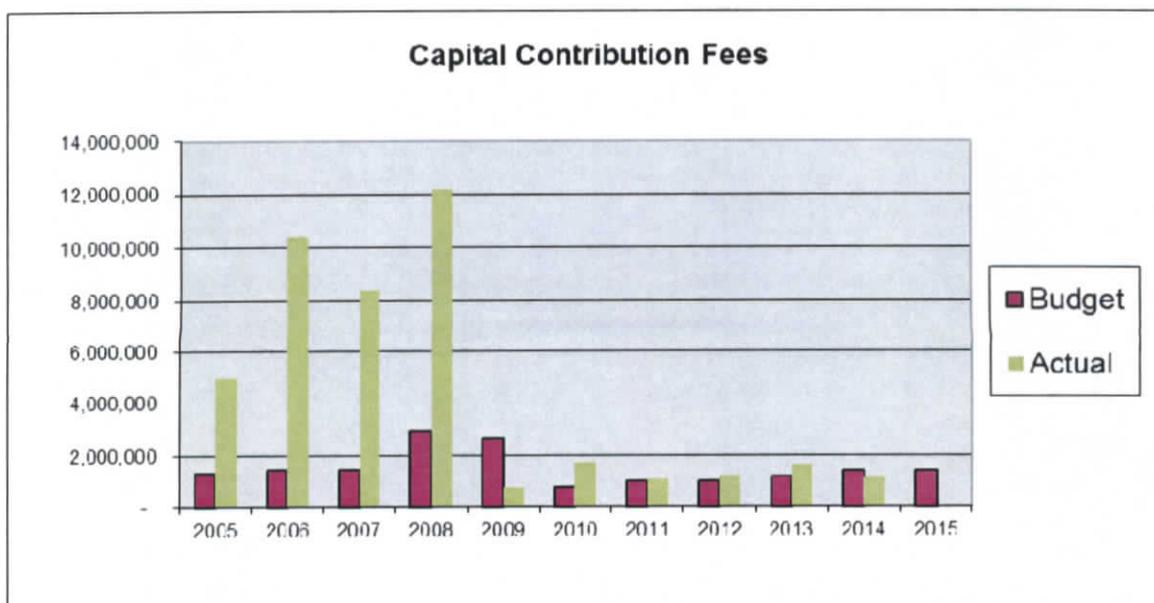
The Town sets rates for water and sewer services provided to its customers on a full-cost recovery basis. By far the largest revenue sources in the Enterprise Fund are the fees charged for water and sewer service. The third largest revenue source is the Capital Contribution Fees.



**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. No fee increase for operational revenues has been adopted for FY 2015.



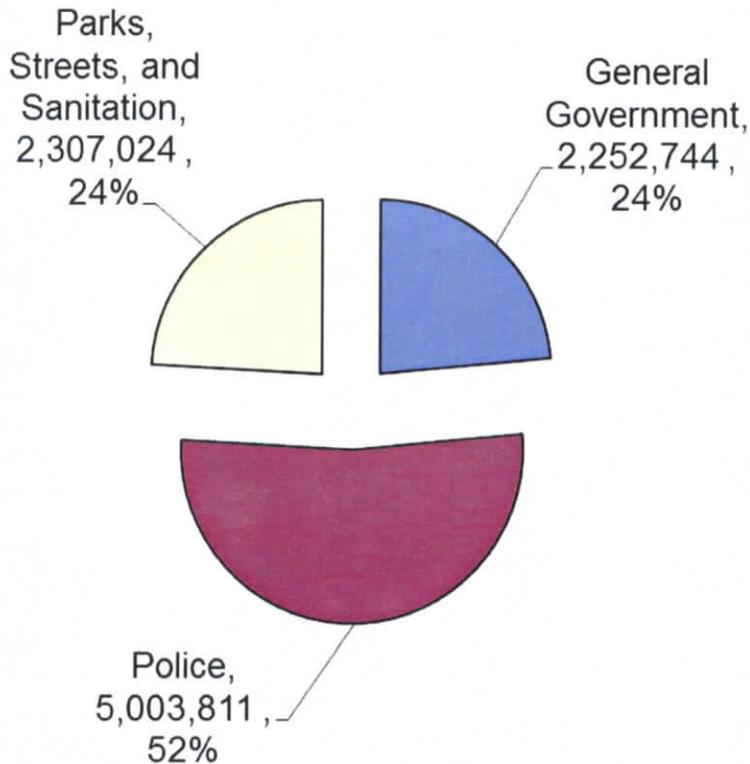
**Capital Contribution Fees** – The Town imposes capital contribution fees (CCFs) to recover the cost of capital improvements to the system and related expenditures that are incurred as the result of adding customers and accommodating development. The last CCF rate increase was January 1, 2008. When 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. Stable growth is expected for FY 2015.



### GENERAL FUND EXPENDITURES

Half of the expenditures for the General Fund are for Police. Of the \$5,003,811 budgeted for the Police department, \$4,455,926, or 89%, 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.

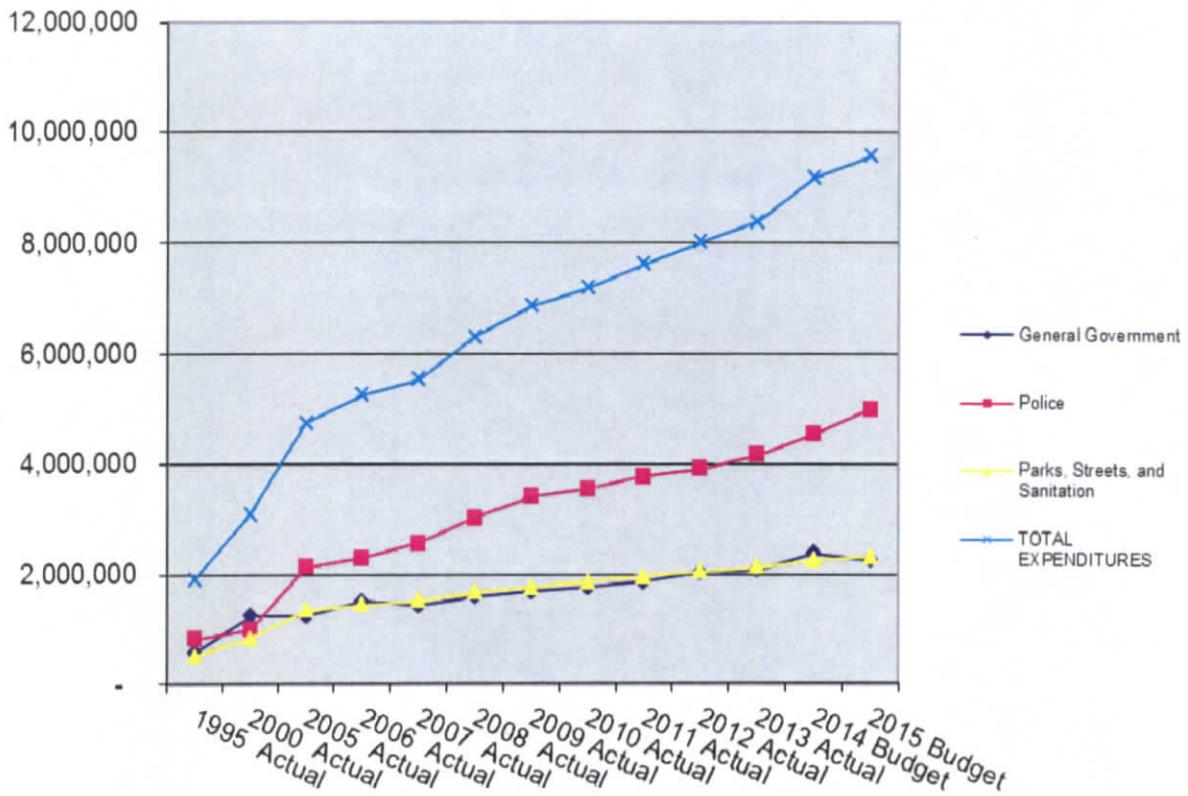
## 2015 General Fund Expenditures





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 20 years.

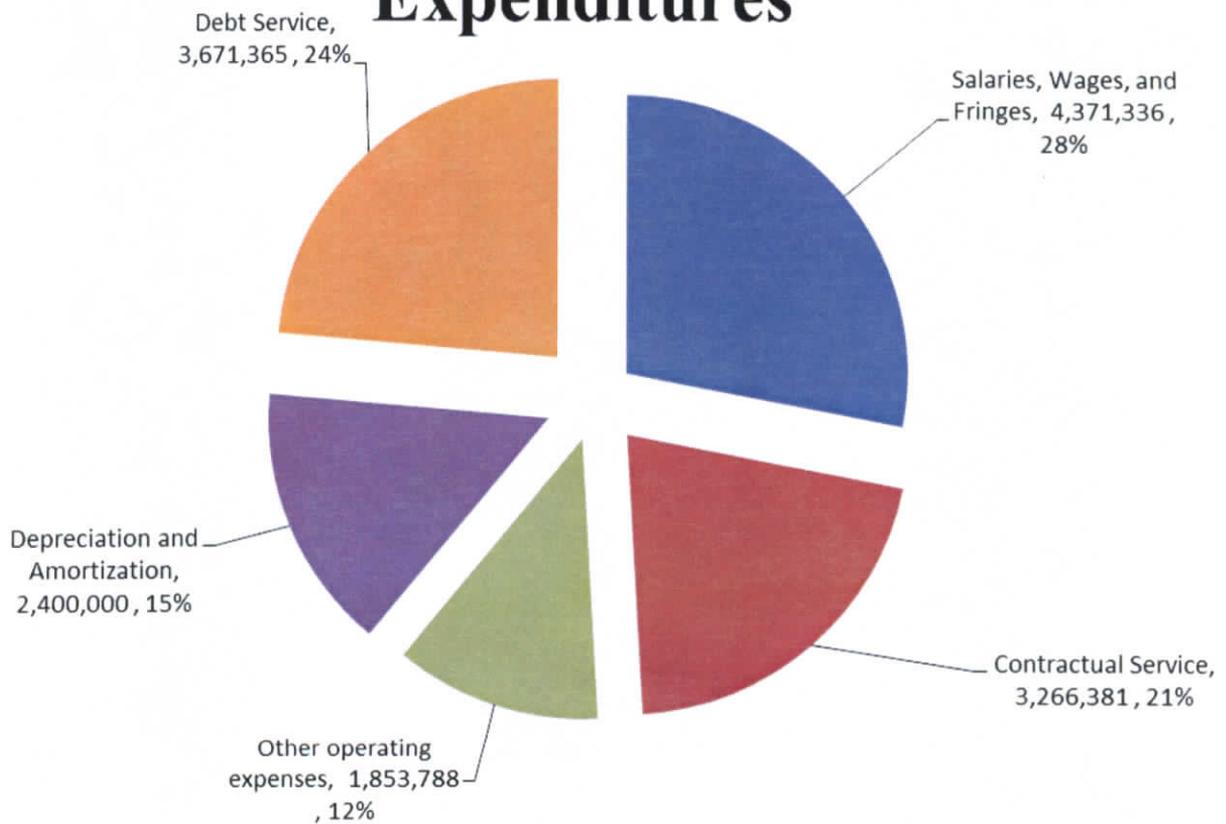
**General Fund Expenditures \$**



### ENTERPRISE FUND EXPENDITURES

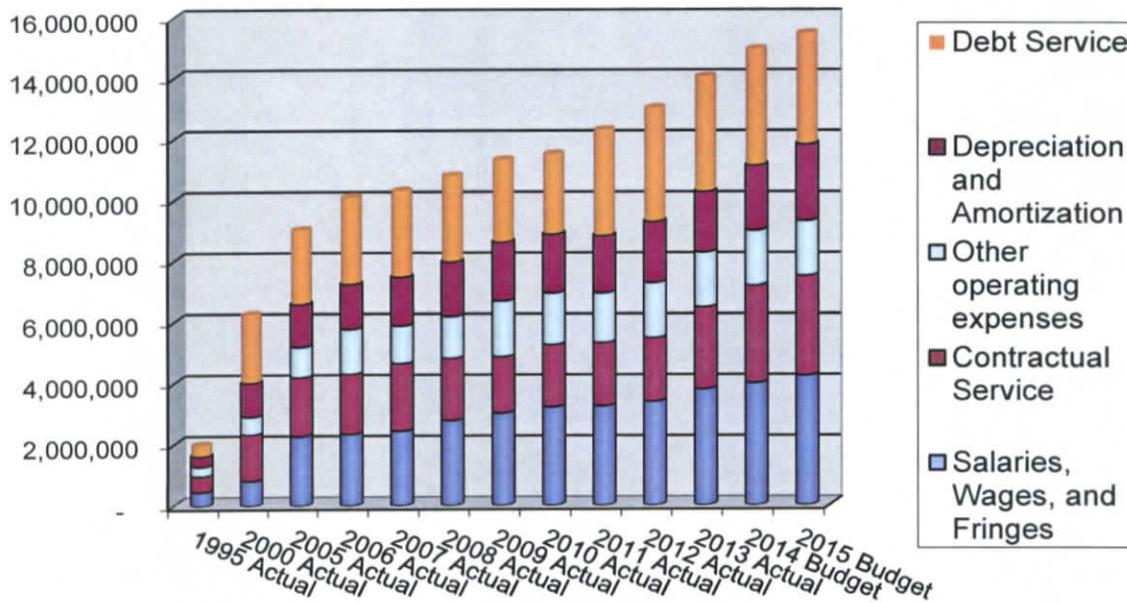
For the Enterprise Fund, a little over one quarter of the expenditures directly cover wages and benefits. Another 24% covers debt service requirements. Contractual services account for 21% of Enterprise Fund expenditures. The cost of water from West Columbia and the cost of sewer treatment from Cayce 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.

## 2015 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. Over the years, as the customer base has increased, the staffing for the Enterprise Fund has also increased as well as operating costs.

