CITY OF BARTLETT
TENNESSEE

Fiscal Year 2010 Adopted Budget

A. Keith McDonald, Mayor

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Bartlett

Tennessee

For the Fiscal Year Beginning

July 1, 2008

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **City of Bartlett, Tennessee** for its annual budget for the fiscal year beginning **July 1, 2008**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

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

BARTLETT VISION 2020

VISION STATEMENT

Our vision of Bartlett is for a progressive, well-planned and growing community with a strong diversified economy and a high quality of life from childhood through retirement.

QUALITY OF LIFE

PRINCIPLES

- To provide a good place to live, work, play, raise a family and retire.
- To continue to maintain a clean, attractive, well-kept community.
- To provide a wide selection of high quality housing within the community.
- To encourage the conservation of structures, sites and districts of archeological, historical and architectural significance.
- To encourage all citizens and businesses in the City to keep their properties clean, neat and maintained.
- To encourage the development of private recreational facilities and services to meet special needs and compliment public recreational facilities and services.
- To promote and encourage the arts.
- To continue to encourage citizens to be pro-active and involved in community affairs.
- To groom future community leaders by promoting Leadership Bartlett and Youth Leadership Bartlett.
- To stand for excellence and quality in all we do.

EDUCATION

PRINCIPLES

- To foster continuous improvement, community and parental involvement in all public and private schools that serves the city of Bartlett.
- To promote Shelby County schools as a valuable asset and a critical building block of the community.
- To reward excellence in teaching.
- To broaden the scope of business/school partnerships through mentoring, and career programs.
- To prepare our youth for life's challenges and for life-long learning.
- To motivate our youth to become informed and responsible citizens who contribute to the Bartlett community.
- To foster environments that facilitates the development of the whole person, both morally and ethically.

- To encourage superior motivation, learning results and educational services for both college-bound and technology students.
- To encourage attendance at school and graduation of all students.
- To promote and support the Bartlett Education Foundation which encourages academic excellence.

ECONOMIC DEVELOPMENT

PRINCIPLES

- To identify and encourage effective public and private partnerships for economic development with an emphasis on creating high paying career opportunities for Bartlett citizens.
- To have a fertile economic climate for making Bartlett a strong partner in the regional economy.
- To implement strategies that will position and market Bartlett as a business-friendly environment for corporate and regional offices for healthcare, technology and research and development.
- To aggressively recruit businesses those enhance Bartlett's economic vitality.
- To plan for future employment centers in the annexation reserve.
- To develop innovative strategic partnerships and alliances between government and business to enhance economic growth through new business identification, planning and economic growth.
- To recruit institutions of higher education.
- To promote the creation of walkable streetscapes and commercial cores.

GENERAL GOVERNMENT

PRINCIPLES

- To protect the health, safety and general welfare of the citizens of Bartlett by providing adequately staffed and funded police, fire, ambulance, public works, utilities, code enforcement and parks and recreation departments.
- To maintain excellence in financial reporting and bond rating.
- To keep Bartlett's property taxes low.
- To establish operating policies and procedures which support excellence in the services provided, and sound management of financial resources
- To establish fiscal policy that balances the needs and capabilities of the community.
- To plan, coordinate and develop the basic infrastructure necessary for the future growth of the city.
- To establish plans for new capital improvement projects those balance the needs with the financial capabilities of the community.
- To encourage city employees, while respecting the rules of government, to continue to be proactive, cordial and helpful when working with citizens, developers and businesses that have proposals, problems, or complaints to discuss.

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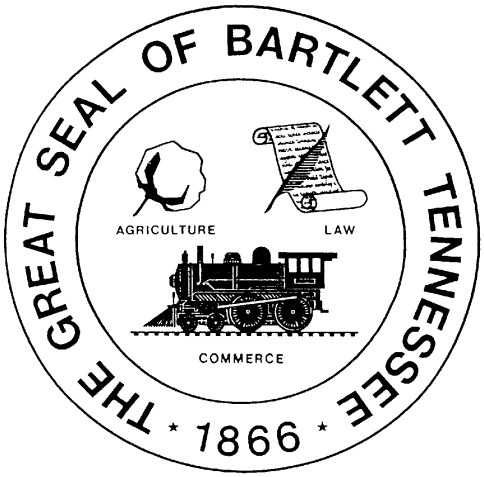
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CITY OF BARTLETT

TENNESSEE

INTRODUCTION

City of Bartlett

A. Keith McDonald, Mayor

M E M O R A N D U M

June 23, 2009

Board of Mayor and Aldermen
Citizens of Bartlett

As required by the Charter presented for your approval are the fiscal year 2010 operating and capital budgets. During fiscal year 2009 the economy has continued to weaken and this has had a negative impact on sales taxes, development fees and other revenue sources. We prepared this budget under the assumption that this weakness would continue into fiscal year 2010. Revenues are projected to grow modestly and the departments were asked to prepare their budgets at maintenance levels, without reducing services. This budget does include funds for the career ladder pay increase, an increase in the pension contribution, and an increase in the City's cost for health insurance for our employees and retirees. In fiscal year 2010 only, we will fund the increase in the employees and retirees portion of the premiums from the Health and Welfare Fund. The budgets were prepared under the guidance of the four year budget plan presented to the Mayor and Board of Aldermen last year. As discussed in the four year plan, this budget does not increase property taxes or fees. We all know things have changed dramatically in the year since we prepared the four year plan. However, we will continue to develop our budgets for next year with the goal of no new taxes or fee increases and no reduction in service levels.

Our long term strategic goals are:

- Maintain and improve the City's reputation as a good, clean, safe place to live.
- Provide outstanding services which enhance the health, safety and general welfare.
- Provide these services as effectively and efficiently as possible.
- Encourage growth in such a manner that new growth pays for most new infrastructure.
- Control the City's debt and debt service requirements.

Our goals for the four year plan are:

- Add police officers, 4 new positions per year to increase the ratio to 2.25 per 1,000 citizens.

- ❖ Increase number of ambulances from three to four.
- ❖ Open and increase services at the new expanded library.
- ❖ Open three new parks.
- ❖ Major road projects for Kirby Whitten and Old Brownsville.
- ❖ Add an additional wastewater plant.
- ❖ Limit annexations to areas that are economically feasible or where public safety needs must be met.
- ❖ Limit debt to no more than $5 million each year.

Highlights of this budget include:

- → By adding 8 additional police officers in fiscal year 2007 and 10 in 2008 we were able to increase the ratio of Police Officers to our goal of 2.25 officers per 1,000 citizens. For fiscal 2009 and 2010 we are not budgeting additional officers, however we plan to add officers in 2011.
- → We are continuing efforts to recruit additional paramedics in order to operate four ambulance units based on increased demand for services.
- → This budget increases the City's contribution to the employee pension plan to 14% of payroll.
- → Included in the capital improvements budget is funds for the Appling Road widening, city hall roof and HVAC replacement with energy grant funds and the replacement of vehicles and equipment for all departments while limiting the amount of debt we issue to less than $5,000,000.
- → We are recommending that we continue our policy of maintaining our general fund balance at a level that is at least 20% of general fund expenditures and $1,000,000 for emergencies and this budget does that.

Again this year, we are not proposing an increase in the property tax rate or any major fee increases. We are proposing a property tax rate, in this reappraisal year that will allow us to collect the same amount of property taxes as fiscal year 2009. We did not budget for any increase in property tax revenues. We are proposing to use fund balance in the general fund, special revenue funds and the debt service fund to balance the budget. During the last few years, with the support of the Board, we have built up our reserve funds to a level that will allow us to use some fund balance until economic conditions improve, while maintaining service levels.

Thank you for your consideration and continued support and we look forward to working with you throughout next year.

ORDINANCE 09-03

AN ORDINANCE TO ADOPT THE 2009-2010 GENERAL FUND, DEBT SERVICE FUND, STREET AID FUND, SOLID WASTE FUND, GENERAL IMPROVEMENT FUND, DRUG ENFORCEMENT FUND, DRAINAGE FUND, PARKS IMPROVEMENT FUND, DEA ENFORCEMENT FUND, CAPITAL IMPROVEMENTS FUND AND UTILITY FUND BUDGETS.

SECTION 1: BE IT ORDAINED by the Board of Mayor and Aldermen of the City of Bartlett that the following appropriations for the 2009-2010 Fiscal Year for the City of Bartlett are as follows:

		Fiscal Year
GENERAL FUND EXPENDITURES:		**09/10**
ADMINISTRATIVE:		
Legislative Board	$	676,061
Mayor's Office	$	523,706
Community Affairs	$	235,650
Building and Grounds	$	299,679
Bartlett Station Municipal Center	$	449,236
Library	$	1,021,466
Finance and Administration	$	1,200,875
City Court	$	672,771
Personnel	$	394,559
Planning and Economic Development	$	312,691
Total Administrative	**$**	**5,786,694**
PUBLIC SAFETY:		
Police Department	$	11,940,337
Fire Department	$	6,331,445
Ambulance Department	$	1,943,992
Code Enforcement	$	853,777
Total Public Safety	**$**	**21,069,551**
PUBLIC WORKS:		
Administration	$	477,839
City Shop	$	754,219
General Maintenance	$	1,123,667
General Services	$	254,447
Grounds Maintenance	$	1,281,866
Animal Control	$	618,475
Engineering Administration	$	340,457
Engineering & Inspection	$	621,050
Total Public Works	**$**	**5,472,020**
PARKS AND RECREATION:		
Administration	$	255,589
Community Center	$	871,243
Athletics	$	682,397
Maintenance	$	1,220,364
Senior Citizen Center	$	329,437
Recreation Center	$	1,533,192
Total Parks and Recreation	**$**	**4,892,222**

PERFORMING ARTS:			
Performing Arts Center	$	595,134	
Total Performing Arts	**$**	**595,134**	
OTHER GENERAL FUND ITEMS /TRANSFERS OUT			
Transfer Out to Debt Service	$	400,000	
Transfer Out to State Street Aid	$	500,000	
Total Transfers Out	**$**	**900,000**	
TOTAL GENERAL FUND EXPENDITURES		**$**	**38,715,621**
GENERAL FUND REVENUES/TRANSFERS:			
Property Taxes	$	17,664,600	
Local Taxes	$	7,559,500	
Licenses & Privileges	$	1,456,000	
Intergovernmental	$	3,844,000	
General Charges for Services	$	4,084,110	
Department Revenues	$	745,525	
Court Charges	$	1,710,000	
Other Revenue	$	465,000	
Transfer In from General Improvement Fund	$	450,000	
Use of Fund Balance	$	736,886	
TOTAL GENERAL FUND REVENUES/TRANSFERS		**$**	**38,715,621**
SPECIAL REVENUE FUNDS EXPENDITURES			
Street Aid Fund	$	2,335,000	
Solid Waste Fund	$	4,574,427	
General Improvement Fund	$	818,500	
Drug Enforcement Fund	$	540,600	
DEA Enforcement Fund	$	54,200	
Drainage Control Fund	$	84,000	
Park Improvement Fund	$	30,000	
TOTAL SPECIAL REVENUE FUNDS EXPENDITURES		**$**	**8,436,727**
SPECIAL REVENUE FUNDS REVENUES/SOURCES			
Special Revenue Funds Revenue	$	7,850,100	
Special Revenue Use of Fund Balance	$	586,627	
TOTAL SPECIAL REVENUE FUNDS REV./SOURCES		**$**	**8,436,727**
UTILITY FUND EXPENDITURES			
Administration	$	2,112,253	
Water & Waste Water Services	$	1,280,035	
Plant Operations	$	1,415,325	
Sewer Lagoon	$	547,339	
Total Utility Operation Expenditures	**$**	**5,354,952**	
Utility Debt -- Principal	$	1,055,000	
Utility Debt -- Interest & Charges	$	624,092	
Total Utility Debt Expenditures	**$**	**1,679,092**	
TOTAL UTILITY FUND EXPENDITURES		**$**	**7,034,044**

UTILITY FUND REVENUES/SOURCES			
Utility Fund Revenues	$	6,630,000	
Use of Fund Balance	$	404,044	
TOTAL UTILITY FUND REVENUES/SOURCES		**$**	**7,034,044**
GENERAL DEBT SERVICE FUND EXPENDITURES			
Principal	$	2,562,180	
Interest and Other Charges	$	1,040,874	
TOTAL GENERAL DEBT SERVICE EXPENDITURES		**$**	**3,603,054**
GENERAL DEBT SERVICE REVENUES/SOURCES			
Debt Service Revenues	$	3,463,368	
Use of Fund Balance	$	139,686	
TOTAL GENERAL DEBT SERVICE REV./SOURCES		**$**	**3,603,054**

SECTION 2: CAPITAL IMPROVEMENT PLAN -- BE IT FURTHER ORDAINED, that "Exhibit A" represents the capital improvements plan for the City of Bartlett, Tennessee. The items listed as 2009-2010 are to be included in the budget, while new projects in future years represent "Planned" expenditures, and will require formal appropriation in future years.

SECTION 3: CAPITAL IMPROVEMENT PLAN BORROWING -- BE IT FURTHER ORDAINED, that the borrowing required as scheduled with the Capital Improvements Plan will take additional, specific authorization from the Board of Mayor and Aldermen in accordance with Tennessee Law.

SECTION 4: WATER/SEWER IN LIEU OF AD VALOREM TAX PAYMENTS -- BE IT FURTHER ORDAINED, that the Treasurer is directed to transfer and deliver to the general fund from the Water/Sewer Department, revenues equivalent to the property tax rate per each $100 of Net Book Value of assets of the Bartlett Water/Sewer Department in lieu of property taxes on the day and date regularly that property taxes are collected.

SECTION 5: CITY FEES SCHEDULE -- BE IT FURTHER ORDAINED, that "Exhibit B" represents the fiscal year 2009-2010 comprehensive fees schedule for the City of Bartlett, Tennessee and establishes the rates for fiscal year 2009-2010. Any rate or fee not included in the attached 2009-2010 schedule established by previous resolution, ordinance or administrative action will remain in effect.

SECTION 6: INTERNAL SERVICE FUNDS -- BE IT FURTHER ORDAINED, that the Internal Service Funds for Health and Welfare and Worker's Compensation be continued, with the City's portion of the funding to be included in each fund's budget.

SECTION 7: OPERATING BUDGETS EXPIRE AT JUNE 30 -- BE IT FURTHER ORDAINED, that Operating budgets not spent or formally encumbered expire at June 30, 2010. Capital Projects are authorized on a "project" basis -- and the appropriation expires on completion of the project.

SECTION 8: NO APPROPRIATION EXCEEDED -- BE IT FURTHER ORDAINED, that no appropriation listed above may be exceeded without appropriate ordinance action to amend the budget.

SECTION 9: AFTER THE FISCAL YEAR-END -- BE IT FURTHER ORDAINED, that the Mayor is authorized to transfer appropriations within funds as needed to balance the budget after all year-end entries have been recorded in the fiscal year 2010 budget. All transfers will be reported to the Board of Mayor and Aldermen at the time of the reporting of the year-end financial results in the Comprehensive Annual Financial Report for the year ended June 30, 2010.

SECTION 10: DETAILED LINE-ITEM -- BE IT FURTHER ORDAINED, that a detailed line-item financial plan shall be prepared in support of the budget.

