

GENERAL FUND

REVENUES

ITEMS OF REVENUE	Summary				
	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
		ACTUAL	BUDGET	2011 VS 2012	
TAXES	\$3,017,336	\$3,048,760	\$3,017,336	\$3,130,700	2.69%
ANIMAL TAGS & PENALTIES	\$34,420	\$18,000	\$34,420	\$26,500	47.22%
LOT CUTTING	\$4,000	\$5,000	\$4,000	\$5,000	0.00%
PRIVILEGE LICENSES	\$48,957	\$20,000	\$48,957	\$70,000	250.00%
FRANCHISE-CATV	\$180,766	\$200,000	\$180,766	\$200,000	0.00%
INTEREST	\$5,000	\$20,000	\$5,000	\$20,000	0.00%
UTILITIES FRANCHISE TAX	\$1,207,393	\$1,160,000	\$1,207,393	\$1,160,000	0.00%
BEER & WINE TAX	\$22,693	\$72,000	\$22,693	\$69,800	-3.06%
POWELL BILL	\$449,802	\$450,000	\$449,802	\$450,000	0.00%
SALES TAX	\$966,932	\$1,130,000	\$966,932	\$1,130,000	0.00%
GRANTS	\$126,315	\$89,030	\$126,315	\$206,020	131.41%
FIRE PROTECTION-COUNTY	\$62,748	\$61,000	\$62,748	\$61,000	0.00%
FALSE ALARM CHARGES	\$5,800	\$8,000	\$5,800	\$8,000	0.00%
INSPECTION CHARGES	\$7,343	\$6,000	\$7,343	\$6,000	0.00%
RESCUE CONTRIBUTION	\$39,420	\$50,000	\$39,420	\$35,500	-29.00%
FUELING FACILITY CONTRIBUTION	\$6,801	\$66,488	\$6,801	\$15,675	-76.42%
CEMETERY CHARGES	\$47,629	\$50,000	\$47,629	\$50,000	0.00%
MANAGEMENT FEES	\$690,185	\$775,000	\$0	\$0	-100.00%
SPECIAL ASSESSMENTS	\$6,000	\$6,000	\$6,000	\$6,000	0.00%
ELECTRIC FUND CONTRIBUTION	\$685,745	\$698,955	\$698,955	\$698,955	0.00%
WATER SEWER CONTRIBUTION	\$0	\$0	\$0	\$0	0.00%
SOLID WASTE CONTRIBUTION	\$0	\$0	\$0	\$0	0.00%
FUND BALANCE CONTRIBUTION	\$0	\$250,000	\$0	\$0	0.00%
MISCELLANEOUS REVENUE	\$217,908	\$162,400	\$564,654	\$166,400	2.46%
TOTAL REVENUE	\$7,833,193	\$8,346,633	\$7,502,964	\$7,515,550	-9.96%

2011-2012 BUDGET HIGHLIGHTS

* TAX RATE CHANGED FROM .42 TO .40

* INCREASE IN SCOTLAND COUNTY CONTRIBUTION TO FUELING FACILITY DUE TO TANK REPLACEMENT

GENERAL FUND

GOVERNING BODY

Under the Council-Manager form of government, the City Council is the governing body of the City of Laurinburg. It's membership includes the Mayor, elected at large, and 5 Council members elected to staggered four-year terms. The Mayor serves as the presiding officer at the City Council meetings. Regular City Council meetings are held the first Tuesday after the 15th of each month.

GOVERNING BODY	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED ACTUAL	APPROVED BUDGET	% DIFF. 2011 VS 2012
EXPENDITURES					
PERSONNEL	\$53,797	\$28,667	\$20,481	\$28,668	0.00%
OPERATING EXPENSE	\$102,624	\$126,018	\$120,419	\$135,040	7.16%
CAPITAL	\$0	\$8,092	\$0	\$1,745	-78.44%
TOTAL EXPENDITURES	\$156,421	\$162,777	\$140,900	\$165,453	1.64%
LESS MANAGEMENT FEES			(106,424)	(115,000)	
EXPENDITURES LESS FEES			\$34,476	\$50,453	
MAYOR		1	1	1	
COUNCIL		5	5	5	
STAFFING					
CITY CLERK		50%	50%	0%	0

2011-2012 BUDGET HIGHLIGHTS

* UPGRADE TO RECORDING EQUIPMENT \$1,745

2011-2012 GOALS AND OBJECTIVES:

GOAL: WORK AS A TEAM

- RESPECT DIFFERENCES
- AGREE OR AGREE TO DISAGREE
- BE RESPECTFUL OF EACH OTHER

GOAL: CLARIFY ROLES/RESPONSIBILITIES

OBJECTIVE: GET BUY IN FROM BOARD-DO NOT DECIDE BECAUSE IT WAS DONE THE SAME WAY BEFORE-IF AGREEMENTS ARE MADE, ALL PARTICIPANTS SHOULD FOLLOW.

GOAL: MONITORING AND PROGRESS EVALUATION PROCESS

OBJECTIVE: FOLLOW UP ON ASSIGNMENTS AND HAVE MEASURABLE DEADLINES

GOAL: POLICY FOCUS

OBJECTIVE: COUNCIL SHOULD FOCUS ON POLICY

GOAL: COMMON RULES OF PROCEDURES

OBJECTIVE: MEETINGS COULD BE MORE EFFECTIVE IF CERTAIN LEVEL OF FORMALITY IS RECOGNIZED.

GOAL: IMPROVE DIRECTION TO STAFF

GOAL: FOLLOW OWN AGREEMENTS

OBJECTIVES: POLICY MAKING BOARD-NOT FIX IT-STAFF'S RESPONSIBILITY

GOAL: DIRECT AS BOARD

OBJECTIVE: NOT INDIVIDUALLY

GENERAL FUND

ADMINISTRATIVE

This department consists of the City Manager and the City Clerk/Administrative Assistant. The City Manager under the Council-Manager form of government, provides the Mayor and Council with professional guidance on policy issues and directs all operations of the City government as approved by City Council and Mayor. The City Manager executes and administers City policies and procedures effectively and efficiently, and maintains professional relationships with other government officials, community leaders, neighborhood groups and private citizens. The City Clerk maintains official municipal records and documents and serves as Administrative Support to City Manager and Council.

ADMINISTRATIVE	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$141,553	\$204,588	\$206,050	\$205,049	0.23%
OPERATING EXPENSE	\$27,356	\$33,569	\$31,723	\$35,204	4.87%
CAPITAL	\$1,127	\$0	\$0	\$0	0.00%
TOTAL EXPENDITURES	\$170,036	\$238,157	\$237,773	\$240,253	0.88%
LESS MANAGEMENT FEES			(\$186,378)	(\$175,000)	
EXPENDITURES LESS FEES			\$51,395	\$65,253	
STAFFING					
CITY CLERK	0	0	1	1	
CITY MANAGER	1	1	1	1	

2011-2012 BUDGET HIGHLIGHTS

2011-2012 GOALS AND OBJECTIVES:

GOAL: IMPLEMENT LASERFICHE SYSTEM

**OBJECTIVE: CREATE ELECTRONIC RECORDS POLICY FOR COUNCIL CONSIDERATION AND ADOPTION
PREPARE & SUBMIT TO NC DEPARTMENT OF ARCHIVES AND HISTORY PERMISSION TO SCAN DOCUMENTS
TO HAVE ALL EMPLOYEES TRAINED WITHIN SIX MONTHS OF IMPLEMENTATION**

GOAL: IMPLEMENT CITY COUNCIL'S PRIORITIES & ACTION PLAN THROUGH EFFICIENT OPERATION OF CITY SERVICES

**OBJECTIVE: DISTRIBUTE A QUARTERLY REPORT DETAILING THE PROGRESS OF ACHIEVING COUNCIL'S PRIORITIES
OVERSEE ADOPTION AND IMPLEMENTATION OF CITY'S BUDGET IN COMPLIANCE WITH LOCAL GOVERNMENT
& FISCAL CONTROL ACT
WORK WITH STAFF, CITY BOARDS & OTHER ENTITIES AS REQUESTED BY COUNCIL TO IMPLEMENT
PRIORITIES AND ACTION PLAN.
ADDRESS AND FOLLOW UP ON CITIZEN CONCERNS AND REPORT TO COUNCIL MEMBERS ON ACTIONS.
FAIRLY ADDRESS CITY POLICIES AND PROCEDURES. EVERYONE ABIDE BY CITY POLICY.
PROVIDE INFORMATION ON LONG & SHORT TERM DECISIONS TO AVOID UNINTENDED CONSEQUENCES.
KEEP COUNCIL INFORMED OF MANAGEMENT TEAM & DEPARTMENT HEAD CHANGES.**

GENERAL FUND

PERSONNEL AND SAFETY

The Human Resources/Risk Management Department provides and maintains systems to attract, motivate develop and retain employees to maximize their performance. Services provided include recruitment, salary administration, position control, employee benefits coordination, training and development, preemployment testing, personnel records administration, and administration of the City's Human Resource Policies. This department also has responsibility for oversight of the health and safety of the employees as well as the property and liability of the City. Work is performed under the administrative guidance of the City Manager.

PERSONNEL/SAFETY	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED ACTUAL	APPROVED BUDGET	% DIFF. 2011 VS 2012
EXPENDITURES					
PERSONNEL	\$115,386	\$118,010	\$116,858	\$117,973	-0.03%
OPERATING EXPENSE	\$29,263	\$34,275	\$34,262	\$35,979	4.97%
CAPITAL	\$0	\$0	\$0	\$800	
TOTAL EXPENDITURES	\$144,649	\$152,285	\$151,120	\$154,752	1.62%
LESS MANAGEMENT FEES			(\$120,518)	(\$115,000)	
EXPENDITURES LESS FEES			\$30,602	\$39,752	

STAFFING					
DIRECTOR	1	1	1	1	
ADMINISTRATIVE SUPPORT	50%	50%	50%	50%	

2011-2012 BUDGET HIGHLIGHTS
 * COMPUTER FOR OFFICE ASSISTANT (1/2) \$800

2011-2012 GOALS AND OBJECTIVES:
GOAL: TO REVIEW AND COMPARE EMPLOYEE BENCHMARK INFORMATION AGAINST LIKE ORGANIZATIONS.

OBJECTIVE: TO REVIEW EMPLOYEE'S TURNOVER RATE.
TO REVIEW NUMBER OF EMPLOYEES PER POPULATION
TO REVIEW EMPLOYEE INJURY RATE.

GOAL: TO IDENTIFY EMPLOYEES WHO ARE CAPABLE OF ASSUMING GREATER RESPONSIBILITY.

OBJECTIVE: TO DEVELOP AN IN-HOUSE SELECTION AND TRAINING PROGRAM
TO DEVELOP EMPLOYEE EVALUATION TRAINING PROGRAM.