**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, 2014	Additions	Reductions	Balances June 30, 2015	Due within one Year
<b>General Government:</b>					
Certificates of participation:					
Capital appreciation certificates	1,050,000	-	(210,000)	840,000	210,000
Less deferred amount:					
For issuance discount	(157,531)	-	52,966	(104,565)	-
Total certificates of participation	892,469	-	(157,034)	735,435	210,000
General obligation bonds	1,160,000	3,300,000	(160,000)	4,300,000	315,000
GO Bond Anticipation Note	3,300,000	-	(3,300,000)	-	-
Note Payable	102,750	-	(34,250)	68,500	34,250
Compensated absences	703,059	475,000	(425,000)	753,059	430,000
Governmental activities					
Long-term liabilities	<u>\$ 6,158,278</u>	<u>\$ 3,775,000</u>	<u>\$ (4,076,284)</u>	<u>\$ 5,856,994</u>	<u>\$ 989,250</u>
<b>Enterprise Fund:</b>					
Revenue bonds payable:					
Revenue bonds	61,480,000	-	(1,350,000)	60,130,000	1,305,000
Less deferred amounts:					
For issuance discount	(71,848)	-	2,769	(69,079)	-
For issuance premium	449,627	-	(27,716)	421,911	-
On refunding	(1,373,580)	-	92,601	(1,280,979)	-
Total revenue bonds payable	60,484,199	-	(1,282,346)	59,201,853	1,305,000
Contract payable/Capital Lease	1,347,668	-	(261,394)	1,086,274	261,394
Compensated absences	205,000	135,000	(118,000)	222,000	125,000
Business-type activities					
Long-term liabilities	<u>\$ 62,036,867</u>	<u>\$ 135,000</u>	<u>\$ (1,661,740)</u>	<u>\$ 60,510,127</u>	<u>\$ 1,691,394</u>

The following table shows the debt funding requirement for the Town of Lexington for 2015 – 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	
2015	215,776	200,624	1,085,000	2,305,025	261,394	19,946	4,087,765
2016	216,730	198,271	1,065,000	2,294,303	263,875	16,077	4,054,256
2017	212,933	195,468	1,110,000	2,254,133	274,383	12,172	4,059,089
2018	209,369	192,431	1,160,000	2,224,673	280,731	8,111	4,075,315
2019	206,032	189,168	1,200,000	2,189,558	267,285	3,956	4,055,999
2020	170,000	13,600	1,530,000	2,153,228	-	-	3,866,828
2021	170,000	6,800	1,580,000	2,103,495	-	-	3,860,295
2022	-	-	1,640,000	2,044,625	-	-	3,684,625
2023	-	-	1,710,000	1,973,020	-	-	3,683,020
2024	-	-	1,780,000	1,905,600	-	-	3,685,600
2025	-	-	1,860,000	1,827,135	-	-	3,687,135
2026	-	-	1,940,000	2,867,716	-	-	4,807,716
2027	-	-	2,020,000	1,668,438	-	-	3,688,438
2028	-	-	765,000	1,585,488	-	-	2,350,488
2029	-	-	2,195,000	1,491,298	-	-	3,686,298
2030	-	-	2,270,000	1,418,690	-	-	3,688,690
2031	-	-	2,335,000	1,347,083	-	-	3,682,083
2032	-	-	2,420,000	1,265,558	-	-	3,685,558
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	161,325	-	-	3,441,325
2042	-	-	-	-	-	-	-

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**

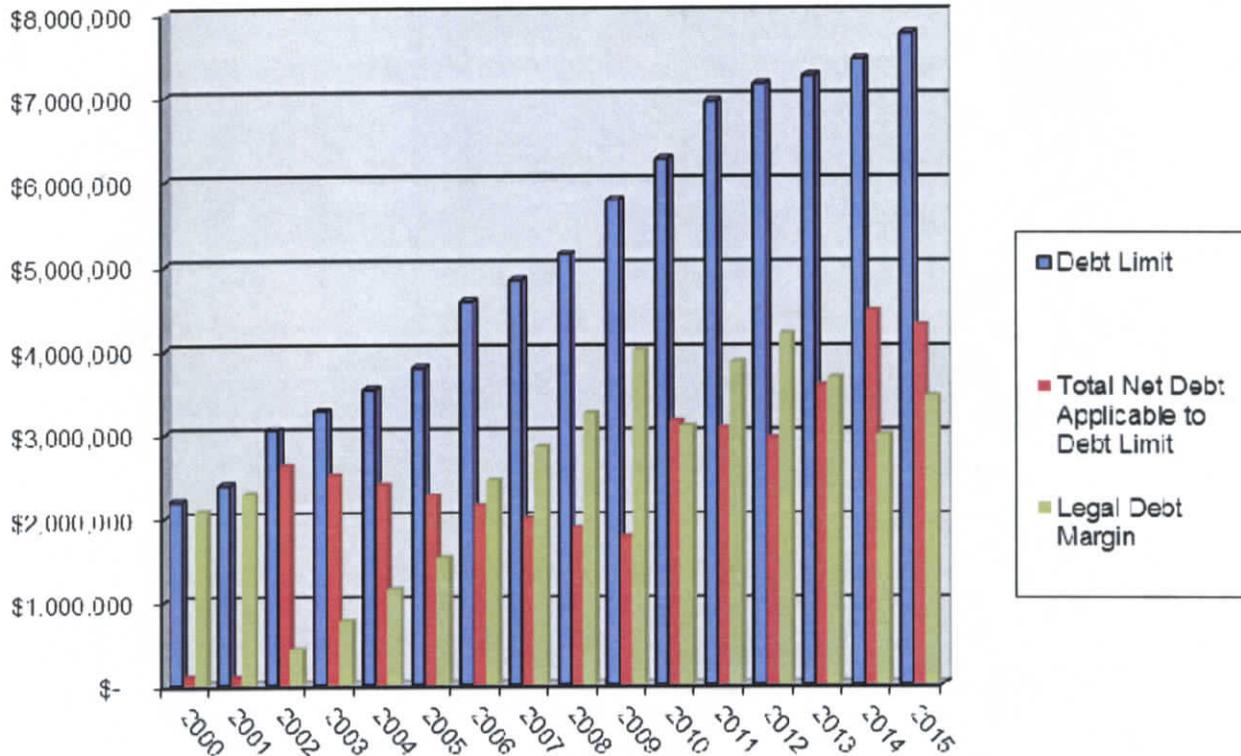
Description	Issue Date	Amount Borrowed	Rate	Final PYMNT	Purpose
Series 2012 GO Refunding Bonds	12/27/2012	\$ 1,465,000	1.428795%	6/15/21	Refund Series 2002 GO Bonds which was used for the Acquisition and Construction of Road and Infrastructure Maintenance and Main Street Streetscape Improvements.
Series 2014 GO Bond Anticipation Notes	1/15/2014	\$ 3,300,000	0.55%	1/15/2015	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 Hylton 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 2014 Revenue Bonds	3/14/2014	\$ 5,980,000	3.100%	2/1/2032	Refund a Portion of the Series 2004 Revenue Bonds
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.

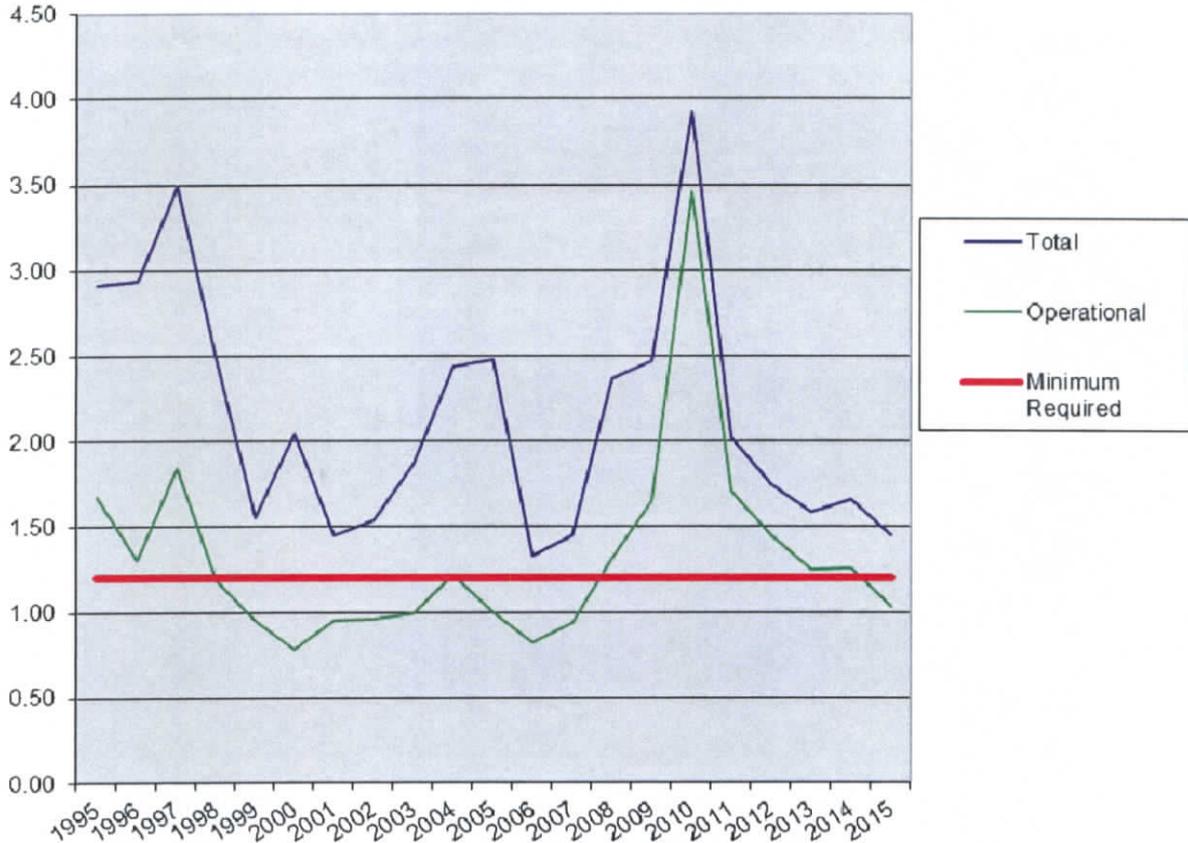
The Town's borrowing power is restricted by amended Article X, Section 14 of the State Constitution which became effective November 30, 1977. This Section provides that a local government unit cannot at any time have total general bonded debt outstanding (excluding certain lease and installment obligations) 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 2015 is 1.45. The ratio excluding Capital Contribution Fees is estimated to be 1.03.

### Coverage Ratios



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 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 has established 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 2015 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 confirmed their intent to approve 5 years of consecutive increases and implemented the first of the recommended rate increases enacting a 3% rate increase effective July 1, 2009. The fifth 3% rate increase is put into place effective July 1, 2013. No rate increase was implemented for the 2015 fiscal year.

## 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 FY 2015, 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 2015.

## POSITIONS

For FY 2014, the Town has added four positions in the General Fund. The need was brought about by growth in the Town. One position has been added in Finance, one in the Parks, Street, and Sanitation department, and two in the Police department. No positions have been added in the Enterprise Fund.

The total number of positions in the General Fund is 107, up 4 from FY 2014 and the Enterprise fund has remained the same at 39. Total employment for the Town of Lexington is 146 not including temporary, grant funded positions.

**POSITIONS**

	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>
General Fund			
Council	7	7	7
Administration	12	12	12
Finance	5	5	6
Planning, Building and Technology	13	14	14
Police	49	50	52
Parks	15	15	16
Enterprise Fund			
Finance	6	6	6
Utilities	33	33	33
<b>TOTAL POSITIONS</b>	<b>140</b>	<b>142</b>	<b>146</b>

Sources and Uses of Funds

Fiscal Year Ending June 30, 2015  
Budget Summary



	GENERAL FUND	ENTERPRISE FUND	DEBT SERVICE FUND	SPECIAL REVENUE FUND	TOTAL FY 2015 BUDGET	TOTAL FY 2014 BUDGET	TOTAL FY 2013 ACTUAL
<b>ESTIMATED REVENUES</b>							
Taxes:							
Property Taxes	\$ 3,490,000	\$ -	\$ -	\$ -	\$ 3,490,000	\$ 3,490,000	\$ 3,257,650
Franchise Fees	1,400,000	-	-	-	1,400,000	1,380,000	1,194,037
Licenses and Permits	4,455,000	-	-	-	4,455,000	4,303,000	4,209,645
Intergovernmental Revenue	448,000	-	-	-	448,000	418,000	416,313
Charges for Services	80,000	12,910,000	-	-	12,990,000	13,322,000	12,268,860
Fines and Forfeitures	340,080	-	-	41,000	381,080	369,139	344,052
Miscellaneous Revenue	35,000	1,490,000	-	-	1,525,000	1,517,000	2,348,982
<b>TOTAL SOURCES OF FUNDS</b>	<b>10,248,080</b>	<b>14,400,000</b>	<b>-</b>	<b>41,000</b>	<b>24,689,080</b>	<b>24,799,139</b>	<b>24,039,539</b>
<b>OPERATING EXPENDITURES AND CAPITAL OUTLAY</b>							
General Government	4,231,852	-	-	-	4,231,852	4,309,876	3,928,936
Public Safety	5,218,434	-	-	68,627	5,287,061	4,928,724	4,512,312
Public Works	-	7,883,576	-	-	7,883,576	7,555,895	6,874,838
Parks, Streets and Sanitation	2,453,160	-	-	-	2,453,160	2,318,225	2,213,734
General and Administrative Allocation	(2,021,854)	2,021,854	-	-	-	-	-
Debt Service	-	3,671,365	451,816	-	4,123,181	4,279,472	3,821,055
<b>TOTAL OPERATING EXPENDITURES AND CAPITAL OUTLAY</b>	<b>9,881,592</b>	<b>13,576,795</b>	<b>451,816</b>	<b>68,627</b>	<b>23,978,830</b>	<b>23,392,192</b>	<b>21,350,875</b>
<b>OTHER SOURCES AND USES</b>							
Self Financing of Capital Acquisition	209,426	-	-	-	209,426	413,328	-
Cash Reserves	-	4,899,681	-	-	4,899,681	-	-
Bond/Bond Anticipation Note (BAN)	-	7,505,114	-	-	7,505,114	-	62,602
Capital Improvement Plan	-	(13,033,000)	-	-	(13,033,000)	(1,430,200)	(7,340,691)
Specific Encumbrance	18,000	-	-	-	18,000	18,000	-
Operating Transfers	(440,193)	-	451,816	27,627	39,250	(39,750)	(410,000)
Contingency Reserve	(153,721)	(195,000)	-	-	(348,721)	(350,325)	-
<b>TOTAL OTHER SOURCES AND (USES)</b>	<b>(366,488)</b>	<b>(823,205)</b>	<b>451,816</b>	<b>27,627</b>	<b>(710,250)</b>	<b>(1,388,947)</b>	<b>(7,688,089)</b>
Excess (Deficiency) of Revenue Over Expenditures and Other	-	-	-	-	-	18,000	(4,999,425)
Fund Balance/Fund Equity, Beginning of Year	3,880,172	67,586,884	212,705	6,318	71,686,079	72,099,407	77,098,832
Use of Cash Reserves	(209,426)	(4,899,681)	-	-	(5,109,107)	(413,328)	(4,999,425)
Fund Balance/Fund Equity, End of Year	\$ 3,670,746	\$ 62,687,203	\$ 212,705	\$ 6,318	\$ 66,576,972	\$ 71,686,079	\$ 72,099,407

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

Fiscal Year Ending June 30, 2015  
 General Fund



<b><u>REVENUE</u></b>	<b><u>FY 2015</u></b>
Property Taxes	\$ 3,490,000
Franchise Fees	1,400,000
Business Licenses	4,175,000
Permits	280,000
Fines and Forfeitures	340,080
Rental Income	80,000
Other Governments	448,000
Miscellaneous Income	30,000
	<hr/>
Total Revenue	10,243,080
	<hr/>
<b><u>OPERATING EXPENDITURES</u></b>	
Council and Town Hall Department	182,558
Administration Department	731,573
Finance Department	233,130
Planning, Building and Technology Department	1,105,483
Police Department	5,003,811
Parks, Streets and Sanitation Department	2,307,024
	<hr/>
Total Operating Expenditures	9,563,579
	<hr/>
<b><u>OTHER SOURCES AND (USES)</u></b>	
Interest Income	5,000
Capital Outlay	(318,013)
Transfer to Vision Plan	(25,000)
Transfer to Debt Service Fund	(417,566)
Transfer to Victims' Advocate	(27,627)
Other Transfer In - Accommodation Tax	30,000
Self Financing of Capital Acquisition	209,426
Contingency Reserve (@1.5% of Revenue)	(153,721)
	<hr/>
Total Other Sources and (Uses)	(679,501)
	<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, 2015  
 General Fund



