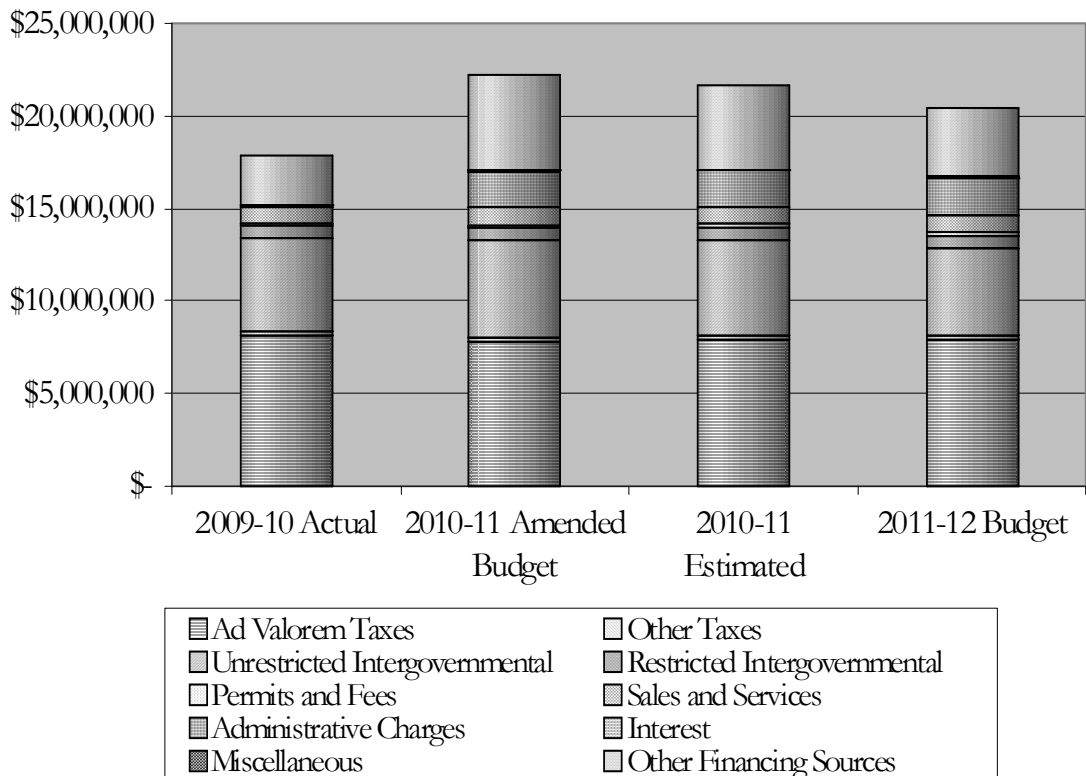


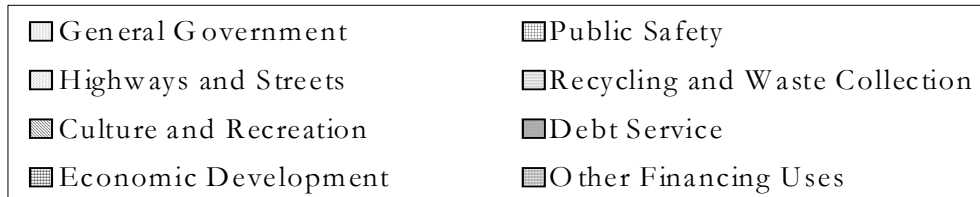
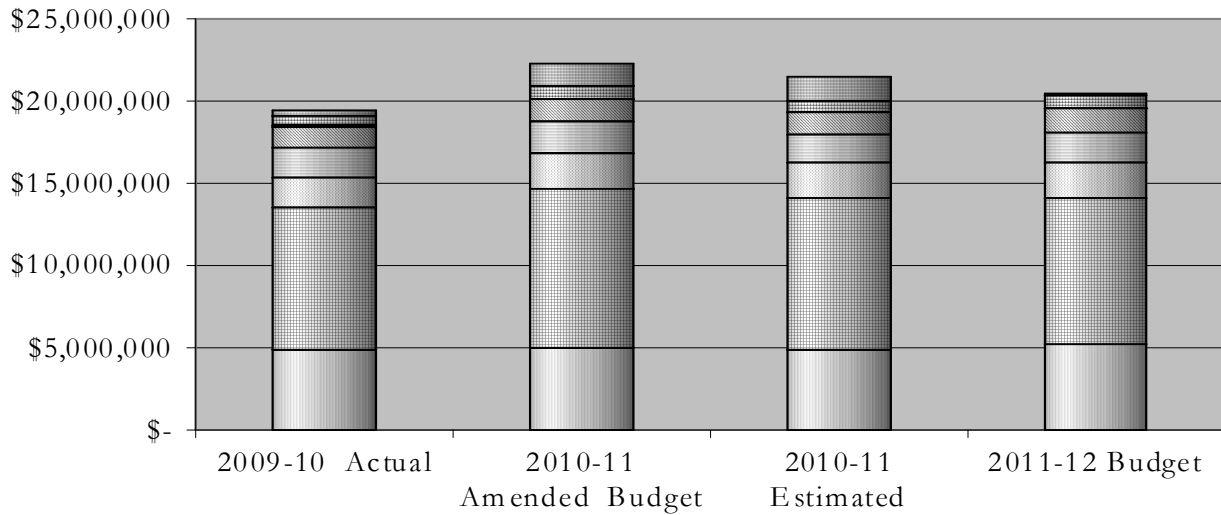
## GENERAL FUND REVENUE SUMMARY

Sources	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Ad Valorem Taxes	\$ 8,153,287	\$ 7,828,232	\$ 7,882,700	\$ 7,858,324
Other Taxes	239,920	217,495	248,775	237,913
Unrestricted Intergovernmental	4,981,131	5,184,998	5,122,725	4,747,062
Restricted Intergovernmental	697,438	706,025	694,138	668,080
Permits and Fees	124,296	180,963	201,500	177,866
Sales and Services	933,008	943,360	988,983	965,162
Administrative Charges	-	1,912,842	1,912,842	1,973,447
Interest	52,108	75,000	32,000	40,600
Miscellaneous	28,198	63,630	34,718	54,900
Other Financing Sources	2,649,181	5,182,061	4,617,010	3,766,734
Total	\$ 17,858,567	\$ 22,294,606	\$ 21,735,391	\$ 20,490,088



## GENERAL FUND EXPENDITURE SUMMARY

Functions	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
General Government	\$ 4,895,564	\$ 5,032,102	\$ 4,903,097	\$ 5,214,448
Public Safety	8,582,413	9,614,370	9,227,104	8,893,205
Highways and Streets	1,812,255	2,191,265	2,059,780	2,171,607
Recycling and Waste Collection	1,826,710	1,846,405	1,716,122	1,786,262
Culture and Recreation	1,286,543	1,446,273	1,374,663	1,473,193
Economic Development	68,300	-	-	5,692
Debt Service	654,170	742,707	742,702	737,697
Other Financing Uses	297,949	1,421,484	1,421,484	207,984
<b>Total</b>	<b>\$ 19,423,904</b>	<b>\$ 22,294,606</b>	<b>\$ 21,444,952</b>	<b>\$ 20,490,088</b>



## **GOVERNING BOARD DEPARTMENT GENERAL FUND**

### **Statement of Department's Purpose:**

The purpose of the Governing Board Department is for City Council to work within state and federal laws to provide effective and efficient municipal services desired by our citizens in order to assure a balanced quality of life, protection for our citizens, and planned economic growth.

### **Departmental Functions:**

- Legislative body for the City of Lexington government
- Adopts balanced annual budget
- Secures public safety through police, fire and code enforcement
- Authorizes City services like maintaining streets and sidewalks, operating water and sewer systems; providing the Civic Center and parks and recreation programs designed to improve the City's quality of life; collects, disposes and recycles solid waste; operates electric and natural gas distribution systems
- Supports economic development activities of attracting and maintaining business, industry and jobs by investing in infrastructure and incentives
- Appoints advisory boards and commissions that assist in developing and carrying out City government policies, programs and new initiatives
- Appoints the City Manager as Chief Administrative Officer

### **2011-12 Objectives:**

- To provide open, effective, and regular communication with citizens, customers, employees, and partners
- To improve the financial strength and integrity of city government
- To shift from government solving problems to community solving problems by stimulating more citizen involvement, empowering boards, commissions, and staff to do more and develop partnerships
- To operate city utilities and other enterprises in a business-like manner, provide efficient and effective service, and generate contributions to the General Fund for the overall operations and services of the City
- To improve the quality of life for our citizens through promotion and support of effective and efficient public schools, affordable housing, clean and safe neighborhoods, and wholesome recreation opportunities
- To promote and support a strong, diversified economy

**GOVERNING BOARD DEPARTMENT  
GENERAL FUND**

**Performance Measures Summary:**

Measures	FY 07-08	FY 08-09	FY 09-10
# of City Council members (including Mayor)	9	9	9
Monthly salary - Mayor	\$500	\$500	\$500
Monthly salary - Council	\$400	\$400	\$400
# of meetings/month	2	2	2
Tax rate	0.535	0.560	0.560
% General Fund expenditures funded by ad valorem taxes	41%	42%	47%
Assessed valuation	\$1.47 Billion	\$1.48 Billion	1.49 Billion

**Budget Summary:**

Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Personnel	\$ 139,841	\$ 134,152	\$ 133,455	\$ 125,593
Operations	8,746	13,075	8,375	15,150
Capital Outlay	-	-	-	-
Total	\$ 148,587	\$ 147,227	\$ 141,830	\$ 140,743

Personnel Positions	2009-10 Authorized	2010-11 Authorized	2011-12 Authorized	2011-12 Funded
Board Members	9	9	9	9

**Capital Outlay:** None.

## **CITY MANAGER DEPARTMENT GENERAL FUND**

### **Statement of Department's Purpose:**

The purpose of the City Manager Department is to provide general administration of city government by coordinating departmental services, implementing policies adopted by City Council, and responding to citizens, boards, and commissions to develop partnerships, promote a strong economy and build an excellent quality of life.