GENERAL FUND

FINANCE DEPARTMENT

The Finance Department consists of one Finance Director and shares an Office Assistant with the Human Resources Department. The Finance Director is responsible for the disbursement and accounting of revenues and expenditures for the City. Work involves supervision of the budget, purchasing, accounting, utility billing and collections, general revenue collections and payroll operations. Work is performed in accordance with established municipal finance procedures, local ordinances and North Carolina General Statutes, governing the responsibilities of local government accountants. Work is performed under the administrative guidance of the City Manager and is evaluated through conferences, reports, and by the independent audit of the financial records.

FINANCE DEPARTMENT	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$134,464	\$137,729	\$137,385	\$137,780	0.04%
OPERATING EXPENSE	\$12,442	\$14,925	\$13,713	\$22,715	52.19%
CAPITAL	\$0	\$0	\$0	\$800	
TOTAL EXPENDITURES	\$146,906	\$152,654	\$151,098	\$161,295	5.66%
LESS MANAGEMENT FEES			(\$120,878)	(\$115,000)	
EXPENDITURES LESS FEES			\$30,220	\$46,295	
STAFFING					
DIRECTOR	1	1	1	1	
ADMINISTRATIVE SUPPORT	50%	50%	50%	50%	

2011-2012 BUDGET HIGHLIGHTS

- * COMPUTER FOR OFFICE ASSISTANT (1/2) \$800
- * TO CONTRACT WITH A COMPANY TO DESIGN BUILDING FOR CITY HALL

2011-2012 GOALS AND OBJECTIVES:

GOAL: TO PROVIDE FINANCIAL INFORMATION IN AN ACCURATE, EFFICIENT AND TIMELY MANNER

**OBJECTIVE: TO RECEIVE AN UNQUALIFIED AUDIT OPINION
TO REDUCE THE NUMBER OF ACCOUNTING JOURNALS MADE BY AUDITOR**

GENERAL FUND

ACCOUNTING DEPARTMENT

The Accounting Division consists of two employees who ensure accurate maintenance of the City's general accounting records in accordance with local, state, and federal regulations; prepares payroll checks and maintains individual earnings records; prepares accounts payable checks; monitors cash flow and invests City funds as appropriate. Employees assist in year end audit, generate a variety of financial reports, handle purchasing requests, track grants and help in budget preparation. Work is performed under the guidance of the Finance Director.

ACCOUNTING DEPARTMENT	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$109,947	\$113,610	\$113,457	\$113,447	-0.14%
OPERATING EXPENSE	\$12,900	\$13,520	\$12,835	\$13,785	1.96%
CAPITAL	\$0	\$6,000	\$4,800	\$3,400	-43.33%
TOTAL EXPENDITURES	\$122,847	\$133,130	\$131,092	\$130,632	-1.88%
LESS MANAGEMENT FEES			(\$100,874)	(\$95,000)	
EXPENDITURES LESS FEES			\$30,218	\$35,632	
STAFFING					
SENIOR ACCOUNTING TECH.		1	1	1	1
ACCOUNTING TECH.		1	1	1	1
2011-2012 BUDGET HIGHLIGHTS					
* ADD SHELVING FOR STORAGE				\$1,000	
* ONE TIME FEE FOR USING PLAIN PAPER TO PRINT CHECKS				\$2,400	

2011-2012 GOALS AND OBJECTIVES:

GOAL: TO PROVIDE FINANCIAL INFORMATION IN AN ACCURATE, EFFICIENT AND TIMELY MANNER

OBJECTIVE: TO CLOSE MONTH END PROCESS WITHIN 15 DAYS OF MONTH END.

GENERAL FUND

TAXATION

This department consists of a Tax Collector who is responsible for administering the City's tax collection program; developing and implementing programs to collect delinquent taxes; coordinating tax billings with the county and handling more complex inquiries regarding City taxes. This person is also responsible for billing and administering the City's Privilege Licenses. This person works under the direction of the Finance Director and is evaluated through conferences and by review of records and reports to determine the effectiveness of collection methods, legal compliance with applicable statutes, and independent audit of the financial records.

TAXATION DEPARTMENT	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED ACTUAL	APPROVED BUDGET	% DIFF. 2011 VS 2012
EXPENDITURES					
PERSONNEL	\$51,505	\$52,812	\$52,372	\$52,982	0.32%
OPERATING EXPENSE	\$26,454	\$33,535	\$26,521	\$33,825	0.86%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES	\$77,959	\$86,347	\$78,893	\$86,807	0.53%
STAFFING					
TAX COLLECTOR	1	1	1	1	

2011-2012 BUDGET HIGHLIGHTS

2011-2012 GOALS AND OBJECTIVES:

GOAL: TO BALANCE THE NEEDS OF CITIZENS AND STILL BE FISCALLY RESPONSIBLE TO THE CITY.

OBJECTIVE: TO TRACK DEBT COLLECTION.

GOAL: TO PROVIDE QUARTERLY INFORMATION ON REVENUE OF BUSINESS LICENSES.

GENERAL FUND

BUILDING MAINTENANCE

This department consist of one employee who is responsible for the cleaning and maintenance of the Barrett Building, City Hall and Emma Ruth Library. Work is performed and supervised under the Public Utilities Director.

BUILDING MAINTENANCE	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED ACTUAL	APPROVED BUDGET	% DIFF. 2011 VS 2012
EXPENDITURES					
PERSONNEL	\$26,151	\$33,370	\$34,133	\$33,665	0.88%
OPERATING EXPENSE	\$16,201	\$19,853	\$19,128	\$30,120	51.72%
CAPITAL	\$0	\$41,000	\$39,950	\$3,000	-92.68%
TOTAL EXPENDITURES	\$42,352	\$94,223	\$93,211	\$66,785	-29.12%

STAFFING	2009-2010	2010-2011	2010-2011	2011-2012
CUSTODIAN	1	1	1	1

2011-2012 BUDGET HIGHLIGHTS

* REPLACE ICE MAKER \$3,000

2011-2012 GOALS AND OBJECTIVES:

GOAL: TO REVIEW THE BUILDING NEEDS OF THE CITY HALL AND BARRETT BUILDINGS.

OBJECTIVE: TO SERVICE HVAC UNITS.

GOAL: TO EVALUATE QUALITY OF CLEANLINESS OF BUILDINGS AT CITY HALL & BARRETT BUILDING.

GENERAL FUND

ADMINISTRATION/DEVELOPMENT

This department represents 1 Administration Office Assistant for the Barrett Building. This Office Assistant is shared with Planning and GIS Department.

ADMINISTRATION/DEVELOPMENT	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$172,868	\$177,298	\$109,560	\$53,558	-69.79%
OPERATING EXPENSE	\$9,561	\$15,776	\$14,752	\$13,605	-13.76%
CAPITAL	\$0	\$1,850	\$1,850	\$0	
TOTAL EXPENDITURES	\$182,429	\$194,924	\$126,162	\$67,163	-65.54%

STAFFING

DIRECTOR	1	1	1	0
ADMINISTRATIVE SUPPORT	1	1	1	1

2011-2012 BUDGET HIGHLIGHTS

2011-2012 GOALS AND OBJECTIVES:

GOAL: TO PROVIDE A CUSTOMER FRIENDLY ATMOSPHERE FOR SERVICES IN THE BARRETT BUILDING.

OBJECTIVE: TO BE AVAILABLE TO MEET CITIZENS AND PROVIDE DIRECTION FOR SERVICES.

GOAL: TO DEVELOP CONTENT AND WORK WITH DEPARTMENTS TO KEEP WEBSITE UP TO DATE.

GENERAL FUND

PLANNING AND DEVELOPMENT

This department consist of two employees who are responsible for zoning, land use, code enforcement and related planning functions for the City. Work is performed independently and includes providing staff support to assigned commissions and boards, performing site reviews, enforcing ordinances and policies, and preparing special studies, projects, and reports for planning processes. Work is performed under general supervision and is evaluated based on conferences, review of assignments, and acceptance of work by the City's citizens.

PLANNING	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
			ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$134,518	\$142,562	\$138,764	\$160,046	12.26%
OPERATING EXPENSE	\$9,046	\$36,874	\$38,104	\$39,885	8.17%
CAPITAL	\$0	\$0	\$0	\$0	
TOTAL EXPENDITURES	\$143,564	\$179,436	\$176,868	\$199,931	11.42%

STAFFING					
CODE PLANNER/ENFORCER		2	2	2	2.5

2011-2012 BUDGET HIGHLIGHTS
 * TO HIRE PART TIME PERSON TO CROSS TRAIN.

2011-2012 GOALS AND OBJECTIVES:
GOAL: TO CONTINUE TO OPERATE EFFICIENTLY AND PROVIDE CROSS TRAINING FOR NEW EMPLOYEE WITH ANTICIPATED RETIREMENT OF LONG TIME EMPLOYEE.

OBJECTIVE: REPORT NUMBER OF ZONING AN NUISANCE VIOLATIONS AND CITIZENS COMPLAINTS
REPORT NUMBER OF ABANDONED/JUNKED/NUISANCE VEHICLES
REPORT NUMBER OF PERMITS ISSUED OR DENIED

GENERAL FUND

GIS

This department consists of one employee who is responsible for specialized technical duties in support of the professional engineering work for the infrastructure for the City. This employee serves as the GIS coordinator for the City and Scotland County. The goal is to provide technology service function supporting improved City services through leadership in the creation, maintenance, utilization, and analysis of geographic information and by facilitating access to the information by end users.

GIS	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$76,847	\$78,581	\$78,678	\$78,415	-0.21%
OPERATING EXPENSE	\$19,476	\$25,393	\$24,443	\$26,310	3.61%
CAPITAL	\$0	\$9,000	\$8,700	\$1,200	-86.67%
TOTAL EXPENDITURES	\$96,323	\$112,974	\$111,821	\$105,925	-6.24%
LESS MANAGEMENT FEES			(\$78,107)	(\$65,000)	
EXPENDITURES LESS FEES			\$33,714	\$40,925	
STAFFING					
GIS ADMINISTRATOR		1	1	1	1

2011-2012 BUDGET HIGHLIGHTS

* STORAGE BOX 8 GB FOR GIS \$1,200

2011-2012 GOALS AND OBJECTIVES:

GOAL: TO BALANCE THE NEEDS OF THE CITY AND COUNTY BY PROVIDING GIS SERVICE.

OBJECTIVE: REPORT ON NUMBER OF REQUEST OF MAPS FROM CITY, COUNTY AND PRIVATE INDUSTRY.

GENERAL FUND

GROUNDS MAINTENANCE

This department consists of three employees responsible for implementing horticulture and landscape work involving the care, improvement, and beautification of public grounds. These employees work under the supervision of the Public Utilities Director.