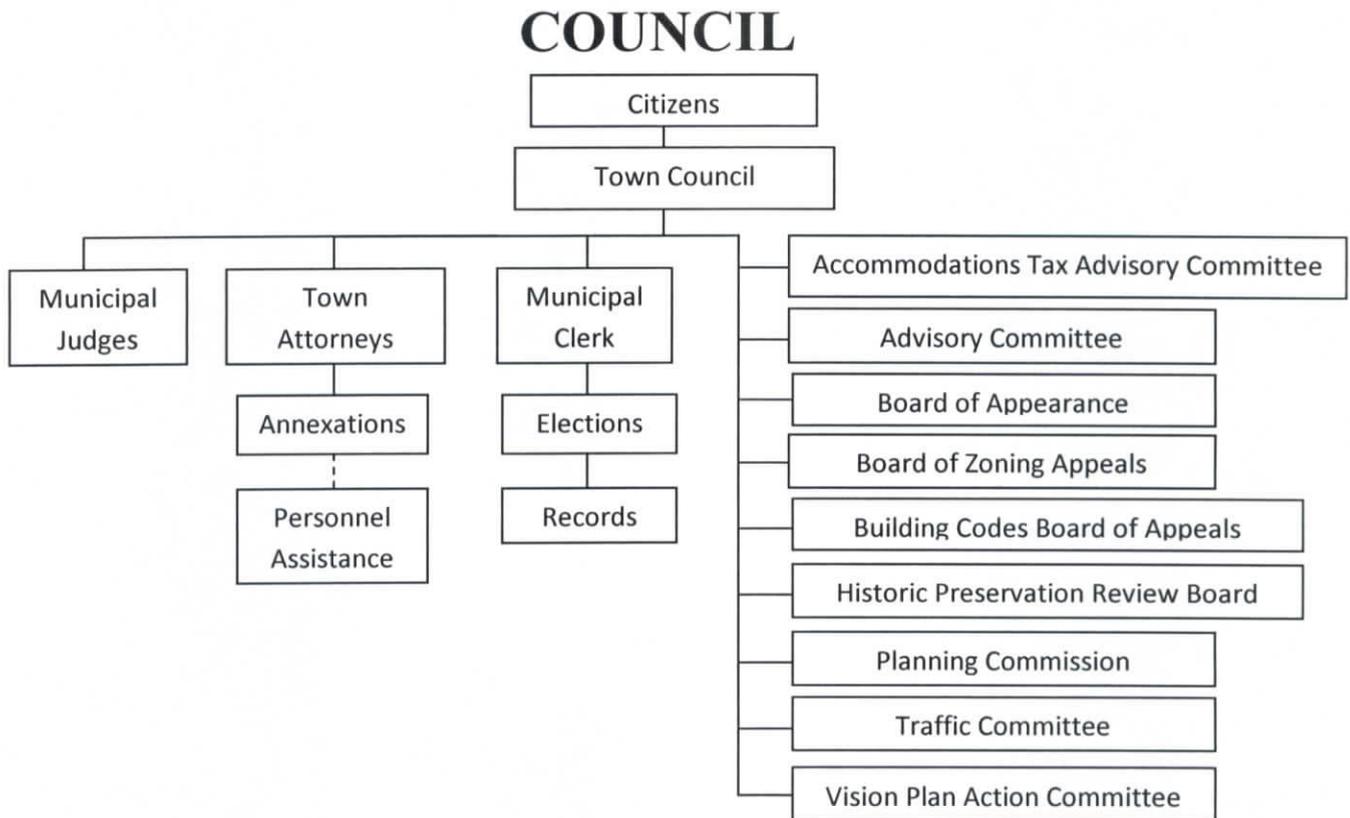
**FY 2015**

**FUND BALANCE AND REQUIRED RESERVE**

Estimated beginning fund balance at July 1, 2014	\$ 4,275,372
Total revenues	10,243,080
Total operating expenditures	(9,563,579)
Other Sources and (uses)	(667,001)
Estimated approximate fund balance at June 30, 2015	<u>\$ 4,287,872</u>
25% Required Reserve	<u>(2,485,767)</u>
Allocations:	
Operating Contingency Reserve	(153,721)
Designated:	
SCANA	(330,000)
Total allocations and designations:	<u>(483,721)</u>
Working capital requirements	<u>(796,965)</u>
Estimated net contingent funds through June 30, 2015	<u>\$ 521,419</u>
Required Reserve as a % of estimated fund balance	58%



	FY 2013 ACTUAL	FY 2014 ESTIMATE	FY 2014 AMENDED BUDGET	FY 2015 BUDGET	\$\$\$ VARIANCE	%% VARIANCE
<b>REVENUE</b>						
Property Taxes	\$ 3,257,650	\$ 3,355,630	\$ 3,490,000	\$ 3,490,000	\$ -	-
Franchise Fees	1,194,037	1,256,777	1,380,000	1,400,000	20,000	1.4
Business Licenses	3,984,361	3,950,000	4,023,000	4,175,000	152,000	3.8
Permits	203,615	250,000	280,000	280,000	-	-
Plan Review Fees	21,668	-	-	-	-	-
Fines and Forfeitures	302,628	327,000	325,000	340,080	15,080	4.6
Rental Income	73,529	80,000	75,000	80,000	5,000	6.7
Other Governments	416,313	416,000	418,000	448,000	30,000	7.2
Miscellaneous Income	99,090	25,000	32,000	30,000	(2,000)	(6.3)
<b>Total Revenue</b>	<b>9,552,892</b>	<b>9,660,407</b>	<b>10,023,000</b>	<b>10,243,080</b>	<b>220,080</b>	<b>2.2</b>
<b>OPERATING EXPENDITURES</b>						
Council and Town Hall Department	155,695	162,002	176,387	182,558	6,171	3.5
Administration Department	823,648	862,945	864,244	731,573	(132,671)	(15.4)
Finance Department	229,010	233,849	247,682	233,130	(14,552)	(5.9)
Planning, Building and Technology Department	878,320	1,072,977	1,094,612	1,105,483	10,871	1.0
Police Department	4,161,209	4,539,241	4,544,318	5,003,811	459,493	10.1
Parks, Streets and Sanitation Department	2,138,432	2,139,373	2,255,852	2,307,024	51,172	2.3
<b>Total Operating Expenditures</b>	<b>8,386,314</b>	<b>9,010,387</b>	<b>9,183,095</b>	<b>9,563,579</b>	<b>380,484</b>	<b>4.1</b>
<b>OTHER SOURCES AND (USES)</b>						
Interest Income	1,674	3,000	5,000	5,000	-	-
Debt Service	(59,359)	-	-	-	-	-
Capital Outlay	(597,876)	(606,134)	(606,134)	(318,013)	288,121	13.0
Sale of Capital Assets (Gain)	5,169	23,337	-	-	-	-
Transfer to Grant Match	-	(15,000)	(15,000)	-	15,000	-
Transfer to Vision Plan	(175,000)	(25,000)	(25,000)	(25,000)	-	86.5
Transfer to Debt Service Fund	(406,901)	(406,735)	(406,735)	(417,566)	(10,831)	-
Transfer to Victims' Advocate	(25,233)	(20,944)	(20,944)	(27,627)	(6,683)	17.0
Specific Encumbrance	-	-	-	18,000	18,000	-
Other Transfer In - Accommodation Tax	-	31,000	31,000	30,000	(1,000)	-
Transfer to Capital Projects-Streets & Infrastructure	(200,000)	-	-	-	-	-
Transfer to KEYS	-	(15,000)	(15,000)	-	15,000	-
Main Street Improvement	(35,000)	(50,000)	(50,000)	-	50,000	1.0
Bond Issue	62,602	-	-	-	-	-
Self Financing of Capital Acquisition	-	413,328	413,328	209,426	(203,902)	(49.3)
Contingency Reserve (@1.5% of Revenue)	-	-	(150,420)	(153,721)	(3,301)	1.6
<b>Total Other Sources and (Uses)</b>	<b>(1,429,924)</b>	<b>(668,148)</b>	<b>(839,905)</b>	<b>(679,501)</b>	<b>160,404</b>	<b>20.6</b>
<b>Excess (Deficiency) of Revenue Over Expenditures and Other Sources and (Uses)</b>	<b>\$ (263,346)</b>	<b>\$ (18,128)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>



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 2014:**

- Grand Opening of Lexington Paw Park with Lexington County who donated property to be used for the park. (S, C, R)
- The Façade Improvement Program for Main Street second round of awards of \$5,000 each, stimulating approximately \$589,000 of investments. (V)
- Planning for 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 “Link into Lexington” on WLXM Radio 107.9. (S, C, A, R)

**Goals and Objectives for FY 2015:**

- Continuing to build on the Town’s Vision Plan to improve traffic. (S, V, R)
- Completion of Phase I of the Town’s Unified Traffic Improvement Plan. (S, V, R)
- Implementation of the Adaptive Computerized Signaling system. (S, V, R)
- Completion of the I-20/Sunset Boulevard Interchange Beautification Project through a \$620,000 grant from the SC Department of Transportation. (S, C, R)
- Development of the Project Icehouse property which will include a 500 seat amphitheater.. (S, V, C)
- Opening of the new 14 Mile Creek Trail. (S, C, R)
- Continuing upgrades to the Town’s Utility Infrastructure System. (S, V, C)

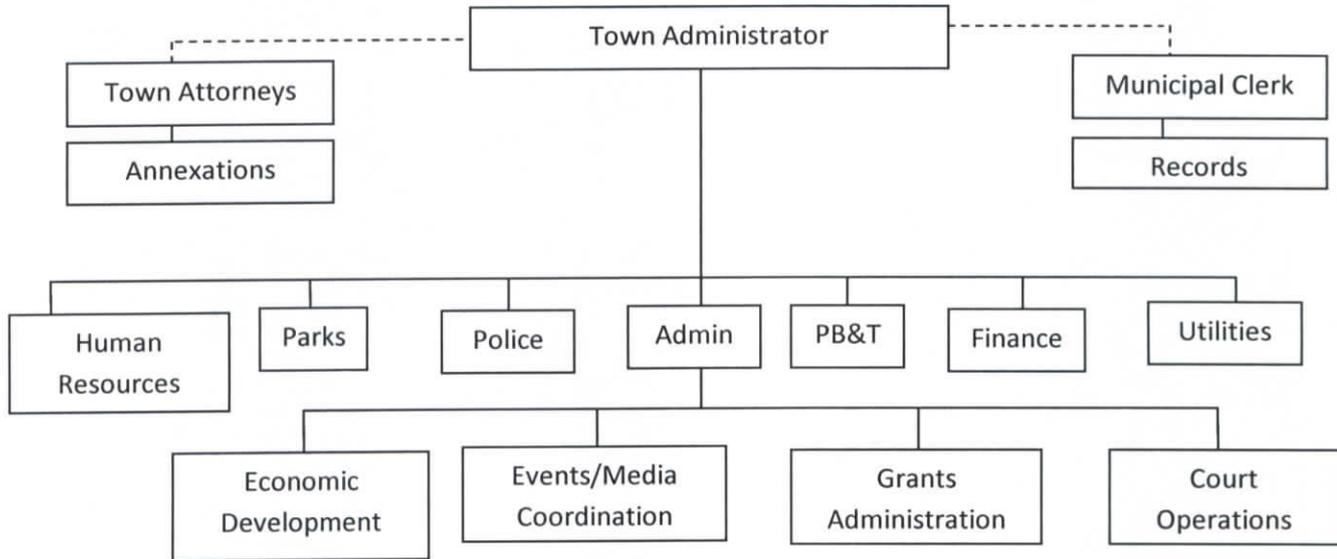
Town of Lexington, South Carolina  
**Council Department**

Fiscal Year Ending June 30, 2015  
 General Fund



	FY 2013 ACTUAL	FY 2014 ESTIMATE	FY 2014 AMENDED BUDGET	FY 2015 BUDGET	\$\$\$ VARIANCE	%% VARIANCE
<b>EXPENDITURES</b>						
<b>SALARIES &amp; FRINGES</b>						
Salaries	\$ 43,051	\$ 39,964	\$ 42,683	\$ 42,683	\$ -	-
Overtime	-	-	-	-	-	-
FICA Expense	3,015	3,057	3,266	3,266	-	-
SC Retirement Expense	4,133	424	4,055	4,169	114	2.8
Health Insurance - Employee	13,496	14,084	13,808	19,962	6,154	44.6
Workers Compensation Insurance	129	427	328	286	(42)	(12.8)
Unemployment	-	-	-	-	-	-
Wellness Program	298	260	340	340	-	-
Total Salaries & Fringes Before Allocation	64,122	58,216	64,480	70,706	6,226	9.7
General & Administrative Allocation	-	-	-	-	-	-
Total Salaries & Fringes	64,122	58,216	64,480	70,706	6,226	9.7
<b>OPERATING EXPENDITURES</b>						
Advertising	532	544	2,500	2,500	-	-
Advisory Boards & Commissions	10,142	10,792	6,000	6,000	-	-
Awards & Memorials	2,506	3,997	2,600	2,600	-	-
Contractual Services	9,643	24,904	29,075	29,100	25	0.1
Contributions	22,300	24,500	24,500	24,500	-	-
Council Expenses	15,402	15,878	11,375	11,375	-	-
Deeds & Easements	460	619	1,500	1,500	-	-
Dues & Subscriptions	22,197	26,680	22,990	22,990	-	-
Election Expense	-	18,026	5,500	5,500	-	-
Film Development	-	-	100	100	-	-
Meetings & Meals	13,625	14,479	11,590	11,590	-	-
Non-Capital - Computer Supplies	187	16	-	-	-	-
Non-Capital - Equipment	1,154	338	-	-	-	-
Non-Capital - Furniture & Fixtures	8,324	3,841	8,500	8,500	-	-
Office Supplies	295	437	1,570	1,550	(20)	(1.3)
Office Supplies - Postage	2,226	2,476	2,600	2,000	(600)	(23.1)
Printing & Publishing	-	-	600	600	-	-
Professional Services - Legal	39,312	35,102	39,900	39,900	-	-
Screening & Shots	60	122	140	140	-	-
Strategic Plan	-	-	500	500	-	-
Supplies	1,096	1,078	1,040	1,525	485	46.6
Travel & Training	30,088	22,348	49,965	49,965	-	-
Utilities - Tele-Communications	1,877	1,394	1,270	1,270	-	-
Total Operating Expenditures	181,425	207,571	223,815	223,705	(110)	(0.0)
General & Administrative Allocation	(89,852)	(103,786)	(111,908)	(111,853)	55	(0.0)
Total Expenditures	155,695	162,002	176,387	182,558	6,171	3.5
Capital Outlay Before Allocation	-	-	-	-	-	-
Capital Outlay Allocation	-	-	-	-	-	-
Total Expenditures and Capital Outlay	\$ 155,695	\$ 162,002	\$ 176,387	\$ 182,558	\$ 6,171	3.5

# 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 2014:

- Directed Second Round of the Façade Improvement Program for Main Street. (S, V, C, R)
- Established Team One – University 101 for Town Employees. (S)
- Digitized all Town Meeting Minutes, dating from 1917 to present. (S, C, A)
- Administered Road Resurfacing Project to address failing town roads. (S, V, C, R)

### Goals and Objectives for FY 2015:

- 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)
- Planning and Development for the Ice House property. (S, V, C, R)

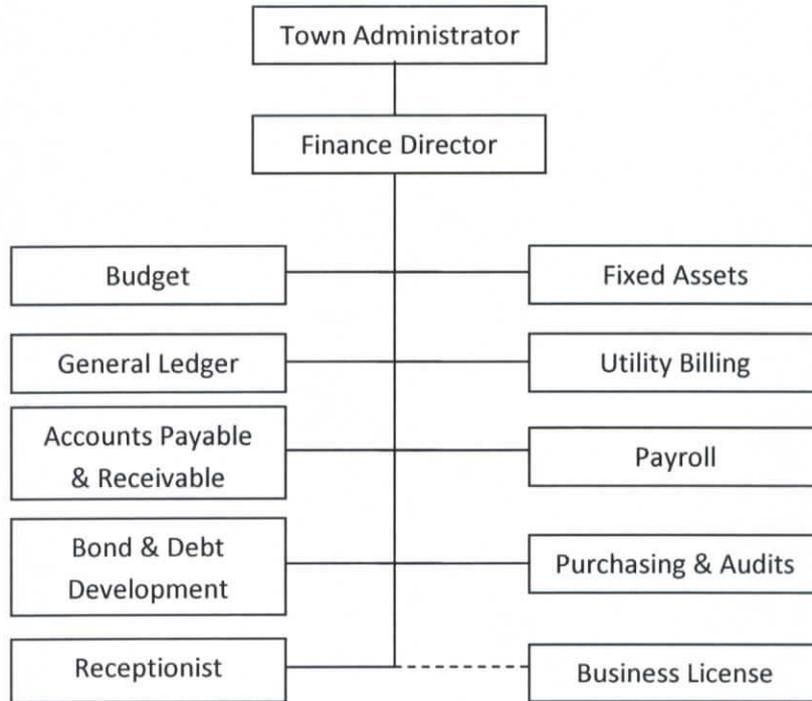
Town of Lexington, South Carolina  
Administration Department