### **Departmental Functions:**

- City Manager is appointed by City Council and serves as Chief Administrative Officer, responsible for administration of all departments
- City Manager serves as Budget Officer – prepares annual budget for adoption by City Council and administers budget, including capital improvement program
- Management of Public Utilities – Electric, Natural Gas, Water and Wastewater
- Enforcement of City, Federal, and State laws
- Appointment and discharge of personnel
- Preparation of City Council, Utilities Commission, Redevelopment Commission and Tourism Authority agendas and minutes of meetings
- Advise City Council of financial condition of the City
- Inform City Council on employment and operational matters
- Recommend policies, programs, ordinances, etc. to improve the quality of life in the City and maintain the City's financial integrity

### **2011-12 Objectives:**

- To properly administer programs and policies approved by City Council
- To respond to citizen/City Council concerns promptly
- To prepare and administer annual budget
- To update Financial Planning Model annually and Enterprise Business Plans bi-annually
- To communicate effectively with citizens, customers, employees and partners
- To implement City Council's strategic goals
- To improve productivity, operational effectiveness, competitiveness and control costs
- To create partnerships wherever possible
- To promote and invest in neighborhood revitalization and improve the quality of life in the City
- To promote customer service excellence and be customer friendly
- To pursue economic development opportunities and improve city financial strength
- To monitor utilities and golf operations monthly and meet with other departments monthly
- To pursue new technology innovations that will improve organizational efficiency and effectiveness
- To update citizen led long range strategic plan

**CITY MANAGER DEPARTMENT  
GENERAL FUND**

**Performance Measures Summary:**

Measures	FY 07-08	FY 08-09	FY 09-10
# of employees in department	5	5	5
Population	21,149	21,378	21,420
Total original city budget	\$95.7 Million	\$95.8 Million	\$91.9 Million
Unreserved/Undesignated fund balance % (6/30)	29.00%	27.00%	31.00%
Date of last annexation	6/30/1998	6/30/1998	6/30/1998

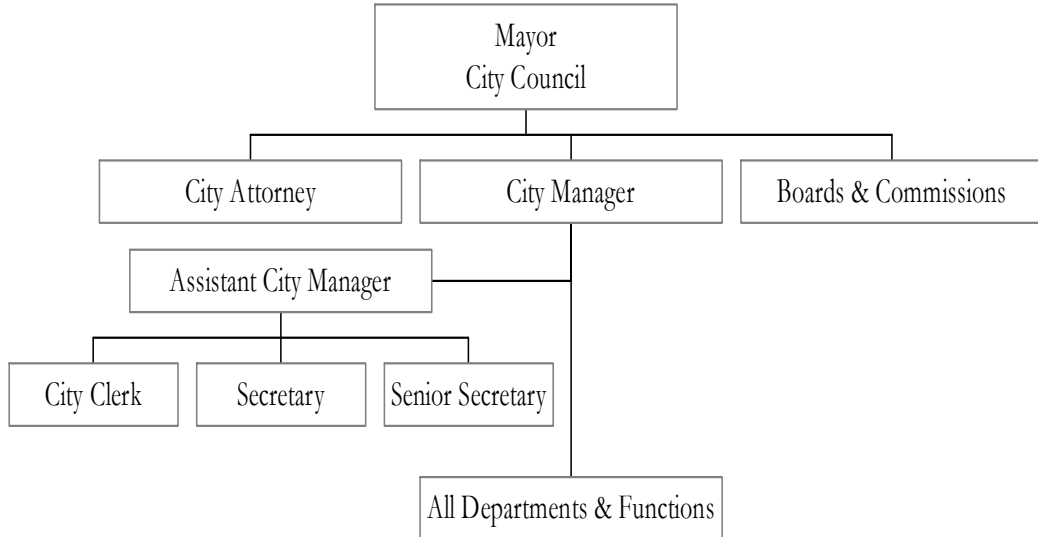
**Budget Summary:**

Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Personnel	\$ 418,809	\$ 444,207	\$ 440,033	\$ 450,208
Operations	26,601	35,030	34,312	36,437
Capital Outlay	-	-	-	-
Total	\$ 445,410	\$ 479,237	\$ 474,345	\$ 486,645

Personnel Positions	2009-10 Authorized	2010-11 Authorized	2011-12 Authorized	2011-12 Funded
Full Time	5	5	5	5

**Capital Outlay:** None.

# City of Lexington City Manager



**GENERAL ADMINISTRATION DEPARTMENT  
GENERAL FUND**

**Statement of Department's Purpose:**

The purpose of the General Administration Department is to account for administrative overhead costs, which are shared by all General Government departments/functions.

**2011-12 Objectives:**

- To update internal service department cost allocations annually based on services provided to other City departments
- To support local agencies that improve the quality of life of the citizens of Lexington
- To continue to build an effective partnership with Davidson County in the collection of City taxes
- To account for City Council election activity

**Performance Measures Summary:**

Measures	FY 07-08	FY 08-09	FY 09-10
Grants to agencies budget	\$338,300	\$332,000	\$276,750
Contingency budget	\$46,043	\$392,383	\$0
Property tax collection fees - real property	\$5.14 per bill	\$5.40 per bill	5.32 per bill
# of tax bills	10,035	10,139	10,050
Property tax collection fees - motor vehicles	1.50%	1.50%	1.48%
General Government expenditures	\$3,566,424	\$3,721,042	\$3,407,300
Public Safety expenditures	\$8,533,694	\$9,581,695	\$8,525,628
Hwy & Street expenditures	\$1,626,899	\$1,460,317	\$1,509,281
Sanitation expenditures	\$2,083,311	\$1,758,289	\$1,826,710
Culture & Recreation expenditures	\$1,288,236	\$1,296,598	\$1,207,474
Economic and Physical Development expenditures	\$11,172	\$0	\$68,300
Debt Service expenditures	\$802,071	\$783,672	\$654,170
Other Financing Uses	\$1,255,788	\$849,900	\$297,949

**GENERAL ADMINISTRATION DEPARTMENT  
GENERAL FUND**

**Budget Summary:**

Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Personnel	\$ 652,043	\$ 585,490	\$ 585,490	\$ 536,102
Operations	1,830,734	1,839,436	1,839,936	1,865,036
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 2,482,777</b>	<b>\$ 2,424,926</b>	<b>\$ 2,425,426</b>	<b>\$ 2,401,138</b>

Personnel Positions	2009-10 Authorized	2010-11 Authorized	2011-12 Authorized	2011-12 Funded
Full Time	0	0	0	0

**Capital Outlay:** None.

**GRANTS TO AGENCIES  
FOR FISCAL YEAR 2011-2012**

AGENCIES	AMOUNT BUDGETED FY 10-11	AMOUNT REQUESTED FY 11-12	AMOUNT BUDGETED FY 11-12
Arts United for Davidson County	\$ 4,000	\$ 4,000	\$ 4,000
Communities in Schools of Lexington & Davidson County	\$ 3,000	\$ 3,000	\$ 3,000
Crisis Ministry of Davidson County	\$ 12,750	\$ 100,000	\$ 12,750
Davidson County Dept Senior Services	\$ 2,250	\$ 5,000	\$ 2,250
Davidson County Rescue Squad	\$ 8,750	\$ 8,750	\$ 8,750
Davidson County Services for the Deaf & Hard of Hearing	\$ 3,250	\$ 4,000	\$ 3,250
Davidson Medical Ministries	\$ 5,000	\$ 5,500	\$ 5,000
Family Services of Davidson County	\$ 4,000	\$ 4,000	\$ 4,000
Hospice of Davidson County	\$ 3,000	\$ 3,000	\$ 3,000
Life Center of Davidson County	\$ 1,750	\$ 2,500	\$ 1,750
Pastor's Pantry of Davidson County	\$ 1,750	\$ 1,750	\$ 1,750
Path of Hope	\$ 4,000	\$ 4,000	\$ 4,000
Positive Wellness Alliance	\$ 1,750	\$ 1,750	\$ 1,750
Salvation Army Boys & Girls Club	\$ 4,000	\$ 4,000	\$ 4,000
Davidson County Airport Authority (1)	\$ -	\$ -	\$ -
Davidson County Economic Development Commission (*)	\$ 40,000	\$ 41,000	\$ 41,000
Edward C. Smith Civic Center of Lexington (2)	\$ 65,000	\$ 65,000	\$ 65,000
Lexington Appearance Commission	\$ 5,000	\$ 5,000	\$ 5,000
Lexington Historic Preservation Commission	\$ 2,500	\$ 2,500	\$ 2,500
Lexington Housing Community Development Corporation	\$ 75,000	\$ 75,000	\$ 75,000
Lexington Human Relations Commission	\$ 4,000	\$ 4,000	\$ 4,000
Neighborhood Revitalization Funds (City Council)	\$ 9,000	\$ 9,000	\$ 9,000
Piedmont Triad Partnership (*)	\$ 1,000	\$ 2,000	\$ 1,000
Uptown Lexington (*)	\$ 40,500	\$ 40,500	\$ 40,500
<b>TOTAL</b>	<b>\$ 301,250</b>	<b>\$ 395,250</b>	<b>\$ 302,250</b>

Note: Detailed information related to each grant request is available for review upon request.