SECTION 11: GENERAL FUND OPERATING RESERVES AT JUNE 30 -- BE IT FURTHER ORDAINED, that the policy of the Board of Mayor and Aldermen establishes at 20%, the General Fund Balance as a percent of the next year's operations, and $1,000,000 established as an emergency fund. Below this level, unspent budgets will accrue toward this. Amounts above this level may be used as directed by the Board.

SECTION 12: SEVERABILITY -- BE IT FURTHER ORDAINED, that all Ordinances heretofore passed in conflict herewith are hereby repealed insofar as they are in conflict with this Ordinance.

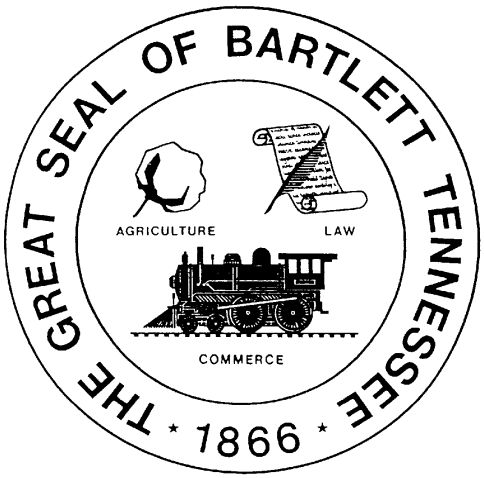
SECTION 13: EFFECTIVE DATE -- BE IT FURTHER ORDAINED, that this Ordinance become effective July 1, 2009.

FIRST READING:	May 26, 2009
SECOND READING:	June 09, 2009
THIRD READING:	June 23, 2009

_____
Bobby Simmons, Register to the
Board of Mayor and Aldermen

_____
A. Keith McDonald, Mayor

Attest: _____
Stefanie McGee, City Clerk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ORDINANCE 09-04

AN ORDINANCE TO LEVY AND ASSESS A TAX RATE FOR AD VALOREM TAXES UPON REAL PROPERTY AND PERSONAL PROPERTY IN THE CITY OF BARTLETT FOR THE TAX YEAR 2009

BE IT ORDAINED by the Board of Mayor and Alderman of the City of Bartlett, Tennessee, hereinafter referred to as the 2009 Tax Rate Ordinance to provide as follows:

SECTION 1: TAX RATE -- There is hereby levied upon all real property in the City of Bartlett pursuant to TCA 67-5-101 et sec., a tax calculated upon a rate of $1.49 for each $100.00 of assessed valuation and there is hereby levied upon all taxable personal property a tax calculated upon a rate of $1.49 for each $100.00 of assessed valuation.

SECTION 2: SEVERABILITY -- to the extent that any prior Ordinance, assessment or tax rate specification conflicts with this Ordinance the same is repealed.

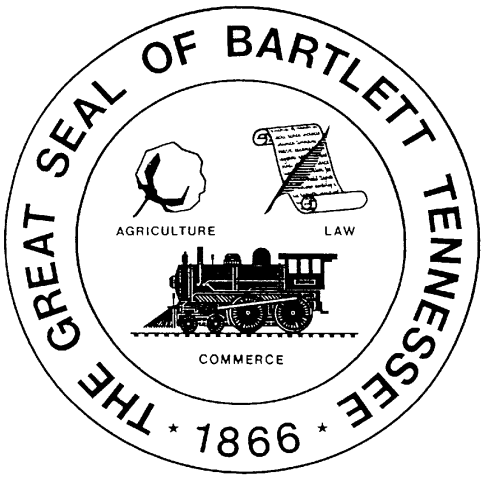
SECTION 3: EFFECTIVE DATE -- Be it further ordained that this Ordinance take effect July 1, 2009.

FIRST READING:	May 26, 2009
SECOND READING:	June 09, 2009
THIRD READING:	June 23, 2009

_____
Bobby Simmons, Register to the
Board of Mayor and Aldermen

_____
A. Keith McDonald, Mayor

Attest: _____
Stefanie McGee, City Clerk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THE BUDGET DOCUMENT

The City of Bartlett Fiscal 2010 Budget is organized into eight sections. They are Introduction, Summary, General Fund, Special Revenue Funds, Utility Fund, Debt Service Fund, Capital Improvement Plan and the Appendix, each designated by a tab. All funds are appropriated by the Board of Mayor and Aldermen. General and Utility are major funds while other funds are nonmajor funds.

Introduction

The Introduction section includes a letter from the Mayor to the Board of Mayor and Aldermen and the Citizens of Bartlett. Also included are the budget ordinance (exhibit A and B are located in the appendix), tax rate ordinance, the budget document, budget process, budget calendar, financial policies, operating policies and the Bartlett organization chart.

Summary

The summary section of the budget includes an all funds summary by function, a summary of each fund by expenditure type, an organization chart and a staffing level schedule.

General Fund

The General Fund section presents the operating budget for each function and department (including cost centers). Budgets are presented at a summary level, function level, department, cost center and at a line item detail level, and with an explanation for each FY 2010 operating and capital expense line item. Also presented are staffing levels, explanation of the increases in each budget, descriptions of each cost center and performance measures.

Special Revenue Funds

This section includes the budgets for the City's Special Revenue Funds. The revenues for these funds are restricted in use to the function they are collected for. Functions include street paving, solid waste, ambulance services and park improvements.

Utility Fund

This section includes summaries and details of the water and sewer operations of the City. Utility Fund is an enterprise fund.

Debt Service Fund

This section includes the budgets for the City's Debt Service Fund. This fund provides for the payment of principal, interest and other costs on the City's outstanding general obligation and water and sewer bonds. Also included are the schedules of bonds payable for both the general and water and sewer long-term debt.

Capital Improvement Plan

This section includes a summary of the five-year capital plan and project detail for each project in the Fiscal Year 2010 capital budget. Sources of funds, expenditures and project start and completion dates are included.

Appendix

The appendix includes a Bartlett community profile, exhibit A and B of budget ordinance, and a glossary.

THE BUDGET PROCESS

The budget process consists of activities that encompass the development, implementation, and evaluation of a plan for the delivering of services and provision of capital assets. A well-developed budget process has a long-term perspective, has links to the goals of the organization, focuses on results and outcomes and involves communication and input from citizens. A good budget process is not just balancing revenues and expenditures but rather a multi-year, strategic plan that provides for the most effective allocation of resources. Our goal in the development of a budget for the city of Bartlett is to help the Mayor and Board of Aldermen make informed choices about the allocation of resources to provide for quality service delivery to the citizens of Bartlett.

Budget Guidelines

The purpose of the development of the operating and capital improvements budgets is present to the Mayor and Board a comprehensive view of the proposed operations and capital improvements for the budget year. The budget for each fund must be balanced (i.e. total revenues and sources of funds must equal total expenditures) and the capital plan must identify sources of funding. Our goal as specified in the budget ordinance is to maintain the general fund balance at 20% of projected expenditures with a goal of building an additional balance of $1,000,000 designated for emergencies in the future. Budget control and development is at the cost center and department level by line item. Each department director is responsible for ensuring that expenditures do not exceed the approved budget. The main objective of the budget is to provide the highest level of services to the citizens and maintain the sound financial condition of the City.

Revenue Forecasting

General revenues are based upon growth assumptions based on trend analysis by month for the last ten year period. Each revenue item is evaluated based on monthly collection for the last ten years and growth assumptions are developed to forecast future years' revenues. All sales taxes are based on growth estimates used by the State of Tennessee and modified according to Bartlett sales tax payers. Sales taxes are all budgeted to decrease or stay the same. All revenues based on residential growth such as solid waste, water and sewer and other development fees are based on an assumed growth rate of 150 new residences per year.

Fund Balance

The cumulative excess of revenues over expenditures in a fund at a point in time. A restricted fund balance is earmarked for a special purpose while unrestricted fund balance is available for use. The City of Bartlett maintains our general fund balance at 20% of projected expenditures plus $1 million for emergencies. In addition to the ability to generate interest income, stable property tax rate provides for cash flow needs, fund balance aids our credit ratings which directly affect our cost of borrowing. With certain limitations, fund balance may be used to balance the subsequent year's budget.

Budget Adoption

The Charter of the City of Bartlett requires the Finance Director to prepare and submit an annual budget and explanatory message at least forty-five (45) days before the beginning of the fiscal year. According to the Charter, the budget message should include the financial policies used to develop the budget, describe the important features of the budget, indicate any major changes from the current year, and summarize the City's debt position. The Charter requires that a public hearing be held, with the proper notice to the public, prior to the adoption of the budget. After the public hearing, the Charter requires the budget to be adopted. If the budget is not adopted before July 1, the current fiscal year appropriation will become the appropriations for next year until a budget is adopted.

Budget Document

The Charter requires that the form and content of the budget may be that as the finance director deems necessary or the board may require, except as required by law. TCA 6-56-201, the Municipal Budget Act of 1982, requires that the form and content of the budget include prior year actual expenditures, current year projected expenditures, and next years requested expenditures and the same format for revenues. The law also requires that no funds from any source be expended without inclusion in a budget ordinance. The Municipal Budget Act also requires that we prepare a statement of spending for proposed new capital projects and funding sources for the projects.

Budget Ordinance

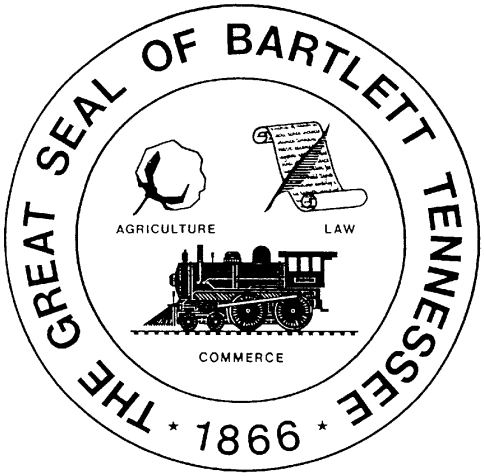
The budget is adopted in the form of an ordinance with such modifications and amendments recommended and approved by the Board. The budget ordinance defines the level of budgetary control at the cost center and/or department level. As indicated previously, no funds may be expended that are not included in the budget ordinance, approved by the Board of Mayor and Aldermen. Changes and amendments may be made to the Budget Ordinance through out the year in the form of a resolution adopted by the Board of Mayor and Aldermen.

Budget Basis

The budgets of the governmental fund types are presented on a modified accrual basis, which means that expenditures, other than accrued interest on long-term debt, are recorded at the time liabilities are incurred and revenues are recognized only when they are received. Budgets for the enterprise funds are presented on a full accrual basis. Certain expenditures such as compensated absences are not recognized for budgetary purposes but are accrued. The comprehensive Annual Financial Report (CAFR) shows the financial results of the city on the basis of "generally accepted accounting principles" (GAAP) and a budgetary basis for comparison purposes.

Budget Monitoring and Management

The Finance Department monitors the revenue and expenditure activity of the City throughout the fiscal year on a monthly basis. Each department director is given management reports, which include the revised budget, actual expenditures and balance of funds available. The Finance Department presents a summarized financial status report to the Board of Mayor and Aldermen each month in the form of a Treasurer's Report. Forecasts of projected annual revenues and expenditures are prepared by the Finance Department at the end of each quarter. Budget control is maintained by recording encumbrances as purchase orders are written. All open encumbrances are recorded as a reservation of fund balance at year-end and unencumbered, unexpended appropriations lapse at year-end.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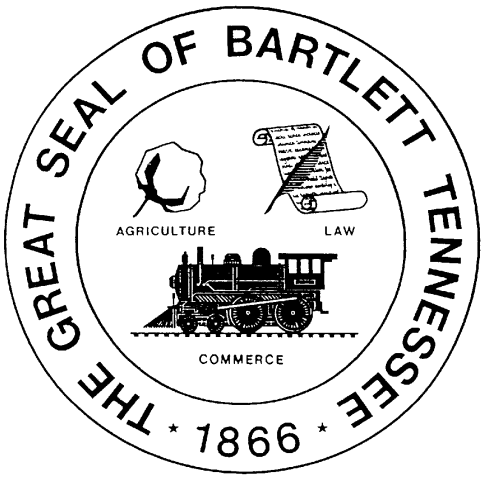
City of Bartlett

Budget Calendar

Fiscal 2009-2010

Day	Date	Activity
Friday	January 23	Budget Instruction Memo Distributed to Departments
Friday	February 13	Operating & CIP budgets Forecasts/Requests Due
Week of	March 16	Meet with CAO and Departments to Discuss Operating/CIP Budget Forecasts/Requests
Tuesday	March - May	Board Work Sessions as needed
Tuesday	May 26	Board Meeting – Budget First Reading
Tuesday	June 9	Board Meeting – Budget Second Reading
Tuesday	June 23	Board Meeting – Budget Third Reading – Approved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FINANCIAL POLICIES

The City's financial policies establish the framework for Bartlett's financial planning and management. They set guidelines in which the budget and financial plan are developed and managed. They demonstrate the City of Bartlett's commitment to sound financial planning and management and fiscal integrity. These policies help our management team and elected officials have a benchmark against which to measure our financial planning and performance.

Operating Management Policies

- All departments share in the responsibility for meeting management and service delivery goals and ensuring long-term financial stability. Operating budgets and management plans will be developed using current resources available.
- The budget process is intended to allocate limited resources among competing programs based on policy priorities, efficiency and effectiveness of services and availability of resources.
- Additional personnel and programs will be requested only if necessary to maintain existing service levels due to expansion of service areas (i.e. annexation, construction of new facilities etc.) or service levels previously approved by the Mayor and Board. Enhanced service level requests should be made separate from the maintenance level budget and will be reviewed and approved by the Mayor and Board.
- As required by City Charter the budget will be balanced. Current expenditures will be funded by using current revenue sources and revenue growth will be planned in a conservative, prudent manner. Use of fund balance in any fund to balance the current year budget must be approved by the Board of Mayor and Aldermen.
- User fees and charges for services will be reviewed annually to ensure that they cover the cost of the program at the rate determined to be responsible and non-burdensome to program participants. Fees will be adjusted as needed based on this analysis.
- Cash management and investment will be maintained in accordance with the City Charter, State law and the investment policy and will ensure the safety and security of city assets. Funds will be managed prudently and diligently with an emphasis on safety of principal, liquidity, and financial return.

Capital Management Policies

- A five-year Capital Improvement Plan will be developed and updated annually, including funding sources. Capital improvement projects will be defined as infrastructure or equipment with a useful life of 2 or more years and a cost of $20,000 or more.
- We will continue to use pay-as-you go capital improvement project financing to the extent revenue is available from fund balances, special revenue funds, grants and other sources other then City debt issuance.
- Self-supporting debt will be used for capital projects that qualify (i.e. utility projects) and rates will be adjusted to support these projects.

Debt Management Policies

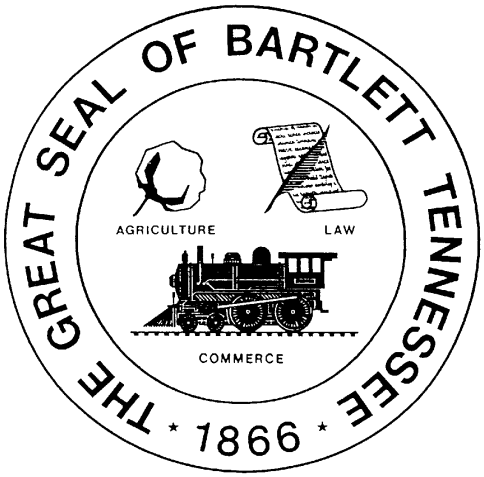
- The City of Bartlett will seek to maintain and if possible improve our bond rating to minimize debt service costs and preserve access to credit markets.
- Each bond issue will include an analysis of how the new issue and current debt impacts debt capacity and is within our debt policies.
- Financing of projects will not exceed the useful life of the infrastructure improvement or capital acquisition.
- The City will limit the amount of debt issued and planned in any planning period to the amount that can be supported by revenues projected to be available on a prudent and conservative basis.