Fiscal Year Ending June 30, 2015  
General Fund



	FY 2013 <u>ACTUAL</u>	FY 2014 <u>ESTIMATE</u>	FY 2014 <u>AMENDED BUDGET</u>	FY 2015 <u>BUDGET</u>	\$\$\$ <u>VARIANCE</u>	%% <u>VARIANCE</u>
<b><u>EXPENDITURES</u></b>						
<b><u>SALARIES &amp; FRINGES</u></b>						
Salaries	\$ 523,789	\$ 534,265	\$ 537,801	\$ 437,889	\$ (99,912)	(18.6)
Overtime	6	-	250	150	(100)	(40.0)
FICA Expense	37,782	40,871	41,161	37,500	(3,661)	(8.9)
SC Retirement Expense	52,092	53,325	53,084	49,745	(3,339)	(6.3)
Health Insurance - Employee	44,265	56,111	52,253	33,381	(18,872)	(36.1)
Workers Compensation Insurance	8,175	13,894	12,034	12,714	680	5.7
Unemployment	-	-	1,775	1,618	(157)	(8.8)
Wellness Program	595	505	681	681	-	-
Total Salaries & Fringes Before Allocation	666,703	698,971	699,039	573,678	(125,361)	(17.9)
General & Administrative Allocation	-	-	-	-	-	-
Total Salaries & Fringes	666,703	698,971	699,039	573,678	(125,361)	(17.9)
<b><u>OPERATING EXPENDITURES</u></b>						
Advertising	1,000	452	5,000	5,000	-	-
Advisory Boards & Commissions	1,880	-	-	-	-	-
Awards & Memorials	-	4,352	5,500	5,500	-	-
Contractual Services	30,629	14,110	17,195	12,195	(5,000)	(29.1)
Contractual Services - Muni Court	108,874	121,668	118,340	100,105	(18,235)	(15.4)
Dues & Subscriptions	4,230	2,230	5,965	5,965	-	-
Fuels	2,467	2,435	3,000	3,000	-	-
Meetings & Meals	1,957	1,444	4,330	4,330	-	-
Non-Capital - Equipment	238	-	-	-	-	-
Non-Capital - Furniture & Fixtures	-	-	300	300	-	-
Office Supplies	4,513	3,076	5,560	5,510	(50)	(0.9)
Court Expenses	2,110	2,725	2,450	2,450	-	-
Office Supplies - Postage	2,753	3,389	4,700	4,500	(200)	(4.3)
Permits & Licenses	-	1,175	-	-	-	-
Printing & Publishing	8,984	10,220	8,785	8,785	-	-
Professional Services - Legal	713	-	-	-	-	-
Repairs - Automotive	355	937	1,500	1,500	-	-
Repairs - Building & Facilities	-	-	-	25,000	25,000	-
Repairs - Equipment	-	-	400	400	-	-
Screening & Shots	220	347	400	400	-	-
Supplies	1,007	1,115	1,675	2,025	350	20.9
Travel & Training	27,413	30,562	21,220	22,970	1,750	8.2
Uniforms	701	-	800	800	-	-
Utilities - Tele-Communications	3,227	3,319	2,500	2,500	-	-
Total Operating Expenditures	203,270	203,556	209,620	213,235	3,615	1.7
General & Administrative Allocation	(46,325)	(39,582)	(44,415)	(55,340)	10,925	(2.0)
Total Expenditures	823,648	862,945	864,244	731,573	(132,671)	(15.4)
Capital Outlay Before Allocation	-	-	-	25,000	25,000	-
Capital Outlay Allocation	-	-	-	(12,500)	(12,500)	-
Total Expenditures and Capital Outlay	\$ 823,648	\$ 862,945	\$ 864,244	\$ 744,073	\$ (120,171)	(13.9)

# 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 2014:**

- Received Distinguished Budget Presentation Award from the Government Finance Officers Association for the fourth time. (A, V)
- Received Certificate of Achievement for Excellence in Financial Reporting for the Fifteenth Time. (A, I)
- Completed Implementation of New Entity-Wide Software. (V, A)

**Goals and Objectives for FY 2015:**

- Improve reporting timeline. (A, R)
- Streamline processes and implement scanning technology to reduce paper. (A, R)

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

Fiscal Year Ending June 30, 2015  
 General Fund



	FY 2013 <u>ACTUAL</u>	FY 2014 <u>ESTIMATE</u>	FY 2014 <u>AMENDED BUDGET</u>	FY 2015 <u>BUDGET</u>	\$\$\$ <u>VARIANCE</u>	%% <u>VARIANCE</u>
<b><u>EXPENDITURES</u></b>						
<b><u>SALARIES &amp; FRINGES</u></b>						
Salaries	\$ 349,693	\$ 336,988	\$ 364,949	\$ 393,343	\$ 28,394	7.8
Overtime	-	-	1,500	500	(1,000)	(66.7)
FICA Expense	11,474	25,780	28,033	30,129	2,096	7.5
SC Retirement Expense	15,601	16,547	37,450	41,496	4,046	10.8
Health Insurance - Employee	14,022	14,598	33,049	35,680	2,631	8.0
Workers Compensation Insurance	246	3,313	6,027	3,784	(2,243)	(37.2)
Unemployment	-	-	1,211	1,302	90	7.5
Wellness Program	213	186	486	486	-	-
Total Salaries & Fringes Before Allocation	391,248	397,411	472,705	506,720	34,015	7.2
General & Administrative Allocation	(192,379)	(194,724)	(259,988)	(304,032)	44,044	16.9
Total Salaries & Fringes	198,869	202,687	212,717	202,688	(10,029)	(4.7)
<b><u>OPERATING EXPENDITURES</u></b>						
Advertising	386	679	300	400	100	33.3
Contractual Services	8,354	8,752	6,535	5,709	(826)	(12.6)
Dues & Subscriptions	1,528	1,885	1,645	1,565	(80)	(4.9)
Meetings & Meals	451	253	300	515	215	71.7
Non-Capital - Equipment	1,541	-	-	-	-	-
Office Supplies	2,192	2,303	2,800	2,430	(370)	(13.2)
Office Supplies - Postage	1,228	1,622	1,800	1,900	100	5.6
Permits & Licenses	-	26	-	-	-	-
Printing & Publishing	790	3,161	1,200	1,250	50	4.2
Professional Services - Audit	15,715	18,350	20,415	20,735	320	1.6
Repairs - Equipment	-	-	250	250	-	-
Screening & Shots	80	122	280	280	-	-
Supplies	339	425	650	840	190	29.2
Tax Bill Preparation Cost	27,619	28,000	33,000	30,000	(3,000)	(9.1)
Travel & Training	6,588	3,223	8,025	9,731	1,706	21.3
Uniforms	415	448	500	500	-	-
Total Operating Expenditures	67,224	69,249	77,700	76,105	(1,595)	(2.1)
General & Administrative Allocation	(37,083)	(38,087)	(42,735)	(45,663)	2,928	6.9
Total Expenditures	229,010	233,849	247,682	233,130	(14,552)	(5.9)
Capital Outlay Before Allocation	-	-	-	4,000	4,000	100.0
Capital Outlay Allocation	-	-	-	(2,400)	(2,400)	(100.0)
Total Expenditures and Capital Outlay	\$ 229,010	\$ 233,849	\$ 247,682	\$ 234,730	\$ (12,952)	(5.2)



# 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 Code Board of Appeals;
- Issues building, zoning and appeal permits; and
- Manages a wide range of technology issues for the Town.

### Achievements for FY 2014:

- Centralized data by consolidating RMS applications into a single RMS system. (S, V)
- Improved device management and remote access by utilizing System Center Configuration Manager. (S, V)
- Reduced costs and improved license management by entering into an Enterprise Agreement with Microsoft. (A)
- Improved Patrol Division network access through the use of persistent VPN technology. (S, I)
- Completed the 5 year update to the Comprehensive Land Use Plan. (V, C)
- Awarded 7 new Façade Improvement Grants thru two funding rounds that offered grants in an expanded area of the Downtown. (V, C)
- Completed 18 annexations that increased taxable value in Town by over nine million dollars. (V, C)

### Goals and Objectives for FY 2015:

- In a continued effort to improve customer service and streamline processes, we plan to give customers the ability to complete part of the permit process online. (S, R)
- Improve network security by adding a firewall to segment departmental traffic. (C, A)
- Improve mobile support of the Town’s online services. (S, C)
- Improve the content flow and aesthetics of the Government Access Television Channel. (S, C, A)
- Update technology in the Council Chambers. (V, C, A)
- Continue to annex commercial properties into the Town. (V, C)

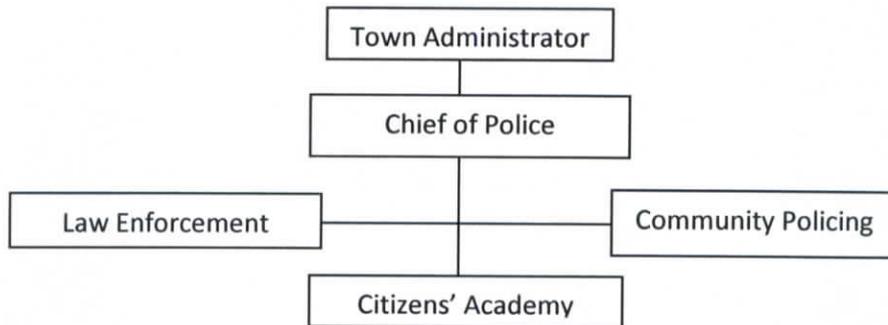
Town of Lexington, South Carolina  
 Planning, Building and Technology Department

Fiscal Year Ending June 30, 2015  
 General Fund



	FY 2013 <u>ACTUAL</u>	FY 2014 <u>ESTIMATE</u>	FY 2014 <u>AMENDED BUDGET</u>	FY 2015 <u>BUDGET</u>	SSS <u>VARIANCE</u>	%% <u>VARIANCE</u>
<b><u>EXPENDITURES</u></b>						
<b><u>SALARIES &amp; FRINGES</u></b>						
Salaries	\$ 442,785	\$ 560,322	\$ 564,611	\$ 563,860	\$ (751)	(0.1)
Overtime	153	-	4,250	250	(4,000)	(94.1)
FICA Expense	32,523	42,865	43,518	43,154	(363)	(0.8)
SC Retirement Expense	46,741	59,394	58,317	59,434	1,117	1.9
Health Insurance - Employee	47,851	54,952	61,254	73,782	12,528	20.5
Workers Compensation Insurance	8,961	9,424	6,478	18,945	12,467	192.5
Unemployment	-	-	1,877	1,862	(16)	(0.8)
Wellness Program	595	686	1,023	1,023	-	-
<b>Total Salaries &amp; Fringes Before Allocation</b>	<b>579,609</b>	<b>727,643</b>	<b>741,328</b>	<b>762,310</b>	<b>20,982</b>	<b>2.8</b>
General & Administrative Allocation	-	-	-	-	-	-
<b>Total Salaries &amp; Fringes</b>	<b>579,609</b>	<b>727,643</b>	<b>741,328</b>	<b>762,310</b>	<b>20,982</b>	<b>2.8</b>
<b><u>OPERATING EXPENDITURES</u></b>						
Advertising	326	604	1,000	1,000	-	-
Building Maintenance Agreements	83,483	111,050	102,303	103,906	1,603	1.6
Contractual Services	39,457	44,450	38,195	55,960	17,765	46.5
Dues & Subscriptions	2,717	1,781	3,585	3,490	(95)	(2.6)
Fuels	11,834	10,216	15,000	14,000	(1,000)	(6.7)
Insurance - Building & Other	225,009	255,000	255,000	225,000	(30,000)	(11.8)
Meetings & Meals	-	445	1,250	750	(500)	(40.0)
Non-Capital - Computer Supplies	5,862	4,136	7,750	7,750	-	-
Non-Capital - Equipment	-	635	1,000	1,850	850	85.0
Non-Capital - Furniture & Fixtures	1,133	-	3,000	2,000	(1,000)	(33.3)
Non-Capital - Small Tools	57	-	-	-	-	-
Office Supplies	3,040	4,987	4,090	3,550	(540)	(13.2)
Office Supplies - Postage	4,601	2,690	5,800	3,000	(2,800)	(48.3)
Permits & Licenses	167	-	500	1,000	500	100.0
Repairs - Automotive	4,014	2,909	8,550	8,000	(550)	(6.4)
Repairs - Building & Facilities	24,501	25,727	39,320	33,570	(5,750)	(14.6)
Screening & Shots	410	355	175	350	175	100.0
Supplies	4,166	1,313	2,675	3,025	350	13.1
Travel & Training	7,184	6,182	15,890	13,750	(2,140)	(13.5)
Uniforms	939	625	2,200	1,950	(250)	(11.4)
Utilities - Electricity	109,250	118,703	111,000	117,000	6,000	5.4
Utilities - Tele-Communications	34,747	39,389	34,850	33,750	(1,100)	(3.2)
<b>Total Operating Expenditures</b>	<b>562,896</b>	<b>631,197</b>	<b>653,133</b>	<b>634,651</b>	<b>(18,482)</b>	<b>(2.8)</b>
General & Administrative Allocation	(264,185)	(285,863)	(299,849)	(291,478)	8,371	2.8
<b>Total Expenditures</b>	<b>878,320</b>	<b>1,072,977</b>	<b>1,094,612</b>	<b>1,105,483</b>	<b>10,871</b>	<b>1.0</b>
Capital Outlay Before Allocation	232,787	334,235	273,046	105,150	(167,896)	(61.5)
Capital Outlay Allocation	-	(184,053)	(48,608)	(38,725)	9,883	20.3
<b>Total Expenditures and Capital Outlay</b>	<b>\$1,111,107</b>	<b>\$1,223,159</b>	<b>\$1,319,050</b>	<b>\$1,171,908</b>	<b>\$ (147,142)</b>	<b>(11.2)</b>

## POLICE



The men and women of the Police Department are dedicated to building a strong Lexington. Through the delivery of exemplary service with a focus on problem solving, we are committed to enhancing the quality of life of our neighborhoods by “Building a partnership with the community we serve.”

### Achievements for FY 2014:

- Received Excellent rating in our audit of National Crime Information Center (NCIC) operations by SLED and the FBI. (S, C)
- Ptl Earl Alewine received the Medal of Valor for risking his life to save an elderly lady at an apartment fire. (S, V, C)
- Increased directed patrols which decreased thefts from motor vehicles 58% and decreased stolen vehicles 37%. (S, V, C)
- Concluded 3 year Operation Angel Bane investigation with 27 members of the Hells Angels arrested (20 Federal, 7 State). There was a 109 count federal indictment that resulted in convictions for a total of 140 years prison time and 77 months probation. This is the most successful Hells Angels RICO investigation in US History. (S, A)
- 9<sup>th</sup> Annual Fall Festival held as fund raiser for Adopt-A-Cop raising \$5,891. (S, C, R)

### Goals and Objectives for FY 2015:

- Maintain support from community by being involved, monitoring public expectations 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)
- Retreat to focus on new goals and objectives and 3 year strategic planning. (V, A, R)

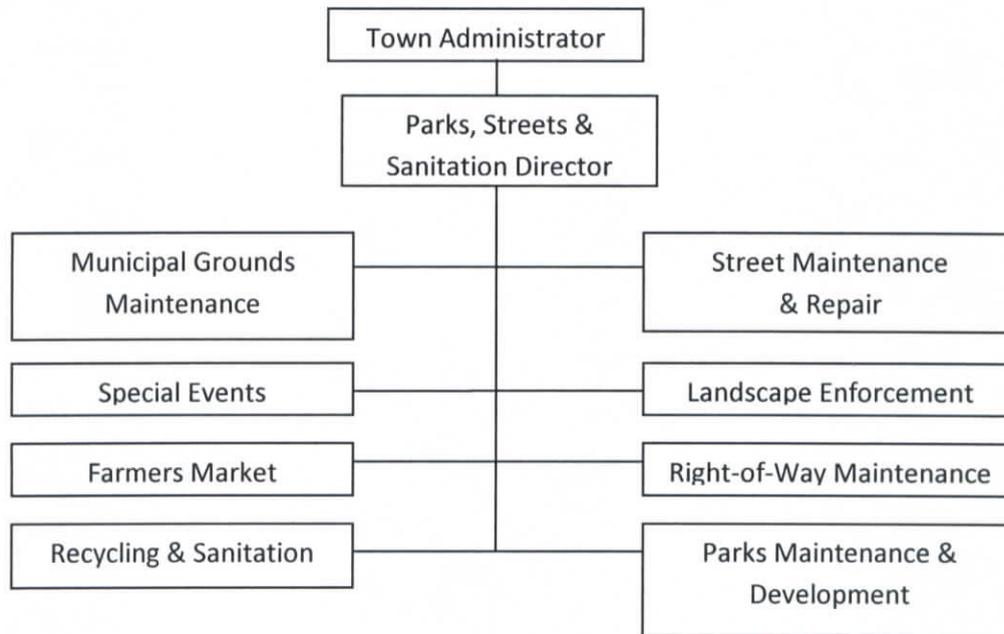
Town of Lexington, South Carolina  
**Police Department**