**CITY MANAGER'S COMMENTS:**

- (1) Davidson County Airport Authority grant replaced by lease agreement for relocated Fire Station 2 in FY 09-10.
- (2) Civic Center: Since FY 03-04, funding reduced to share part of \$46,486 annual debt service with the City. Debt was issued in the amount of \$383,136 for HVAC and roof replacements and will be paid in full FY 2013-14.
- (\*) Economic development initiatives.

**FINANCE DEPARTMENT  
GENERAL FUND**

**Statement of Department’s Purpose:**

The purpose of the Finance Department is to administer and provide fiscally responsible control for the City’s financial affairs in accordance with all applicable federal, state, and city regulations.

**Departmental Functions:**

Accounts payable, accounts receivable, budget development and management, capital asset administration, cash and investments management, Comprehensive Annual Financial Report (CAFR) preparation, cost accounting, debt management, five-year financial planning, grants financial management, internal audit, payroll, and purchasing.

**2011-12 Objectives:**

- Provide excellent customer service and administrative support to internal and external customers
- Provide timely financial and economic information to assist Management and City Council in managing the FY 2011-12 budget through the post-recession period
- Assist in City’s 10-year Strategic Planning Process
- Implement technology upgrades and convert to biweekly payroll to enhance efficiency, accounting and reporting of payroll activity
- Finalize transition to state purchasing card program for cost savings rebate and technological advances

**Performance Measures Summary:**

Measures	FY 07-08	FY 08-09	FY 09-10
# of dept. employees	10	10	10
CAFR on website	Yes	Yes	Yes
Budget on website	Yes	Yes	Yes
Who compiles CAFR?	Finance	Finance	Finance
# AP checks processed/year	5,751	5,392	5,393
% of JEs processed without error/year	98.8%	99.5%	99.1%
Rate of return on investments	4.34%	2.06%	0.70%
# of purchase orders/year	802	764	771
# of property auctions using GovDeals	60	57	33
\$ value of property auctions using GovDeals	\$46,381	\$71,432	\$19,831
Receive CAFR award	Yes	Yes	Yes
Receive budget award	No	No	No

**FINANCE DEPARTMENT  
GENERAL FUND**

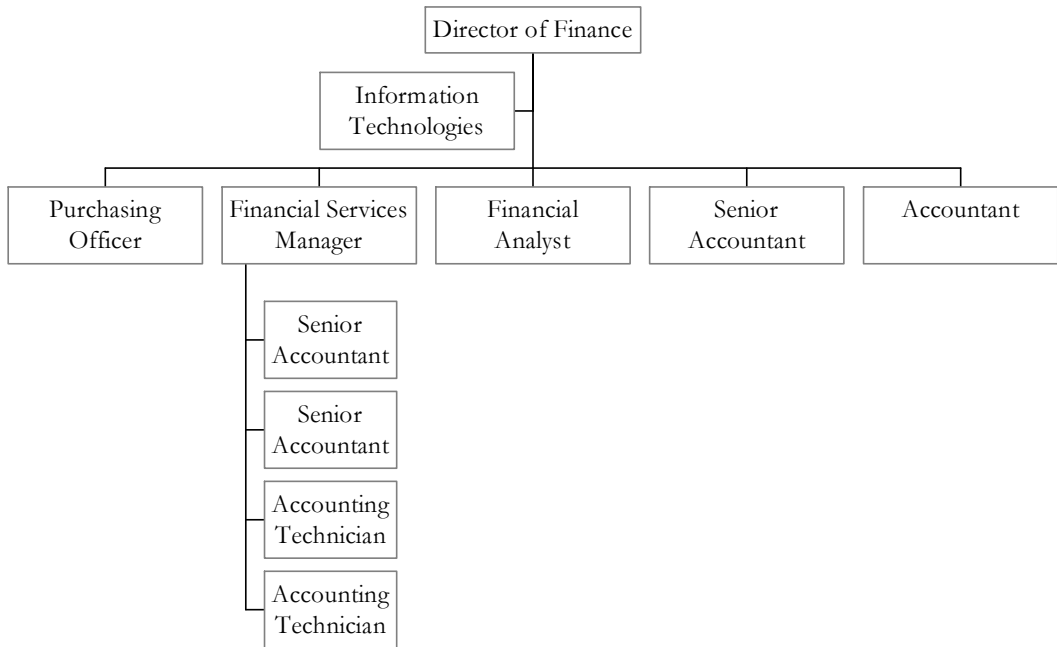
**Budget Summary:**

Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Personnel	\$ 635,581	\$ 675,677	\$ 666,171	\$ 688,896
Operations	33,430	35,450	35,366	39,205
Capital Outlay	-	-	-	-
Total	\$ 669,011	\$ 711,127	\$ 701,537	\$ 728,101

Personnel Positions	2009-10 Authorized	2010-11 Authorized	2011-12 Authorized	2011-12 Funded
Full Time	10	10	10	10

**Capital Outlay:** None.

# City of Lexington Finance



**LEGAL DEPARTMENT  
GENERAL FUND**

**Statement of Department's Purpose:**

The purpose of the Legal Department is to protect the interests of the City of Lexington by serving as legal advisor to the Mayor and City Council, City Manager, boards, commissions and staff.

**2011-12 Objectives:**

- To represent the City of Lexington in all aspects of litigation and legal affairs, including prosecution and defense of lawsuits for and against the City
- To prepare or assist in preparing agreements and other necessary legal documents
- To advise Mayor, City Council and staff in the development of regulations and in the execution of City policies and operations

**Performance Measures Summary:**

Measures	FY 07-08	FY 08-09	FY 09-10
Staff attorney	No	No	No
# of legal advisors	2	2	1
City attorney expenditures	\$34,027	\$36,842	\$27,874
Benefits provided	Health, Life	Health, Life	No

**Budget Summary:**

Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Personnel	\$ -	\$ -	\$ -	\$ -
Operations	27,874	35,000	28,000	30,000
Total	\$ 27,874	\$ 35,000	\$ 28,000	\$ 30,000

Personnel Positions	2009-10 Authorized	2010-11 Authorized	2011-12 Authorized	2011-12 Funded
Full Time	0	0	0	0

**Capital Outlay:** None.

**HUMAN RESOURCES DEPARTMENT  
GENERAL FUND**

**Statement of Department's Purpose:**

The purpose of the Human Resources Department is to comply with federal, state, and city employment laws and policies, hire and retain qualified employees, administer benefits through a partnership with the Finance Department, and direct services to employees and retirees.

**Departmental Functions:**

Recruiting, compensation and benefits administration, employee relations, compliance with federal, state, and city laws and policies.

**2011-12 Objectives:**

- Assist city departments to recruit and retain quality workforce
- Coordinate employee and retiree benefits package
- Enhance citywide progress toward ADA compliance
- Enhance health insurance wellness program to control insurance costs and improve overall health of city workforce

**Performance Measures Summary:**

Measures	FY 07-08	FY 08-09	FY 09-10
# of dept. employees	2	2	2
# of city employees	348	346	340
City employees per HR employee	174	173	170
Turnover rate	12%	6%	7%

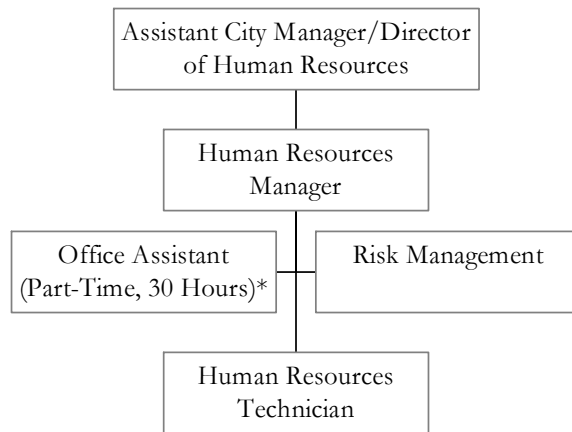
**Budget Summary:**

Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Personnel	\$ 122,944	\$ 131,049	\$ 130,217	\$ 135,367
Operations	56,973	58,445	50,789	60,710
Capital Outlay	-	-	-	-
<b>Total</b>	<b>\$ 179,917</b>	<b>\$ 189,494</b>	<b>\$ 181,006</b>	<b>\$ 196,077</b>

Personnel Positions	2009-10 Authorized	2010-11 Authorized	2011-12 Authorized	2011-12 Funded
Full Time	2	2	2	2

**Capital Outlay:** None.

# City of Lexington Human Resources



\*Time is split evenly between Human Resources and Risk Management.

## **INFORMATION TECHNOLOGIES DEPARTMENT GENERAL FUND**

### **Statement of Department's Purpose:**

The purpose of the Information Technologies Department is to provide enhanced access to city services through electronic and business commerce with information on demand.

### **Departmental Functions:**

Perform daily routine maintenance, support, administration, and training for computer hardware including personal computers (PCs), servers, printers, copiers, switches, the citywide Internet Protocol (IP) phone system, and software applications and suites used throughout the City including Microsoft Office, Customer Information System (CIS), Geographic Information System (GIS), MUNIS financial system, PISTOL police records management system, etc. Create customized reports as requested by departments. Provide maintenance and continuous development of the City's website and intranet. Assist the Technology Steering Committee (TSC) and departments in evaluating, budgeting and acquiring technology related hardware and software to enhance productivity and efficiency.