GROUNDS MAINTENANCE	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED ACTUAL	APPROVED BUDGET	% DIFF. 2011 VS 2012
EXPENDITURES					
PERSONNEL	\$163,401	\$121,453	\$101,650	\$120,402	-0.86%
OPERATING EXPENSE	\$59,701	\$17,910	\$14,076	\$61,521	243.50%
CAPITAL	\$54,644	\$55,000	\$57,000	\$0	-100.00%
TOTAL EXPENDITURES	\$277,746	\$194,363	\$172,726	\$181,923	-6.40%

STAFFING

SUPERVISOR	1	1	1	0
LEAD LANDSCAPE WORKER	0	0	0	1
LANDSCAPE WORKER	3	3	3	2

2011-2012 BUDGET HIGHLIGHTS

2011-2012 GOALS AND OBJECTIVES:

GOAL: TO CONTINUE TO PROVIDE LANDSCAPING AND BEAUTIFICATION TO THE CITY INFRASTRUCTURE.

OBJECTIVE: CONTINUE TREE PLANTING

BEAUTIFY AND CLEAN DOWNTOWN AREA

CONTINUE TO MAINTAIN AND BEAUTIFY HIGHLY VISIBLE STATE RIGHT OF WAYS.

TO PROVIDE ARBORIST TRAINING FOR AN EMPLOYEE.

**GENERAL FUND
CEMETERY**

This department consists of four employees responsible for maintenance of horticultural practices for the City cemetery. These employees work under the supervision of the Public Utilities Director.

CEMETERY	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$192,252	\$196,367	\$194,476	\$193,895	-1.26%
OPERATING EXPENSE	\$18,330	\$20,980	\$21,273	\$22,456	7.04%
CAPITAL	\$2,815	\$0	\$0	\$2,000	#DIV/0!
TOTAL EXPENDITURES	\$213,397	\$217,347	\$215,749	\$218,351	0.46%

STAFFING	2009-2010	2010-2011	2010-2011	2011-2012
SUPERVISOR	1	1	1	1
LANDSCAPE WORKER	3	3	3	3

2011-2012 BUDGET HIGHLIGHTS

* MARKERS FOR NEW SECTION \$2,000

GOAL: TO CONTINUE TO PROVIDE LANDSCAPING AND BEAUTIFICATION TO THE CITY CEMETERY.

**OBJECTIVE: TO TRACK SALE OF PLOTS.
TO IMPLEMENT NEW CEMETERY FEE SYSTEM.**

GENERAL FUND

POLICE

The Police Department is the primary provider of law enforcement services for the City of Laurinburg. The men and women of the Police Department are sworn professionals dedicated to serving, protecting and caring for the City. The department offers a wide range of services and employment opportunities with a staff of 46 employees. The department consists of 1 Chief, 1 Captain, 1 Administrative Support Personnel, 5 Telecommunicators, 4 Detectives, 1 Detective/Crime Scene Investigator, 2 Narcotic Detectives, 29 Police Officers and 2 School Resource Officers. Each Police shift consist of a 12 hour work day with a Lieutenant and Sergeant responsible for leadership on each shift.

POLICE	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$2,470,654	\$2,589,633	\$2,557,080	\$2,585,760	-0.15%
OPERATING EXPENSE	\$330,089	\$386,444	\$367,083	\$443,100	14.66%
CAPITAL	\$224,521	\$179,430	\$188,690	\$134,500	-25.04%
TOTAL EXPENDITURES	\$3,025,264	\$3,155,507	\$3,112,853	\$3,163,360	0.25%
STAFFING					
CHIEF	1	1	1	1	
CAPTAIN	1	1	1	1	
ADMINISTRATIVE	1	1	1	1	
TELECOMMUNICATOR	6	6	6	6	
DETECTIVE	4	4	4	4	
NARCOTIC	2	2	2	2	
DETECTIVE/CRIME SCENE	1	1	1	1	
LIEUTENANT	4	4	4	4	
SERGEANT	4	4	4	5	
SCHOOL RESOURCE OFFICER	2	2	2	2	
POLICE OFFICER	22	22	22	21	
STAFFING-TOTAL	48	48	48	48	

2011-2012 BUDGET HIGHLIGHTS

* TO UPDATE 25 CAR RADIOS, 39 WALKIES, MOBILE RADIOS AND REPEATER TOTAL
 REPLACE 1 K-9 DOG, 3 POLICE VEHICLES \$134,500

**GOAL: TO PROVIDE ETHICAL AND PROFESSIONAL PUBLIC SAFETY SERVICE. TO TRANSITION ANIMAL CONTROL INTO THE POLICE DEPARTMENT.
 TO ACTIVATE COMPUTER AID DISPATCH AND MOBILE DISPATCH.**

**OBJECTIVE: TO TRAIN ANIMAL CONTROL ON PROCESSES AND PROCEDURES OF THE POLICE DEPARTMENT.
 TO REDUCE PAPER WORK AND TIME FOR DISPATCH AND ENABLE OFFICERS
 TO SPEND MORE TIME IN THE FIELD INSTEAD OF BRINGING REPORTS TO THE OFFICE**

**GENERAL FUND
FIRE**

The Fire Department is the primary provider for Fire protection for the citizens of the City of Laurinburg. This department consists of 6 full time employees: 1 Office Assistant, 3 Fire Engineers, 2 Fire Engineers/Inspectors and 1 Volunteer Fire Chief. This department conducts code inspections to assist in the reduction and prevention of fires. This department is responsible for the maintenance of 2 fire stations and is in operation 24 hours a day. There are 32 people who volunteer their time and based on the National Volunteer Fire Council these volunteers save the citizens approximately \$4 million annually.

FIRE	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$342,521	\$385,263	\$366,250	\$388,779	0.91%
OPERATING EXPENSE	\$150,303	\$174,800	\$188,044	\$226,765	29.73%
CAPITAL	\$95,821	\$122,049	\$122,849	\$101,700	-16.67%
TOTAL EXPENDITURES	\$588,645	\$682,112	\$677,143	\$717,244	5.15%

STAFFING	2009-2010	2010-2011	2010-2011	2011-2012
			ESTIMATED	APPROVED
	ACTUAL	BUDGET	ACTUAL	BUDGET
CHIEF (PART TIME)	1	1	1	1
OFFICE ASSISTANT/DISPATCH	1	1	1	1
FIRE LIEUTENANT/INSPECTOR	2	2	2	2
FIRE INSPECTOR	1	1	1	1
FIRE ENGINEER	2	2	2	2
STAFFING-TOTAL	7	7	7	7

2011-2012 BUDGET HIGHLIGHTS

* TO REPLACE 5 AIR PACKS, PORTABLE FLOW AND PRESSURE METER FOR HYDRANT TESTING, 2 NEW LAWN TRACTORS \$101,700

GOAL: TO PROVIDE ETHICAL AND PROFESSIONAL SERVICE IN PARTNERSHIP WITH CITIZENS TO IDENTIFY, PREVENT, PROTECT, AND PRESERVE LIFE AND PROPERTY OF FIRE THEREBY IMPROVING THE QUALITY OF LIFE IN OUR COMMUNITY.

**OBJECTIVE: TO TRAIN FULL-TIME STAFF AS CERTIFIED FIRE CODE OFFICIALS.
TO TRACK NUMBER OF FIRE INSPECTIONS.**

GOAL: TO IMPROVE FIRE SERVICE WITH THE DELIVERY OF A NEW PUMPER TRUCK

GENERAL FUND

RESCUE

This department is the only rescue provider for Scotland County. They provide technical rescue, vehicle extrication, dive, water rescue emergency and medical response. This department's expenses are shared 50% by Scotland County and consist of 40 volunteers.

RESCUE	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$0	\$50	\$0	\$50	0.00%
OPERATING EXPENSE	\$24,996	\$36,300	\$27,000	\$36,300	0.00%
CAPITAL	\$54,746	\$63,650	\$55,000	\$34,650	-45.56%
TOTAL EXPENDITURES	\$79,742	\$100,000	\$82,000	\$71,000	-29.00%

STAFFING	2009-2010	2010-2011	2010-2011	2011-2012
VOLUNTEER	39	41	41	38

2011-2012 BUDGET HIGHLIGHTS

* TO REPLACE TURN OUT GEAR, DIVING GEAR AND OTHER ESSENTIAL SAFETY EQUIPMENT FOR VOLUNTEERS \$34,650

GOAL: TO PROVIDE ETHICAL AND PROFESSIONAL SERVICE FOR CITIZENS THROUGH OUR VOLUNTEERS BY PROVIDING QUICK RESPONSE TIME TO IMPROVE THE QUALITY OF LIFE FOR OUR CITIZENS.

OBJECTIVE: TO TRACK NUMBER OF CALLS RESPONDED BY VOLUNTEERS.

GENERAL FUND

ADMINISTRATION/PUBLIC WORKS

ADMINISTRATION/PUBLIC WORKS	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED ACTUAL	APPROVED BUDGET	% DIFF. 2011 VS 2012
EXPENDITURES					
PERSONNEL	\$36,643	\$39,938	\$38,625	\$24,420	-38.86%
OPERATING EXPENSE	\$6,522	\$7,810	\$6,901	\$8,132	4.12%
CAPITAL	\$0	\$0	\$0	\$0	0.00%
TOTAL EXPENDITURES	\$43,165	\$47,748	\$45,526	\$32,552	-31.83%

STAFFING

DIRECTOR	1/4	1/4	1/4	1/4
OFFICE ASSISTANT	1/4	1/4	1/4	1/4

2011-2012 BUDGET HIGHLIGHTS

GOAL: TO PROVIDE A CUSTOMER FRIENDLY ATMOSPHERE FOR SERVICES FOR PUBLIC WORKS.

OBJECTIVE: TO BE AVAILABLE TO MEET CITIZENS AND PROVIDE DIRECTION FOR SERVICES.
TO ENSURE EMPLOYEES ARE TRAINED AND HAVE THE OPPORTUNITY TO ADVANCE.

GENERAL FUND

STREETS & HIGHWAYS

This department consists of 9 employees and 85% of their work is done in Streets and Highways. Their duties include, structure demolition, material hauling, street rehabilitation, tree trimming/removal, pothole repairs, code enforcement for lot mowing, maintenance of 96 miles of roads and sidewalks, shoulder repairs, road stripping, sidewalk and curb re-construction, mosquito program and specialty sign manufacturing. These employees work under the supervision of the Public Utilities Director.