Fiscal Year Ending June 30, 2015  
 General Fund



	FY 2013 <u>ACTUAL</u>	FY 2014 <u>ESTIMATE</u>	FY 2014 <u>AMENDED BUDGET</u>	FY 2015 <u>BUDGET</u>	\$\$\$ <u>VARIANCE</u>	%% <u>VARIANCE</u>
<b><u>EXPENDITURES</u></b>						
<b><u>SALARIES &amp; FRINGES</u></b>						
Salaries	\$ 2,576,746	\$ 2,724,293	\$ 2,759,272	\$ 2,968,484	\$ 209,212	7.6
Overtime	146,418	176,768	140,000	202,000	62,000	44.3
FICA Expense	202,341	221,931	221,794	242,542	20,748	9.4
SC Retirement Expense	334,287	345,005	360,635	408,908	48,273	13.4
Health Insurance - Employee	303,356	340,412	307,847	381,678	73,831	24.0
Workers Compensation Insurance	187,423	234,318	200,000	236,984	36,984	18.5
Unemployment	(2,440)	(1,300)	9,568	10,463	895	9.4
Wellness Program	4,165	3,757	4,867	4,867	-	-
Total Salaries & Fringes Before Allocation	3,752,296	4,045,184	4,003,983	4,455,926	451,943	11.3
General & Administrative Allocation	-	-	-	-	-	-
Total Salaries & Fringes	3,752,295	4,045,184	4,003,983	4,455,926	451,943	11.3
<b><u>OPERATING EXPENDITURES</u></b>						
Accreditation	4,065	6,520	5,250	5,750	500	9.5
Advertising	-	1,018	750	750	-	-
Awards & Memorials	946	1,067	800	1,050	250	31.3
Citizen's Academy	2,456	40	2,400	1,900	(500)	(20.8)
Contractual Services	13,582	40,978	37,525	38,325	800	2.1
Contractual Services -DJJ	175	752	2,500	4,000	1,500	60.0
Contractual Services - Motorola	21,265	27,299	26,600	31,200	4,600	17.3
Contractual Services - Muni Court	(100)	-	-	-	-	-
Contractual Services - Scholarship	-	-	5,000	5,000	-	-
Contributions	1,034	3,000	2,400	1,400	(1,000)	(41.7)
Damages	-	-	500	500	-	-
Dues & Subscriptions	4,610	8,138	5,310	5,360	50	0.9
Fuels	155,097	162,590	190,300	180,000	(10,300)	(5.4)
Lab Test	1,950	-	1,000	500	(500)	(50.0)
Meetings & Meals	2,236	2,773	1,800	3,250	1,450	80.6
Non-Capital - Computer Supplies	27	-	-	1,050	1,050	-
Non-Capital - Equipment	13,752	3,937	8,145	3,625	(4,520)	(55.5)
Non-Capital - Furniture & Fixtures	483	-	750	700	(50)	(6.7)
Office Supplies	7,063	6,325	7,250	7,715	465	6.4
Office Supplies - Postage	8,423	9,430	8,000	10,900	2,900	36.3
Permits & Licenses	257	301	600	400	(200)	(33.3)
Recruitment	702	1,063	1,500	2,000	500	33.3
Repairs - Automotive	45,082	61,385	57,500	57,000	(500)	(0.9)
Repairs - Equipment	5,374	13,171	7,000	9,000	2,000	28.6
Screening & Shots	3,870	1,957	3,700	3,150	(550)	(14.9)
Supplies	11,173	9,639	17,455	22,285	4,830	27.7
Supplies - Ammunition	5,952	860	7,850	9,050	1,200	15.3
Supplies - K-9	956	532	2,800	2,000	(800)	(28.6)
Travel & Training	9,658	46,361	42,425	50,490	8,065	19.0
Uniforms	21,203	18,403	20,185	19,500	(685)	(3.4)
Uniforms - Clothing Allowance	11,850	12,000	12,000	12,000	-	-
Utilities - Electricity	34,000	34,000	35,000	35,000	-	-
Utilities - Tele-Communications	21,772	18,266	21,040	18,035	(3,005)	(14.3)
Drug Fund Expenses	-	2,252	5,000	5,000	-	-
Total Operating Expenditures	408,913	494,057	540,335	547,885	7,550	1.4
General & Administrative Allocation	-	-	-	-	-	-
Total Expenditures	4,161,209	4,539,241	4,544,318	5,003,811	459,493	10.1
Capital Outlay Before Allocation	289,787	327,698	327,698	214,623	(113,075)	(34.5)
Capital Outlay Allocation	-	(8,375)	(8,375)	-	8,375	100.0
Total Expenditures and Capital Outlay	\$ 4,450,996	\$ 4,858,564	\$ 4,863,641	\$ 5,218,434	\$ 354,793	7.3

## 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 2014:

- Site preparation and support for new extended Lexington Famers Market. (S, C)
- Designed and built Dog Park. (S, C, R)
- Designed and built 14 Mile Creek Walking Trail. (S, C, R)
- Beautification project Sunset Boulevard at Interstate 20. (V, C)
- Town road repaving project. (S, C, R)
- Building mini parks at West Main Street/Highway 378 and Sunset Boulevard/North Lake Drive. (S, C)

### Goals and Objectives for FY 2015:

- Design & Build Park on the Ice House Property (S, C, R)
- Improve appearance of street right-of-way's in town (S, C, R)
- Add mini-parks around town (S, C, R)

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

Fiscal Year Ending June 30, 2015  
 General Fund



	FY 2013 ACTUAL	FY 2014 ESTIMATE	FY 2014 AMENDED BUDGET	FY 2015 BUDGET	\$\$\$ VARIANCE	%% VARIANCE
<b>EXPENDITURES</b>						
<b>SALARIES &amp; FRINGES</b>						
Salaries	\$ 652,102	\$ 703,868	\$ 707,991	\$ 797,113	\$ 89,122	12.6
Overtime	9,426	12,000	7,000	11,000	4,000	57.1
FICA Expense	48,667	54,764	54,697	61,821	7,124	13.0
SC Retirement Expense	69,849	73,734	73,920	86,163	12,243	16.6
Health Insurance - Employee	101,311	118,059	120,001	130,368	10,367	8.6
Workers Compensation Insurance	21,631	27,346	23,329	32,460	9,131	39.1
Unemployment	-	-	2,359	2,667	307	13.0
Wellness Program	1,275	1,083	1,465	1,465	-	-
Total Salaries & Fringes Before Allocation	904,261	990,854	990,762	1,123,057	132,295	13.4
General & Administrative Allocation	-	-	-	(123,271)	(123,271)	(100.0)
Total Salaries & Fringes	904,262	990,854	990,762	999,786	9,024	0.9
<b>OPERATING EXPENDITURES</b>						
Advertising	128	522	900	800	(100)	(11.1)
Contractual Services	781,174	697,773	814,570	826,074	11,504	1.4
Damages	212	68	-	-	-	-
Downtown Beautification	16,641	-	20,110	20,110	-	-
Dues & Subscriptions	-	-	200	225	25	12.5
Fuels	25,267	28,361	22,500	20,700	(1,800)	(8.0)
Lab Test	-	-	-	75	75	-
Meetings & Meals	-	-	500	500	-	-
Non-Capital - Equipment	3,453	642	2,890	2,890	-	-
Non-Capital - Small Tools	659	734	2,495	2,495	-	-
Office Supplies	458	450	1,000	980	(20)	(2.0)
Office Supplies - Postage	2,226	2,474	2,600	2,000	(600)	(23.1)
Permits & Licenses	-	12	100	100	-	-
Rental - Equipment	106	1,968	1,000	7,600	6,600	660.0
Repairs - Automotive	8,857	14,852	8,940	8,940	-	-
Repairs - Building & Facilities	8,173	285	1,000	1,000	-	-
Repairs - Equipment	5,864	14,637	8,935	8,935	-	-
Screening & Shots	720	903	930	930	-	-
Supplies	53,575	43,086	47,050	59,514	12,464	26.5
Travel & Training	404	497	450	450	-	-
Uniforms	2,907	6,867	6,300	6,300	-	-
Utilities - Electricity	316,338	328,565	318,000	332,000	14,000	4.4
Utilities - Tele-Communications	7,009	5,823	4,620	4,620	-	-
Total Operating Expenditures	1,234,171	1,148,519	1,265,090	1,307,238	42,148	3.3
General & Administrative Allocation	-	-	-	-	-	-
Total Expenditures	2,138,432	2,139,373	2,255,852	2,307,024	51,172	2.3
Capital Outlay Before Allocation	75,302	90,996	90,996	22,865	(68,131)	(74.9)
Capital Outlay Allocation	-	(28,623)	(28,623)	-	28,623	100.0
Total Expenditures and Capital Outlay	\$ 2,213,734	\$ 2,201,746	\$ 2,318,225	\$ 2,329,889	\$ 11,664	0.5

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

Fiscal Year Ending June 30, 2015  
 General Fund



	<u>Prior Year</u> <u>FY 2013</u>	<u>Current Year</u> <u>FY 2014</u>	<u>Budgeted</u> <u>FY 2015</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	1	1	1
Accounting Clerk	1	1	1
Receptionist	-	-	1
Total	<u>5</u>	<u>5</u>	<u>6</u>
<b><u>Planning, Building and Technology</u></b>			
Director of Planning, Building and Technology	1	1	1
Administrative Assistant	1	2	2
Accountant I- Business License	1	1	1
Building Inspector	2	2	2
Building Official	1	1	1
Code Enforcement	1	1	1
Engineer	1	1	1
Engineer Associate	1	1	1
Help Desk/Junior Network Administrator	1	1	1
Maintenance	2	2	2
Information Techonology Manager	1	1	1
Total	<u>13</u>	<u>14</u>	<u>14</u>

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

Fiscal Year Ending June 30, 2015  
 General Fund



	<u>Prior Year</u> FY 2013	<u>Current Year</u> FY 2014	<u>Budgeted</u> FY 2015
<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	1
Gang Investigator	1	1	1
Inspector	1	1	1
Patrolman	20	20	22
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
<b>Total</b>	<u>49</u>	<u>50</u>	<u>52</u>
<b><u>Parks</u></b>			
Director of Parks, Streets and Sanitation	1	1	1
Transportation Director	-	-	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	4	4	4
Secretary	1	1	1
<b>Total</b>	<u>15</u>	<u>15</u>	<u>16</u>
<b>Total General Fund</b>	<u>101</u>	<u>103</u>	<u>107</u>

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

Fiscal Year Ending June 30, 2015  
 General Fund

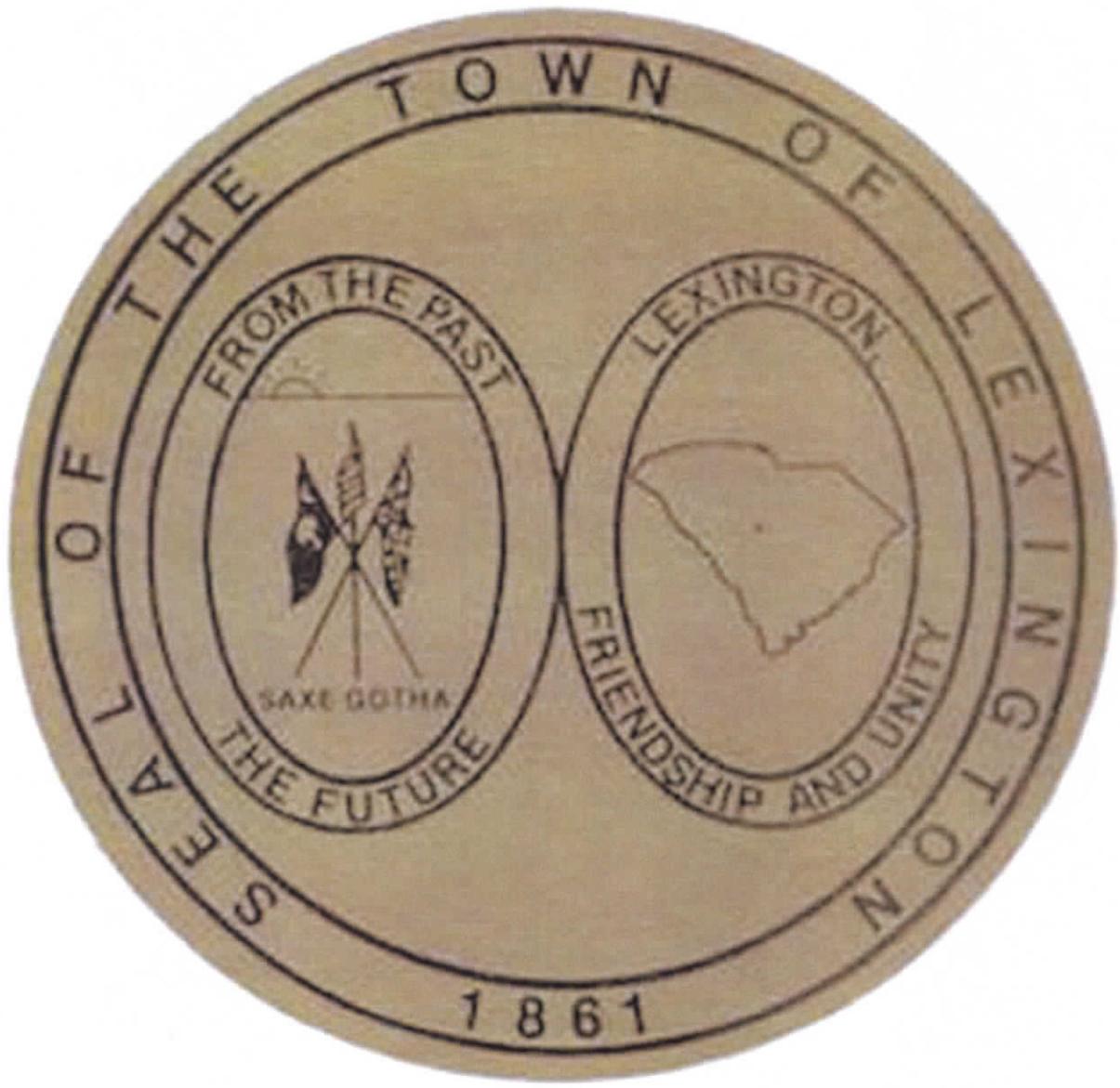


	<u>FINANCE</u>	<u>POLICE</u>	<u>PARKS</u>	<u>TOTALS</u>
	<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2015</u>	<u>FY 2015</u>
Salary	\$ 13,215	\$ 78,067	\$ 75,779	\$ 167,061
Overtime	-	-	-	-
FICA	1,011	5,972	5,797	12,780
SC Retirement	3,583	10,157	8,146	21,886
SC Group Life	50	312	114	476
Health Insurance	5,460	11,185	11,648	28,293
Worker's Compensation Insurance	89	3,942	1,425	5,456
Unemployment	44	258	250	552
Wellness Program	-	-	60	60
<b>Total Salaries &amp; Fringes Before Allocation</b>	<u>23,452</u>	<u>109,893</u>	<u>103,219</u>	<u>236,564</u>
<b>General &amp; Administrative Allocation</b>	<u>(14,071)</u>	<u>-</u>	<u>(51,610)</u>	<u>(65,681)</u>
<b>Total Salaries &amp; Fringes</b>	<u>9,381</u>	<u>109,893</u>	<u>51,609</u>	<u>170,883</u>
<b>Totals</b>	<u>\$ 9,381</u>	<u>\$ 109,893</u>	<u>\$ 51,609</u>	<u>\$ 170,883</u>
	(1)	(2)	(3)	

Notes:

- (1) Receptionist from part-time to full-time
- (2) 2 Patrolman -Traffic Grant ends 9/30/14
- (3) Director of Transportation