Reserve Policies

- All fund designations and reserves will be evaluated annually for long-term adequacy and availability in accordance with policies developed and approved by the Mayor and Board.
- The General fund balance will be maintained at a level of 20% of projected General Fund expenditures with a goal of building an additional balance of $1,000,000 designated for emergencies in the future.
- Fund balances will be used prudently and conservatively to fund one time expenditures and stabilize the property tax rate.

Financial Reporting Policies

- The City's accounting and financial reporting systems will be maintained in conformance with generally accepted accounting principles (GAAP) and standards of GASB and the GFOA.
- An annual audit will be performed by an independent public accounting firm and a Comprehensive Annual Financial Report will be published.
- The City's financial report and budget will be submitted to the GFOA for review for certification for awards for excellence.
- Financial systems will be maintained to monitor revenues, expenditures and program performance on an on-going basis.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OPERATING POLICIES

Bartlett Vision 2020, which was developed through a committee of the Bartlett Area Chamber of Commerce and the 1997 Master Plan for the city, guides the operating policies for the City of Bartlett. These long term operating policies are used to develop specific initiatives in the operating and capital budgets.

Quality of Life Policies

In order to maintain a clean, attractive city this budget includes a new position in Solid Waste. This will allow Bartlett to continue to avoid delays in yard waste collection, provide curbside pick-up of fall leaves, and continue to convert to fully automated packers and continue our recycling efforts. Funds are provided for a City Beautiful grant to promote residential and commercial beautification awards and participation in the America in Bloom program.

In order to encourage citizens to maintain their property the Board of Mayor and Aldermen has implemented a Maintenance Ordinance and a Noise Ordinance. Police officers and Court officials are trained to enforce both. The Mayor's Action Center continues to focus on enforcement of health and safety ordinances included in the Bartlett Codes.

In order to promote the arts $7,500 is included in the budget for the Arts Council. Funds are included for the continued preservation and maintenance of the Gotten House, which is on the Historic Register.

The office of Community Relations will continue to coordinate events, raise funds and actively promote citizen participation on boards and commissions. Funds are provided for a television show on the Bartlett local cable station called FYI Bartlett. In addition the Board of Mayor and Aldermen and Planning Commission meetings will be broadcast.

In order to promote excellence and quality, funds are provided for tuition assistance, education incentives and career ladder training for all employees. Continued enhancements of hardware and software systems for all departments are planned.

Education

Although the school system is funded by Shelby County, Bartlett still provides education opportunities through parks summer day care and day camp programs. We now pay the total costs to operate the Bartlett library branch. We will continue to sponsor and host Teacher Appreciation Days and provide awards for teachers recognized for excellence.

Economic Development

In order to promote economic development, this budget includes additional funds for a grant to the Chamber of Commerce ($60,000) to be matched with corporate partner donations to fund an economic development iniative.

The Codes and Permits Office will continue to offer next day service for inspections. Continued expansion of the water and sewer system and planned, orderly expansions through annexation will be pursued. The Bartlett Station Commission will continue to promote re-development of the oldest part of Bartlett through tenant incentives, design assistance and developer incentives and tax abatement programs.

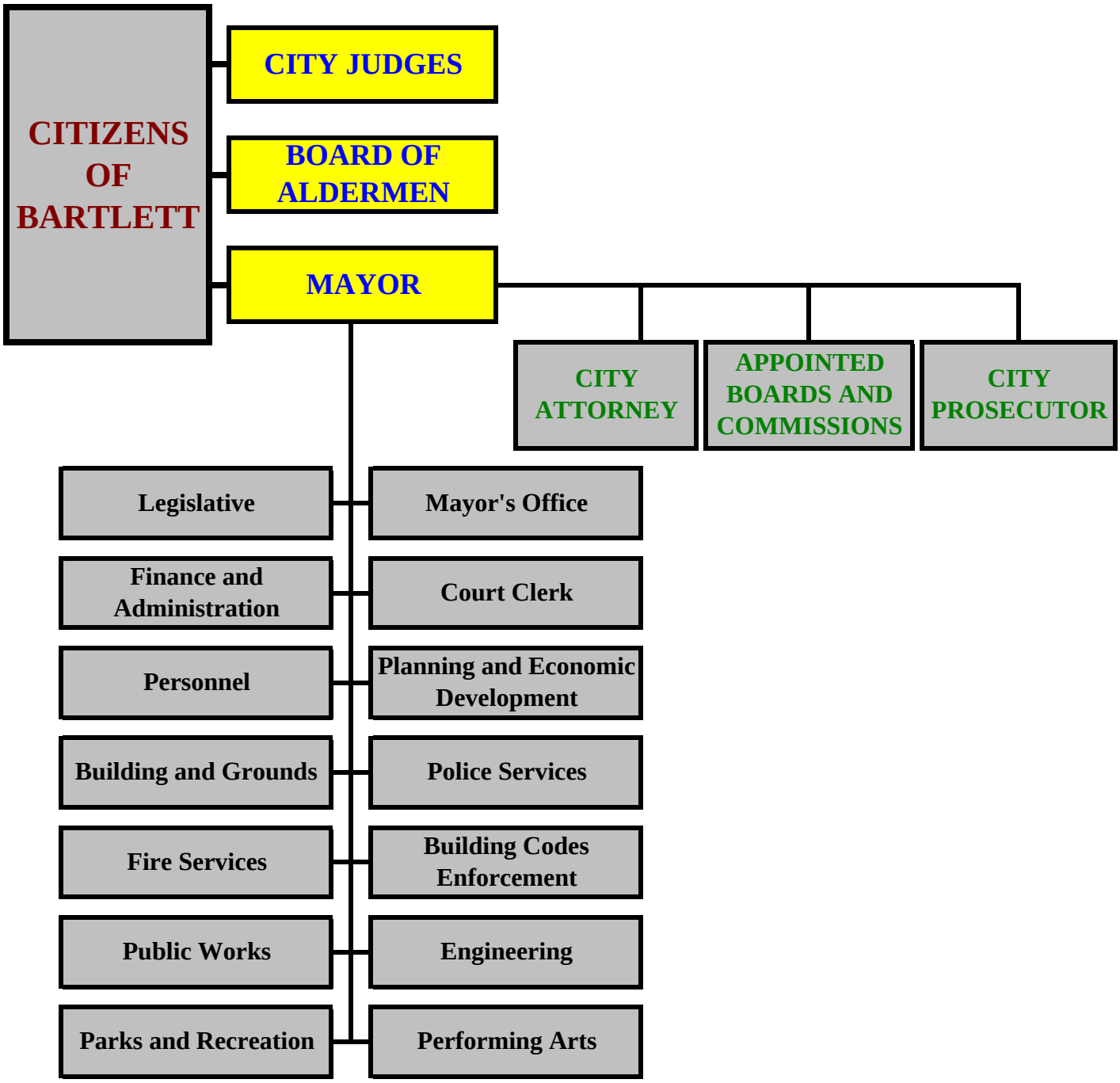
General Government

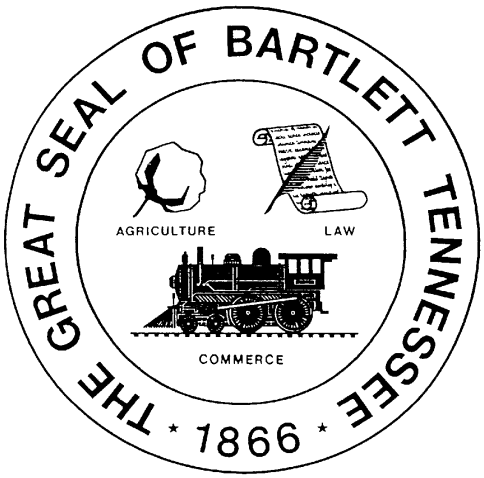
To provide for public safety, we will maintain the ratio of police officers to citizens of 2.25 officers per 1,000 citizens. We are continuing efforts to recruit additional paramedics in order to operate four ambulance units.

The Code Enforcement Office and Fire Marshall will continue to provide safety inspections for new construction, renovations and commercial facilities to ensure the safety of the structures and our citizens.

The Police Department will provide matching funds for a grant to provide officers in middle and high schools in Bartlett. We will continue to provide crossing guards at schools, both public and private, and enforce speed lanes in school zones.

CITY OF BARTLETT
ORGANIZATION CHART

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CITY OF BARTLETT

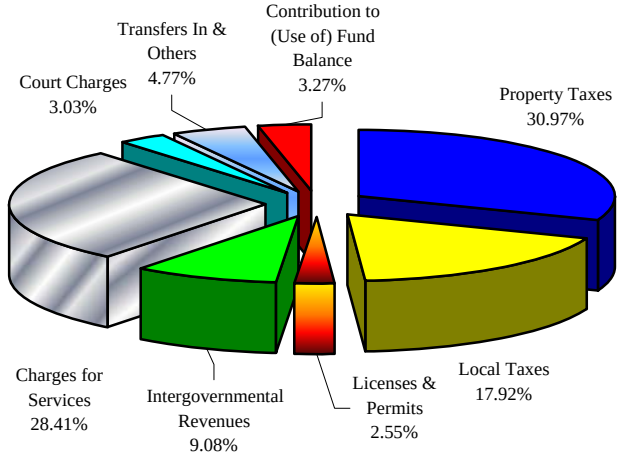
TENNESSEE

SUMMARY

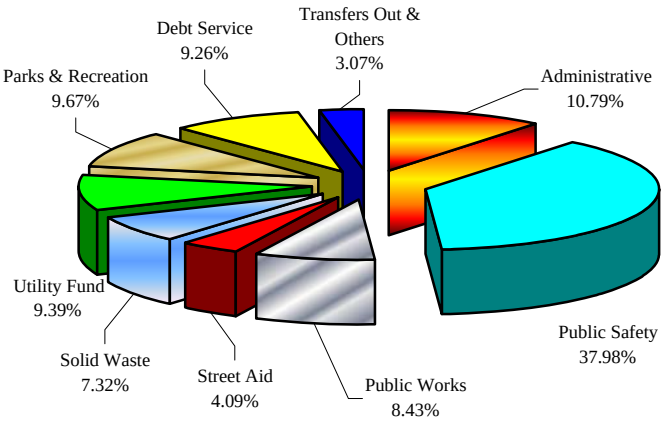
CITY OF BARTLETT
ALL FUNDS - FUNCTION SUMMARY
FY 2010 Adopted Budget

Description	General Fund	Special Revenue Funds	Utility Fund	Debt Service Fund	Total All Funds
Revenues					
Property Taxes	$ 17,664,600	$ 0	$ 0	$ 0	$ 17,664,600
Local Taxes	7,559,500	0	0	2,661,868	10,221,368
Licenses & Permits	1,456,000	0	0	0	1,456,000
Intergovernmental Revenues	3,844,000	1,336,075	0	0	5,180,075
Charges for Services	4,084,110	5,790,425	6,330,000	0	16,204,535
Court Charges	1,710,000	21,000	0	0	1,731,000
Transfers In & Others	915,000	702,600	300,000	801,500	2,719,100
Total Revenues	**$ 37,233,210**	**$ 7,850,100**	**$ 6,630,000**	**$ 3,463,368**	**$ 55,176,678**
Expenditures					
Administrative	$ 5,786,694	$ 368,500	$ 0	$ 0	$ 6,155,194
Public Safety	21,069,551	594,800	0	0	21,664,351
Public Works	4,726,495	84,000	0	0	4,810,495
Street Aid	0	2,335,000	0	0	2,335,000
Solid Waste	0	4,174,427	0	0	4,174,427
Utility Fund	0	0	5,354,952	0	5,354,952
Parks & Recreation	5,487,356	30,000	0	0	5,517,356
Debt Service	0	0	1,679,092	3,603,054	5,282,146
Transfers Out & Others	900,000	850,000	0	0	1,750,000
Total Expenditures	**$ 37,970,096**	**$ 8,436,727**	**$ 7,034,044**	**$ 3,603,054**	**$ 57,043,921**
Contribution to (Use of) Fund Balance	**$ (736,886)**	**$ (586,627)**	**$ (404,044)**	**$ (139,686)**	**$ (1,867,243)**
Beginning Fund Balance	**$ 14,458,667**	**$ 3,379,097**	**$ 4,993,475**	**$ 317,769**	**$ 23,149,007**
Ending Fund Balance	**$ 13,721,781**	**$ 2,792,470**	**$ 4,589,431**	**$ 178,083**	**$ 21,281,764**

WHERE THE $ COMES FROM



WHERE THE $ GOES



CITY OF BARTLETT
GENERAL FUND - SUMMARY BY CATEGORY
FY 2010 Adopted Budget

The General Fund, a major fund, is used to account for all financial resources except those that are accounted for in other funds.

The General Fund encompasses most of the functions and services the public associates with city government. The mayor's office as well as legislative, finance, personnel, planning, and the city courts are part of the administration function. Police services, fire and ambulance and building code enforcement are in the public safety function. Public works, engineering, parks and recreation and performing arts make up the balance of the general fund expenditures.

All of the City's local taxes, except a portion of the local sales tax designated for debt service, are accounted for in the General Fund. The sanitation fee and city service fee are accounted for in the Special Revenue Funds shown separately in this document.

Category	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Revenues				
Property Taxes	$ 17,388,322	$ 17,736,545	$ 17,622,372	$ 17,664,600
Local Taxes	8,416,916	8,600,025	7,540,425	7,559,500
License & Permits	1,634,758	1,664,300	1,450,500	1,456,000
Intergovernmental	4,361,070	4,201,980	3,817,775	3,844,000
Charges for Services	3,887,163	3,993,085	4,011,830	4,084,110
Court Charges	1,601,049	1,520,000	1,685,000	1,710,000
Other Revenue	942,939	964,750	805,000	915,000
Total Revenues	**$ 38,232,218**	**$ 38,680,685**	**$ 36,932,902**	**$ 37,233,210**
Expenditures				
Department Revenues/Recoveries	*$ 608,894*	*$ 680,725*	*$ 751,925*	*$ 745,525*
Salaries	18,842,413	20,948,180	20,221,029	20,670,000
Benefits	8,575,170	9,500,530	9,250,740	9,675,229
Other Personnel	892,830	1,043,366	872,499	833,136
Operations	6,051,973	7,420,228	6,488,089	6,550,191
Capital	170,000	228,656	177,008	87,065
Transfer Out	2,677,485	1,381,891	1,381,891	900,000
Total Expenditures	**$ 36,600,977**	**$ 39,842,126**	**$ 37,639,331**	**$ 37,970,096**
Net From Operations	**$ 1,631,241**	**$ (1,161,441)**	**$ (706,429)**	**$ (736,886)**
Undesignated Beginning Fund Balance	**$ 13,533,855**	**$ 15,165,096**	**$ 15,165,096**	**$ 14,458,667**
Undesignated Ending Fund Balance	**$ 15,165,096**	**$ 14,003,655**	**$ 14,458,667**	**$ 13,721,781**

CITY OF BARTLETT
SPECIAL REVENUE FUNDS - SUMMARY BY CATEGORY
FY 2010 Adopted Budget

Certain revenues of the City are required by state law or city ordinance to be accounted for in separate funds to insure the revenues are spent for specific designated purposes. The City has established seven nonmajor special revenue funds, the State Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Funds, DEA Enforcement Fund, Drainage Control Fund and the Parks Improvement Fund. The Special Revenue Funds and the General Fund combine to make up the General Governmental Funds Group.