STREETS & HIGHWAYS	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED ACTUAL	APPROVED BUDGET	% DIFF. 2011 VS 2012
EXPENDITURES					
PERSONNEL	\$435,374	\$376,322	\$371,417	\$373,696	-0.70%
OPERATING EXPENSE	\$247,052	\$270,252	\$250,975	\$262,012	-3.05%
CAPITAL	\$247,977	\$368,400	\$178,000	\$392,700	6.60%
TOTAL EXPENDITURES	\$930,403	\$1,014,974	\$800,392	\$1,028,408	1.32%

STAFFING	2009-2010	2010-2011	2010-2011	2011-2012
DIRECTOR	1/4	1/4	1/4	1/4
SUPERVISOR	1	1	1	1
STREET SIGN MARKING SPECIALIST	1	1	1	1
STREET MAINTENANCE WORKER	2	2	2	2
EQUIPMENT OPERATOR I	5	5	5	3
EQUIPMENT OPERATOR II	2	2	2	2
STAFFING-TOTAL	11.4	11.4	11.4	9.4

2011-2012 BUDGET HIGHLIGHTS TOTAL

* PAVING, RESURFACING, PARKING LOT AT PUBLIC WORKS,
 20% OF BRIDGE REPAIR (COMMON WEALTH)
 FINANCED EQUIPMENT FROM PRIOR YEAR, REPLACE 1/2 TRACTOR,
 DITCH BANK CUTTER, AND TRUCK \$392,700

**GOAL: TO CONTINUE TO PAVE STREETS AND IMPROVE THE CLEANLINESS OF PAVED STREETS.
 TO IDENTIFY AREA FOR SIDEWALK REPAIR/CONSTRUCTION**

**OBJECTIVE: TO TRACK NUMBER OF POT HOLES REPAIRED.
 TO TRACK STREET SWEEPING IN MILES.
 TO TRACK SIDEWALK REPAIRS.**

GENERAL FUND

STORM DRAINAGE

This department consists of 10 employees and 15% of their work is done in Storm Drainage. They maintain over 48 miles of storm drainage through construction and maintenance of street sweeping and drainage ditches. These employees work under the supervision of the Public Utilities Director.

STORM DRAINAGE	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
			ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$70,029	\$76,634	\$73,325	\$78,153	1.98%
OPERATING EXPENSE	\$66,566	\$77,209	\$72,140	\$82,138	6.38%
CAPITAL	\$0	\$0	\$0	\$54,500	0.00%
TOTAL EXPENDITURES	\$136,595	\$153,843	\$145,465	\$214,791	39.62%

STAFFING	2009-2010	2010-2011	2010-2011	2011-2012
			ACTUAL	BUDGET
DIRECTOR	1/4	1/4	1/4	1/4
SUPERVISOR	1	1	1	1
STREET SIGN MARKING SPECIALIST	1	1	1	1
STREET MAINTENANCE WORKER	2	2	2	2
EQUIPMENT OPERATOR I	5	5	5	3
EQUIPMENT OPERATOR II	2	2	2	2
STAFFING-TOTAL	11.4	11.4	11.4	9.4

2011-2012 BUDGET HIGHLIGHTS

- * REPLACE 1/2 TRACTOR, DITCH BANK CUTTER, TRUCK
- * CULVERTS IN LAKEWOOD HILLS \$54,500

GOAL: TO CONTINUE CLEAN STORM DRAINS.

**OBJECTIVE: TO TRACK NUMBER OF DITCHES CLEANED IN FEET.
TO TRACK NUMBER OF CATCH BASINS CLEANED.**

GENERAL FUND

FUEL FACILITY

The joint City/Scotland County Fueling Facility is located at Public Works. This facility ensures the availability of unleaded and diesel fuel needed to operate all City and County vehicles and equipment. This facility is jointly funded by the City of Laurinburg and Scotland County. This department is the responsibility of the General Services Director.

FUEL FACILITY	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$7,935	\$12,646	\$12,646	\$12,721	0.60%
OPERATING EXPENSE	\$14,811	\$20,310	\$14,178	\$18,650	-8.17%
CAPITAL	\$0	\$100,000	\$260,687	\$0	0.00%
TOTAL EXPENDITURES	\$22,746	\$132,956	\$287,511	\$31,371	-76.40%
STAFFING					
DIRECTOR	1/10	1/10	1/10	1/10	
OFFICE ASSISTANT	1/10	1/10	1/10	1/10	

2011-2012 BUDGET HIGHLIGHTS

GOAL: TO CONTINUE TO PROVIDE FUEL SERVICE TO CITY AND COUNTY EMPLOYEES.

OBJECTIVE:

GENERAL FUND

GARAGE

This department consists of 6 employees and is responsible for the maintenance and repair of approximately 484 pieces of vehicles and equipment. This includes 149 cars and trucks and 335 pieces of "off-road" equipment, such as tractors and lawnmowers. All service records for vehicles and equipment are maintained by the Garage.

GARAGE	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED ACTUAL	APPROVED BUDGET	% DIFF. 2011 VS 2012
EXPENDITURES					
PERSONNEL	\$340,033	\$355,456	\$339,408	\$347,477	-2.24%
OPERATING EXPENSE	\$30,938	\$35,583	\$34,793	\$37,450	5.25%
CAPITAL	\$0	\$4,000	\$3,319	\$10,500	0.00%
TOTAL EXPENDITURES	\$370,971	\$395,039	\$377,520	\$395,427	0.10%

STAFFING	2009-2010	2010-2011	2010-2011	2011-2012
DIRECTOR	1/2	1/2	1/2	1/2
AUTO PARTS SPECIALIST	1	1	1	1
EQUIPMENT SERVICE SUPERVISOR	1	1	1	1
EQUIPMENT MECHANIC II	2	2	2	2
EQUIPMENT MECHANIC I	2	2	2	2

2011-2012 BUDGET HIGHLIGHTS

- * REPLACE DRILL PRESS AND PORTA POWER SAW \$2,000
- * REPLACE HYDRAULIC GAUGE SET FOR FAN & OIL FILTER CRUSHER \$8,500

GOAL: TO PROVIDE QUALITY SERVICE FOR ALL CITY EQUIPMENT.

OBJECTIVE: TRACK FLEET WORK ORDER LISTS.

GENERAL FUND

ANIMAL CONTROL

Animals are an important part of the lives of people, either as pets, protection or for pleasure in just feeding and watching them as in the case of wildlife. Most people consider their dog or cat to be part of the family. This is evident in the amount of money owners are willing to spend on their pets for specialty foods, toys and trips to the vet. The City of Laurinburg Animal Control Department realizes this and has made part of its mission to help improve the lives of all animals within the City. This has been done by passing new ordinances and implementing several different programs whose purpose was to help reduce the overpopulation of our dogs and cats. This department consists on 1 employee and is under the direction of the General Services Director.

ANIMAL CONTROL	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$61,376	\$40,765	\$42,045	\$44,751	9.78%
OPERATING EXPENSE	\$5,151	\$8,032	\$7,564	\$8,435	5.02%
CAPITAL	\$0	\$0	\$0	\$0	0.00%
TOTAL EXPENDITURES	\$66,527	\$48,797	\$49,609	\$53,186	9.00%

STAFFING	2009-2010	2010-2011	2010-2011	2011-2012
ANIMAL CONTROL OFFICER		1	1	1

2011-2012 BUDGET HIGHLIGHTS

GOAL: TO ENCOURAGE SPADE AND NEUTERING PROGRAM.
TO IDENTIFY AND CONTROL ANIMALS THAT ARE DANGEROUS TO CITIZENS.
 TO IMPROVE ANIMAL COVERAGE BY RELOCATING POSITION OT THE POLICE DEPARTMENT.

OBJECTIVE: TO TRACK PENALTIES AND FINES IN THE CITY LIMIT.

**GENERAL FUND
BUILDING MAINTENANCE**

This department is located at Public Works and provides custodial services to all offices and buildings at this location. In addition, it oversees maintenance needs for any of the building and shelters at public works. This department consists of 1 employee and is under the supervision of the General Services Director. For the 2010-2011 budget year this department's cost will be split between the Electric and Water/Sewer Funds to adequately share costs for the Enterprise Funds.

BUILDING MAINTENANCE	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$26,893		\$0	\$0	\$0
OPERATING EXPENSE	\$11,457		\$0	\$0	\$0
CAPITAL	\$0		\$0	\$0	\$0
TOTAL EXPENDITURES	\$38,350		\$0	\$0	\$0
 STAFFING					
CUSTODIAN		1	1	1	0

2011-2012 BUDGET HIGHLIGHTS

* THIS EMPLOYEE HAS BEEN MOVED TO ELECTRIC AND WATER/SEWER FUND

GENERAL FUND

NON-DEPARTMENTAL

This department consists of contractual commitments, memberships, programs, transfers and other expenditures not directly related to specific operations of the City.

NON-DEPARTMENTAL	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
EXPENDITURES	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
TOTAL EXPENDITURES	\$444,987	\$490,314	\$398,600	\$461,500	-5.88%

2011-2012 BUDGET HIGHLIGHTS

- * FUNDING FOR SCOTLAND COUNTY CHAMBER OF COMMERCE
- * FUNDING FOR SCOTLAND COUNTY ECONOMIC DEVELOPMENT
- * FUNDING FOR SCOTLAND COUNTY HUMANE SOCIETY
- * FUNDING FOR YOUTH COUNCIL
- * FUNDING FOR ELECTIONS

GENERAL FUND

CONTINGENCY

This department consists of money for unanticipated expenses within the budget year. This money cannot be spent without allocation by the City Council through an amendment and in an open Council session.

CONTINGENCY	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
EXPENDITURES	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
TOTAL EXPENDITURES	\$0	\$206,730	0	\$247,439	19.69%

2011-2012 BUDGET HIGHLIGHTS

* MONEY UNAPPROPRIATED IN 2011-2012 BUDGET. CITY COUNCIL MAY APPROPRIATE AT THEIR DISCRETION OR MONEY CAN REMAIN IN FUND BALANCE.