	<b>#</b>	<b>FY 2015</b>
<b><u>Administration</u></b>		
Vehicle	1	\$ 25,000
<b>Total Administration</b>		<u>25,000</u>
<b>Allocation to Enterprise Fund</b>		<u>(12,500)</u>
<b><u>Finance</u></b>		
Scanners	4	4,000
<b>Total Finance</b>		<u>4,000</u>
<b>Allocation to Enterprise Fund</b>		<u>(2,400)</u>
<b><u>Planning, Building and Technology</u></b>		
New Inspector Vehicle	1	18,000
PC's, Laptops/tablets	1	35,000
UPS for PC/Servers/Switches	1	3,000
Switches	-	10,000
Wireless Access Points	2	1,600
Printers	2	1,000
Firewall	1	8,000
Police Conference Room TV	1	2,200
GIS Receiver	1	4,100
Server Backup	1	3,250
Watchguard Server	1	7,500
Security Camera Upgrade	-	10,000
Conference Room Phone	1	1,500
<b>Total Planning, Building and Technology</b>		<u>105,150</u>
<b>Allocation to Enterprise Fund</b>		<u>(38,725)</u>
<b><u>Police Department</u></b>		
Vehicles - Replacements for Patrol	5	132,445
Equipment for Patrol Replacements	5	70,555
3 Vehicles & equipment Encumbered from FY14	(2)	(90,000)
Equipment for Patrol Cars Purchased in FY14	2	18,000
Ballistic Vests	2	4,000
EST Ballistic Vests	3	5,700
EST Ballistic Helmets	10	5,300
EST Door Breaching System	1	4,200
Eotech for EST	3	1,410
Trade in Glock 22/4 (12)	17	2,073
Tasers w/Holsters/XPPM	2	2,400
PPE Kits	2	2,200
Power DMS (3 years)	1	14,240
Oxygen Forensic Software	1	3,100
Surveillance Periscope	1	8,000
Rifles (4-CID; 1-SOPS)	5	6,000
Soundproof Interview Room	1	2,000
Cone Trailer w/ Cones	1	4,000
Accident Reconstruction Unit	1	19,000
<b>Total Police</b>		<u>214,623</u>
<b><u>Parks, Streets and Sanitation Department</u></b>		
Dingo 323 Power Plant	1	14,865
Snow Plow for Dump Truck	1	8,000
<b>Total Parks, Streets and Sanitation</b>		<u>22,865</u>
<b>Total Capital Outlay Requests</b>		<u>\$ 318,013</u>



Town of Lexington, South Carolina

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

Fiscal Year Ending June 30, 2015

Enterprise Fund



<b><u>REVENUE</u></b>	<b><u>FY 2015</u></b>
Water Service	\$ 4,700,000
Sewer Service	7,700,000
Tap Fees	140,000
Service Fees	100,000
Late Fees	270,000
Miscellaneous Income	50,000
	<hr/>
Total Revenue	12,960,000
	<hr/>
<b><u>OPERATING EXPENDITURES</u></b>	
Council and Town Hall Department	183,900
Administration Department	677,689
Finance Department	986,437
Parks, Streets and Sanitation Department	123,271
Planning, Building and Technology Department	633,674
Utilities Department	6,886,534
	<hr/>
Total Operating Expenditures	9,491,505
	<hr/>
<b><u>OTHER SOURCES AND (USES)</u></b>	
Interest Income	40,000
Capital Contribution Fees	1,400,000
Debt Service	(3,671,365)
Capital Equipment	(401,425)
Capital Projects (Net) and Reserves	(13,033,000)
Cash Reserves	4,887,181
Previous Bond/Ban Issue	7,505,114
Contingency Reserve(@1.5% of Revenue)	(195,000)
	<hr/>
Total Other Sources and (Uses)	(3,468,495)
	<hr/>
Excess (Deficiency) of Revenue Over Expenditures and Other Sources and (Uses)	\$ -
	<hr/> <hr/>

Town of Lexington, South Carolina  
**Summary of Revenue and Expenses (Accrual Basis)**

Fiscal Year Ending June 30, 2015  
 Enterprise Fund



	FY 2013 <u>Actual</u>	FY 2014 <u>Estimate</u>	FY 2014 <u>Budget</u>	FY 2015 <u>(Budget)</u>
<b>Operating Revenue</b>				
Water Service	\$ 4,626,504	\$ 4,650,000	\$ 4,980,000	\$ <b>4,980,000</b>
Sewer Service	7,468,466	7,600,000	7,772,000	<b>7,772,000</b>
Tap Fees	173,890	134,000	105,000	<b>105,000</b>
Service Fees	133,301	60,000	120,000	<b>120,000</b>
Late Fees	274,632	262,000	270,000	<b>270,000</b>
Miscellaneous Income	84,255	89,508	40,000	<b>40,000</b>
Total operating revenue	<u>12,761,047</u>	<u>12,795,508</u>	<u>13,287,000</u>	<u><b>13,287,000</b></u>
<b>Operating Expenses</b>				
Council and Town Hall Department	154,250	163,342	177,727	<b>183,900</b>
Administration Department	536,472	547,473	557,787	<b>677,689</b>
Finance Department	797,445	739,586	793,664	<b>936,437</b>
Parks, Streets and Sanitation Department	-	-	-	<b>123,271</b>
Planning Building and Technology Department	650,652	642,369	664,276	<b>633,674</b>
Utilities Department	6,148,439	6,466,659	6,811,331	<b>6,886,534</b>
Other operating expenses	1,987,547	2,225,000	2,400,000	<b>2,400,000</b>
Total operating expenses	<u>10,274,805</u>	<u>10,784,429</u>	<u>11,404,785</u>	<u><b>11,841,505</b></u>
Operating income	<u>2,486,242</u>	<u>2,011,079</u>	<u>1,882,215</u>	<u><b>1,445,495</b></u>
<b>Non-Operating Revenue (Expenses)</b>				
Interest income	33,104	40,000	40,000	<b>40,000</b>
Capital Contributions	3,350,276	1,150,000	1,400,000	<b>1,400,000</b>
Interest expense	(1,492,088)	(2,442,301)	(2,442,301)	<b>(2,305,025)</b>
Amortization of bond issuance costs	(239,313)	(130,933)	(130,933)	<b>(130,933)</b>
Total non-operating revenue (expenses)	<u>1,651,979</u>	<u>(1,383,234)</u>	<u>(1,133,234)</u>	<u><b>(995,958)</b></u>
Net Income (loss)	<u>\$ 4,138,221</u>	<u>\$ 627,845</u>	<u>\$ 748,981</u>	<u>\$ <b>449,537</b></u>

Fiscal Year Ending June 30, 2015

	FY 2013 <u>Actual</u>	FY 2014 <u>Estimate</u>	FY 2014 <u>Budget</u>	FY 2015 <u>(Budget)</u>
Net income	\$ 4,138,221	\$ 627,845	\$ 748,981	\$ 449,537
Adjustments:				
Non Cash Capital Contributions	1,706,066	-	-	-
Depreciation and amortization	2,226,860	2,355,933	2,530,933	2,530,933
Interest expense	1,492,088	2,442,301	2,442,301	2,305,025
Debt coverage adjustments	<u>5,425,014</u>	<u>4,798,234</u>	<u>4,973,234</u>	<u>4,835,958</u>
Debt coverage income	\$ 9,563,235	\$ 5,426,079	\$ 5,722,215	\$ 5,285,495
Debt service	3,353,989	3,437,301	3,437,301	3,390,025
Debt coverage ratio	2.85	1.58	1.66	1.56

**Operational Debt Coverage Calculation:**

Debt Coverage Income	\$ 9,563,235	\$ 5,426,079	\$ 5,722,215	\$ 5,285,495
Adjustments:				
Cash Capital Contributions	<u>(1,644,210)</u>	<u>(1,150,000)</u>	<u>(1,400,000)</u>	<u>(1,400,000)</u>
Operational Debt coverage income	\$ 7,919,025	\$ 4,276,079	\$ 4,322,215	\$ 3,885,495
Debt service	3,353,989	3,437,301	3,437,301	3,390,025
Debt coverage ratio	2.36	1.24	1.26	1.15

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

Fiscal Year Ending June 30, 2015  
 Enterprise Fund



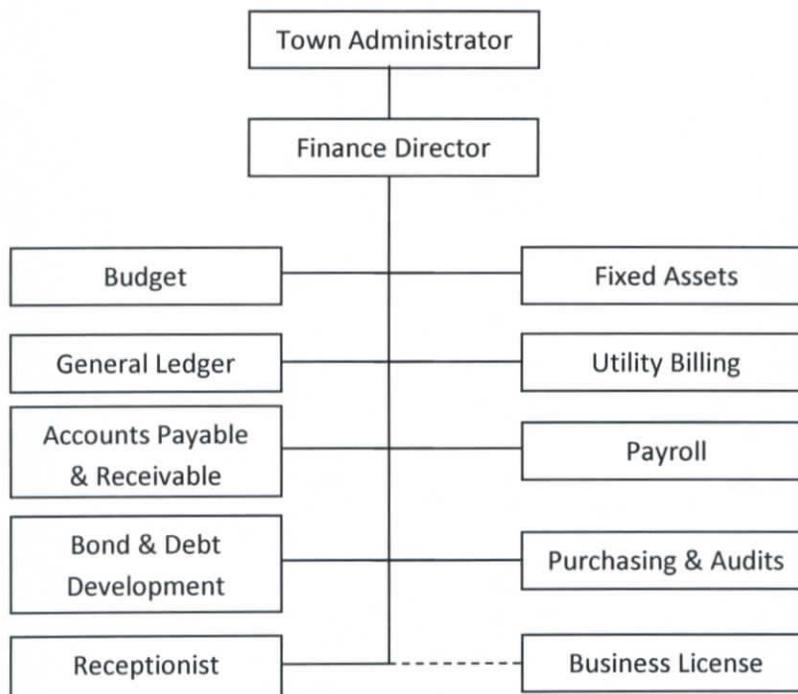
	FY 2013 <u>ACTUAL</u>	FY 2014 <u>ESTIMATE</u>	FY 2014 <u>AMENDED BUDGET</u>	FY 2015 <u>BUDGET</u>	\$\$\$ <u>VARIANCE</u>	%% <u>VARIANCE</u>
<b><u>REVENUE</u></b>						
Water Service	\$ 4,626,504	\$ 4,650,000	\$ 4,980,000	\$ 4,700,000	\$ (280,000)	(5.6)
Sewer Service	7,468,466	7,600,000	7,772,000	7,700,000	(72,000)	(0.9)
Tap Fees	173,890	134,000	105,000	140,000	35,000	-
Service Fees	133,301	60,000	120,000	100,000	(20,000)	(16.7)
Late Fees	274,632	262,000	270,000	270,000	-	-
Miscellaneous Income	61,401	89,508	40,000	50,000	10,000	25.0
<b>Total Revenue</b>	<b>12,738,194</b>	<b>12,795,508</b>	<b>13,287,000</b>	<b>12,960,000</b>	<b>(327,000)</b>	<b>(2.5)</b>
<b><u>OPERATING EXPENDITURES</u></b>						
Council and Town Hall Department	154,250	163,342	177,727	183,900	6,173	3.5
Administration Department	536,472	547,473	557,787	677,689	119,902	21.5
Finance Department	797,445	739,586	793,664	986,437	192,773	24.3
Parks, Streets and Sanitation Department	-	-	-	123,271	123,271	(100.0)
Planning, Building and Technology	650,652	642,369	664,276	633,674	(30,602)	(4.6)
Utilities Department	6,148,439	6,466,659	6,811,331	6,886,534	75,203	1.1
<b>Total Operating Expenditures</b>	<b>8,287,258</b>	<b>8,559,429</b>	<b>9,004,785</b>	<b>9,491,505</b>	<b>486,720</b>	<b>5.4</b>
<b><u>OTHER SOURCES AND (USES)</u></b>						
Interest Income	33,104	40,000	40,000	40,000	-	-
Capital Contribution Fees	1,644,210	1,150,000	1,400,000	1,400,000	-	-
Debt Service	(3,739,943)	(3,838,487)	(3,838,487)	(3,671,365)	167,122	-
Capital Equipment	(197,057)	(332,817)	(253,623)	(401,425)	(147,802)	-
Capital Projects (Net) and Reserves	(7,340,691)	(1,722,089)	(1,430,200)	(13,033,000)	(11,602,800)	-
Cash Reserves	-	-	-	4,887,181	4,887,181	-
Gain on Sale of Asset	22,854	-	-	-	-	-
Previous Bond/Ban Issue	-	-	-	7,505,114	7,505,114	-
Contingency Reserve(@1.5% of Revenue)	-	-	(199,905)	(195,000)	4,905	-
<b>Total Other Sources and (Uses)</b>	<b>(9,577,523)</b>	<b>(4,703,393)</b>	<b>(4,282,215)</b>	<b>(3,468,495)</b>	<b>813,720</b>	<b>15.0</b>
Excess (Deficiency) of Revenue Over Expenditures and Other Sources and (Uses)	<b>\$ (5,126,587)</b>	<b>\$ (467,314)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>



Fiscal Year Ending June 30, 2015

	FY 2013 ACTUAL	FY 2014 ESTIMATE	FY 2014 AMENDED BUDGET	FY 2015 BUDGET	\$\$\$ VARIANCE	%% VARIANCE
<b>EXPENDITURES</b>						
<b>COUNCIL SALARIES &amp; FRINGES</b>						
Salaries	\$ 43,050	\$ 39,964	\$ 42,683	\$ 42,683	\$ -	-
Overtime	-	-	-	-	-	-
FICA Expense	3,014	3,057	3,265	3,265	-	-
SC Retirement Expense	4,132	424	4,054	4,170	116	2.9
Retiree Health Care-OPEB	292	1,340	1,340	1,340	-	-
Health Insurance - Employee	13,483	14,084	13,808	19,962	6,154	44.6
Workers Compensation Insurance	129	427	328	286	(42)	(12.8)
Unemployment	-	-	-	-	-	-
Wellness Program	298	260	341	341	-	-
<b>Total Salaries &amp; Fringes</b>	<b>64,398</b>	<b>59,556</b>	<b>65,819</b>	<b>72,047</b>	<b>6,228</b>	<b>9.5</b>
<b>COUNCIL OPERATING EXPENDITURES</b>						
Total Council Operating Expenditures	89,852	103,786	111,908	111,853	(55)	(0.0)
<b>Total Expenditures</b>	<b>\$ 154,250</b>	<b>\$ 163,342</b>	<b>\$ 177,727</b>	<b>\$ 183,900</b>	<b>\$ 6,173</b>	<b>3.5</b>
<b>ADMINISTRATION SALARIES &amp; FRINGES</b>						
Salaries	\$ 386,823	\$ 394,559	\$ 396,081	\$ 477,269	\$ 81,188	20.5
Overtime	6	-	250	150	(100)	(40.0)
FICA Expense	27,604	30,184	30,319	36,523	6,203	20.5
SC Retirement Expense	38,093	38,516	38,704	48,587	9,883	25.5
Retiree Health Care-OPEB	2,573	1,675	1,675	1,675	-	-
Health Insurance - Employee	27,608	30,417	35,015	43,849	8,834	25.2
Workers Compensation Insurance	7,016	12,179	9,533	12,234	2,701	28.3
Unemployment	-	-	1,308	1,575	268	20.5
Wellness Program	425	361	487	487	-	-
<b>Total Salaries &amp; Fringes</b>	<b>490,147</b>	<b>507,891</b>	<b>513,372</b>	<b>622,349</b>	<b>108,977</b>	<b>21.2</b>
<b>ADMINISTRATION OPERATING EXPENDITURES</b>						
Total Administration Operating Expenditures	46,325	39,582	44,415	55,340	10,925	24.6
<b>Total Expenditures</b>	<b>\$ 536,472</b>	<b>\$ 547,473</b>	<b>\$ 557,787</b>	<b>\$ 677,689</b>	<b>\$ 119,902</b>	<b>21.5</b>
<b>PLANNING, BUILDING AND TECHNOLOGY SALARIES &amp; FRINGES</b>						
Salaries	\$ 295,928	\$ 264,082	\$ 268,249	\$ 254,244	\$ (14,005)	(5.2)
Overtime	153	-	750	250	(500)	(66.7)
FICA Expense	22,104	20,202	20,578	19,469	(1,110)	(5.4)
SC Retirement Expense	31,268	27,993	28,008	27,309	(699)	(2.5)
Retiree Health Care-OPEB	1,961	1,675	1,675	1,675	-	-
Health Insurance - Employee	25,987	24,410	27,479	29,498	2,019	7.3
Workers Compensation Insurance	8,565	17,891	16,400	8,511	(7,889)	(48.1)
Unemployment	-	-	888	840	(48)	(5.4)
Wellness Program	510	253	400	400	-	-
<b>Total Salaries &amp; Fringes</b>	<b>386,477</b>	<b>356,506</b>	<b>364,427</b>	<b>342,196</b>	<b>(22,231)</b>	<b>(6.1)</b>
<b>PLANNING, BUILDING AND TECHNOLOGY OPERATING EXPENDITURES</b>						
Total Planning, Building and Technology Operating Expenditures	264,175	285,863	299,849	291,478	(8,371)	2.8
<b>Total Expenditures</b>	<b>\$ 650,652</b>	<b>\$ 642,369</b>	<b>\$ 664,276</b>	<b>\$ 633,674</b>	<b>\$ (30,602)</b>	<b>(4.6)</b>
<b>PARKS, STREETS AND SANITATION SALARIES &amp; FRINGES</b>						
Salaries	\$ -	\$ -	\$ -	\$ 88,197	\$ 88,197	-
Overtime	-	-	-	-	-	-
FICA Expense	-	-	-	6,747	6,747	-
SC Retirement Expense	-	-	-	9,613	9,613	-
Retiree Health Care-OPEB	-	-	-	-	-	-
Health Insurance - Employee	-	-	-	14,840	14,840	-
Workers Compensation Insurance	-	-	-	3,583	3,583	-
Unemployment	-	-	-	291	291	-
Wellness Program	-	-	-	-	-	-
<b>Total Salaries &amp; Fringes</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>123,271</b>	<b>123,271</b>	<b>-</b>
<b>PARKS, STREETS AND SANITATION OPERATING EXPENDITURES</b>						
Total Parks, Streets and Sanitation Operating Expenditures	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 123,271</b>	<b>\$ 123,271</b>	<b>-</b>