### **2011-12 Objectives:**

- Enhance network security
- Continue implementation of Technology Plan recommendations
- Finalize redesign of the City's website and streamline updating capabilities
- Increase technological training opportunities
- Increase participation and improve communication of the TSC
- Improve disaster recovery plans and methods
- Implement electronic data archiving solution
- Research feasibility of virtual desktop technology
- Develop city-wide intranet to improve communication and efficiency for all city departments

**INFORMATION TECHNOLOGIES DEPARTMENT  
GENERAL FUND**

**Performance Measures Summary:**

Measures	FY 07-08	FY 08-09	FY 09-10
# of dept. employees	5	5	5
# of servers	24	25	25
# of PCs	210	215	215
# of PCs supported/employee	42	43	43
# of servers supported/employee	5	5	5
# of police cars with in-car computers	40	60	70
Disaster recovery plan in place	No	Yes	Yes
# of website hits/month	900,000	900,000	900,000
PC replacement schedule	Every 4 years	Unfunded	Unfunded
PCs purchased by IT or individual departments	IT	IT	IT
Provide GIS support	Yes	No	No
Provide police support	Yes	Yes	Yes
Provide telephone support	Yes	Yes	Yes

**Budget Summary:**

Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Personnel	\$ 265,193	\$ 243,712	\$ 185,090	\$ 278,328
Operations	357,753	388,094	388,044	459,547
Capital Outlay	49,068	109,870	109,870	83,000
Total	\$ 672,014	\$ 741,676	\$ 683,004	\$ 820,875

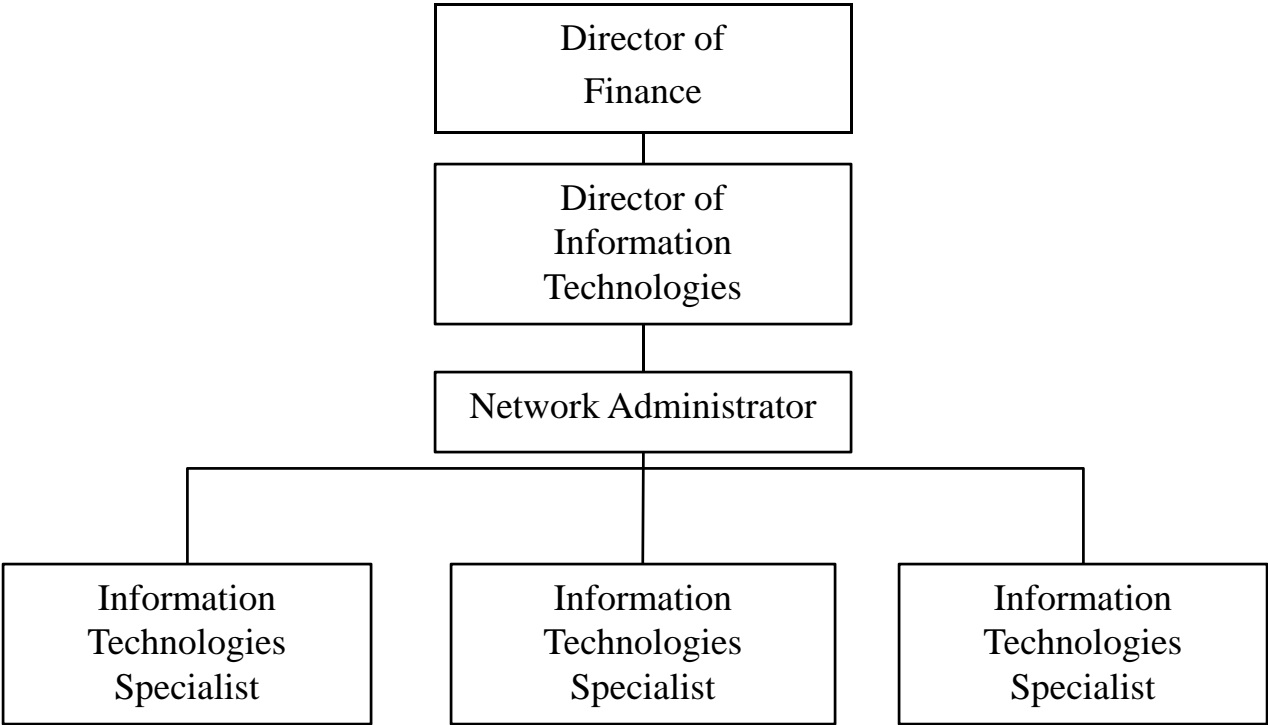
Personnel Positions	2009-10 Authorized	2010-11 Authorized	2011-12 Authorized	2011-12 Funded
Full Time	5	5	5	5

**INFORMATION TECHNOLOGIES DEPARTMENT  
GENERAL FUND**

**Capital Outlay:**

<u>Item</u>	<u>New/Replacement</u>	<u>2011-12 Budget</u>
Data Backup System Year (3) Payment	N	\$ 51,000
Storage Area Network Year (3) Payment	N	22,000
Additional Data Storage for Storage Area Network	N	<u>10,000</u>
Total		<u><u>\$ 83,000</u></u>

# City of Lexington Information Technologies



**PUBLIC BUILDINGS DEPARTMENT  
GENERAL FUND**

**Statement of Department's Purpose:**

The purpose of the Public Buildings Department is to provide maintenance for all City facilities and custodial services for sixteen facilities.

**Departmental Functions:**

Maintenance, repair, and daily custodial service of all city owned buildings and all building systems including electrical, plumbing, heating and air conditioning (HVAC) as well as the condition of exterior walls, roofing and floors.

**2011-12 Objectives:**

- Maintain Lexington Furniture Industries Plant 1 property facilities during redevelopment stages
- Reduce cost of electrical service for City owned buildings by installing energy efficient improvements via grant funding
- Reroof Community Development Office building
- Coordinate the upgrade of the fire alarm system at the Edward C. Smith Civic Center

**Performance Measures Summary:**

Measures	FY 07-08	FY 08-09	FY 09-10
# of building maintenance employees	1	1	1
# of custodians	1 FT/4 PT	1 FT/4 PT	1 FT/4 PT
In-house or contracted custodians	In-house	In-house	In-house
# of employee-occupied buildings	14	14	14

**PUBLIC BUILDINGS DEPARTMENT  
GENERAL FUND**

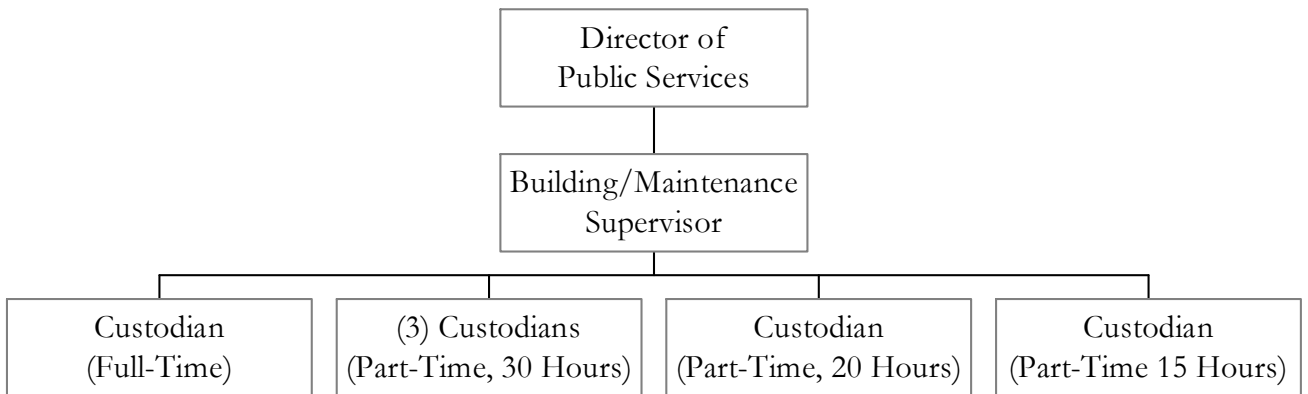
**Budget Summary:**

Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Personnel	\$ 206,953	\$ 221,485	\$ 212,562	\$ 220,923
Operations	44,457	81,930	55,387	189,946
Capital Outlay	18,564	-	-	-
Total	\$ 269,974	\$ 303,415	\$ 267,949	\$ 410,869

Personnel Positions	2009-10 Authorized	2010-11 Authorized	2011-12 Authorized	2011-12 Funded
Full Time	2	2	2	2

**Capital Outlay:** None.

# City of Lexington Public Buildings



## **POLICE DEPARTMENT GENERAL FUND**

### **Statement of Department's Purpose:**

The purpose of the Lexington Police Department is to serve the public by furthering a partnership with the community to prevent crime, thereby protecting life and property, and resolving problems.

### **Departmental Functions:**

Emergency 911 response, person and property crime investigations, traffic enforcement, crash reconstruction, mental commitments, animal and neighborhood complaints, highway and drug interdiction, State and Federal prosecutions, parades and special events, foot patrols, DWI enforcement, speed enforcement, Community Watch, traffic direction, warrant service, escorts, crime scene processing, canine searches and tracking.