SUMMARY

GENERAL FUND

	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
			ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$5,164,147	\$5,281,754	\$5,104,660	\$5,151,689	-2.46%
OPERATING EXPENSE	\$1,231,239	\$1,409,368	\$1,339,927	\$1,593,427	13.06%
CAPITAL	\$681,651	\$958,471	\$920,845	\$741,495	-22.64%
NON-DEPARTMENT	\$444,987	\$490,314	\$398,600	\$461,500	-5.88%
CONTINGENCY	\$0	\$206,730	\$0	\$247,439	19.69%
LESS MANAGEMENT FEES			(\$713,179)	(\$680,000)	
TOTAL GENERAL FUNDS	\$7,522,024	\$8,346,637	\$7,050,853	\$7,515,550	-9.96%

GENERAL FUND

	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
			ACTUAL	BUDGET	2011 VS 2012
REVENUES	\$7,833,193	\$8,346,633	\$7,502,964	\$7,515,550	-9.96%
EXPENDITURES	\$7,522,024	\$8,346,637	\$7,050,853	\$7,515,550	-9.96%
TOTALS	\$311,169	-\$4	\$452,111	\$0	

**GENERAL FUND
CAPITAL /ONE TIME EXPENSES**

DETAILED FINANCING OF CAPITAL ITEMS

DESCRIPTION	DEPT	BUDGET AMOUNT	FINANCING AMOUNT	NUMBER OF YEARS
GOVERNING BODY-RECORDING EQUIPME	410	\$1,745		
PERSONNEL/FINANCE- 1 COMPUTER	421/441	\$1,600		
ACCOUNTING-SHELVES	441	\$1,000		
BUILDING MAINTENANCE-ICE MAKER	500	\$3,000		
GIS-GPS(8 GB STORAGE)	504	\$1,200		
CEMETERY-MARKERS	506	\$2,000		
POLICE- 3 CARS	510	\$85,000		
POLICE- K-9 DOG	510	\$7,500		
POLICE-CHANGE DUE TO FEDERAL	510	\$42,000		
FIRE-HYDRANT TESTING METER	530	\$16,300		
FIRE- 2 TRACTORS	530	\$10,400		
RESCUE-RADIOS, GEAR, HELMETS	535	\$31,000		
RESCUE-AIR BAGS, MEDIC BAGS	535	\$3,650		
STREETS & HIGHWAY- BRIDGE	562	\$80,000		
STREETS & HIGHWAY-PAVING **	562	\$130,000		
STREETS & HIGHWAYS-PUBLIC WORKS LC	562	\$80,000		
STREETS/STORM- TRUCK	562/563	\$22,000		
STREETS/STORM- TRACTOR	562/563	\$58,000		
STREETS/STORM- DITCH BANK CUTTER	562/563	\$20,000		
STORM DRAINAGE-LAKEWOOD HILLS	563	\$4,500		
GARAGE-DRILL PRESS	565	\$1,000		
GARAGE-SAW	565	\$1,000		
NON-DEPARTMENTAL-YOUTH COUNCIL	660	\$7,500		
NON-DEPARTMENTAL-RECREATION	660	\$20,000		
TOTAL		\$630,395	\$0	\$0

* FUNDED OUT OF PROPOSED BUDGET

** MONEY MOVED FROM RESERVED FUND BALANCE (POWELL BILL)

GENERAL FUND
PREVIOUSLY FINANCED CAPITAL ITEMS

ONGOING CAPITAL ITEMS FINANCED IN PREVIOUS YEARS

	TOTAL	FINANCED
STREETS/HIGHWAY-SWEEPER	\$154,192	\$32,700 PAY OFF 2016
FIRE-LADDER TRUCK	\$456,000	\$75,307 PAY OFF 2013

ELECTRIC FUND

REVENUES

ITEMS OF REVENUE	Summary				
	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED ACTUAL	APPROVED BUDGET	% DIFF. 2011 VS 2012
INTEREST	\$16,991	\$100,000	\$16,991	\$10,000	-90.00%
CHARGES FOR UTILITIES	\$15,660,457	\$16,630,000	\$16,500,000	\$16,500,000	-0.78%
RECONNECTION FEES & PENALTIES	\$90,000	\$118,997	\$90,000	\$118,997	0.00%
RENTAL OF POLES	\$114,557	\$75,000	\$114,557	\$75,000	0.00%
INTERNET	\$2,087	\$180,533	\$140,000	\$42,600	-76.40%
GENERAL FUND UTILITY CHARGES	\$142,139	\$140,452	\$140,000	\$143,752	2.35%
WATER-SEWER UTILITY CHARGES	\$582,500	\$523,239	\$540,000	\$533,089	1.88%
SOLID WASTE UTILITY CHARGES	\$544	\$750	\$800	\$750	0.00%
FUND BALANCE APPROPRIATED	\$0	\$0	\$0	\$0	0.00%
MISCELLANEOUS REVENUE	\$96,777	\$286,400	\$192,452	\$325,400	13.62%
	\$16,706,052	\$18,055,371	\$17,734,800	\$17,749,588	-1.69%

2011-2012 BUDGET HIGHLIGHTS

* NO INCREASES IN UTILITY RATES

ELECTRIC FUND

BUILDING MAINTENANCE

This department is located at Public Works and provides custodial services to all offices and buildings at this location. In addition, it oversees maintenance needs for any of the building and shelters at public works. This department consists of 1 employee and is under the supervision of the General Services Director. For the 2010-2011 budget year this department's cost will be split between the Electric and Water/Sewer Funds to adequately share costs for the Enterprise Funds.

BUILDING MAINTENANCE	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$0	\$17,554	\$20,550	\$18,594	5.92%
OPERATING EXPENSE	\$0	\$6,025	\$5,286	\$6,025	0.00%
CAPITAL	\$0	\$2,750	\$2,100	\$4,750	72.73%
TOTAL EXPENDITURES	\$0	\$26,329	\$27,936	\$29,369	
STAFFING					
CUSTODIAN		0	0	0	50%

2011-2012 BUDGET HIGHLIGHTS

- * THIS EMPLOYEE IS SPLIT BETWEEN ELECTRIC AND WATER/SEWER FUND
- * ROOF AND PAINTING OF PUBLIC WORKS (1/2)

GOAL: TO PROVIDE A CLEAN WORKING ENVIRONMENT OF PUBLIC BUILDINGS.

OBJECTIVE: TO TRACK MAJOR REPAIRS.

ELECTRIC FUND

NON-DEPARTMENTAL

This department consists of contractual commitments, workers compensation, programs, transfers and other expenditures not directly related to specific operations of the City.

NON-DEPARTMENTAL	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
EXPENDITURES			ACTUAL	BUDGET	2011 VS 2012
TOTAL EXPENDITURES	\$1,099,618	\$1,153,955	\$1,093,453	\$1,133,955	-1.73%

2011-2012 BUDGET HIGHLIGHTS

- * FUNDING FOR MANAGEMENT FEES
- * FUNDING FOR WORKER'S COMPENSATION
- * CONTRIBUTION TO GENERAL FUND BASED ON COUNCIL'S ORDINANCE

ELECTRIC FUND

ELECTRIC ADMINISTRATION

The Electrical Administration Department insures effective and efficient operations by enforcing the department policies and providing administrative support to the Electrical Department. This department is under the supervision of the Electric Utilities Director.

ELECTRIC ADMINISTRATION	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$133,293	\$143,010	\$145,546	\$143,248	0.17%
OPERATING EXPENSE	\$16,391	\$135,674	\$125,822	\$47,809	-64.76%
CAPITAL	\$0	\$8,092	\$8,092	\$0	
TOTAL EXPENDITURES	\$149,684	\$286,776	\$279,460	\$191,057	-33.38%
STAFFING					
DIRECTOR	1	1	1	1	
ADMINISTRATION OFFICE ASSISTANT	40%	40%	40%	40%	
OFFICE ASSISTANT	40%	40%	40%	40%	

2011-2012 BUDGET HIGHLIGHTS

GOAL: TO PROVIDE PROFESSIONAL OFFICE SUPPORT FOR THE ELECTRICAL OPERATION DEPARTMENT.

OBJECTIVE: TO INITIATE WORK ORDER INFORMATION IN A TIMELY MANNER.

ELECTRIC FUND

CONSUMER BILLING & RECEIVING

This department is responsible for all revenue collections of funds for the City of Laurinburg. Collections include all electric and water bills for the City and Scotland County, East Laurinburg's garbage collection, City of Laurinburg taxes and Privilege Licenses. The other miscellaneous revenue collected includes false fire and police alarms, court costs, lot cutting, parking tickets, animal tags, vehicle gross receipts, yard sales, concessions and rentals and all work performed and billed at our Public Works Departments.

This department bills approximately 131,300 customers a year for their utility bills.

They are the front line department for the customers with complaints on utility services. Three meter readers are also located in the department and their primary responsibility is to read, cut in and cut off services for water and electric meters in the City and Scotland County. The department costs are shared by the Water/ Sewer and Electric Department. This department falls under the supervision of 1 Manager and is under the guidance of the Finance Director.

CONSUMER BILLING & RECEIVING	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$230,390	\$238,712	\$243,660	\$242,220	1.47%
OPERATING EXPENSE	\$142,582	\$151,722	\$125,211	\$159,191	4.92%
CAPITAL	\$1,670	\$5,000	\$5,000	\$7,575	51.50%
TOTAL EXPENDITURES	\$374,642	\$395,434	\$373,871	\$408,986	3.43%

STAFFING

MANAGER	1	1	1	1
SENIOR REPRESENTATIVE	1	1	1	1
ADMINISTRATION OFFICE ASSISTANT	1	1	1	1
REPRESENTATIVE	4	4	4	4
METER READER SUPERVISOR	1	1	1	1
METER READER	3	2	2	2

2011-2012 BUDGET HIGHLIGHTS

* CUSTOMER CARE PHONE SERVICE	AMOUNT
	\$6,075
* TO CONTRACT WITH A COMPANY TO DESIGN BUILDING FOR CITY HALL	

GOAL: PROVIDE CUSTOMER SERVICE WITH A HIGH LEVEL OF PROFESSIONALISM AND RESPONSIVENESS.

**OBJECTIVE: INSTALL CUSTOMER CARE PHONE SERVICE AND TRACK USAGE
INCREASE CUSTOMER SERVICE HOURS AND TRACK PAYMENT USAGE**

ELECTRIC FUND

ELECTRIC PURCHASES

This is the City's cost of the purchase of electrical power from NCEMPA. This area is drastically effected by weather conditions.

ELECTRIC PURCHASES	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
EXPENDITURES			ACTUAL	BUDGET	2011 VS 2012
TOTAL EXPENDITURES	\$14,540,147	\$14,653,517	\$14,550,000	\$14,503,420	-1.02%

2011-2012 BUDGET HIGHLIGHTS

* THIS INFORMATION IS PROVIDED BY THE CITY'S POWER PURCHASE AGENCY (NCEMPA)

ELECTRIC FUND

ELECTRICAL OPERATIONS

The Electrical Department is responsible for distribution of electrical services both overhead and underground to city electrical customers. These services also include area lighting, street lighting, hanging Christmas decorations, banners, and energy audits. This department also provides outside plant construction and maintenance of the City's Fiber Optic system. This department provides call response 24 hours a day, seven days a week. This department is under the supervision of the Electric Utilities Director.