## 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 2014:

- Implemented electronic billing. (S, A)
- Implemented scanning of documents to reduce paper. (S, A, C)

### Goals and Objectives for FY 2015:

- Investigate accepting automated phone payments. (S, A)
- Improve bill printing processes. (S, A)

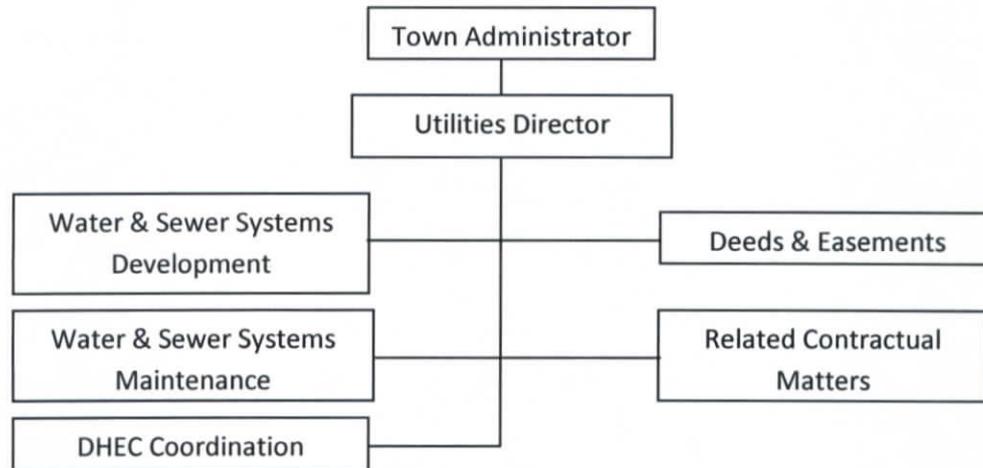
Town of Lexington, South Carolina  
**Finance Department**

Fiscal Year Ending June 30, 2015  
 Enterprise Fund



	FY 2013 <u>ACTUAL</u>	FY 2014 <u>ESTIMATE</u>	FY 2014 <u>AMENDED BUDGET</u>	FY 2015 <u>BUDGET</u>	\$\$\$ <u>VARIANCE</u>	%% <u>VARIANCE</u>
<b><u>EXPENDITURES</u></b>						
<b><u>SALARIES &amp; FRINGES</u></b>						
Salaries	\$ 295,362	\$ 251,040	\$ 264,955	\$ 294,725	\$ 29,770	11.2
Overtime	5,914	5,000	1,500	2,000	500	33.3
FICA Expense	36,064	19,587	20,384	22,699	2,316	11.4
SC Retirement Expense	50,946	26,297	27,262	31,333	4,071	14.9
Retiree Health Care -OPEB	1,964	-	-	-	-	-
Health Insurance - Employee	49,760	52,467	30,222	39,908	9,686	32.0
Other Post Employment Benefits (OPEB)	-	-	9,105	9,105	-	-
Workers Compensation Insurance	7,299	9,827	5,535	8,184	2,649	47.9
Unemployment	-	-	879	979	100	11.4
Wellness Program	723	671	584	584	-	-
Total Salaries & Fringes Before Allocation	448,032	364,889	360,426	409,517	49,091	13.6
General & Administrative Allocation	192,379	194,724	259,988	304,032	44,044	16.9
Total Salaries & Fringes	640,411	559,613	620,414	713,549	93,135	15.0
<b><u>OPERATING EXPENDITURES</u></b>						
Contractual Services	33,002	67,370	32,695	115,874	83,179	254.4
Deeds & Easements	20	-	-	-	-	-
Dues & Subscriptions	-	-	90	90	-	-
Fuels	10,176	10,580	13,065	13,200	135	1.0
Meetings & Meals	333	233	300	500	200	66.7
Meters, Pipes & Fittings	583	1,110	1,275	2,000	725	56.9
Non-Capital - Equipment	19	-	100	100	-	-
Non-Capital - Furniture & Fixtures	-	255	-	-	-	-
Non-Capital - Small Tools	870	48	950	1,000	50	5.3
Office Supplies	2,461	2,129	2,600	2,700	100	3.8
Office Supplies - Postage	62,201	60,972	63,100	73,000	9,900	15.7
Professional Services - Audit	4,750	4,750	7,000	7,500	500	7.1
Professional Services - Legal	-	225	-	-	-	-
Repairs - Automotive	2,595	1,160	2,000	2,400	400	20.0
Repairs - Computers	-	1,334	-	-	-	-
Repairs - Equipment	-	-	100	255	155	155.0
Screening & Shots	135	398	205	306	101	49.3
Supplies	415	762	675	1,300	625	92.6
Travel & Training	-	1,098	3,560	3,700	140	3.9
Uniforms	1,019	992	1,000	1,300	300	30.0
Utilities - Tele-Communications	1,369	1,475	1,800	2,000	200	11.1
Total Operating Expenditures	119,950	154,891	130,515	227,225	96,710	74.1
General & Administrative Allocation	37,083	25,082	42,735	45,663	2,928	6.9
Total Expenditures	797,445	739,586	793,664	986,437	192,773	24.3
Capital Outlay Before Allocation	-	-	18,657	4,800	(13,857)	(74.3)
Capital Outlay Allocation	-	-	-	2,400	2,400	100.0
Total Expenditures and Capital Outlay	\$ 797,445	\$ 739,586	\$ 812,321	\$ 993,637	\$ 181,316	22.3

## 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 280 miles of sewer lines, 215 miles of water lines, 4,061 manholes, 1,032 fire hydrants, 76 pump stations, 3 elevated water storage tanks, 2 ground water storage tanks, 4 high service pumps, 12.45 MGD capacity at City of Cayce, and a 1.95 MGD Wastewater Treatment Plant with 33 staff members.

### Achievements for FY 2014:

- Implemented corrective action plan for the wastewater collection system. (S, V, A)
- Sewer Main Replacements on Rama Lane, West Main & Corley Street. (S, V)
- South Lake water line abandonment. (S, V)

### Goals and Objectives for FY 2015:

- 12/14 Mile Creek system upgrade – Phase III A & B. (S, V)
- 12 Mile Creek Sewer Line to Coventry Woods. (S, V)
- New Storage & Office Space for Utilities. (S, A)
- East Main Street water line replacement. (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, 2015  
 Enterprise Fund



	FY 2013 <u>ACTUAL</u>	FY 2014 <u>ESTIMATE</u>	FY 2014 <u>AMENDED BUDGET</u>	FY 2015 <u>BUDGET</u>	\$\$\$ <u>VARIANCE</u>	%% <u>VARIANCE</u>
<b><u>EXPENDITURES</u></b>						
<b><u>SALARIES &amp; FRINGES</u></b>						
Salaries	\$ 1,504,010	\$ 1,411,541	\$ 1,605,507	\$ 1,665,786	\$ 60,279	3.8
Overtime	124,935	103,806	120,000	116,000	(4,000)	(3.3)
FICA Expense	119,645	115,924	132,000	136,306	4,305	3.3
SC Retirement Expense	174,284	160,627	178,843	189,853	11,010	6.2
Retiree Health Care -OPEB	9,985	-	-	-	-	-
Health Insurance - Employee	206,272	205,926	230,855	235,214	4,359	1.9
Other Post Employment Benefits (OPEB)	-	-	41,481	41,481	-	-
Workers Compensation Insurance	81,371	142,621	127,221	104,104	(23,117)	(18.2)
Unemployment	150	-	5,694	5,880	186	3.3
Wellness Program	2,805	2,383	3,300	3,300	-	-
<b>Total Salaries &amp; Fringes Before Allocation</b>	<b>2,223,457</b>	<b>2,142,828</b>	<b>2,444,901</b>	<b>2,497,924</b>	<b>53,023</b>	<b>2.2</b>
General & Administrative Allocation	-	-	-	-	-	-
<b>Total Salaries &amp; Fringes</b>	<b>2,223,457</b>	<b>2,142,828</b>	<b>2,444,901</b>	<b>2,497,924</b>	<b>53,022</b>	<b>2.2</b>
<b><u>OPERATING EXPENDITURES</u></b>						
Advertising	5	1,172	3,000	3,000	-	-
Contractual Services	360,816	394,250	388,050	384,507	(3,543)	(0.9)
Contractual Services - Sludge Removal	110,457	152,450	136,000	136,000	-	-
Damages	825	-	1,500	1,500	-	-
Deeds & Easements	40	30	500	500	-	-
Dues & Subscriptions	3,486	3,032	3,200	3,200	-	-
Fuels	129,560	131,735	90,000	90,000	-	-
Lab Test	55,182	34,032	40,000	40,000	-	-
Meetings & Meals	347	1,694	2,500	2,500	-	-
Meters, Pipes & Fittings	177,601	235,188	150,000	150,000	-	-
Non-Capital - Computer Supplies	18,164	-	5,000	5,000	-	-
Non-Capital - Equipment	35,141	34,476	33,400	33,400	-	-
Non-Capital - Furniture & Fixtures	-	770	1,000	1,000	-	-
Non-Capital - Small Tools	12,503	9,358	9,000	9,000	-	-
Office Supplies	2,635	3,927	3,100	3,080	(20)	(0.6)
Office Supplies - Postage	6,347	2,928	3,500	4,500	1,000	28.6
Permits & Licenses	23,543	44,765	20,000	23,543	3,543	17.7
Printing & Publishing	-	780	-	-	-	-
Professional Services - Engineering	10,533	136,878	2,000	2,000	-	-
Professional Services - Legal	20,120	33,662	20,000	20,000	-	-
Rental - Equipment	17,044	1,275	10,000	10,000	-	-
Repairs - Automotive	19,809	30,151	15,000	15,000	-	-
Repairs - Building & Facilities	-	1,001	500	500	-	-
Repairs - Equipment	78,643	77,361	104,280	104,280	-	-
Screening & Shots	2,441	1,430	2,500	2,500	-	-
Supplies	225,982	175,612	253,000	253,700	700	0.3
Travel & Training	18,263	24,009	31,500	31,500	-	-
Uniforms	19,858	17,092	18,400	18,400	-	-
Utilities - Electricity	358,033	328,583	357,000	330,000	(27,000)	(7.6)
Utilities - Tele-Communications	39,244	40,512	30,000	30,000	-	-
W/S - Sewer Treatment	1,310,536	1,555,239	1,600,000	1,650,000	50,000	3.1
W/S - Water Purchases	867,829	850,439	1,032,500	1,030,000	(2,500)	(0.2)
<b>Total Operating Expenditures</b>	<b>3,924,982</b>	<b>4,323,831</b>	<b>4,366,430</b>	<b>4,388,610</b>	<b>22,180</b>	<b>0.5</b>
General & Administrative Allocation	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>6,148,439</b>	<b>6,466,659</b>	<b>6,811,331</b>	<b>6,886,534</b>	<b>75,203</b>	<b>1.1</b>
Capital Outlay Before Allocation	158,428	332,817	149,360	355,500	206,140	138.0
Capital Outlay Allocation	38,629	-	104,263	38,725	(65,538)	(62.9)
<b>Total Expenditures and Capital Outlay</b>	<b>\$ 6,345,496</b>	<b>\$ 6,799,476</b>	<b>\$ 7,064,954</b>	<b>\$ 7,280,759</b>	<b>\$ 215,805</b>	<b>3.1</b>

Town of Lexington, South Carolina

**Positions By Department**

Fiscal Year Ending June 30, 2015

Enterprise Fund



	Prior Year FY 2013	Current Year FY 2014	Budgeted FY 2015
<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
<b>Total</b>	<b>6</b>	<b>6</b>	<b>6</b>
<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	12	12	12
Water/Sewer Main Tech II	12	12	12
Engineer	-	-	-
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
<b>Total</b>	<b>33</b>	<b>33</b>	<b>33</b>
<b>Total Enterprise Fund</b>	<b>39</b>	<b>39</b>	<b>39</b>



	<u><b>FY 2015</b></u>
Capacity Payments	\$ 281,340
Series 2001A Revenue Bonds	67,000
Series 2009 Revenue Bonds	522,075
Series 2010 Revenue Bonds	795,525
Series 2011 Revenue Bonds	1,276,350
Series 2012 Revenue Bonds	250,838
Series 2014 Revenue Bonds	<u>478,237</u>
Total Debt Service	<u><u>\$3,671,365</u></u>

	<b>#</b>	<b><u>FY 2015</u></b>
<b><u>Finance</u></b>		
Finance Tablets	3	\$ 4,800
Allocation to Enterprise Fund		<u>2,400</u>
<b>Total Finance</b>		<u>7,200</u>
<b><u>Planning, Building and Technology Department</u></b>		
Allocation to Enterprise Fund		<u>38,725</u>
<b>Total Planning, Building and Technology</b>		<u>38,725</u>
<b><u>Utilities Department</u></b>		
Service Truck Replacements	2	55,000
4x2 Truck Replacement	1	23,000
Trailer Mounted 4" Bypass Pump	1	50,000
Auto Crane Replacement on W-3	1	20,000
Pump and Rail Replacement at Beechcreek Pump Station	1	14,000
Pump Replacement Prescott	1	8,500
Track Mounted Brush Cutter for Right Aways	1	77,000
Trailer Mounted Mainline Sewer Camera	1	<u>108,000</u>
<b>Total Utilities</b>		<u>355,500</u>
<b>Total Capital Equipment Requests</b>		<u>\$ 401,425</u>

Town of Lexington, South Carolina  
**Capital Improvement Plan**

Fiscal Year Ending June 30, 2015  
Enterprise Fund



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<u>SEWER CIP</u>	<u>FY 2015</u>
12/14 Mile Creek Phase III A&B	\$ 5,500,000
Hwy 378 Relocation	2,500,000
12 Mile Creek Sewer Line to Coventry Woods	2,200,000
Main Street Sewer Rehabilitation	538,000
Easement Acquisition	500,000
South Lake Drive Sewer Rehabilitation	210,000
Hwy 378 East - Extension	155,000
Shore Road Pump Station & Generator	140,000
Hwy 378 West - Extension	50,000
<b>Total Estimated Cost:</b>	<u>11,793,000</u>
 <u>WATER CIP</u>	
New Storage & Office Space for Utilities	600,000
East Main Street Water Line Replacement (including Martel & South Crout)	350,000
Demolition of Old Water Plant	200,000
West Lexington Waterline Improvements	60,000
Corley Mill/378 Relocation	30,000
<b>Total Capital Improvement Projects - Water</b>	<u>1,240,000</u>
<b>Total Capital Improvement Projects (Net)</b>	<u>\$ 13,033,000</u>