### **2011-12 Objectives:**

- Provide the most ethical, fair, efficient, cost effective and objective service to the citizens of Lexington
- Enhance the involvement of community members in the identification and solution of community problems
- Seek input from our citizens about matters that impact the quality of life in their neighborhoods and strive to improve them
- Use community-based alternatives aimed at problem solving in conjunction with enforcement actions to combat criminal activity and behavior
- Work collaboratively with other city departments through community policing, community-oriented government and provide extraordinary customer service
- Increase officer productivity and efficiency by providing education and specialized training in-house at the new Police Training Facility in the areas of criminal investigation, crime scene processing, customer service and other related topics to insure well rounded and professional law enforcement personnel
- Provide training to officers on crime prevention techniques, and partner with the community to help reduce preventable crime

**POLICE DEPARTMENT  
GENERAL FUND**

**Performance Measures Summary:**

Measures	FY 07-08	FY 08-09	FY 09-10
# of sworn officers	66	67	69
# of civilian personnel (full time)	11	10	10
Population per sworn officer	317	304	310
# of calls for service/year	56,860	60,714	57,039
# of calls per officer/year	848	906	827
# of traffic citations issued/year	4,270	4,464	3,793
# of K-9s	3	3	2
# of neighborhood watch meetings/year	108	108	108

**Budget Summary:**

Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Personnel	\$ 4,400,451	\$ 4,728,315	\$ 4,579,417	\$ 4,810,266
Operations	669,702	548,175	548,921	324,973
Capital Outlay	611	-	-	30,076
Total	\$ 5,070,764	\$ 5,276,490	\$ 5,128,338	\$ 5,165,315

Personnel Positions	2009-10 Authorized	2010-11 Authorized	2011-12 Authorized	2011-12 Funded
Full Time	79 <sup>(1)</sup> <sup>(2)</sup>	79 <sup>(2)</sup>	79 <sup>(2)</sup>	79 <sup>(2)</sup>

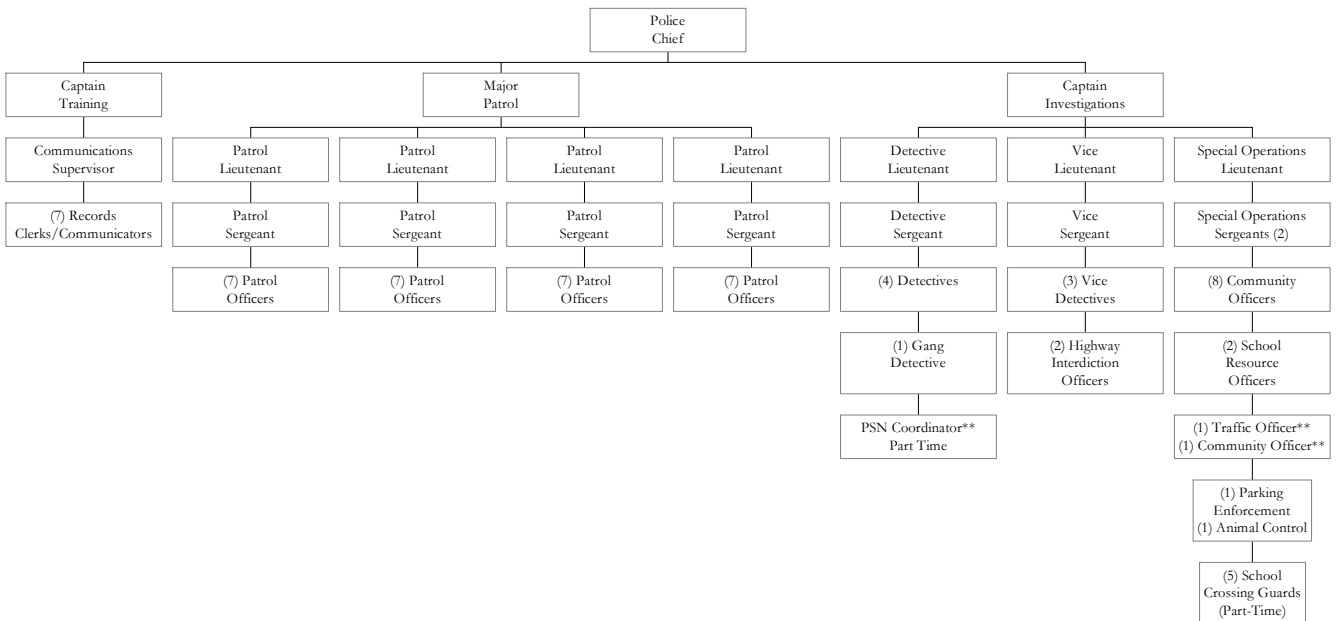
(1) 1 Gang Detective funded by Governor's Crime Commission grant

(2) 1 COPS Officer funded by U.S. Department of Justice grant and 1 Traffic Officer funded by Governor's Highway Safety Program grant

**Capital Outlay:**

Item	New/Replacement	2011-12 Budget
Parking Enforcement Vehicle	R	\$ 30,076
Total		<u>\$ 30,076</u>

# City of Lexington Police



\*\*Grant Funded Positions

**FIRE DEPARTMENT  
GENERAL FUND**

**Statement of Department’s Purpose:**

The purpose of the Lexington Fire Department is to prevent and reduce the level of human suffering and economic losses in the community resulting from fires, accidents, and natural disasters.

**Departmental Functions:**

Provide fire suppression operations, evacuations, extrication operations, removal of fire hazards, chemical spill operations, public education on fire safety, fire prevention inspections, readiness training in rescue, suppression operations, hazardous materials, DHS natural disasters safety, and wellness and physical fitness.

**2011-12 Objectives:**

- Manage risk, improve operational safety
- Improve employee health and wellness
- Improve readiness for natural disasters
- Assure continued dependability and serviceability of department fleet
- Implement service delivery per NFPA 1710
- Initiate a comprehensive needs assessment and strategic planning process for the department
- Assist management team in finalizing the construction and occupation of relocated Fire Station 2
- Work collaboratively with the Community Development department to streamline fire inspections and economic plan review by reallocating personnel to employ a full-time Fire Marshal

**Performance Measures Summary:**

Measures	FY 07-08	FY 08-09	FY 09-10
# of firefighters	42	42	42
# of admin personnel	6	6	6
# of certified fire inspectors	29	27	30
# of calls for service/year	1,109	998	1,089
# of stations	3	3	3
Date newest station placed into service	1988	1988	1988
ISO class	3	3	3
\$ value of fire loss	\$994,775	\$813,950	\$610,130
# of public education programs/year	195	270	196

**FIRE DEPARTMENT  
GENERAL FUND**

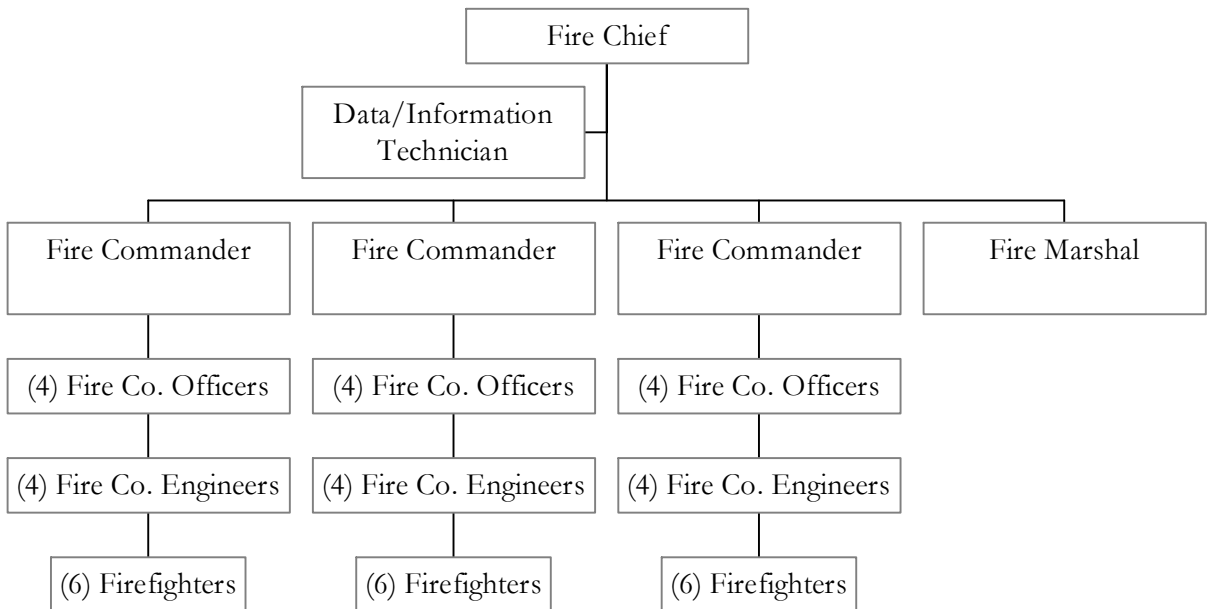
**Budget Summary:**

Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Personnel	\$ 2,677,477	\$ 2,818,021	\$ 2,667,237	\$ 2,749,386
Operations	316,657	404,905	359,453	399,256
Capital Outlay	-	476,054	465,910	-
Total	\$ 2,994,134	\$ 3,698,980	\$ 3,492,600	\$ 3,148,642

Personnel Positions	2009-10 Authorized	2010-11 Authorized	2011-12 Authorized	2011-12 Funded
Full Time	48	48	48	48

**Capital Outlay:** None.

# City of Lexington Fire



**COMMUNITY DEVELOPMENT DEPARTMENT  
GENERAL FUND**

**Statement of Department's Purpose:**

The Office of Community Development's purpose is to:

- ❑ Manage land use and development through the enforcement of the Land Development Ordinance and State Building Codes.
- ❑ Guide proper and directed growth through long-range planning.
- ❑ Improve the community through enforcement of the Minimum Housing Code and Nuisance Ordinances and by working with partner agencies.
- ❑ Facilitate redevelopment and neighborhood revitalization projects.