ELECTRICAL OPERATIONS	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED ACTUAL	APPROVED BUDGET	% DIFF. 2011 VS 2012
EXPENDITURES					
PERSONNEL	\$422,895	\$467,677	\$430,942	\$437,348	-6.49%
OPERATING EXPENSE	\$216,233	\$192,543	\$179,827	\$212,271	10.25%
CAPITAL	\$626,065	\$456,500	\$461,174	\$585,200	28.19%
TOTAL EXPENDITURES	\$1,265,193	\$1,116,720	\$1,071,943	\$1,234,819	10.58%

STAFFING

LINE CREW SUPERVISOR	1	1	1	1
SERVICES TECH	1	1	1	1
ELECTRIC LINE TECH III	1	1	1	1
ELECTRIC LINE TECH II	2	2	2	2
ELECTRIC LINE TECH I	1	1	1	1
GROUND TECH	2	2	2	2

2011-2012 BUDGET HIGHLIGHTS

	AMOUNT
* REPLACE BREAKERS FOR SWITCHING STATION AND CONSTRUCTION	\$423,000
* SUBSTATION	\$152,000
* LM SWITCH TESTER	\$5,200

**GOAL: TO CONTINUE TO SUPPLY RELIABLE ELECTRIC SERVICE TO CUSTOMERS WITH LIMITED OUTAGES.
TO UPGRADE LIGHTENING ON MAIN ENTRANCES TO THE CITY**

**OBJECTIVE: TRACK THE NUMBER OF NEW STREET LIGHTS.
TRACK THE FOOTAGE OF PRIMARY OVERHEAD AND UNDERGROUND LINES.**

**ELECTRIC FUND
IT/FIBER OPTIC OPERATIONS**

This department is responsible for the Technology Division and recommends, implements and supports technology that enables City departments to provide superior services to constituents. This division works collaboratively with customers to understand and respond to the business needs of the organization and utilizes technology tools that are reliable, secure and effective. This department supports the fiber connection to Scotland County Government, Scotland County Schools and the City's Wireless Internet customers and canopy network. This department is under the guidance of the Electric Utilities Director.

FIBER OPTIC OPERATIONS	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$24,001	\$28,373	\$27,514	\$116,663	311.18%
OPERATING EXPENSE	\$40,339	\$108,611	\$98,064	\$114,114	5.07%
CAPITAL	\$58,378	\$90,000	\$42,200	\$0	-100.00%
TOTAL EXPENDITURES	\$122,718	\$226,984	\$167,778	\$230,777	1.67%

STAFFING				
TECHNOLOGY SPECIALIST	40%	40%	40%	2

2011-2012 BUDGET HIGHLIGHTS TOTAL

GOAL:

OBJECTIVE:

ELECTRIC FUND

CONTINGENCY

This department consists of money for unanticipated expenses within the budget year. This money cannot be spent without allocation by the City Council through an amendment and in an open Council session.

CONTINGENCY	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
EXPENDITURES			ACTUAL	BUDGET	2011 VS 2012
TOTAL EXPENDITURES	\$0	\$195,659	\$0	\$17,206	-91.21%

2011-2012 BUDGET HIGHLIGHTS

* MONEY UNAPPROPRIATED IN 201-2012 BUDGET. CITY COUNCIL MAY APPROPRIATE AT THEIR DISCRETION OR MONEY CAN REMAIN IN FUND BALANCE.

SUMMARY

ELECTRIC FUND

	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
			ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$810,579	\$895,326	\$868,212	\$958,072	7.01%
OPERATING EXPENSE	\$415,545	\$594,575	\$534,210	\$539,410	-9.28%
CAPITAL	\$686,113	\$562,342	\$518,566	\$597,525	6.26%
NON-DEPARTMENT	\$1,099,618	\$1,153,955	\$1,093,453	\$1,133,955	-1.73%
CONTINGENCY	\$0	\$195,659	\$0	\$17,206	-91.21%
POWER PURCHASES	\$14,540,147	\$14,653,517	\$14,550,000	\$14,503,420	-1.02%
TOTAL ELECTRIC FUNDS	\$17,552,002	\$18,055,374	\$17,564,441	\$17,749,588	-1.69%

ELECTRIC FUND

	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
			ACTUAL	BUDGET	2011 VS 2012
REVENUES	\$16,706,052	\$18,055,371	\$17,734,800	\$17,749,588	-1.69%
EXPENDITURES	\$17,552,002	\$18,055,374	\$17,564,441	\$17,749,588	-1.69%
TOTALS	-\$845,950	-\$3	\$170,359	\$0	

ELECTRIC FUND

CAPITAL/ ONE TIME EXPENSES

DETAILED FINANCING OF CAPITAL ITEMS

DESCRIPTION	DEPT	BUDGET AMOUNT	FINANCING AMOUNT	NUMBER OF YEARS
CONSUMER BILLING-CUSTOMER CARE PH	724	\$ 6,075		
ELECTRIC- LM SWITCH TESTER	832	\$ 5,200		
ELECTRIC-MAIN SUBSTATION UPGRADE	832	\$ 152,000		
ELECTRIC-4 BREAKERS	832	\$ 423,000		
TOTAL		\$586,275	\$0	

The above financing has been applied to the fund for the 2011-2012 Budget.

WATER AND SEWER FUND

REVENUES

ITEMS OF REVENUE	Summary				
	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED ACTUAL	APPROVED BUDGET	% DIFF. 2011 VS 2012
INTEREST	\$10,000	\$10,000	\$10,000	\$2,000	-80.00%
CHARGES FOR UTILITIES	\$4,404,981	\$5,101,000	\$4,404,981	\$5,101,000	0.00%
RECONNECTION FEES	\$31,727	\$30,000	\$31,727	\$30,000	0.00%
GRANTS	\$0	\$0	\$0	\$0	0.00%
WATER OPERATION FEE-COUNTY	\$95,762	\$100,000	\$95,762	\$100,000	0.00%
FUND BALANCE APPROPRIATED	\$0	\$0	\$0	\$206,199	
MISCELLANEOUS REVENUE	\$83,721	\$60,000	\$943,530	\$70,000	16.67%
TOTAL REVENUE	\$4,626,191	\$5,301,000	\$5,486,000	\$5,509,199	3.93%

2011-2012 BUDGET HIGHLIGHTS

* NO INCREASES IN UTILITY RATES

WATER AND SEWER FUND

BUILDING MAINTENANCE

This department is located at Public Works and provides custodial services to all offices and buildings at this location. In addition, it oversees maintenance needs for any of the buildings and shelters at public works. This department consists of 1 employee and is under the supervision of the General Services Director. For the 2010-2011 budget year this department's cost will be split between the Electric and Water/Sewer Funds to adequately share costs for the Enterprise Funds.

BUILDING MAINTENANCE	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
			ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$0	\$17,554	\$20,550	\$18,594	5.92%
OPERATING EXPENSE	\$0	\$6,025	\$5,286	\$6,025	0.00%
CAPITAL	\$0	\$2,750	\$2,100	\$4,750	72.73%
TOTAL EXPENDITURES	\$0	\$26,329	\$27,936	\$29,369	
STAFFING					
CUSTODIAN	0	0	0	50%	

2011-2012 BUDGET HIGHLIGHTS

- * THIS EMPLOYEE IS SPLIT BETWEEN ELECTRIC AND WATER/SEWER FUND
- * ROOF AND PAINTING OF PUBLIC WORKS (1/2)

GOAL: TO PROVIDE A CLEAN WORKING ENVIRONMENT OF PUBLIC BUILDINGS.

OBJECTIVE: TO TRACK MAJOR REPAIRS.

WATER AND SEWER FUND

NON-DEPARTMENTAL

This department consists of contractual commitments, workers compensation, programs, transfers, bond payment and interests and other expenditures not directly related to specific operations of the City.

NON-DEPARTMENTAL	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
EXPENDITURES	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
TOTAL EXPENDITURES	\$1,025,296	\$983,600	\$899,698	\$941,050	-4.33%

2011-2012 BUDGET HIGHLIGHTS

- * FUNDING FOR MANAGEMENT FEES
- * FUNDING FOR WORKER'S COMPENSATION
- * PAYMENT ON BONDS

WATER AND SEWER FUND

CONSUMER BILLING & RECEIVING

This department is responsible for all revenue collections of funds for the City of Laurinburg. Collections include all electric and water bills for the City and Scotland County, East Laurinburg's garbage collection, City of Laurinburg taxes and Privilege Licenses. The other miscellaneous revenue collected includes false fire and police alarms, court costs, lot cutting, parking tickets, animal tags, vehicle gross receipts, yard sales, concessions and rentals and all worked performed and billed at our Public Works Departments.

This department bills approximately 131,300 customers a year for their utility bills.

They are the front line department for the customers with complaints on utility services. Three meter readers are also located in the department and their primary responsibility is to read, cut in and cut off services for water and electric meters in the City and Scotland County. The department costs are shared by the Water/ Sewer and Electric Department. This department falls under the supervision of 1 Manager and is under the guidance of the Finance Director.

CONSUMER BILLING & RECEIVING	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED ACTUAL	APPROVED BUDGET	% DIFF. 2011 VS 2012
EXPENDITURES					
PERSONNEL	\$231,004	\$238,712	\$243,642	\$242,220	1.47%
OPERATING EXPENSE	\$115,554	\$143,709	\$120,075	\$151,975	5.75%
CAPITAL	\$4,032	\$5,000	\$5,000	\$7,575	51.50%
TOTAL EXPENDITURES	\$350,590	\$387,421	\$368,717	\$401,770	3.70%

STAFFING

MANAGER	1	1	1	1
SENIOR REPRESENTATIVE	1	1	1	1
ADMINISTRATION OFFICE ASSISTANT	1	1	1	1
REPRESENTATIVE	4	4	4	4
METER READER SUPERVISOR	1	1	1	1
METER READER	2	2	2	2

2011-2012 BUDGET HIGHLIGHTS

- * CUSTOMER CARE PHONE SERVICE AMOUNT \$6,075
- * TO CONTRACT WITH A COMPANY TO DESIGN BUILDING FOR CITY HALL

GOAL: PROVIDE CUSTOMER SERVICE WITH A HIGH LEVEL OF PROFESSIONALISM AND RESPONSIVENESS.

**OBJECTIVE: INSTALL CUSTOMER CARE PHONE SERVICE AND TRACK USAGE
INCREASE CUSTOMER SERVICE HOURS AND TRACK PAYMENT USAGE**

WATER AND SEWER FUND

WATER PRODUCTION/TREATMENT

The Water Treatment Plant located at 603 Lauchwood Drive was one of North Carolina's first ground water facilities, complete with pre-treatment aeration, retention basin and filters. Today our facility has a treatment capacity of 8 Million gallons per day with a total of 16 deep wells. Our operators and laboratory is certified by the State of North Carolina. This department is responsible for maintaining Scotland County's water system. The ultimate goal is to ensure the water is safe for everyone and all state and federal regulations are met. This department is under the guidance of the Water/Wastewater Treatment Director.