Rates Effective July 1, 2014

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

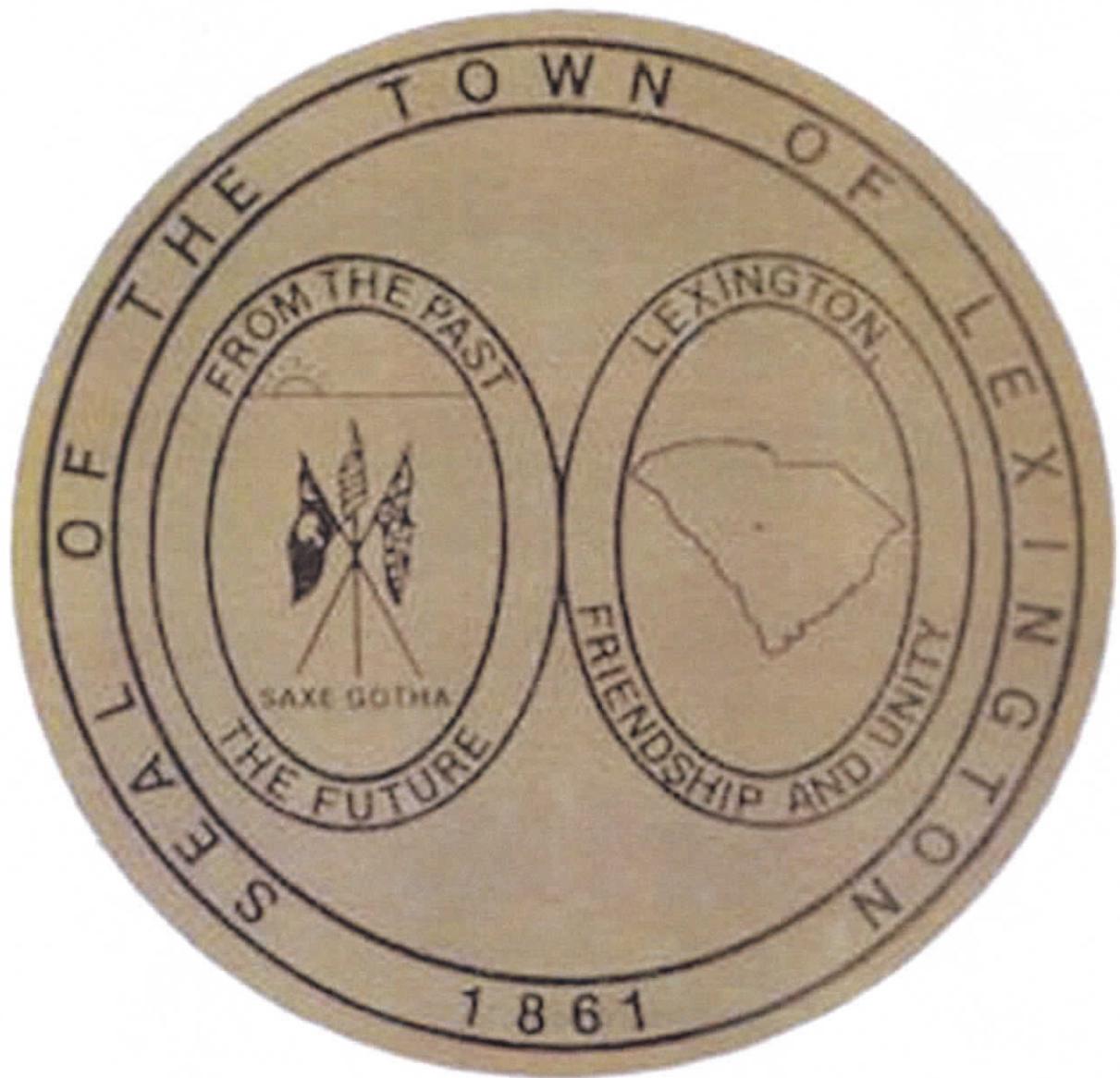
<b>Capital Contribution Fees (per ERU)</b>		
	<b>Inside Town</b>	<b>Outside Town</b>
Water Capital Contribution Fee	\$ 1,150.00	\$ 2,050.00
Sewer Capital Contribution Fee	\$ 1,900.00	\$ 3,700.00

## 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, 2015  
Debt Service Fund



<b><u>SOURCES</u></b>	<b><u>FY 2015</u></b>
Transfer From General Fund	\$417,566
Transfer From Alcohol Permits Fund	34,250
Interest	-
Total Sources	<u>451,816</u>
<b><u>USES</u></b>	
Debt Service (COP & GO Bond)	<u>451,816</u>
Total Uses	<u>451,816</u>
Excess (Deficiency) of Sources	<u>\$ -</u>

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

Fiscal Year Ending June 30, 2015  
 Debt Service Fund



<u>SOURCES</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ESTIMATE</u>	<u>FY 2014 AMENDED BUDGET</u>	<u>FY 2015 BUDGET</u>	<u>\$\$\$ VARIANCE</u>	<u>%% VARIANCE</u>
Transfer From General Fund	\$ 406,901	\$ 417,600	\$ 406,735	\$ 417,566	\$ 10,831	2.7
Transfer From Alcohol Permits Fund	-	34,250	34,250	34,250	-	-
Interest	12	144	-	-	-	-
<b>Total Sources</b>	<b>406,913</b>	<b>451,994</b>	<b>440,985</b>	<b>451,816</b>	<b>10,831</b>	<b>2.5</b>
 <u>USES</u>						
Debt Service (COP & GO Bond)	407,707	451,850	440,985	451,816	10,831	2.5
<b>Total Uses</b>	<b>407,707</b>	<b>451,850</b>	<b>440,985</b>	<b>451,816</b>	<b>10,831</b>	<b>2.5</b>
 Excess (Deficiency) of Sources	 \$ (794)	 \$ 144	 \$ -	 \$ -	 \$ -	 -

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

Fiscal Year Ending June 30, 2015  
Special Revenue Fund



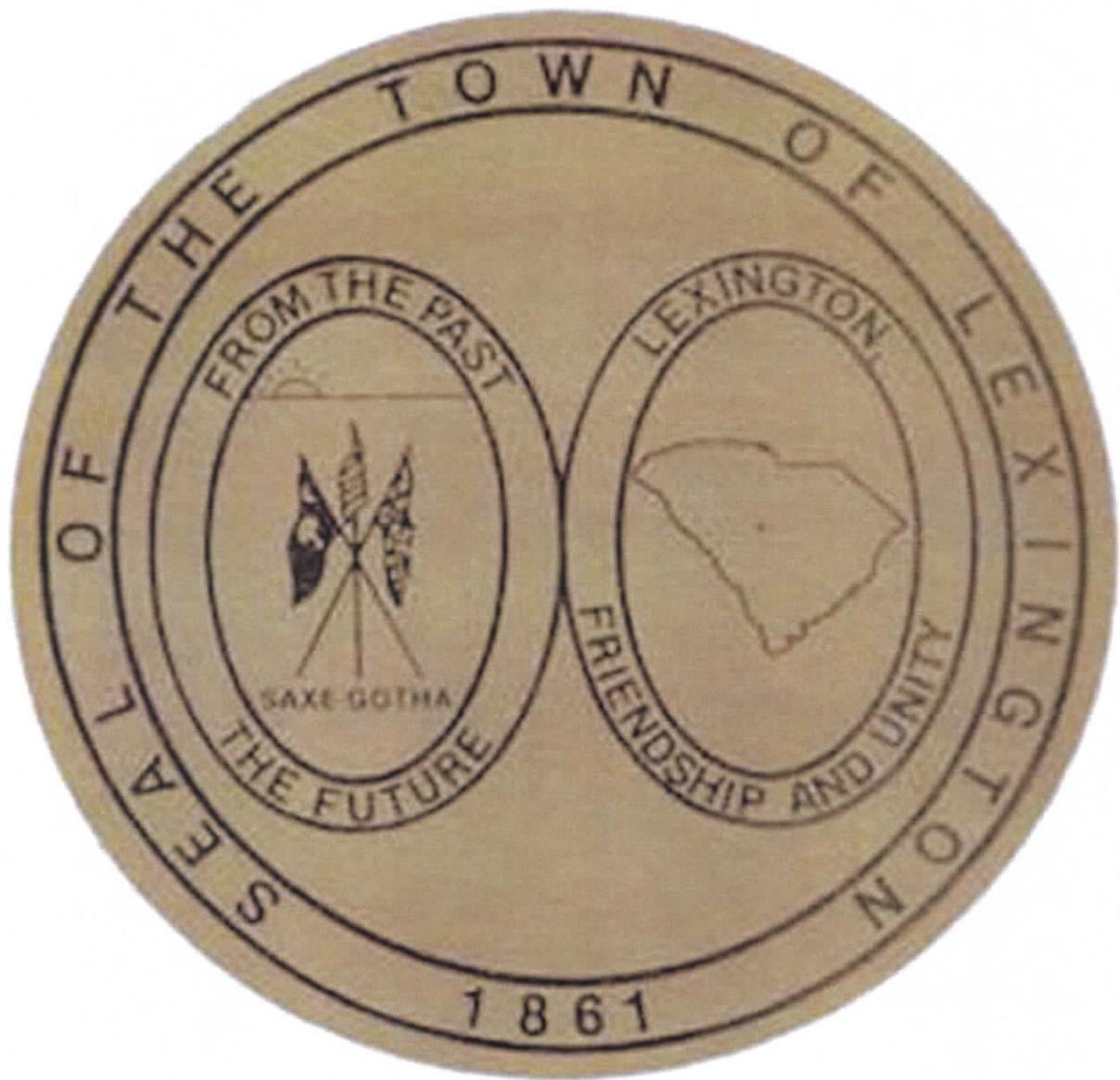
**SOURCES**

**FY 2015**

Fines	\$ 41,000
Transfer from General Fund	<u>27,627</u>
Total Sources	<u>68,627</u>

**USES**

Victims' Advocate	<u>68,627</u>
Total Uses	<u>68,627</u>
Excess (Deficiency) of Sources	<u><u>\$ -</u></u>



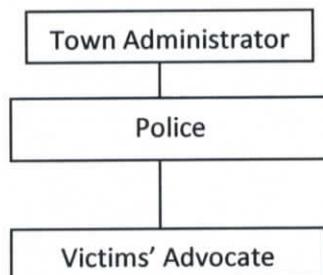
Town of Lexington, South Carolina  
*Schedule of Sources and Uses*

Fiscal Year Ending June 30, 2015  
 Special Revenue Fund



<u>SOURCES</u>	<u>FY 2013 ACTUAL</u>	<u>FY 2014 ESTIMATE</u>	<u>FY 2014 AMENDED BUDGET</u>	<u>FY 2015 BUDGET</u>	<u>\$\$\$ VARIANCE</u>	<u>%% VARIANCE</u>
Fines	\$ 41,424	\$ 36,000	\$ 44,139	\$ 41,000	\$ (3,139)	(0.07)
Interest Income	6	6	-	-	-	-
Transfer From General Fund	25,233	20,944	20,944	27,627	6,683	0.32
<b>Total Sources</b>	<b>66,663</b>	<b>56,950</b>	<b>65,083</b>	<b>68,627</b>	<b>3,544</b>	<b>5.4</b>
 <u>USES</u>						
Victim's Advocate	61,316	62,167	65,083	68,627	3,544	5.4
<b>Total Uses</b>	<b>61,316</b>	<b>62,167</b>	<b>65,083</b>	<b>68,627</b>	<b>3,544</b>	<b>5.4</b>
 Excess (Deficiency) of Sources	 \$ 5,347	 \$ (5,217)	 \$ -	 \$ -	 \$ -	 -

## 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, 2015  
 Special Revenue Fund



	<u>FY 2013</u> <u>ACTUAL</u>	<u>FY 2014</u> <u>ESTIMATE</u>	<u>FY 2014</u> <u>AMENDED</u> <u>BUDGET</u>	<u>FY 2015</u> <u>BUDGET</u>	<u>\$\$\$</u> <u>VARIANCE</u>	<u>%%%</u> <u>VARIANCE</u>
<b><u>EXPENDITURES</u></b>						
<b><u>SALARIES &amp; FRINGES</u></b>						
Salaries	\$ 44,586	\$ 47,948	\$ 49,206	\$ 51,335	\$ 2,129	4.3
Overtime	1,102	349	1,000	1,000	-	-
FICA Expense	3,527	3,695	3,841	4,004	163	4.2
SC Retirement Expense	4,942	6,201	6,162	6,721	559	9.1
Health Insurance - Employee	2,638	177	88	177	88	100.0
Workers Compensation Insurance	1,291	930	943	1,540	597	63.3
Unemployment	-	-	166	173	7	4.2
Wellness Program	-	-	-	-	-	-
Total Salaries & Fringes Before Allocation	58,085	59,300	61,406	64,950	3,544	5.8
General & Administrative Allocation	-	-	-	-	-	-
Total Salaries & Fringes	58,085	59,300	61,406	64,950	3,544	5.8
<b><u>OPERATING EXPENDITURES</u></b>						
Contractual Services	2	-	-	-	-	-
Dues & Subscriptions	25	-	25	25	-	-
Fuels	2,060	1,983	2,500	2,500	-	-
Office Supplies	88	90	75	75	-	-
Office Supplies - Postage	257	232	277	277	-	-
Repairs - Automotive	-	-	300	300	-	-
Travel & Training	300	-	-	-	-	-
Utilities - Tele-Communications	499	563	500	500	-	-
Total Operating Expenditures	3,231	2,867	3,677	3,677	-	-
General & Administrative Allocation	-	-	-	-	-	-
Total Expenditures	61,316	62,167	65,083	68,627	3,544	5.4
Capital Outlay Before Allocation	-	-	-	-	-	-
Capital Outlay Allocation	-	-	-	-	-	-
Total Expenditures and Capital Outlay	\$ 61,316	\$ 62,167	\$ 65,083	\$ 68,627	\$ 3,544	5.4

## 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.

**Balanced Budget:** A budget in which current revenues and other sources of funds equal current expenditures and other uses of funds.

**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.

**Major Fund:** Funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds for the same item. Any other government or enterprise fund may be reported as a major fund if the government's officials believe that fund is particularly important to financial statement users.

**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. Is an indicator of the liquidity of an entity.

## GLOSSARY OF ACRONYMS

<b>AET:</b>	Alcohol Enforcement Team
<b>CALEA:</b>	Commission on Accreditation for of Law Enforcement Agencies Inc.
<b>CAFR:</b>	Comprehensive Annual Financial Report
<b>CAT:</b>	Community Action Team
<b>CCF:</b>	Capital Contribution Fees
<b>CIP:</b>	Capital Improvement Plan
<b>CMOM:</b>	Capacity, Management, Operation and Maintenance
<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>FBI:</b>	Federal Bureau of Investigation
<b>FOG:</b>	Fats, Oils and Grease
<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>GFOA:</b>	Government Finance Officers Association
<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>NCIC:</b>	National Crime Information Center
<b>NLC:</b>	National League of Cities
<b>RAIDS:</b>	Regional Analysis and Information Data Sharing
<b>RICO:</b>	Racketeer Influenced and Corrupt Organizations
<b>SC DHEC:</b>	South Carolina Department of Health and Environmental Control
<b>SCADA:</b>	Supervisory Control and Data Acquisition
<b>SCDOT:</b>	South Carolina Department of Transportation
<b>SLED:</b>	State Law Enforcement Division
<b>SO:</b>	Special Operations
<b>SWAT:</b>	Special Weapons and Tactics
<b>VIP:</b>	Volunteers in Policing
<b>WWTP:</b>	Wastewater Treatment Plant