**Departmental Functions:**

Code enforcement, issuance of permits, community development, grant applications and administration, complaint administration, planning, staff support, mapping as needed, census and demographic resource.

**2011-12 Objectives:**

**Code Enforcement**

- Purchase and implement BluePrince software in phases
- Combine three paper and computer filing systems
- Update Minimum Housing Code
- Update Nuisance Ordinance
- Draft Commercial Maintenance Code
- Administer Lien Program
- Adjust fee schedule to cover costs
- Administer Blight Removal Program
- Liaison to Davidson County Homebuilders
- Liaison to Davidson County Electrical Contractors

**Planning**

- Staff Planning Board/Board of Adjustment
- Assist in City's 10-year Strategic Planning Process
- Keep Land Use Ordinance updated
- Process development proposals through minor and major zoning permit process / guide developers
- Participate in DCCC Transportation Study
- Regional Transportation Planning

**Community and Economic Development**

- Assist with Depot District redevelopment plan / Implement TIGER II planning grant
- Implement CDBG Economic Recovery Grant – Erlanger and Green Needles Parks
- Staff Historic Preservation Commission / Draft design regulations and propose local Historic District boundaries
- Liaison to Uptown Lexington, Inc. / Assist in facilitating Uptown Redevelopment projects
- Staff Appearance Commission
- Complete Erlanger CDBG project
- Administer NSP grant
- Administer HFA Scattered Site Rehab grant
- Apply for Community and Economic Development grants
- Liaison to LHCDC
- Assist with implementation of Homeownership Strategic Plan (Neighborhood Revitalization Plan)

**COMMUNITY DEVELOPMENT DEPARTMENT  
GENERAL FUND**

**Performance Measures Summary:**

Measures	FY 07-08	FY 08-09	FY 09-10
# of dept. employees	7	7	6
# of minimum housing inspections/year	2,825	2,763	2,632
# of building inspections/year	2,120	1,776	1,422
# of housing units	8,510	8,510	8,510
% of rental housing units	50.20%	50.20%	50.20%
# of nuisance complaints/year	737	675	2,005
\$ value of new residential construction	\$13.5 Million	\$5.3 Million	\$5.9 Million
\$ value of new commercial construction	\$19.5 Million	\$11.9 Million	\$6.8 Million

**Budget Summary:**

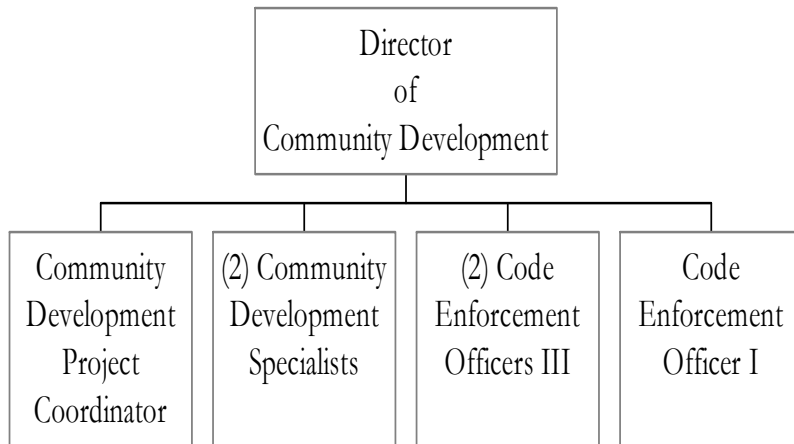
Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Personnel	\$ 410,623	\$ 472,436	\$ 462,642	\$ 467,199
Operations	102,750	151,464	128,524	109,049
Capital Outlay	4,142	15,000	15,000	3,000
Total	\$ 517,515	\$ 638,900	\$ 606,166	\$ 579,248

Personnel Positions	2009-10 Authorized	2010-11 Authorized	2011-12 Authorized	2011-12 Funded
Full Time	6	7	7	7
Board Members	9	9	9	9

**Capital Outlay:**

Item	New/Replacement	2011-12 Budget
Code Enforcement Software Module for BluePrince	N	\$ 3,000
Total		<u>\$ 3,000</u>

# City of Lexington Community Development



## **ENGINEERING DEPARTMENT GENERAL FUND**

### **Statement of Department's Purpose:**

The Engineering Department provides engineering, technical, and contract management assistance to all city departments. It is the Engineering Department's responsibility to schedule, design, prepare specifications, acquire permits, secure right-of-ways, advertise, bid, and manage all capital improvement projects as directed and approved by the City Council and the City Manager. Other engineering responsibilities include plan review, obtaining and holding applicable permits and encroachment agreements, and observing the construction of new public infrastructure to ensure compliance with local, state, and federal regulations.

### **Departmental Functions:**

Geographic Information System (GIS) mapping, building permit & Planning Board reviews, design and construction management, pavement asset management, surveying, engineering & NC Department of Transportation (NCDOT) coordination, sewer & roadway design, certify plat review for recordation in Davidson County, FEMA compliance, Powell Bill statement & map certification, design and construction management, supervision and support to superintendents over Public Buildings and Grounds, Recycling and Waste Collection, Streets, Fleet Management, and Water and Wastewater Maintenance and Treatment Plants.

### **2011-12 Objectives:**

- Support efforts to build a passenger rail stop in Lexington
- Support efforts at the Save-A-Lot development at Lexington Business Center
- Support coordination efforts with NCDOT NC8 / West Bypass activities
- Provide engineering for Water Treatment Plant projects
- Continue to seek and administer grants
- Complete CMAQ grants construction (S. State Street Signals & Raleigh Road Sidewalk)
- Update and maintain "Public Web Map" available at <http://lexington.connectgis.com/Map.aspx>
- Update and maintain "Database Versioning" to allow field personnel to update GIS system
- Update and maintain "Automatic System Monitoring" in Lexington GIS to detect potential system malfunctions and send email alerts
- Provide maps and GIS products to support other city departments
- Add to and maintain digital deeds and right-of-ways linked to GIS
- Continue building water & wastewater databases for GIS
- Integrate GPS for quality assurance of "Georeferenced Maps" used in heads-up digitizing
- Direct training of Electric department personnel for GPS data collection
- Begin GPS data location for water, wastewater and storm drainage
- Manage the outsourcing of street maintenance programs
- Use Facility Maintenance Approach to access best management practice for pavement, water and sewer infrastructure
- Construction review and inspection of wastewater extensions in areas by other partners

**ENGINEERING DEPARTMENT  
GENERAL FUND**

**Performance Measures Summary:**

Measures	FY 07-08	FY 08-09	FY 09-10
# of dept. employees	4	4	4
GIS or Manual Mapping	Both	GIS	GIS
# of Professional Engineers	1	1	1
# of Professional Land Surveyors	1	1	1
# of street work orders/year	1,337	1,066	1,069
# of water and sewer work orders/year	2,127	2,123	2,125

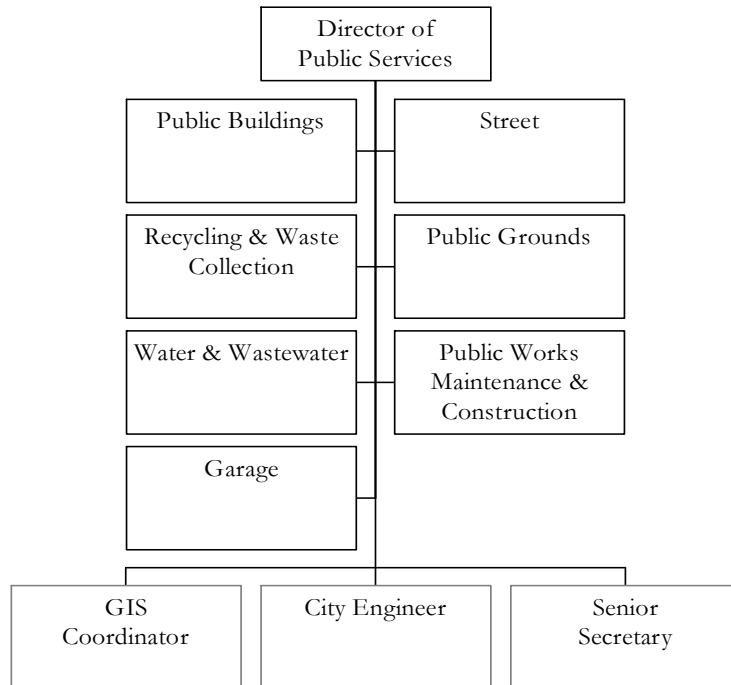
**Budget Summary:**

Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Personnel	\$ 292,791	\$ 306,260	\$ 303,795	\$ 315,182
Operations	44,283	100,314	67,585	101,179
Capital Outlay	32,629	-	-	-
Total	\$ 369,703	\$ 406,574	\$ 371,380	\$ 416,361

Personnel Positions	2009-10 Authorized	2010-11 Authorized	2011-12 Authorized	2011-12 Funded
Full Time	4	4	4	4

**Capital Outlay:** None.

# City of Lexington Engineering



## **STREET DEPARTMENT GENERAL FUND**

### **Statement of Department's Purpose:**

The purpose of the Street Department is to provide maintenance of the city streets, signs, pavement markings, sidewalks, curb and gutter, and storm drainage pipes and structures and to provide ice and snow control on streets located within the City limits.