WATER PRODUCTION & TREATMENT	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED ACTUAL	APPROVED BUDGET	% DIFF. 2011 VS 2012
EXPENDITURES					
PERSONNEL	\$274,895	\$294,775	\$310,688	\$298,135	1.14%
OPERATING EXPENSE	\$535,996	\$721,568	\$668,258	\$714,665	-0.96%
CAPITAL	\$29,863	\$297,500	\$87,400	\$492,500	65.55%
TOTAL EXPENDITURES	\$840,754	\$1,313,843	\$1,066,346	\$1,505,300	14.57%

STAFFING	2009-2010	2010-2011	2010-2011	2011-2012
DIRECTOR	50%	50%	50%	50%
RECORDS OPERATIONS	50%	50%	50%	50%
MAINTENANCE MECHANIC	50%	50%	50%	50%
SENIOR OPERATOR	1	1	1	1
OPERATOR	2	2	2	2

2011-2012 BUDGET HIGHLIGHTS	TOTAL
* CONSTRUCTION AND REPLACEMENT OF 2 WELLS	\$440,000
* PAINT TANK	\$125,000

GOAL: PROVIDE QUALITY CUSTOMER SERVICE AND HANDLE COMPLAINTS IN A PROFESSIONAL AND EFFICIENT MANNER.

OBJECTIVE: TRACK THE NUMBER OF COMPLAINTS RECEIVED.

WATER AND SEWER FUND

WATER DISTRIBUTION

This department is responsible for over 172 miles of City owned water lines and over 154 miles of water lines owned by Scotland County. Their duties include water line maintenance, repair, and construction, meter repair & testing and utility line locates. The department is under the supervision of Public Utilities Director.

WATER DISTRIBUTION	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
					2011 VS 2012
EXPENDITURES					
PERSONNEL	\$349,737	\$306,503	\$376,797	\$305,327	-0.38%
OPERATING EXPENSE	\$69,281	\$72,978	\$79,980	\$79,515	8.96%
CAPITAL	\$137,419	\$128,444	\$140,000	\$73,500	-42.78%
TOTAL EXPENDITURES	\$556,437	\$507,925	\$596,777	\$458,342	-9.76%

STAFFING				
DIRECTOR	25%	25%	25%	25%
ADMINISTRATION OFFICE ASSISTANT	25%	25%	25%	25%
OFFICE ASSISTANT	25%	25%	25%	25%
TEAM LEADER	1	1	1	1
SUPERVISOR	2	2	2	2
LINE MAINTENANCE	8	8	8	7

2011-2012 BUDGET HIGHLIGHTS	TOTAL
* PREVIOUSLY FINANCE EQUIPMENT	\$13,497 PAY OFF 2016
* 1/2 FRONT END LOADER	\$60,000

GOAL: TO PROVIDE WATER SERVICES WITH MINIMUM BREAKAGE.

**OBJECTIVE: TO TRACK WATER LINES REPAIRS.
TO TRACK FIRE HYDRANT REPAIRS.**

WATER AND SEWER FUND

CROSS CONNECTION

This department administers the Cross Connection control ordinance. Backflow assemblies are required to isolate hazards from the public water supply. This department also enforces the Fats, Oils & Grease policies. This department is under the supervision of Public Utilities Director.

CROSS CONNECTION	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED ACTUAL	APPROVED BUDGET	% DIFF. 2011 VS 2012
EXPENDITURES					
PERSONNEL	\$46,620	\$43,099	\$43,152	\$43,016	-0.19%
OPERATING EXPENSE	\$7,674	\$7,750	\$1,950	\$7,850	1.29%
CAPITAL	\$0	\$900	\$1,000	\$15	
TOTAL EXPENDITURES	\$54,294	\$51,749	\$46,102	\$50,881	-1.68%

STAFFING	2009-2010	2010-2011	2010-2011	2011-2012
TECHNICIAN	1	1	1	1

2011-2012 BUDGET HIGHLIGHTS
 * TEST EQUIPMENT \$900

GOAL: TO INSPECT ALL FACILITIES TO MEET STATE REQUIREMENTS.

**OBJECTIVE: TO TRACK FATS, OILS AND GREASE INSPECTIONS.
 TO TRACK INSPECTIONS FOR BACKFLOWS.**

WATER AND SEWER FUND

SEWAGE COLLECTION

This department duties include, sewer line maintenance/repair construction/sewer line infiltration/inflow reduction program, utility line locates, utility plans review, utility system inspections and a Grease Reduction Program. The Sewer Collection department maintains over 142 miles of sewer lines. This department is under the supervision of Public Utilities Director.

SEWAGE COLLECTION	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
			ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$282,965	\$306,503	\$247,693	\$305,327	-0.38%
OPERATING EXPENSE	\$63,475	\$69,728	\$71,646	\$76,060	9.08%
CAPITAL	\$28,354	\$35,500	\$31,500	\$88,500	149.30%
TOTAL EXPENDITURES	\$374,794	\$411,731	\$350,839	\$469,887	14.12%

STAFFING				
DIRECTOR	25%	25%	25%	25%
ADMINISTRATION OFFICE ASSISTANT	25%	25%	25%	25%
OFFICE ASSISTANT	25%	25%	25%	25%
TEAM LEADER	1	1	1	1
SUPERVISOR	2	2	2	1
LINE MAINTENANCE	8	8	8	7

2011-2012 BUDGET HIGHLIGHTS	TOTAL
* PREVIOUSLY FINANCE EQUIPMENT	\$13,497 PAY OFF 2016
* 1/2 FRONT END LOADER	\$60,000
* CONSTRUCTION	\$15,000

GOAL: TO PROVIDE SEWER SERVICES WITH MINIMUM BREAKAGE.

**OBJECTIVE: TO TRACK SEWER LINE MAINTENANCE IF FEET.
TO TRACK NEW SEWER LINE CONSTRUCTION.**

WATER AND SEWER FUND

WASTEWATER TREATMENT

Leith Creek Wastewater Treatment Plant is the City's publicly owned treatment works (POTW), located east of the recycling center on Hall street. The POTW has the capacity to treat 4.0 million gallons per day. The Wastewater Department is responsible for the quality of effluent that goes to the receiving stream, which is Big Shoe Heel Creek in Scotland County. Operators at the POTW perform various tests to comply with state and federal regulations and are responsible for 34 pumping stations in the collections system and at the plant. Our operator's ultimate goal is to ensure the wastewater has met regulations before entering the receiving stream and maintaining compliance. This department is under the guidance of the Water/Wastewater Treatment Plant Director.

WASTEWATER TREATMENT	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$277,964	\$311,281	\$248,762	\$295,002	-5.23%
OPERATING EXPENSE	\$565,206	\$642,826	\$663,077	\$657,315	2.25%
CAPITAL	\$50,307	\$355,592	\$274,900	\$440,092	23.76%
TOTAL EXPENDITURES	\$893,477	\$1,309,699	\$1,186,739	\$1,392,409	6.32%
STAFFING					
DIRECTOR	50%	50%	50%	50%	
RECORDS OPERATIONS	50%	50%	50%	50%	
MAINTENANCE MECHANIC	1	1	1	1	
CHIEF OPERATOR	1	1	1	1	
OPERATOR	2	2	2	2	
2011-2012 BUDGET HIGHLIGHTS				TOTAL	
* UPGRADE PUMP STATION, REPAIR AERATOR BASIN, LAND APPLICATION FOR SLUDGE, ENGINEERING				\$405,000	

GOAL: ELIMINATE SANITARY SEWER OVERFLOWS.

OBJECTIVE: TRACK THE NUMBER OF REPORTABLE OVERFLOWS VS. FLOW TREATED AT THE PLANT.

WATER AND SEWER FUND

CONTINGENCY

This department consists of money for unanticipated expenses within the budget year. This money cannot be spent without allocation by the City Council through an amendment and in an open Council session.

CONTINGENCY	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
			ESTIMATED	APPROVED	% DIFF.
EXPENDITURES	ACTUAL	BUDGET	ACTUAL	BUDGET	2011 VS 2012
TOTAL EXPENDITURES	\$0	\$308,705	\$0	\$260,192	-15.72%

2011-2012 BUDGET HIGHLIGHTS

* MONEY UNAPPROPRIATED IN 2010-2011 BUDGET. CITY COUNCIL MAY APPROPRIATE AT THEIR DISCRETION OR MONEY CAN REMAIN IN FUND BALANCE.

SUMMARY

WATER AND SEWER FUND

	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
			ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$1,463,185	\$1,518,427	\$1,491,284	\$1,507,620	-0.71%
OPERATING EXPENSE	\$1,357,186	\$1,664,584	\$1,610,272	\$1,693,405	1.73%
CAPITAL	\$249,975	\$825,686	\$541,900	\$1,106,932	34.06%
NON-DEPARTMENT	\$1,025,296	\$983,600	\$899,698	\$941,050	-4.33%
CONTINGENCY	\$0	\$308,705	\$0	\$260,192	-15.72%
TOTAL WATER SEWER FUNDS	\$4,095,642	\$5,301,002	\$4,543,154	\$5,509,199	3.93%

WATER AND SEWER FUND

	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
			ACTUAL	BUDGET	2011 VS 2012
REVENUES	\$4,626,191	\$5,301,000	\$5,486,000	\$5,509,199	3.93%
EXPENDITURES	\$4,095,642	\$5,301,002	\$4,543,154	\$5,509,199	3.93%
TOTALS	\$530,549	-\$2	\$942,846	\$0	

WATER AND SEWER FUND

CAPITAL/ONE TIME EXPENSES

DETAILED FINANCING OF CAPITAL ITEMS

DESCRIPTION	DEPT	BUDGET	FINANCING NUMBER OF	
		AMOUNT	AMOUNT	YEARS
CONSUMER BILLING-CUSTOMER CARE PH	725	\$6,075		
WATER PROD.- WELLS	812	\$220,000		
WATER PROD- PAINTED TANK	812	\$125,000		
WATER PROD- SCADA	812	\$10,000		
WATER PROD-SECURITY FENCE	812	\$60,000		
WATER PROD-ENGINEERING	812	\$15,000		
WATER PROD-SAFETY EQUIPMENT	812	\$2,500		
WATER DISTRIBUTION- 1/2 FRONT LOADEF	814	\$60,000		
CROSS CONNECTION-TEST EQUIPMENT	816	900		
SEWAGE COLLECTION-1/2 FRONT LOADEF	820	\$60,000		
SEWAGE COLLECTION-MATERIALS CONST	820	\$15,000		
WASTEWATER-LAND APPLICATION	822	\$125,000		
WASTEWATER-LAND APPLICATION EQUIP	822	\$30,000		
WASTEWATER-PUMP STATION	822	\$30,000		
WASTEWATER-AERATOR BASIN WALLS	822	\$70,000		
WASTEWATER-PAINTING	822	\$25,000		
WASTEWATER-PUMPS	822	\$15,000		
WASTEWATER-ENGINEERING	822	\$20,000		
WASTEWATER-SAFETY EQUIPMENT	822	\$2,000		
TOTAL		\$891,475	\$0	

The above financing has been applied to the fund for the 2011-2012 Budget.