### **Departmental Functions:**

- Patch potholes and utility cuts
- Maintain sidewalks, curb and gutter; install new sidewalks where needed
- Maintain highway road signs and street signs
- Maintain pavement markings, arrows, crosswalks, stop bars, double yellow lines and parking spaces
- Maintain existing and install new storm drainage structures and maintain ditches and drainage areas
- Sweep city streets and other city properties
- Set up traffic control for construction and city events
- Perform ice and snow control on city streets, applying brine, plowing and salting
- Keep roadways/streets clear of hazards, tree limbs and debris

### **2011-12 Objectives:**

- Effectively manage personnel and equipment to provide the highest level of customer service and best value for the expenditure
- Maintain an effective preventative maintenance program and minimize lifetime costs of roadways and related structures
- Continue aggressive pavement maintenance program with resurfacing and surface treatments to minimize pavement deterioration
- Continue sidewalk replacement/repair program, targeting uptown and surrounding areas
- Maintain an effective sign survey/replacement program
- Maintain sweeping program and steadily increase efficiency in the route cycle
- Begin targeting badly deteriorated curb and gutter areas and start replacement by contracted and in-house services
- Target areas of needed repair/maintenance noted on the street pothole survey

**STREET DEPARTMENT  
GENERAL FUND**

**Performance Measures Summary:**

Measures	FY 07-08	FY 08-09	FY 09-10
# of dept. employees	16	16	15
Street miles	124.9	125.0	125.4
Miles per employee	8	8	8
Tons of asphalt used for pot holes	514	528	562
Feet of sidewalk replaced/repaired per year	2,631	1,691	2,095

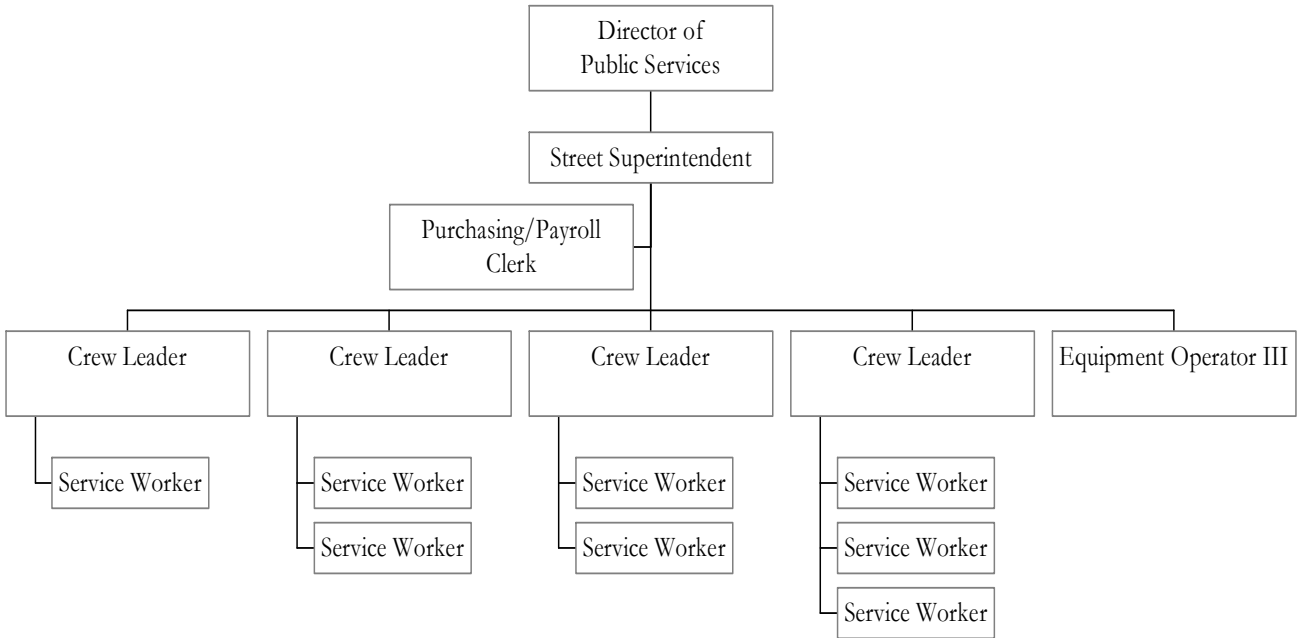
**Budget Summary:**

Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Personnel	\$ 742,266	\$ 771,408	\$ 741,466	\$ 768,801
Operations	700,286	995,178	929,236	986,445
Capital Outlay	-	18,105	17,698	-
Total	\$ 1,442,552	\$ 1,784,691	\$ 1,688,400	\$ 1,755,246

Personnel Positions	2009-10 Authorized	2010-11 Authorized	2011-12 Authorized	2011-12 Funded
Full Time	15	15	15	15

**Capital Outlay:** None.

# City of Lexington Street



## **RECYCLING AND WASTE COLLECTION DEPARTMENT GENERAL FUND**

### **Statement of Department's Purpose:**

The purpose of the Recycling and Waste Collection Department is to help maintain a high standard of health and cleanliness by managing timely collection and disposal of the solid waste generated by the citizens of Lexington and to accomplish this goal in a cost effective manner with a high level of customer satisfaction.

### **Departmental Functions:**

- Weekly collection and disposal of garbage and for 8,500 households
- Weekly collection and disposal of garbage and recycling for city departments
- Weekly collection and disposal of garbage and recycling for approximately 275 commercial rollout customers
- Weekly collection and disposal of yard waste, limbs, grass, trimmings, etc. for 8,500 households
- Weekly collection and disposal of recyclable items including electronics, metal, white goods & tires as requested (for residential locations)
- Cleanup for special Uptown Lexington events (BBQ Festival, National Night Out, Christmas Open House, etc.)

### **2011-12 Objectives:**

- Provide monthly activity-based cost reports to administration
- Provide staff support to Lexington Appearance Commission's "Cleaner City" campaign
- Continue customer education efforts regarding waste collection and recycling services and additional recycling mandates
- Comprehensive review of City Waste Collection Code
- Expand the commercial and residential rollout recycling programs

**RECYCLING AND WASTE COLLECTION DEPARTMENT  
GENERAL FUND**

**Performance Measures Summary:**

Measures	FY 07-08	FY 08-09	FY 09-10
# of dept. employees	18	18	18
# of residences	8,500	8,500	8,500
Tons of garbage collected/year (residential)	8,270	7,785	7,850
Tons of recycling/year (residential)	377	357	385
% of customers who recycle	30%	30%	30%
Monthly rate charged for residential collection	\$7.50; \$1 recycling credit	\$7.50; \$1 recycling credit	\$8
Tipping fees per ton	\$34	\$36	\$36
Ratio of revenues to expenditures	1 to 2.75	1 to 2.33	1 to 2.39

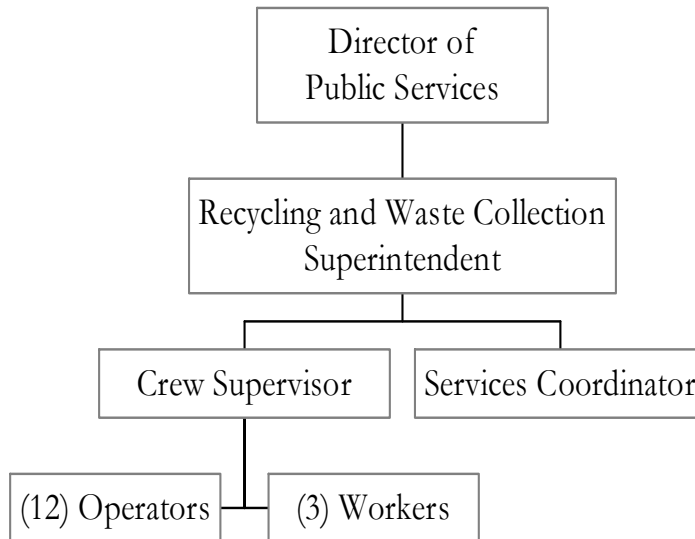
**Budget Summary:**

Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Personnel	\$ 882,010	\$ 949,710	\$ 851,958	\$ 909,198
Operations	811,626	896,695	864,164	877,064
Capital Outlay	133,074	-	-	-
Total	\$ 1,826,710	\$ 1,846,405	\$ 1,716,122	\$ 1,786,262

Personnel Positions	2009-10 Authorized	2010-11 Authorized	2011-12 Authorized	2011-12 Funded
Full Time	18	18	18	18

**Capital Outlay:** None.

# City of Lexington Recycling & Waste Collection



**RECREATION DEPARTMENT  
GENERAL FUND**

**Statement of Department's Purpose:**

The purpose of the Recreation Department is to provide a comprehensive year round program of recreational activities in conjunction with outstanding parks, playgrounds and facilities, in an effort to enhance the overall quality of life for all citizens of Lexington.

**Departmental Functions:**

Operate 17 city parks, 15 tennis courts, 9 ball fields, 3 soccer fields, 2 festivals, 12 basketball courts; and provide a year round program of recreational activities.