WATER/SEWER FUND
PREVIOUSLY FINANCED CAPITAL ITEMS

ONGOING CAPITAL ITEMS FINANCED IN PREVIOUS YEARS

	TOTAL	FINANCED
DUMP TRUCK	\$50,000	\$10,601 PAY OFF 2016
BACKHOE LOADER	\$77,306	\$16,390 PAY OFF 2016

SOLID WASTE FUND

REVENUES

ITEMS OF REVENUE	Summary				
	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED ACTUAL	APPROVED BUDGET	% DIFF. 2011 VS 2012
INTEREST	\$200	\$800	\$200	\$800	0.00%
DUMPSTER REVENUE	\$5,883	\$6,000	\$12,800	\$6,000	0.00%
SOLID WASTE FEE-RESIDENT	\$1,469,500	\$1,500,000	\$1,451,000	\$1,530,000	2.00%
SOLID WASTE FEE-COMMERCIAL	\$582,267	\$540,000	\$560,000	\$597,000	10.56%
SOLID WASTE DISPOSAL TAX DIST.	\$12,000	\$12,000	\$10,700	\$12,000	0.00%
SALE OF RECYCLABLE MATERIAL	\$30,328	\$30,000	\$44,000	\$35,000	16.67%
GENERAL FUND CONTRIBUTION	\$0	\$0	\$0	\$0	0.00%
FUND BALANCE APPROPRIATED	\$0	\$0	\$0	\$68,045	
	\$2,100,178	\$2,088,800	\$2,078,700	\$2,248,845	7.66%
	\$2,100,178	\$2,088,800	\$2,078,700	\$2,248,845	7.66%

2011-2012 BUDGET HIGHLIGHTS

SOLID WASTE FUND

SANITATION

The City of Laurinburg's Sanitation Department, utilizing 18 employees, offers the following services to 5,401 residential customers: once per week curbside garbage collection utilizing 95 gallon roll-out containers furnished by the City; and every other week curbside co-mingled recycling collection of newspaper; aluminum cans; steel cans; all plastic (#1 - #7 on bottom); magazines; mixed paper; computer paper; corrugated cardboard; clean, brown and green glass bottles and used oil (secured in a plastic bottle with a tight cap). We also provide once per week bulky item collection and once per week yard waste collection. Cardboard will be collected every other week along with other recyclables, and used tires will be collected every week along with bulky items. In addition, the department provides commercial dumpster collection to approximately 290 customers utilizing 362 dumpster in sized 4,6 and 8 cu. yd. furnished by the customer. This department is under the supervision of the General Services Director.

SANITATION	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
			ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$893,814	\$972,146	\$947,148	\$945,493	-2.74%
OPERATING EXPENSE	\$964,821	\$1,029,015	\$1,026,746	\$1,109,555	7.83%
CAPITAL	\$146,536	\$60,190	\$55,000	\$188,800	213.67%
TOTAL EXPENDITURES	\$2,005,171	\$2,061,351	\$2,028,894	\$2,243,848	8.85%

STAFFING	2009-2010	2010-2011	2010-2011	2011-2012
DIRECTOR	50%	50%	50%	50%
ADMINISTRATION OFFICE ASSISTANT	10%	10%	10%	10%
OFFICE ASSISTANT	10%	10%	10%	10%
TECHNOLOGY SPECIALIST	10%	10%	10%	10%
SUPERVISOR	1	1	1	1
COORDINATOR	1	1	1	1
EQUIPMENT OPERATOR II	8	8	8	8
EQUIPMENT OPERATOR I	5	5	5	5
SANITATION WORKER	4	4	4	2

2011-2012 BUDGET HIGHLIGHTS

- * REPLACING FRONT END LOADER TRUCK AND SIDE LOADER TRUCK
- * ELIMINATE 1 EMPLOYEE
- * INCREASE IN FEES MSW

GOAL: TO PROVIDE REGULARLY SCHEDULES COLLECTION OF HOUSEHOLD REFUSE AND RECYCLABLE MATERIALS IN THE MOST COST EFFICIENT MANNER.

OBJECTIVE: TO TRACK RECYCLING AND GARBAGE TONNAGE.

SUMMARY

SOLID WASTE FUND

	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
			ACTUAL	BUDGET	2011 VS 2012
EXPENDITURES					
PERSONNEL	\$893,814	\$972,146	\$947,148	\$945,493	-2.74%
OPERATING EXPENSE	\$964,821	\$1,029,015	\$1,026,746	\$1,109,555	7.83%
CAPITAL	\$146,536	\$60,190	\$55,000	\$188,800	213.67%
NON-DEPARTMENT	\$0	\$0	\$0	\$0	0.00%
CONTINGENCY	\$0	\$27,449	\$0	\$4,997	0.00%
TOTAL SOLID WASTE	\$2,005,171	\$2,088,800	\$2,028,894	\$2,248,845	7.66%

SOLID WASTE FUND

	2009-2010	2010-2011	2010-2011	2011-2012	BUDGET
	ACTUAL	BUDGET	ESTIMATED	APPROVED	% DIFF.
			ACTUAL	BUDGET	2011 VS 2012
REVENUES					
	\$2,100,178	\$2,088,800	\$2,078,700	\$2,248,845	7.66%
EXPENDITURES					
	\$2,005,171	\$2,088,800	\$2,028,894	\$2,248,845	7.66%
TOTALS	\$95,007	\$0	\$49,806	(\$0)	

SOLID WASTE FUND

CAPITAL/ONE TIME EXPENSES

DETAILED FINANCING OF CAPITAL ITEMS

DESCRIPTION	DEPT	BUDGET AMOUNT	FINANCING AMOUNT	NUMBER OF YEARS
SIDE LOADER/FRONT LOADER	580	\$64,500	\$440,000	8
TRUCK (CITY PORTION)	580	\$23,000	\$0	
TOTAL		\$87,500	\$440,000	

The above financing has been applied to the fund for the 2011-2012 Budget.

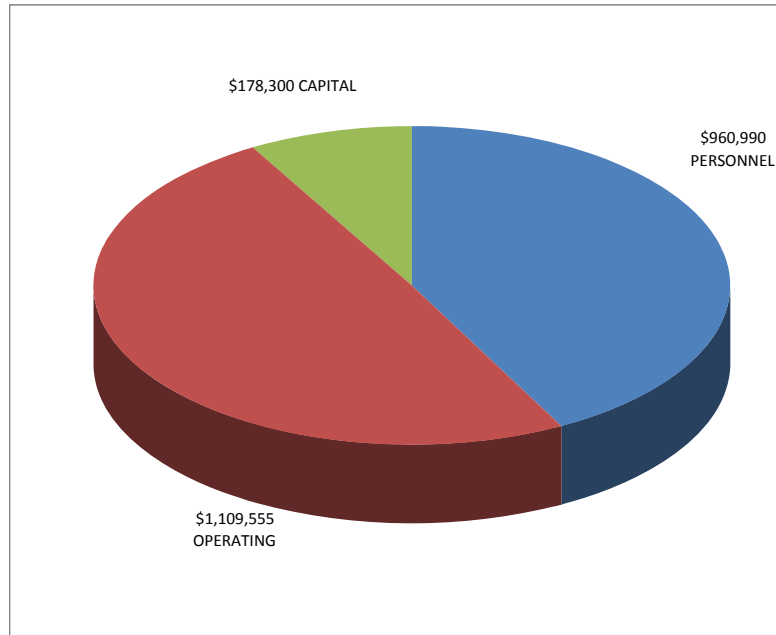
SOLID WASTE FUND

PREVIOUSLY FINANCED CAPITAL ITEMS

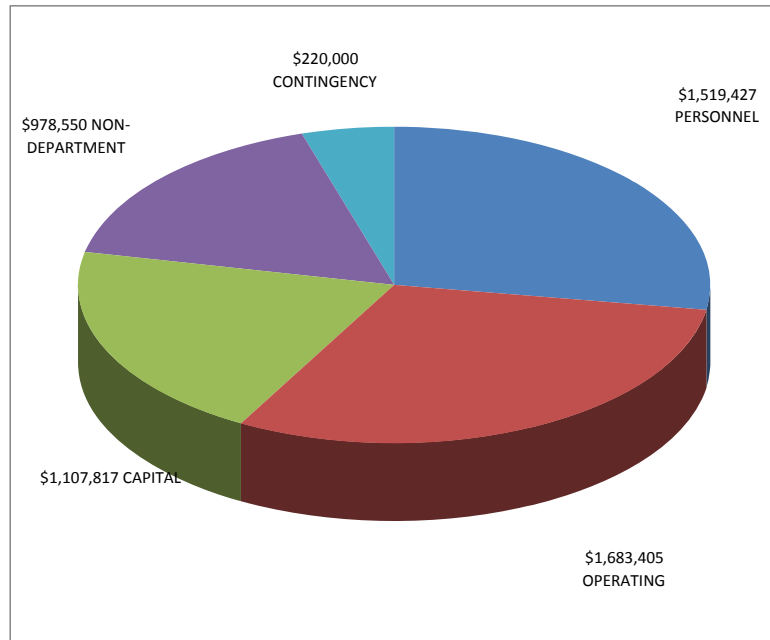
ONGOING CAPITAL ITEMS FINANCED IN PREVIOUS YEARS

	TOTAL	FINANCED
DUMP TRUCK	\$57,562	\$167,750 PAY OFF 2014
LEAF VAC.	\$13,296	\$115,645 PAY OFF 2021

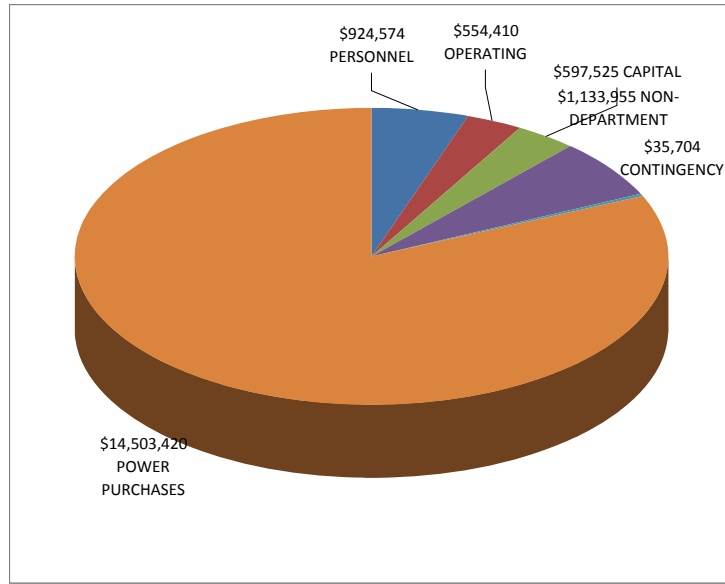
SOLID WASTE FUND EXPENDITURES BY FUNCTIONAL AREAS



WATER/SEWER FUND EXPENDITURES BY FUNCTIONAL AREA



ELECTRIC FUND EXPENDITURES BY FUNCTIONAL AREAS



GENERAL FUND EXPENDITURES BY FUNCTIONAL AREAS