**2011-12 Objectives:**

- Operate at maximum program levels while maintaining reduced spending levels
- Develop Green Needles Park and expand Erlanger Park
- Hold successful Multicultural and 4<sup>th</sup> of July festivals
- Partner with YMCA for basketball and soccer programs

**Performance Measures Summary:**

Measures	FY 07-08	FY 08-09	FY 09-10
# of dept. employees (FT)	6	6	6
Expenditures per capita	\$33	\$33	\$33
# of sports registrants/year	628	658	819
# of youth recreation centers	0	0	0
# of pools	2	2	2
# of parks	17	17	17

**RECREATION DEPARTMENT  
GENERAL FUND**

**Budget Summary:**

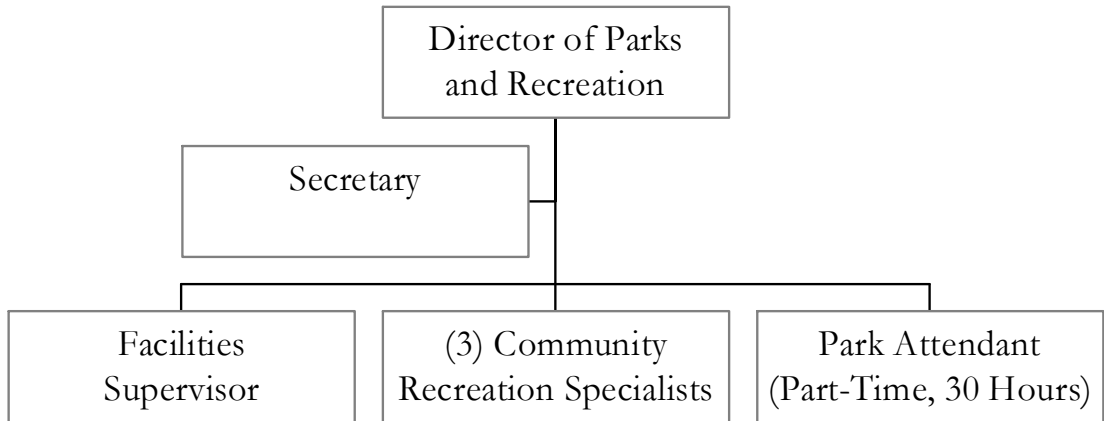
Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Personnel	\$ 450,149	\$ 477,410	\$ 458,985	\$ 472,884
Operations	190,612	212,913	206,650	225,908
Capital Outlay	-	22,334	22,334	39,252
Total	\$ 640,761	\$ 712,657	\$ 687,969	\$ 738,044

Personnel Positions	2009-10 Authorized	2010-11 Authorized	2011-12 Authorized	2011-12 Funded
Full Time	6	6	6	6

**Capital Outlay:**

Item	New/Replacement	2011-12 Budget
Backstop at Holt-Moffitt Field	R	\$ 21,860
Registration Software	N	10,892
Utility Vehicle	R	6,500
Total		<u>\$ 39,252</u>

# City of Lexington Recreation



**PUBLIC GROUNDS DEPARTMENT  
GENERAL FUND**

**Statement of Department's Purpose:**

The purpose of the Public Grounds Department is to provide extraordinary customer service in the maintenance of various city facilities.

**Departmental Functions:**

Maintenance and mowing of all city public grounds including cemeteries, parks, playgrounds, right-of-ways and electric substations.

**2011-12 Objectives:**

- Continue to provide cemetery services in an efficient and courteous manner
- Continue to work on remodeling Tussey Street Mini Park and to remodel the landscaping at Talbert walking trail and Finch Park
- Improve the playground equipment at the surrounding City parks by painting and making repairs as needed
- Continue to improve the turf on all sports fields with use of lime and fertilizer

**Performance Measure Summary:**

Measures	FY 07-08	FY 08-09	FY 09-10
# of dept. employees	12	12	12
# of cemeteries	5	5	4
# of burials/year	87	79	89
# of acres maintained	478	480	480
Miles of right-of-way maintained	218	218	218
Acres maintained per employee	40	40	40
Annual maintenance cost/acre	\$1,276	\$1,425	\$1,528

**PUBLIC GROUNDS DEPARTMENT  
GENERAL FUND**

**Budget Summary:**

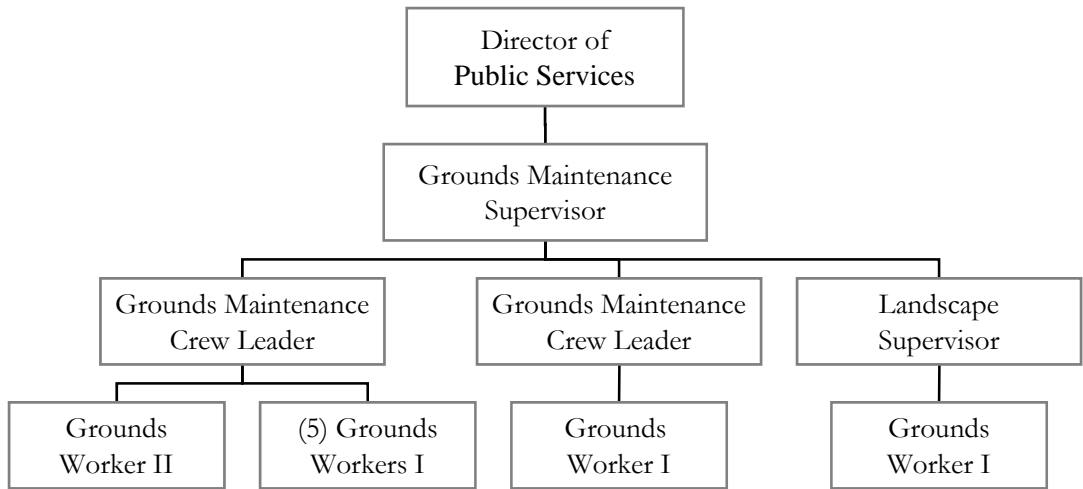
Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Personnel	\$ 521,892	\$ 542,902	\$ 529,457	\$ 526,745
Operations	123,890	178,314	151,037	193,904
Capital Outlay	-	12,400	6,200	14,500
Total	\$ 645,782	\$ 733,616	\$ 686,694	\$ 735,149

Personnel Positions	2009-10 Authorized	2010-11 Authorized	2011-12 Authorized	2011-12 Funded
Full Time	12	12	12	12

**Capital Outlay:**

Item	New/Replacement	2011-12 Budget
Lawn & Garden Tractor	R	\$ 14,500
Total		<u>\$ 14,500</u>

# City of Lexington Public Grounds



**ECONOMIC DEVELOPMENT DEPARTMENT  
GENERAL FUND**

**Statement of Department's Purpose:**

The purpose of the Economic Development Department is to account for grant incentive payments made to businesses in order to promote continued economic development and growth within the City of Lexington to diversify and increase the tax base and create or maintain jobs.

**2011-12 Objectives:**

- To monitor economic development and growth within the City of Lexington
- To monitor and fulfill City Council approved economic development grant contract obligations
- To explore new opportunities and provide incentives that will promote economic development

**Performance Measures Summary:**

Indicators	FY 07-08	FY 08-09	FY 09-10
Economic Development Expenditures	\$11,172	\$0	\$68,300

**Budget Summary:**

Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Operations	\$ -	\$ -	\$ -	\$ 5,692
Capital Outlay	68,300	-	-	-
Total	\$ 68,300	\$ -	\$ -	\$ 5,692

**DEBT SERVICE DEPARTMENT  
GENERAL FUND**

**Statement of Department's Purpose:**

The purpose of the Debt Service Department is to account for installment purchase principal and interest payments as well as bond principal and interest payments related to capital improvement projects and equipment and vehicle purchases made by General Fund departments.

**Performance Measures Summary:**

Measures	FY 07-08	FY 08-09	FY 09-10
Net bonded GO debt to assessed valuation (%)**	0.120%	0.100%	0.080%
Net bonded GO debt per capita**	\$82	\$68	\$54
S&P rating	A+	A+	AA-
Moody's rating	A3	A3	A1
Fitch rating	N/A	N/A	N/A
NC Municipal Council rating	87	87	87

\*\* Includes bonds authorized and unissued (excludes all enterprise fund debt)

**Budget Summary:**

Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Debt Service	\$ 654,170	\$ 742,707	\$ 742,702	\$ 737,697
Other Financing Uses	\$ -	\$ 1,167,000	\$ 1,167,000	\$ -
Total	\$ 654,170	\$ 1,909,707	\$ 1,909,702	\$ 737,697

**Installment Purchase:** None.

**OTHER FINANCING USES DEPARTMENT  
GENERAL FUND**

**Statement of Department's Purpose:**

The purpose of the Other Financing Uses Department is to account for all transfers from the General Fund to other funds within the City budget.

**Budget Summary:**

Expenditure Summary	2009-10 Actual	2010-11 Amended Budget	2010-11 Estimated	2011-12 Budget
Transfer to Community Development Block Grants	\$ -	\$ 6,000	\$ 6,000	\$ -
Transfer to Public Safety	10,615	-	-	-
Transfer to Energy Efficiency Grants	20,000	-	-	-
Transfer to Neighborhood Stabilization Program Grant	-	39,400	39,400	39,400
Transfer to Special Tax District Fund	40,500	40,500	40,500	-
Transfer to General Capital Projects Fund	38,250	-	-	-
Transfer to Golf Fund	188,584	168,584	168,584	168,584
Total	\$ 297,949	\$ 254,484	\$ 254,484	\$ 207,984