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Revenues				
State Street Aid Revenue	$ 2,551,541	$ 2,740,000	$ 2,602,650	$ 2,136,575
Solid Waste Revenue	4,766,810	4,803,137	4,832,400	4,838,575
General Improvement Revenue	601,424	593,500	596,400	600,250
Drug Enforcement Revenue	170,449	134,400	277,600	195,800
Federal Drug Enforcement Revenue	31,021	45,500	65,500	40,400
Drainage Control Revenue	52,246	35,000	19,500	18,500
Parks Improvement Revenue	89,474	150,000	26,100	20,000
Total Revenues	**$ 8,262,964**	**$ 8,501,537**	**$ 8,420,150**	**$ 7,850,100**
Expenditures				
Salaries	$ 1,406,410	$ 1,519,207	$ 1,521,087	$ 1,556,607
Benefits	699,969	754,450	758,365	747,525
Other Personnel	134,178	130,000	130,000	130,000
Operations	3,947,435	4,578,980	4,146,108	4,112,345
Capital	1,490,848	2,574,227	2,278,625	1,040,250
Tranfer Out	240,000	290,000	290,000	850,000
Total Expenditures	**7,918,840**	**9,846,864**	**9,124,185**	**8,436,727**
Net from Operations	**$ 344,124**	**$ (1,345,327)**	**$ (704,035)**	**$ (586,627)**
Beginning Fund Balance	**$ 3,739,008**	**$ 4,083,132**	**$ 4,083,132**	**$ 3,379,097**
Ending Fund Balance	**$ 4,083,132**	**$ 2,737,805**	**$ 3,379,097**	**$ 2,792,470**

CITY OF BARTLETT
UTILITY FUND - SUMMARY BY CATEGORY
FY 2010 Adopted Budget

The City operates a Water and Sewer Fund that provides water treatment and water and sewer service throughout the City. This service is operated as a separate entity in an enterprise fund.

Most of the City's sewer effluent is treated under contract by the City of Memphis at their north treatment facility. The City of Bartlett provides treatment for sewer effluent in the north basin area.

This fund accounts for all revenues and expenditures related to this service including the interest and principle on debt secured by the revenues of the system. This is a major fund.

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Revenues				
Operating Revenues	$ 6,349,277	$ 6,769,145	$ 6,026,710	$ 6,330,000
Other Revenues	231,287	170,000	160,000	150,000
Non-Operating Revenues	550,212	606,000	175,000	150,000
Total Revenues	**$ 7,130,776**	**$ 7,545,145**	**$ 6,361,710**	**$ 6,630,000**
Expenditures				
Salaries	1,396,801	1,499,535	1,472,953	1,470,038
Benefits	650,542	691,500	681,549	684,584
Other Personnel	35,517	10,000	3,556	5,000
Operations	2,541,078	3,055,020	2,787,495	2,853,980
Capital	12,740	659,204	430,433	341,350
Total Expenditures	**$ 4,636,678**	**$ 5,915,259**	**$ 5,375,986**	**$ 5,354,952**
Cash Flow	**$ 2,494,098**	**$ 1,629,886**	**$ 985,724**	**$ 1,275,048**
Less:				
Transfer Out	$ 1,350,000	$ 0	$ 0	$ 0
Debt Service	1,534,096	1,494,370	1,494,370	1,679,092
Total	**$ 2,884,096**	**$ 1,494,370**	**$ 1,494,370**	**$ 1,679,092**
Net Cash Flow	**$ (389,999)**	**$ 135,516**	**$ (508,646)**	**$ (404,044)**
Retained Earnings, Beginning of Year	**$ 5,892,119**	**$ 5,502,120**	**$ 5,502,120**	**$ 4,993,475**
Retained Earnings, End of Year	**$ 5,502,120**	**$ 5,637,636**	**$ 4,993,475**	**$ 4,589,431**

CITY OF BARTLETT
GENERAL DEBT SERVICE FUND - SUMMARY BY CAT.
FY 2010 Adopted Budget

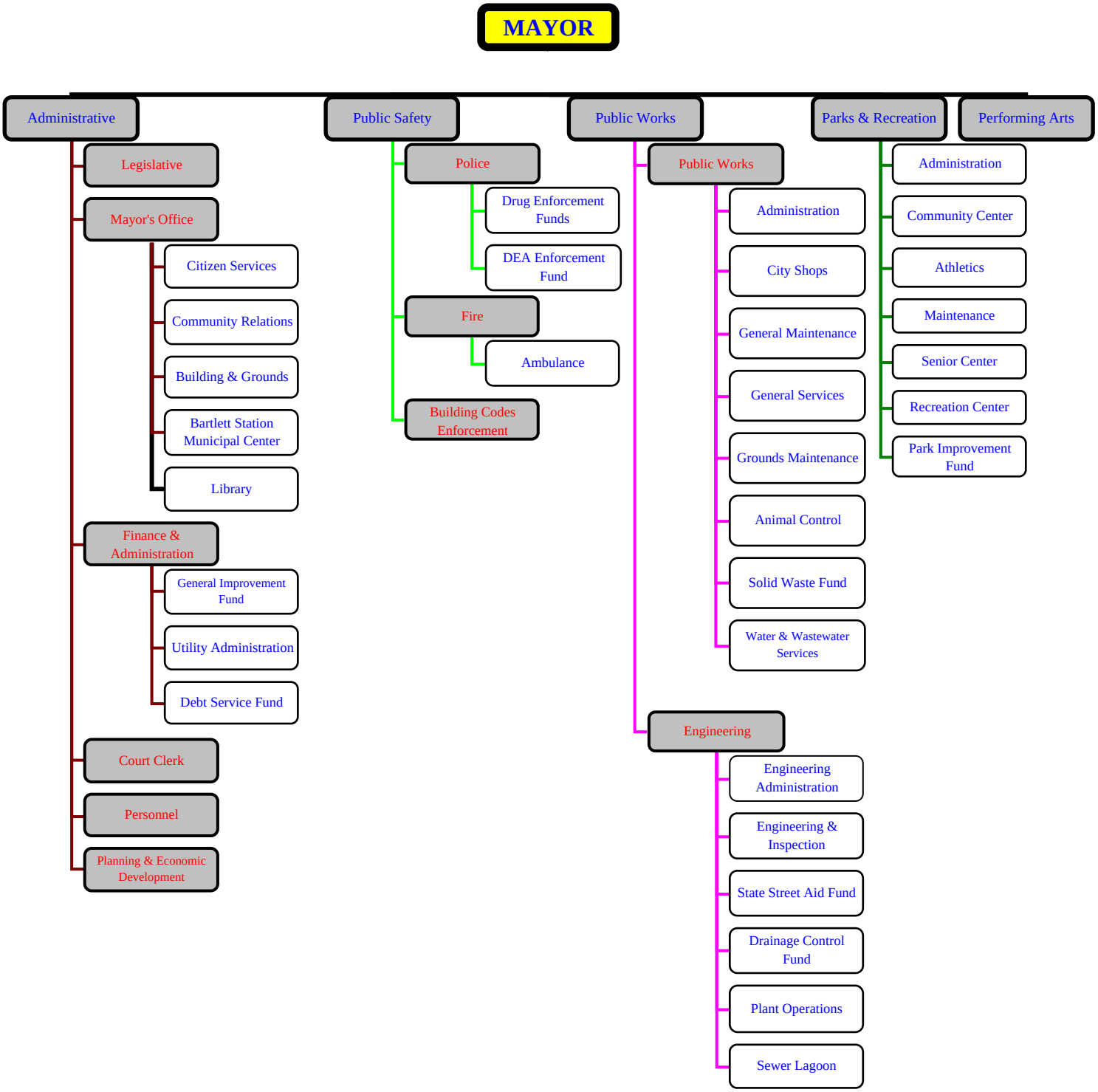
This fund is used for the accumulation of resources for, and the payment of interest and principle on the City's outstanding general obligation debt. Revenues for this fund consist of one third of the local sales tax and a portion of the general revenues. This is a nonmajor fund.

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Revenues				
Local Sales Tax	$ 3,045,530	$ 3,167,060	$ 2,635,513	$ 2,661,868
Interest	4,268	5,000	2,000	1,500
Transfers	525,000	0	0	800,000
Total Revenues	**$ 3,574,799**	**$ 3,172,060**	**$ 2,637,513**	**$ 3,463,368**
Expenditures				
Agent Fees	$ 2,271	$ 3,500	$ 3,500	$ 3,500
Issuance Cost	24,305	30,000	30,000	30,000
Bond Principal	2,367,190	2,520,800	2,520,800	2,562,180
Interest	982,741	1,052,529	1,052,529	1,007,374
Total Expenditures	**$ 3,376,506**	**$ 3,606,829**	**$ 3,606,829**	**$ 3,603,054**
Net from Operations	**$ 198,293**	**$ (434,769)**	**$ (969,316)**	**$ (139,686)**
Beginning Fund Balance	**$ 1,088,792**	**$ 1,287,085**	**$ 1,287,085**	**$ 317,769**
Ending Fund Balance	**$ 1,287,085**	**$ 852,316**	**$ 317,769**	**$ 178,083**

CITY OF BARTLETT
FY 2010-2014 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Revenues						
G.O. Bonds	$ 2,025,000	$ 1,915,000	$ 1,100,000	$ 3,690,000	$ 1,050,000	**$ 9,780,000**
Utility Bonds	$ 860,175	$ 980,000	$ 2,978,000	$ 2,023,000	$ 2,023,000	**$ 8,864,175**
Capital Note	$ 245,000	$ 921,500	$ 949,500	$ 927,000	$ 952,000	**$ 3,995,000**
911 Funds	$ 32,600	$ 0	$ 0	$ 0	$ 0	**$ 32,600**
Other Funds	$ 0	$ 450,000	$ 500,000	$ 500,000	$ 500,000	**$ 1,950,000**
Total Revenues	**$ 3,162,775**	**$ 4,266,500**	**$ 5,527,500**	**$ 7,140,000**	**$ 4,525,000**	**$ 24,621,775**
Expenditures						
G.O. Bond/Other Funded						
Administrative	$ 520,000	$ 25,000	$ 28,000	$ 30,000	$ 30,000	**$ 633,000**
Public Safety	$ 312,600	$ 1,730,000	$ 510,000	$ 485,000	$ 510,000	**$ 3,547,600**
Public Works	$ 0	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,000,000**
Engineering	$ 1,405,000	$ 691,500	$ 1,121,500	$ 3,712,000	$ 72,000	**$ 7,002,000**
Parks & Recreation	$ 65,000	$ 140,000	$ 140,000	$ 140,000	$ 1,140,000	**$ 1,625,000**
Total G.O. Bond/Other Funded	**$ 2,302,600**	**$ 2,836,500**	**$ 2,049,500**	**$ 4,617,000**	**$ 2,002,000**	**$ 13,807,600**
Utility Bond/Other Funded						
Water	$ 165,000	$ 530,000	$ 2,753,000	$ 173,000	$ 173,000	**$ 3,794,000**
Sewer	$ 695,175	$ 900,000	$ 725,000	$ 2,350,000	$ 2,350,000	**$ 7,020,175**
Total Utility Bond/Other Funded	**$ 860,175**	**$ 1,430,000**	**$ 3,478,000**	**$ 2,523,000**	**$ 2,523,000**	**$ 10,814,175**
Total Expenditures	**$ 3,162,775**	**$ 4,266,500**	**$ 5,527,500**	**$ 7,140,000**	**$ 4,525,000**	**$ 24,621,775**

CITY OF BARTLETT
ORGANIZATION CHART - BY FUNCTION



CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2010 Adopted Budget

Fiscal Year 2010 staffing level schedule includes the number of full time employees, part time employees and the total full time equivalents (FTE). Full time equivalents are calculated by the number of total working hours divided into 2080 hours, which is a full year. Part time positions are just estimates based on the money allocated for part time. Departments have flexibility to balance their full time and part time positions allocated based on their total budget. There is a net decrease of 3 full time positions in FY 2010. In the General Fund, the Mayor's Office has elimated the CAO position while Building and Grounds eliminated a custodial position. Plant Operations, in the Utility Fund, also eliminated an assistant manager position.

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
GENERAL FUND				
Administrative				
Legislative Board				
Full Time	*1.00*	*1.00*	*1.00*	*1.00*
Part Time (converted to FTE)	*2.00*	*2.00*	*2.00*	*2.00*
Total Legislative Board FTE	***3.00***	***3.00***	***3.00***	***3.00***
Mayor's Office				
Full Time	*5.88*	*6.00*	*6.00*	*5.00*
Part Time (converted to FTE)	*0.00*	*0.15*	*0.00*	*0.00*
Total Mayor's Office FTE	***5.88***	***6.15***	***6.00***	***5.00***
Community Relations				
Full Time	*1.00*	*1.00*	*1.00*	*1.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Community Affairs FTE	***1.00***	***1.00***	***1.00***	***1.00***
Buildings and Grounds				
Full Time	*3.00*	*3.00*	*2.05*	*2.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.31*
Total Buildings and Grounds FTE	***3.00***	***3.00***	***2.05***	***2.31***
Bartlett Station Community Center				
Full Time	*2.00*	*3.00*	*3.00*	*3.00*
Part Time (converted to FTE)	*2.26*	*1.48*	*2.61*	*2.91*
Total B.S. Community Center FTE	***4.26***	***4.48***	***5.61***	***5.91***
Finance and Administration				
Full Time	*12.50*	*13.00*	*12.76*	*13.00*
Part Time (converted to FTE)	*1.70*	*1.00*	*1.79*	*1.00*
Total Finance & Administration FTE	***14.20***	***14.00***	***14.55***	***14.00***
City Court				
Full Time	*10.21*	*11.00*	*10.91*	*11.00*
Part Time (converted to FTE)	*0.72*	*0.38*	*1.12*	*0.00*
Total City Court FTE	***10.93***	***11.38***	***12.03***	***11.00***
Personnel				
Full Time	*4.00*	*4.00*	*4.00*	*4.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Personnel FTE	***4.00***	***4.00***	***4.00***	***4.00***

CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2010 Adopted Budget

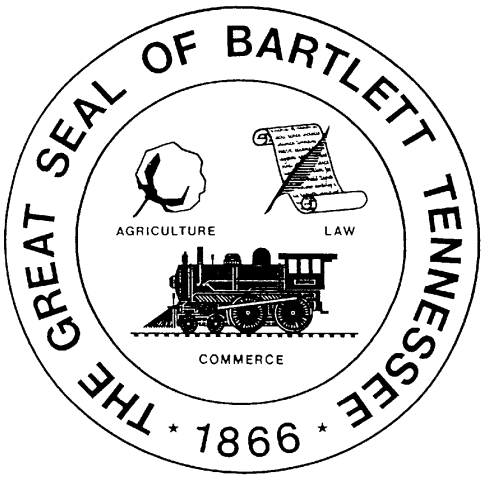
Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Planning & Economic Development				
Full Time	*4.00*	*4.00*	*4.00*	*4.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Planning & Eco Devpmnt FTE	***4.00***	***4.00***	***4.00***	***4.00***
Full Time	**43.59**	**46.00**	**44.72**	**44.00**
Part Time (converted to FTE)	**6.68**	**5.01**	**7.52**	**6.22**
Total Administrative FTE	**50.27**	**51.01**	**52.24**	**50.22**
Public Safety				
Police				
Full Time	*133.29*	*144.00*	*139.70*	*144.00*
Part Time (converted to FTE)	*7.05*	*8.00*	*8.28*	*8.72*
Total Police FTE	***140.34***	***152.00***	***147.98***	***152.72***
Fire				
Full Time	*72.00*	*72.00*	*73.31*	*72.00*
Part Time (converted to FTE)	*0.45*	*0.75*	*0.46*	*0.70*
Total Fire FTE	***72.45***	***72.75***	***73.77***	***72.70***
Ambulance Service				
Full Time	*17.92*	*25.00*	*20.90*	*25.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Ambulance Service FTE	***17.92***	***25.00***	***20.90***	***25.00***
Building Codes Enforcement				
Full Time	*11.00*	*11.00*	*11.00*	*11.00*
Part Time (converted to FTE)	*0.89*	*1.50*	*0.54*	*0.00*
Total Bldg. Codes Enforcement FTE	***11.89***	***12.50***	***11.54***	***11.00***
Full Time	**234.21**	**252.00**	**244.91**	**252.00**
Part Time (converted to FTE)	**8.39**	**10.25**	**9.28**	**9.42**
Total Public Safety FTE	**242.60**	**262.25**	**254.19**	**261.42**
Public Works				
Administration				
Full Time	*5.00*	*5.00*	*4.71*	*5.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.02*
Total Administration FTE	***5.00***	***5.00***	***4.71***	***5.02***
City Shops				
Full Time	*9.51*	*10.00*	*9.98*	*10.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.03*
Total City Shops FTE	***9.51***	***10.00***	***9.98***	***10.03***
General Maintenance				
Full Time	*15.39*	*16.00*	*14.91*	*16.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total General Maintenance FTE	***15.39***	***16.00***	***14.91***	***16.00***
General Services				
Full Time	*2.00*	*3.00*	*2.76*	*3.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total General Services FTE	***2.00***	***3.00***	***2.76***	***3.00***

CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Grounds Maintenance				
Full Time	*12.82*	*14.00*	*12.87*	*14.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Grounds Maintenance FTE	***12.82***	***14.00***	***12.87***	***14.00***
Animal Control				
Full Time	*7.50*	*8.00*	*8.00*	*8.00*
Part Time (converted to FTE)	*0.56*	*0.75*	*0.65*	*0.70*
Total Animal Control FTE	***8.06***	***8.75***	***8.65***	***8.70***
Engineering Administration				
Full Time	*3.00*	*3.00*	*3.00*	*3.00*
Part Time (converted to FTE)	*0.00*	*0.05*	*0.00*	*0.00*
Total Engineering Administration FTE	***3.00***	***3.05***	***3.00***	***3.00***
Engineering & Inspection				
Full Time	*8.00*	*8.00*	*8.00*	*8.00*
Part Time (converted to FTE)	*0.51*	*0.75*	*0.02*	*0.00*
Total Engineering & Inspection FTE	***8.51***	***8.75***	***8.02***	***8.00***
Full Time	**63.22**	**67.00**	**64.23**	**67.00**
Part Time (converted to FTE)	**1.07**	**1.55**	**0.67**	**0.75**
Total Public Works FTE	**64.29**	**68.55**	**64.90**	**67.75**
Parks & Recreation				
Administration				
Full Time	*2.52*	*3.00*	*3.00*	*3.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Administration FTE	***2.52***	***3.00***	***3.00***	***3.00***
Community Center				
Full Time	*5.00*	*6.00*	*5.00*	*6.00*
Part Time (converted to FTE)	*13.06*	*13.00*	*12.78*	*12.65*
Total Community Center FTE	***18.06***	***19.00***	***17.78***	***18.65***
Athletics				
Full Time	*3.00*	*3.00*	*3.00*	*3.00*
Part Time (converted to FTE)	*6.43*	*6.90*	*6.54*	*6.36*
Total Athletics FTE	***9.43***	***9.90***	***9.54***	***9.36***
Maintenance				
Full Time	*13.46*	*14.00*	*14.00*	*14.00*
Part Time (converted to FTE)	*2.80*	*1.50*	*2.49*	*1.97*
Total Maintenance FTE	***16.26***	***15.50***	***16.49***	***15.97***
Senior Center				
Full Time	*4.00*	*4.00*	*4.00*	*4.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Senior Center FTE	***4.00***	***4.00***	***4.00***	***4.00***
Recreation Center				
Full Time	*11.68*	*12.00*	*11.02*	*12.00*
Part Time (converted to FTE)	*18.74*	*19.23*	*17.98*	*20.08*
Total Recreation Center FTE	***30.42***	***31.23***	***29.00***	***32.08***
Full Time	**39.66**	**42.00**	**40.02**	**42.00**
Part Time (converted to FTE)	**41.03**	**40.63**	**39.79**	**41.06**
Total Parks FTE	**80.69**	**82.63**	**79.81**	**83.06**

CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Performing Arts				
Full Time	**1.83**	**2.00**	**2.00**	**2.00**
Part Time (converted to FTE)	**1.79**	**3.00**	**2.10**	**2.88**
Total Performing Arts FTE	**3.62**	**5.00**	**4.10**	**4.88**
FULL TIME	**382.51**	**409.00**	**395.88**	**407.00**
PART TIME (converted to FTE)	**58.96**	**60.44**	**59.36**	**60.33**
TOTAL GENERAL FUND FTE	**441.47**	**469.44**	**455.24**	**467.33**
SPECIAL REVENUE FUNDS				
Solid Waste Fund				
Full Time	*36.33*	*37.00*	*36.95*	*37.00*
Part Time (converted to FTE)	*0.72*	*1.25*	*1.39*	*1.60*
Total Solid Waste Fund FTE	***37.05***	***38.25***	***38.34***	***38.60***
Drainage Control Fund				
Full Time	*0.83*	*1.00*	*1.00*	*1.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Drainage Control Fund FTE	***0.83***	***1.00***	***1.00***	***1.00***
FULL TIME	**37.16**	**38.00**	**37.95**	**38.00**
PART TIME (converted to FTE)	**0.72**	**1.25**	**1.39**	**1.60**
TOTAL SPECIAL REVENUE FUNDS FTE	**37.88**	**39.25**	**39.34**	**39.60**
UTILITY				
Administration				
Full Time	*11.08*	*11.00*	*11.00*	*11.00*
Part Time (converted to FTE)	*1.06*	*1.25*	*0.50*	*0.94*
Total Administration FTE	***12.14***	***12.25***	***11.50***	***11.94***
Water & Wastewater Services				
Full Time	*14.93*	*15.00*	*14.82*	*15.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Water & Wastewater Services FTE	***14.93***	***15.00***	***14.82***	***15.00***
Plant Operations				
Full Time	*5.00*	*6.00*	*5.57*	*5.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Plant Operations FTE	***5.00***	***6.00***	***5.57***	***5.00***
Sewer Lagoon				
Full Time	*4.00*	*4.00*	*4.00*	*4.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Sewer Lagoon FTE	***4.00***	***4.00***	***4.00***	***4.00***
FULL TIME	**35.01**	**36.00**	**35.39**	**35.00**
PART TIME (converted to FTE)	**1.06**	**1.25**	**0.50**	**0.94**
TOTAL UTILITY FTE	**36.07**	**37.25**	**35.89**	**35.94**
ALL FUNDS				
FULL TIME	**454.68**	**483.00**	**469.22**	**480.00**
PART TIME (converted to FTE)	**60.74**	**62.94**	**61.25**	**62.87**
TOTAL ALL FUNDS FTE	**515.42**	**545.94**	**530.47**	**542.87**


THE GREAT SEAL OF BARTLETT TENNESSEE
AGRICULTURE
LAW
COMMERCE
* 1866 *

CITY OF BARTLETT

TENNESSEE

SUMMARY

CITY OF BARTLETT
GENERAL FUND SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Revenues				
Property Taxes	$ 17,388,322	$ 17,736,545	$ 17,622,372	$ 17,664,600
Local Taxes	8,416,916	8,600,025	7,540,425	7,559,500
License & Permits	1,634,758	1,664,300	1,450,500	1,456,000
Intergovernmental	4,361,070	4,201,980	3,817,775	3,844,000
Charges for Services	3,887,163	3,993,085	4,011,830	4,084,110
Court Charges	1,601,049	1,520,000	1,685,000	1,710,000
Other Revenue/Transfers	942,939	964,750	805,000	915,000
Total Revenues	**$ 38,232,218**	**$ 38,680,685**	**$ 36,932,902**	**$ 37,233,210**
Expenditures				
Legislative	$ 475,640	$ 546,377	$ 460,853	$ 676,061
Mayor's Office	659,306	632,767	617,001	523,706
Community Relations	210,101	261,626	239,463	235,650
Building & Grounds	335,420	390,147	318,564	299,679
Bartlett Station Municipal Center	341,019	484,749	483,253	449,236
Library	906,583	1,065,000	1,030,966	1,021,466
Finance	1,196,944	1,274,767	1,226,379	1,200,875
City Court	611,572	688,635	656,247	672,771
Personnel	361,074	421,365	381,600	394,559
Planning	298,899	321,329	305,935	312,691
Police	10,560,290	11,993,520	11,318,993	11,940,337
Fire Services and Ambulance	7,436,467	8,389,817	8,008,895	8,275,437
Codes Enforcement	860,090	923,873	869,672	853,777
Public Works	3,589,117	4,146,971	3,909,807	3,764,988
Engineering	936,250	1,031,252	974,630	961,507
Parks & Recreation	4,594,842	5,158,460	4,874,774	4,892,222
Performing Arts	549,878	729,579	580,408	595,134
Expenditures	**$ 33,923,492**	**$ 38,460,235**	**$ 36,257,440**	**$ 37,070,096**
Transfers Out				
Trfr. Out to Debt Service	$ 525,000	$ 0	$ 0	$ 400,000
Trfr. Out to State Street Aid	850,000	904,605	904,605	500,000
Trfr. Out to Capital Improvement/Grants	1,302,485	477,286	477,286	0
Total Transfers Out	**$ 2,677,485**	**$ 1,381,891**	**$ 1,381,891**	**$ 900,000**
Total Expenditures	**$ 36,600,977**	**$ 39,842,126**	**$ 37,639,331**	**$ 37,970,096**
Net From Operations	**1,631,241**	**(1,161,441)**	**(706,429)**	**(736,886)**
Beginning Fund Balance	**$ 13,533,855**	**$ 15,165,096**	**$ 15,165,096**	**$ 14,458,667**
Ending Fund Balance	**$ 15,165,096**	**$ 14,003,655**	**$ 14,458,667**	**$ 13,721,781**

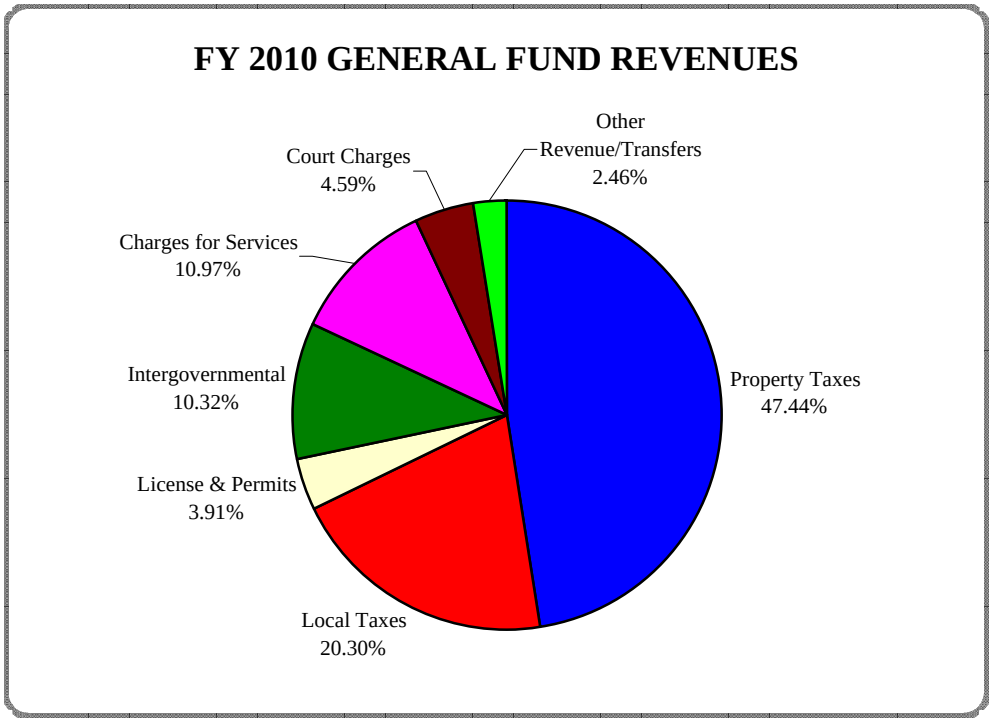
CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Property Taxes				
Real Property Tax	$ 14,941,571	$ 15,366,545	$ 15,367,100	$ 15,367,100
Personalty Tax	602,114	620,000	600,000	600,000
Property Tax - Utility	204,645	205,000	200,000	200,000
In-Lieu Of Tax - Utility	311,553	345,000	321,033	327,500
In-Lieu Of Tax - Industry	576,844	575,000	575,000	575,000
In-Lieu Of Tax - MLG&W	247,437	250,000	214,239	250,000
Delinquent Tax	369,540	280,000	250,000	250,000
Interest & Penalty	134,618	95,000	95,000	95,000
Total Property Taxes	**$ 17,388,322**	**$ 17,736,545**	**$ 17,622,372**	**$ 17,664,600**
Local Taxes				
Local Sales Tax	$ 6,091,061	$ 6,334,120	$ 5,269,445	$ 5,322,140
Wholesale Beer Tax	649,814	675,000	675,000	675,000
Wholesale Liquor Tax	153,311	144,500	161,840	165,000
Beer Permits Application	3,750	3,000	3,000	3,000
Retail Liquor Licenses	10,820	10,500	10,500	10,500
Beer Privilege Tax	6,750	6,550	6,550	6,550
Gross Receipts Business	876,039	796,780	796,780	750,000
Business Licenses	35,016	35,500	35,500	35,500
Penalty - Business Tax	13,659	12,000	12,000	12,000
Interest - Business Tax	3,018	2,200	2,200	2,200
Collection Fees - Business Tax	12,256	14,500	12,500	12,500
Misc Business Permits & Licenses	55	110	110	110
Catv Franchise Fees	341,940	335,000	350,000	350,000
Hotel/Motel Tax	219,427	230,265	205,000	215,000
Total Local Taxes	**$ 8,416,916**	**$ 8,600,025**	**$ 7,540,425**	**$ 7,559,500**
License & Permits				
Additional Building Fees	$ 4,358	$ 5,000	$ 1,000	$ 1,000
Additional Electrical Fees	1,382	1,500	500	500
Additional Plumbing Fees	1,526	2,500	1,500	1,500
Additional Mechanical Fe	10,331	13,000	5,000	5,000
Issuing Fees	13,904	14,000	10,850	12,000
New Building Permits	139,029	125,000	70,000	70,000
New Electrical Permits	67,154	65,000	60,000	60,000
New Plumbing Permits	51,283	55,000	29,150	30,000
New Mechanical Permits	68,220	57,000	57,000	60,000
Zoning Application Fees	4,661	5,000	1,500	1,500
Planning Fees	1,010	1,000	1,000	1,000
S/D Application Fees	1,277	1,000	1,000	1,000
Miscellaneous Building Permits	29,431	25,500	20,000	20,000
Board Of Zoning Appeals	1,200	1,000	1,500	1,500
Subdivision Inspection Fees	57,673	85,000	45,000	45,000
Subdivision Engineering Fees	51,233	60,000	30,000	30,000
Subdivision Sewer Review Fees	882	1,500	500	500
Road Cut & Boring Permit	5,428	5,000	5,000	5,000
Site Plan Review	1,750	2,200	1,500	2,000
Sign Review	2,925	2,100	1,500	1,500
Building Plan Review	15,850	12,000	12,000	12,000
Sign Inspection	18,592	15,000	10,000	10,000

CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Auto Wheel Fee	1,085,661	1,110,000	1,085,000	1,085,000
Total License & Permits	**$ 1,634,758**	**$ 1,664,300**	**$ 1,450,500**	**$ 1,456,000**
Intergovernmental Revenues				
State Sales Tax	$ 3,364,220	$ 3,402,000	$ 3,147,000	$ 3,178,500
State Income Tax	445,258	230,000	110,000	100,000
State Beer Tax	25,683	25,500	25,500	25,500
State Liquor Tax	44,701	51,480	45,000	45,000
State Excise Tax	17,463	20,000	15,000	15,000
State TVA In Lieu Of Tax	435,898	453,000	450,275	455,000
State Share / Road Maint	27,846	20,000	25,000	25,000
Total Intergovernmental Revenues	**$ 4,361,070**	**$ 4,201,980**	**$ 3,817,775**	**$ 3,844,000**
Misc Charges For Services				
City Service Fees	$ 5,775	$ 4,500	$ 4,500	$ 4,500
Ambulance Fees	696,247	650,000	700,000	700,000
Tow-In Fees	4,240	5,100	5,100	5,100
Accident Reports	34,263	40,000	35,000	40,000
Publication Fees	3,050	1,000	1,000	1,000
Police Background Check	1,545	1,500	3,000	3,000
911 Fees	19,765	23,000	18,240	18,240
Library Fees	1,750	2,000	105,000	110,000
Total Misc Charges For Services	**$ 766,635**	**$ 727,100**	**$ 871,840**	**$ 881,840**
Parks & Rec Charges				
Senior Citizens Center	$ 61,013	$ 91,295	$ 82,815	$ 85,515
Community Relations	27,262	25,000	35,000	35,000
Community Center	501,329	513,050	503,400	511,350
Athletics	358,284	408,860	397,805	397,805
Recreation Center	1,916,330	1,956,780	1,893,970	1,923,600
Total Parks & Rec Charges	**$ 2,864,218**	**$ 2,994,985**	**$ 2,912,990**	**$ 2,953,270**
BPACC Revenues	256,310	271,000	227,000	249,000
Court Fines & Costs				
City Court Fines	$ 981,564	$ 855,000	$ 1,050,000	$ 1,050,000
City Court Costs	404,523	380,000	425,000	450,000
State Tax On Court Fines	74,254	125,000	50,000	50,000
Bond Forfeitures	45,959	45,000	45,000	45,000
Fines Greater Than Cash	86,180	100,000	100,000	100,000
Other Court Costs	8,569	15,000	15,000	15,000
Total Court Fines & Costs	**$ 1,601,049**	**$ 1,520,000**	**$ 1,685,000**	**$ 1,710,000**
Other Revenues				
Interest	$ 475,130	$ 400,000	$ 200,000	$ 150,000
Sale Of Equipment	44,545	45,000	45,000	45,000
Bartlett Station Municipal Center	122,341	112,000	150,000	150,000
Other Revenues	60,923	117,750	120,000	120,000
Transfer In	240,000	290,000	290,000	450,000
Total Other Revenues	**$ 942,939**	**$ 964,750**	**$ 805,000**	**$ 915,000**
TOTAL GENERAL FUND REVENUES	**$ 38,232,218**	**$ 38,680,685**	**$ 36,932,902**	**$ 37,233,210**

CITY OF BARTLETT
ANALYSIS OF GENERAL FUND REVENUE SOURCES
FY 2010 Adopted Budget



General Fund Revenues are classified into seven major sources; Property Taxes, Local Taxes, License & Permits, Intergovernmental, Charges for Services, Court Charges and Other Revenue. Property and Local Taxes are Bartlett's largest sources of revenue, a combined 67.75% of all General Fund Revenues in FY 2010. During this recession, more than 10% decrease are projected for Local Taxes, License & Permits and Intergovernmental revenues in FY 2009 and the anticipated revenue growth in the 2010 budget is less than 1%.

Property Taxes		
FY	Amount	% Inc (Dec)
2006	$ 12,680,877	
2007	$ 14,232,339	12.23%
2008	$ 17,388,322	22.17%
2009 (Proj)	$ 17,622,372	1.35%
2010 (Bdgt)	$ 17,664,600	0.24%

Property Taxes represent the largest percentage (47.44%) of all GF Revenues. A 23 cent increase in 2008 netted a 22.17% increase in FY 2008, a modest 1.35% increase projected in FY 2009, while no increase budget for FY 2010. Property assessments are made by the Shelby County Tax Assessor based on the estimated appraised value and the following classifications:

Real Estate-Residential and Farm	25% of appraised value
Real Estate-Commercial and Industrial	40% of appraised value
Personal Property-Commercial and Industrial	30% of appraised value
Tennessee Regulators and Personal Property	55% of appraised value

The current property tax rate is at 1.49. The property tax rate has increased only twice (2003 & 2007) for the last 12 years. Taxes are due on November 1, and become delinquent March 1 the following year.

Local Taxes is the second largest source of revenue and represent 20.30% of all GF Revenues. They are comprised primarily of Local Sales Taxes ($5,322,140) over two thirds (70%) of local taxes), Wholesale Beer Taxes ($675,000), Gross Receipts Business ($750,000), CATV Franchise Fees ($350,000), along with other local taxes. The current local sales taxes rate is 2.25% the first $1,600 of the gross proceeds. The last increase was in FY 1984, from 1.5% to 2.25%.

Local Taxes		
FY	Amount	% Inc (Dec)
2006	$ 7,688,612	
2007	$ 8,327,275	8.31%
2008	$ 8,416,916	1.08%
2009 (Proj)	$ 7,540,425	-10.41%
2010 (Bdgt)	$ 7,559,500	0.25%

CITY OF BARTLETT
ANALYSIS OF GENERAL FUND REVENUE SOURCES
FY 2010 Adopted Budget

Licenses & Permits		
FY	Amount	% Inc (Dec)
2006	$ 2,270,751	
2007	$ 2,008,337	-11.56%
2008	$ 1,634,758	-18.60%
2009 (Proj)	$ 1,450,500	-11.27%
2010 (Bdgt)	$ 1,456,000	0.38%

The Office of Code Enforcement sets, monitors and collects most of the **License and Permit** fees. Projections for subdivision and new construction permit fees are based on no increase in commercial construction and residential construction. The largest fee is the $25 Wheel Tax that generates over 2/3 of the License and Permits revenues.

Intergovernmental Revenues are state shared revenues, the largest being Bartlett's share of the State Sales Tax, 82.7%. We projected a 12.46% decrease for FY 2009 and less than 1% increase in FY 2010 during this recession.

Intergovernmental Revenues		
FY	Amount	% Inc (Dec)
2006	$ 3,458,833	
2007	$ 4,043,962	16.92%
2008	$ 4,361,070	7.84%
2009 (Proj)	$ 3,817,775	-12.46%
2010 (Bdgt)	$ 3,844,000	0.69%

Charges for Services		
FY	Amount	% Inc (Dec)
2006	$ 3,706,246	
2007	$ 3,611,649	-2.55%
2008	$ 3,887,163	7.63%
2009 (Proj)	$ 4,011,830	3.21%
2010 (Bdgt)	$ 4,084,110	1.80%

Parks and Recreation fees account for the largest share of **Charges for Services** and the Recreation Center accounts for almost 1/2 of the Parks fees. The second largest share of Charges for Services is the ambulance fees ($700,000). We only budget a modest increase in FY 2010.

Court Charges are fees generated through fines for violations of City Ordinances and Court Costs. Collections remain steady over the last five years.

Court Charges		
FY	Amount	% Inc (Dec)
2006	$ 1,597,456	
2007	$ 1,660,289	3.93%
2008	$ 1,601,049	-3.57%
2009 (Proj)	$ 1,685,000	5.24%
2010 (Bdgt)	$ 1,710,000	1.48%

Other Revenue		
FY	Amount	% Inc (Dec)
2006	$ 959,951	
2007	$ 1,006,073	4.80%
2008	$ 942,939	-6.28%
2009 (Proj)	$ 805,000	-14.63%
2010 (Bdgt)	$ 915,000	13.66%

Interest income and a transfer from the General Improvement Fund make up the majority of the **Other Revenues**.

CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Department Revenues				
State Police Training Grant	$ 51,000	$ 57,000	$ 57,000	$ 0
State Fire Training Grant	33,000	38,400	38,400	0
CERT Class Fees	1,260	0	0	0
Property Maintenance Charges	750	100,000	100,000	200,000
Weed Cutting Fees	26,823	20,000	56,000	60,000
Transfer from Grants Fund	14,322	0	0	0
Intergovernment Reimbursement	1,461	0	15,000	0
Animal Shelter Donations	16,528	8,000	22,000	22,000
Animal Shelter Boarding	1,048	0	2,000	2,000
Animal Shelter Capture Fee	12,050	12,000	8,000	8,000
Animal Shelter Adoption	60,644	55,000	65,000	65,000
Animal Shelter City License	40,618	40,000	60,000	60,000
Animal Shelter Misc Revenues	18,241	25,000	3,200	3,200
Shop Expense Allocation	331,150	325,325	325,325	325,325
Total Department Revenues	**$ 608,894**	**$ 680,725**	**$ 751,925**	**$ 745,525**
Personnel				
Supervisor Salaries	$ 3,199,287	$ 3,337,691	$ 3,317,304	$ 3,164,657
Employee Wages	13,926,997	15,642,090	15,199,098	15,696,090
Overtime Wages	487,528	517,784	409,541	443,125
Special Hours	188,871	203,900	194,257	208,000
Holiday Pay	351,804	424,424	406,516	472,726
Contracted Services	803,133	945,366	794,631	746,036
Part-Time	1,039,730	1,246,715	1,100,829	1,158,128
Instructional Expense	5,125	4,000	4,500	5,000
Vacation Pay	149,045	35,000	24,181	53,524
Educational Bonus	70,130	86,140	78,780	88,660
Sick Pay	23,532	10,000	30,181	25,000
Longevity Pay	283,720	369,217	361,719	406,333
FLSA Wages	43,518	71,925	51,954	67,925
Christmas Bonus	44,352	48,797	44,957	0
Employee Incentive	9,433	11,136	11,136	11,136
Other Personnel Costs	13,915	18,000	15,099	16,600
Employee Health Insurance	2,998,341	3,287,069	3,198,972	3,360,403
Employee Life Insurance	90,449	102,491	98,344	101,849
Employee Testing	71,098	76,000	58,269	65,500
Worker's Compensation Insurance	573,333	615,972	615,972	400,463
Unemployment Compensation	13,799	3,000	4,734	3,000
Retiree Health Insurance	339,235	379,594	369,722	377,215
FICA	1,475,656	1,683,291	1,581,098	1,666,490
Pension Contribution	2,108,382	2,372,474	2,372,474	2,640,505
Total Personnel	**$ 28,310,413**	**$ 31,492,076**	**$ 30,344,268**	**$ 31,178,365**
Staffing Level				
Full-Time	*382.51*	*409.00*	*395.88*	*407.00*
Part-Time (converted to FTE)	*58.96*	*60.44*	*59.36*	*60.33*
Total Full-Time Equivalent (FTE)	***441.47***	***469.44***	***455.24***	***467.33***

CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2010 Adopted Budget

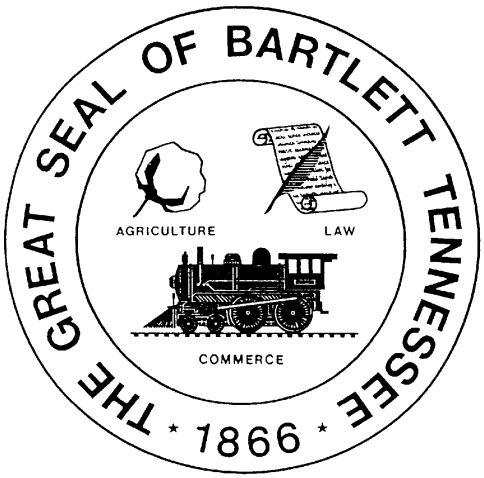
Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Operations				
Training	$ 99,471	$ 145,294	$ 90,256	$ 105,660
State Training Salary Supplement	84,000	95,400	95,400	0
Firearms Training	29,425	40,732	23,000	25,000
Volunteer Expense	11,384	17,000	10,850	14,000
Travel	82,611	94,448	53,702	53,200
Legal Fees	23,852	34,000	31,000	47,000
Mayor's Youth Council	0	0	0	2,000
Professional Services	120,732	202,112	175,371	179,500
Advertising & Promotional Expenses	0	1,000	0	500
Other Professional Service	144,708	248,500	250,620	203,228
Boards & Commissions	70,426	73,150	73,150	69,150
DUI Testing Fees	2,199	4,000	4,000	4,000
Sexual Offender Register	0	0	0	800
Postage & Freight	67,509	108,925	80,303	88,658
Notice Publication	48,074	54,500	50,300	50,250
Dues & Subscriptions	56,642	68,867	51,122	51,067
Meetings	11,949	14,582	9,893	10,874
Employee Appreciation	3,271	2,800	2,300	500
Utilities	615,499	618,250	632,985	641,800
Building Rent	42,843	45,000	45,000	22,500
Phones-Local	75,646	87,063	89,063	90,335
Long Distance Phone Calls	1,479	3,713	2,937	3,027
Cellular Phones	38,186	47,307	48,495	49,978
Data Processing - Software	54,291	75,876	62,995	0
Telecommunication Link	13,758	24,800	22,500	23,800
Library Charge-Shelby Co.	857,518	1,025,000	945,000	935,500
Reappraisal Charges	0	0	0	160,000
Shop Allocation	211,980	208,095	207,945	208,017
Vehicle Maintenance	255,091	282,902	246,420	284,694
Equipment Maintenance	127,196	154,925	129,100	134,490
Radio Maintenance	47,463	66,441	48,101	56,241
Computer Maintenance	76,940	103,131	84,879	0
Grounds Maintenance	122,327	236,700	215,781	314,350
Building Maintenance	232,378	265,703	245,800	242,900
Pool Maintenance	17,216	21,369	21,330	20,000
Swim Competitions	27,035	40,000	40,000	40,000
Fuel System Maintenance	50	0	0	0
Street Painting & Signs	22,592	25,818	20,000	22,000
Automobile Allowance	912	1,800	1,297	1,050
Office Supplies	94,470	96,579	90,431	92,624
Printing	94,616	108,998	77,810	77,250
Christmas Expenses	2,019	2,500	1,962	0
Medical Supplies	113,766	110,300	112,150	117,650
BPACC Capital Fund Expenditures	3,582	0	0	0
Special Designation Expend-BPAC	4,240	3,000	3,689	3,000
Ticket Sales Expenditures-BPAC	1,421	4,000	2,000	2,000
Petroleum Supplies	554,939	772,790	547,223	464,160
Special Events	4,744	9,215	6,282	7,500
Concession Supplies Client	2,392	7,000	3,000	5,250
Preschool Supplies	4,636	5,000	5,000	4,500

CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Recreation Supplies	60,177	67,809	67,809	64,286
Concession Supplies	87,498	84,350	84,350	84,350
Field Trips	14,389	18,000	18,000	16,000
Tournament Expenses	7,713	7,500	7,500	9,400
Cost of Goods Sold	3,085	5,000	5,000	5,000
Clothing & Uniforms	173,612	219,601	178,429	189,285
Operating Supplies	240,555	289,318	259,341	255,432
Cleaning Supplies	44,018	48,887	49,887	52,112
Chemical Supplies	2,796	5,000	6,134	6,433
Air Service	8,942	8,000	3,300	6,000
Film & Developing	2,507	4,550	2,872	2,800
Fill Sand, Dirt & Gravel	31,078	47,000	48,005	43,004
Asphalt/Street Repairs	26,037	50,000	50,000	70,000
Concrete & Brick	19,062	21,200	19,000	20,000
Miscellaneous Shop Parts	2,770	3,000	1,000	2,500
Small Tools	25,471	30,581	20,705	20,100
Tournament Awards	20,149	21,725	20,346	21,200
Fire Hose	425	4,000	3,000	4,000
Pipe & Materials-System Maintenance	14,113	15,000	10,000	10,000
Miscellaneous Supplies	2,937	2,100	2,600	2,800
Jail Meals & Supplies	21,647	22,000	24,000	25,000
CERT Training Supplies	1,055	200	200	200
CERT Grant Expenses	0	1,500	1,500	0
Public Awareness	22,702	38,500	32,000	30,500
Fire Prevention	6,446	5,000	7,000	6,000
Grant Money Expense	0	109	500	0
Community Promotions	4,139	5,515	5,500	4,500
Bartlett In Bloom Expenses	209	0	0	0
Travel Club	5,855	33,000	18,000	13,200
Equipment Rental	10,750	19,863	22,577	25,190
Street Barricade & Equip Rental	1,464	2,500	1,500	1,800
Copy Machine Rental	32,173	49,910	41,255	43,935
Property Insurance	105,632	104,355	98,225	102,583
Vehicle & Equip Insurance	94,467	90,674	60,756	68,505
General Liability Insurance	167,769	167,214	168,265	171,363
Other Insurance	14,590	11,865	7,792	8,000
Landfill Fees	2,488	3,000	3,000	3,000
Bank Charges	0	1,650	150	400
Credit Card Vendor Fees	37,658	31,600	33,293	34,200
Interest Refund	2,931	1,000	1,000	1,000
State Fees	2,250	5,200	5,200	4,000
Cash Over/Short	160	100	575	250
Tow-In Fees	8,758	13,200	15,700	16,700
License Fees	0	1,100	600	1,250
Animal Control Fees	0	1,600	0	2,000
Storage Fees	5,126	6,074	5,110	2,510
Election Expenses	0	5,000	5,000	0
Contingency	87,098	102,028	52,028	100,000
Damage Claims	15,308	30,140	18,742	28,000
Miscellaneous Other Expenses	36,486	55,126	40,901	41,400
Total Operations	**$ 6,051,973**	**$ 7,420,228**	**$ 6,488,089**	**$ 6,550,191**

CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Capital				
Fencing & Landscaping	$ 9,374	$ 4,500	$ 1,055	$ 1,000
Building Improvements	55,171	125,539	113,276	44,300
Other Improvements	11,182	0	0	0
Mobil Equipment	5,300	4,000	0	0
Communications Equipment	8,848	4,140	3,075	2,475
Data Processing Equipment	25,422	0	201	0
Office Equipment	2,006	7,850	6,600	7,150
Vehicles	12,303	0	0	0
Furniture	5,217	24,977	9,138	16,340
Other Equipment	32,206	52,650	40,664	15,800
Drainage Pipe & Improvements	2,970	5,000	3,000	0
Total Capital	**$ 170,000**	**$ 228,656**	**$ 177,008**	**$ 87,065**
TOTAL GENERAL FUND EXPEND'S	**$ 33,923,492**	**$ 38,460,235**	**$ 36,257,440**	**$ 37,070,096**


THE GREAT SEAL OF BARTLETT TENNESSEE
AGRICULTURE
LAW
COMMERCE
* 1866 *

City of Bartlett

ADMINISTRATIVE

FY 2010 Adopted Budget

The Administrative function includes the Legislative Board, Mayor's Office (which includes the Mayor's Office, Citizen Services, Community Relations, Building and Grounds, Bartlett Station Municipal Center and the Library), Finance and Administration, Court Clerk, Personnel, and Planning and Economic Development. The Administrative function budget increased by $66,433 (1.16%) over the FY 2009 Projection. The budgets of all departments stay the same except for the Legislative and the Mayor's Office. The Legislative department added a reappraisal cost ($160,000) from the Shelby County Assessor. The Mayor's Office eliminated the CAO and a custodial position thus had a net budget decrease. Increases include a 1.5% increase in pension contribution, step raises and a planned 5% health insurance premium increase.

Full-Time Authorized Personnel Positions

Legislative Board

City Attorney	1
Total Legislative Board	**1**

Mayor's Office

Mayor	1
Administrative Assistant	1
City Clerk	1
Citizen Services Director	1
Skill Clerk	1
Community Relations Director	1
BSMC Manager	1
Senior Clerk	1
Building Service	2
Custodial	1
Total Mayor's Office	**11**

Finance and Administration

Finance Director	1
Assistant Finance Director	1
MIS Coordinator	1
Budget/Financial Coordinator	1
Accountant Supervisor	1
Account Clerk	1
Tax/Revenue Supervisor	1
Senior Clerk	2
Skill Clerk	2
Computer Support Tech	2
Total Finance and Administration	**13**

City Court

Prosecutor	1
Judge	2
Court Clerk	1
Assistant Prosecutor	1
Senior Clerk	1
Skill Clerk	3
General Clerk	2
Total Court Clerk	**11**

Personnel

Personnel Director	1
Senior Personnel Coordinator	1
Safety Coordinator	1
Skill Clerk	1
Total Personnel	**4**

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Salaries	2,273,873	2,495,898	2,430,582	2,368,730
Benefits	864,364	918,188	894,254	924,670
Other Personnel	108,161	110,000	88,242	96,100
Operations	2,075,896	2,488,176	2,237,847	2,367,854
Capital	74,263	74,500	69,336	29,340
Total	**5,396,557**	**6,086,762**	**5,720,261**	**5,786,694**

Planning & Economic Development

Planning Director	1
Planner	1
Skill Clerk	1
Admin Secretary	1
Total Planning & Econ. Dev.	**4**

TOTAL ADMINISTRATIVE	**44**

CITY OF BARTLETT
ADMINISTRATIVE BUDGET SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 1,216,592	$ 1,286,208	$ 1,270,636	$ 1,180,904
Employee Wages	939,009	1,075,508	1,030,051	1,052,905
Overtime Wages	29,132	29,700	23,805	24,500
Special Hours	5,100	5,400	5,200	5,300
Contracted Services	27,964	24,000	22,920	24,000
Part-Time	84,040	99,082	100,890	105,121
Vacation Pay	17,039	0	71	13,524
Educational Bonus	720	720	720	720
Sick Pay	12,453	0	7,214	0
Longevity Pay	19,016	22,121	21,687	26,099
Christmas Bonus	4,478	5,079	4,995	0
Employee Incentives	9,433	11,136	11,136	11,136
Other Personnel Costs	9,100	10,000	7,053	6,600
Employee Health Insurance	294,381	310,831	291,065	307,253
Employee Life Insurance	10,491	12,753	11,012	12,064
Employee Testing	71,098	76,000	58,269	65,500
Worker's Compensation Insurance	18,300	20,027	20,027	12,171
Retiree Health Insurance	41,913	47,234	45,404	44,676
FICA	174,251	193,072	185,708	184,294
Pension Contribution	261,890	295,215	295,215	312,733
Total Personnel	**$ 3,246,398**	**$ 3,524,086**	**$ 3,413,078**	**$ 3,389,500**
Staffing Level				
Full-Time	*43.59*	*46.00*	*44.72*	*44.00*
Part-Time (converted to FTE)	*6.68*	*5.01*	*7.52*	*6.22*
Total Full-Time Equivalent (FTE)	***50.27***	***51.01***	***52.24***	***50.22***
Operations				
Training	$ 25,060	$ 36,740	$ 23,540	$ 23,615
Travel	35,605	43,425	23,823	23,100
Legal Fees	23,852	34,000	31,000	47,000
Mayor's Youth Council	0	0	0	2,000
Professional Service	52,352	75,000	67,991	72,000
Advertising & Promotional Expenses	0	1,000	0	500
Other Professional Service	75,096	110,000	110,000	108,000
Boards & Commissions	70,426	73,150	73,150	69,150
Postage & Freight	40,569	60,460	51,949	54,475
Notice Publication	48,074	52,500	48,300	48,250
Dues & Subscriptions	32,705	40,935	32,618	32,368
Meetings	6,947	6,750	4,724	5,800
Utilities	142,113	141,000	142,000	148,000
Building Rent	42,843	45,000	45,000	22,500
Phones - Local	20,988	25,430	26,998	27,200
Long Distance Phone Calls	281	655	533	545
Cellular Phones	10,005	10,500	14,012	14,910
Data Processing - Software	2,439	7,700	2,500	0
Telecommunication Link	7,107	15,000	14,000	14,000
Library Charge-Shelby Co.	857,518	1,025,000	945,000	935,500
Reappraisal Charges	0	0	0	160,000

CITY OF BARTLETT
ADMINISTRATIVE BUDGET SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Shop Allocation	5,400	5,200	5,100	5,100
Vehicle Maintenance	1,515	7,250	8,626	5,500
Equipment Maintenance	6,780	13,000	10,375	10,550
Radio Maintenance	45	520	195	395
Computer Maintenance	60,260	72,850	56,900	0
Grounds Maintenance	32,922	42,000	35,874	33,500
Building Maintenance	49,815	66,658	66,000	66,000
Automobile Allowance	637	1,300	1,050	1,050
Office Supplies	31,509	33,750	31,750	32,430
Printing	68,082	64,500	43,550	45,500
Petroleum Supplies	10,134	19,330	9,423	9,660
Concession Supplies Client	0	0	0	750
Clothing & Uniforms	1,049	1,800	2,232	2,500
Operating Supplies	59,448	71,286	77,725	71,225
Cleaning Supplies	4,481	4,500	7,600	9,000
Film & Developing	327	550	550	550
Small Tools	495	900	800	800
Tournament Awards	6,260	6,000	6,000	6,000
Public Awareness	0	500	0	0
Community Promotions	3,534	4,515	4,500	4,500
Equipment Rental	6,024	8,060	13,000	13,000
Copy Machine Rental	9,988	15,700	8,300	8,200
Property Insurance	26,004	24,740	29,899	29,914
Vehicle & Equip Insurance	2,138	2,020	1,219	1,900
General Liability Insurance	69,954	69,950	66,743	67,057
Other Insurance	150	150	100	200
Bank Charges	0	1,500	150	250
Interest Refund	2,931	1,000	1,000	1,000
Cash Over/Short	195	0	125	100
Storage Fees	5,126	6,074	5,110	2,510
Election Expenses	0	5,000	5,000	0
Contingency	87,098	102,028	52,028	100,000
Damage Claims	0	1,100	1,100	1,100
Miscellaneous Other Expenses	29,612	30,200	28,685	28,700
Total Operations	**$ 2,075,896**	**$ 2,488,176**	**$ 2,237,847**	**$ 2,367,854**
Capital				
Building Improvements	$ 51,100	$ 65,000	$ 65,000	$ 25,000
Data Processing Equipment	9,036	0	0	0
Office Equipment	1,450	4,500	4,000	4,000
Vehicles	12,303	0	0	0
Furniture	375	2,500	336	340
Other Equipment	0	2,500	0	0
Total Capital	**$ 74,263**	**$ 74,500**	**$ 69,336**	**$ 29,340**
TOTAL ADMINISTRATIVE	**$ 5,396,557**	**$ 6,086,762**	**$ 5,720,261**	**$ 5,786,694**

Legislative Board

City of Bartlett

FY 2010 Adopted Budget

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Salaries	107,244	126,180	115,000	118,800
Benefits	39,986	43,314	41,502	42,826
Operations	328,410	376,883	304,351	514,435
Total	**475,640**	**546,377**	**460,853**	**676,061**

What We Do

The Legislative Department represents the citizens of Bartlett through the Board of Mayor and Aldermen; also included in this department is the City Attorney. The City of Bartlett elects a Mayor and six Aldermen in non-partisan at-large positions. The Board enacts legislation necessary to protect the health, safety and welfare of our citizens; approves policies; approves a balanced budget that meets the needs of Bartlett; plan for the orderly development of the community; and approves the appointment of department directors and professional staff who manage service delivery.

FY 2009 Performance Highlights

The Legislative Department reviewed and approved balanced operating and capital improvements budgets that continued to provide a high level of services to Bartlett citizens. The Board of Mayor and Aldermen continued to provide support and approval of our strategy to reduce debt service costs as a percentage of expenses and maintain the property tax rate.

Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
Meet 2nd and 4th Tuesday each month	# of meetings held	23	22	23
Review and adopt balanced operating budget by June 30	Budget approved by June 30	Approved	Approved	Approved
Review and adopt Capital Plan by June 30	Budget approved by June 30	Approved	Approved	Approved

CITY OF BARTLETT
LEGISLATIVE BOARD
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 43,200	$ 45,600	$ 44,400	$ 46,800
Employee Wages	64,044	80,580	70,600	72,000
Christmas Bonus	86	86	86	0
Employee Health Insurance	12,019	11,096	11,106	11,778
Employee Life Insurance	160	681	160	642
Worker's Compensation Insurance	3,320	3,495	3,495	2,310
Retiree Health Insurance	1,857	2,524	2,152	2,376
FICA	8,049	9,659	8,730	9,088
Pension Contribution	14,495	15,773	15,773	16,632
Total Personnel	**$ 147,230**	**$ 169,494**	**$ 156,502**	**$ 161,626**
Staffing Level				
Full-Time	*1.00*	*1.00*	*1.00*	*1.00*
Part-Time (converted to FTE)	*2.00*	*2.00*	*2.00*	*2.00*
Total Full-Time Equivalent (FTE)	***3.00***	***3.00***	***3.00***	***3.00***
Operations				
Training	$ 2,000	$ 2,000	$ 500	$ 500
Employee training expense such as classes, books and training aids.				
Travel	4,245	6,000	8,000	6,000
Travel to the TML Legislative and Municipal Conference and other meetings by Aldermen and City Attorney.				
Legal Fees	6,407	12,000	12,000	25,000
Outside attorneys' fees.				
Other Professional Service	17,042	26,000	20,000	20,000
Lobbiest contract ($15,000/year) and various court costs.				
Boards & Commissions	69,760	72,500	72,500	68,500
Chamber of Commerce ($60,000), Bartlett Arts Council ($7,500), & Other Boards and Commissions ($1,000).				
Postage & Freight	1,574	3,000	2,000	2,000
Mail to boards & commission members or mail on behalf boards & commission members.				
Notice Publication	48,074	52,000	48,000	48,000
Publication of all legal notices and bids for the City, want ads for all depts. in the Commercial Appeal and Bartlett Express.				
Dues & Subscriptions	13,328	20,000	15,000	15,000
TML dues of $9,102; MMG (Bartlett Magazine) $1,225; NLC membership dues ($3,134); Others $1,539.				
Meetings	5,316	2,000	2,000	2,000
Board of Mayor & Aldermen work sessions and other meetings				
Long Distance Phone Calls	12	25	25	25
Estimated cost for long distance.				
Cellular Phones	708	660	660	660
Reappraisal Charge from Shelby County	0	0	0	160,000
City's share of reappraisal from Shelby County Assessor.				
Office Supplies	410	1,500	1,500	1,500
Office supplies for boards & commissions.				
Printing	178	3,000	3,000	3,000
Charges for printing of letterhead for Aldermen, infopackets for Aldermen, business cards for Aldermen & Commissions.				
Operating Supplies	658	1,000	750	750
Various supplies for legislative board and commissions.				
Public Awareness	0	500	0	0
General Liability Insurance	57,670	57,670	51,388	51,500
Legislative portion of liability insurance, errors & omissions.				

CITY OF BARTLETT
LEGISLATIVE BOARD
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Election Expenses	0	5,000	5,000	0
Costs incurred in holding City-wide elections.				
Contingency	87,098	102,028	52,028	100,000
For unexpected City-wide expenses.				
Miscellaneous Other Expenses	13,930	10,000	10,000	10,000
To allow flexibility in meeting unexpected legislative expenses.				
Total Operations	**$ 328,410**	**$ 376,883**	**$ 304,351**	**$ 514,435**
Total Legislative Board	**$ 475,640**	**$ 546,377**	**$ 460,853**	**$ 676,061**

Mayor's Office

City of Bartlett

FY 2010 Adopted Budget

Summary Revenue/Expenditure Type*

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Salaries	660,044	725,036	696,424	613,388
Benefits	233,623	260,283	255,863	242,049
Other Personnel	27,964	24,000	23,030	24,000
Operations	1,461,634	1,753,470	1,644,930	1,621,300
Capital	69,162	71,500	69,000	29,000
Total	**2,452,428**	**2,834,289**	**2,689,247**	**2,529,737**

What We Do

The Mayor and Executive staff uphold the laws of Bartlett, Shelby County, Tennessee and the U.S. The Mayor's Office also provides strategic leadership to the City departments and their management. Through the supervision of all City departments, we manage the delivery of all City Services. In cooperation with the Finance Director, we prepare and submit the annual budget for approval by the Board of Mayor and Aldermen. The Mayor is the executive head of the city responsible for the enforcement of the ordinances of the city and laws of the state within the City. The Mayor presides at all meetings of the Board. *Included in this summary are Citizen Services, Community Relations, Building and Grounds, Bartlett Station Municipal Center and the Library which are managed by the Mayor's Office.

FY 2009 Performance Highlights

The Mayor and Executive staff continued to deliver a high level of services to Bartlett citizens at less than budgeted costs. Continued emphasis on training and development helped retain the professional staff and maintain the morale of all employees. The Mayor and Executive staff recommended a revised 5 year capital improvements plan and operating budget.

Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
Maintain high level of services/delivered from all departments	Approval of Board of Mayor & Aldermen & Citizen satisfaction with service delivery	Meet Measure	Meet Measure	Meet Measure
Retain professional staff in all departments	Retention of Department heads and assistants.	100%	100%	100%
Submit balanced budget	Approval of Board of Mayor & Aldermen of budget.	Yes	Yes	Yes
Maintain general fund balance at 20% of expenditures plus $1,000,000.00	Fund balance as of % expenditures	>20%	>20%	>20%

CITY OF BARTLETT
MAYOR'S OFFICE
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 292,223	$ 305,653	$ 301,712	$ 205,208
Employee Wages	115,460	82,569	82,192	83,430
Overtime Wages	0	0	304	500
Part-Time	0	2,295	0	0
Vacation Pay	265	0	0	11,424
Longevity Pay	3,354	2,761	3,542	3,911
Christmas Bonus	603	603	517	0
Employee Health Insurance	42,835	34,329	34,356	36,401
Employee Life Insurance	2,065	2,096	2,005	1,559
Worker's Compensation Insurance	2,273	2,277	2,277	1,099
Retiree Health Insurance	8,154	7,764	7,678	5,773
FICA	30,975	30,132	29,513	23,292
Pension Contribution	48,404	48,528	48,528	40,409
Total Personnel	**$ 546,610**	**$ 519,007**	**$ 512,624**	**$ 413,006**
Staffing Level				
Full-Time	*5.88*	*6.00*	*6.00*	*5.00*
Part-Time (converted to FTE)	*0.00*	*0.15*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***5.88***	***6.15***	***6.00***	***5.00***
Operations				
Training	$ 3,090	$ 3,000	$ 2,000	$ 2,500
Employee training expense such as classes, books and training aids.				
Travel	15,783	15,000	8,500	10,000
Travel to conferences and various other trips.				
Mayor's Youth Council	0	0	0	2,000
Estimated costs for Mayor's Youth Council meetings and events.				
Other Professional Service	39,747	42,000	47,000	50,000
Public awareness program, including $40,000 for cable production and $8,730 for Granicus.				
Postage & Freight	3,405	5,000	3,000	3,500
Correspondence from Mayor's Office.				
Dues & Subscriptions	5,668	5,000	1,500	2,000
Membership dues, various subscriptions to publication, The Commercial Appeal, and The Bartlett Express.				
Meetings	1,280	2,000	1,000	1,500
Meeting with suburban Mayors and other business leaders.				
Phones - Local	1,190	1,200	1,200	1,200
Cost for phone service for Mayor's office.				
Long Distance Phone Calls	41	50	50	50
Cost for long distance service.				
Cellular Phones	3,590	3,500	3,500	3,500
Charges for four (4) cell phones and wireless connection for labtop computers.				
Data Processing - Software	368	0	0	0
Shop Allocation	2,000	2,000	2,000	2,000
Estimated costs for repairs to vehicles in Mayor's Office.				
Vehicle Maintenance	472	1,000	3,000	1,000
General upkeep and repairs to vehicles in Mayor's Office.				
Equipment Maintenance	121	250	250	300
Maintenance of miscellaneous office equipment in the Mayor's office.				

CITY OF BARTLETT
MAYOR'S OFFICE
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Radio Maintenance	0	250	100	200
Maintenance for radios in the Mayor's office.				
Computer Maintenance	94	250	100	0
Office Supplies	3,059	4,000	2,500	2,800
Miscellaneous office supplies.				
Printing	4,691	5,000	2,500	3,500
Outside printing costs.				
Petroleum Supplies	4,422	5,660	3,213	1,500
Estimated fuel costs for vehicles.				
Operating Supplies	1,788	3,000	9,650	9,650
Toner cartridges, paper for printer, etc.				
Film & Developing	15	50	50	50
Estimated charges for film developing.				
Small Tools	0	200	100	100
Miscellaneous tools for Mayor's office.				
Copy Machine Rental	809	2,500	900	1,000
Copy machine rental.				
Vehicle & Equip Insurance	781	735	440	500
Auto liability insurance for vehicles (allocation).				
General Liability Insurance	1,963	1,965	1,674	1,700
Allocation.				
Other Insurance	50	50	50	50
Allocation.				
Storage Fees	0	0	0	0
Damage Claims	0	100	100	100
Miscellaneous Other Expenses	13,960	10,000	10,000	10,000
To provide the Mayor some flexibility in his budget to handle unanticipated expenses.				
Total Operations	**$ 108,387**	**$ 113,760**	**$ 104,377**	**$ 110,700**
Capital				
Data Processing Equipment	$ 4,310	$ 0	$ 0	$ 0
Total Capital	**$ 4,310**	**$ 0**	**$ 0**	**$ 0**
Total Mayor's Office	**$ 659,306**	**$ 632,767**	**$ 617,001**	**$ 523,706**

CITY OF BARTLETT
COMMUNITY RELATIONS
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 58,158	$ 62,127	$ 61,492	$ 61,493
Vacation Pay	2,407	0	0	0
Longevity Pay	0	1,206	1,206	1,230
Christmas Bonus	86	87	87	0
Employee Health Insurance	3,627	3,628	3,630	3,842
Employee Life Insurance	291	335	312	332
Worker's Compensation Insurance	165	182	182	116
Retiree Health Insurance	1,163	1,243	1,230	1,230
FICA	4,408	4,852	4,727	4,798
Pension Contribution	6,688	7,766	7,766	8,609
Total Personnel	**$ 76,993**	**$ 81,426**	**$ 80,632**	**$ 81,650**
Staffing Level				
Full-Time	*1.00*	*1.00*	*1.00*	*1.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***1.00***	***1.00***	***1.00***	***1.00***
Operations				
Training	$ 1,295	$ 2,000	$ 2,000	$ 2,000
Training workshops for community relations.				
Travel	3,863	5,000	2,000	2,000
Mileage reimbursement and travel costs to training seminars.				
Professional Services	0	15,000	15,000	18,000
Fireworks contract.				
Other Professional Service	12,950	37,000	37,000	32,000
Entertainment, professional sound system for special events.				
Postage & Freight	11,053	26,000	23,000	24,000
Semi-annual brochure, Bartlett book & special events.				
Dues & Subscriptions	516	1,000	1,000	1,000
Leadership, local paper, dues.				
Meetings	97	300	300	300
Chamber luncheons and other required lunch meetings.				
Cellular Phones	906	600	1,700	1,700
Service costs of one blackberry & a network card.				
Vehicle Maintenance	228	500	500	500
Estimated repairs, parts and general upkeep for one vehicle.				
Grounds Maintenance	3,531	5,000	5,874	3,500
Temporary electricity for events.				
Office Supplies	5,834	6,000	6,000	6,000
Paper, toner, writing materials, misc. office supplies.				
Printing	49,310	40,000	25,000	25,000
Semi-annual City Informational Brochure.				
Petrolium Supplies	0	2,555	265	620
Estimated fuel charges for one vehicle.				
Operating Supplies	27,164	22,000	22,000	20,000
Tents, additional staging, event t-shirts, sweatshirts, carnival tickets, Christmas ornaments.				
Film & Developing	311	500	500	500
Costs for printing photographs from special events & meetings.				

CITY OF BARTLETT
COMMUNITY RELATIONS
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Tournament Awards	6,260	6,000	6,000	6,000
Trophies and awards for events.				
Community Promotions	3,534	4,515	4,500	4,500
Banners, signs and advertisement for events.				
Equipment Rental	5,484	5,000	5,000	5,000
Portable lighting and toilets.				
Vehicle & Equip Insurance	0	0	0	180
Auto liability insurance for one vehicle.				
General Liability Insurance	729	730	692	700
Allocation.				
Miscellaneous Other Expenses	40	500	500	500
Miscellaneous expense as needed.				
Total Operations	**$ 133,107**	**$ 180,200**	**$ 158,831**	**$ 154,000**
Total Community Relations	**$ 210,101**	**$ 261,626**	**$ 239,463**	**$ 235,650**

CITY OF BARTLETT
BUILDINGS AND GROUNDS
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 95,654	$ 97,925	$ 67,828	$ 67,020
Overtime Wages	6,257	6,700	4,388	5,000
Part-Time	0	0	0	6,500
Vacation Pay	216	0	71	0
Sick Pay	0	0	7,214	0
Longevity Pay	3,826	4,625	3,656	3,553
Christmas Bonus	258	258	172	0
Employee Health Insurance	15,762	15,765	12,315	12,845
Employee Life Insurance	529	529	374	362
Worker's Compensation Insurance	4,199	4,318	4,318	1,927
Retiree Health Insurance	1,913	1,959	1,356	1,340
FICA	7,896	8,377	6,466	6,279
Pension Contribution	11,295	12,241	12,241	9,383
Total Personnel	**$ 147,806**	**$ 152,697**	**$ 120,399**	**$ 114,209**
Staffing Level				
Full-Time	*3.00*	*3.00*	*2.05*	*2.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.31*
Total Full-Time Equivalent (FTE)	***3.00***	***3.00***	***2.05***	***2.31***
Operations				
Dues & Subscriptions	$ 64	$ 600	$ 600	$ 600
Tennessee Code Annotated (T.C.A.) books updates.				
Utilities	43,906	52,000	44,000	50,000
Utilities for City Hall, 6382 Stage staff building, Gotten House and 6462 Stage building.				
Building Rent	42,193	45,000	45,000	22,500
Rent for 6462 Stage Road for Code Enforcement, Citizen Services and Community Relations.				
Phones - Local	9,505	13,000	13,000	13,000
City hall phone service.				
Long Distance Phone Calls	0	100	50	50
Long distance charge and City's service charge.				
Telecommunication Link	4,664	15,000	5,000	5,000
Internet service, phone lines for modems.				
Shop Allocation	500	500	500	500
Estimated labor charges for City Hall pool vehicles and maintenance truck.				
Vehicle Maintenance	152	2,000	2,000	2,000
Estimated repairs, parts and general upkeep for City Hall pool vehicles and maintenance truck.				
Equipment Maintenance	2,602	5,000	3,000	3,000
Repairs and maintenance to equipment such as postage machine, vacuum cleaners, floor buffer.				
Radio Maintenance	0	100	0	100
Maintenance for radios.				
Grounds Maintenance	23,941	32,000	25,000	25,000
Maintenance of lawns, flowers (includes flowers in Stage Road Medians), shrubbery and trees on City Hall grounds supplies, irrigation system, mulch.				
Building Maintenance	18,129	28,000	20,000	20,000
Repairs and maintenance to HVAC systems, fire alarms, sprinklers, Pest Control for City Hall, Gotten House and Library.				
Office Supplies	13	0	0	0
Petroleum Supplies	1,065	2,265	735	2,000
Estimated fuel charges for maintenance truck and City Hall pool vehicles.				

CITY OF BARTLETT
BUILDINGS AND GROUNDS
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Clothing & Uniforms	715	1,000	1,000	1,000
Uniforms and cleaning of uniforms for maintenance staff.				
Operating Supplies	11,677	13,500	13,500	14,500
Paper towels, paper products, plates, coffee, flags for entire city, repairs to flags, UPS shipping for City Hall.				
Cleaning Supplies	1,289	2,000	1,000	2,000
Cleaning supplies, chemicals, wax for floor (City Hall and Library).				
Small Tools	0	200	200	200
Hand tools needed for City Hall.				
Equipment Rental	540	3,060	8,000	8,000
Lease on postage machine.				
Copy Machine Rental	5,149	7,200	2,200	2,200
Copier rental and copy costs.				
Property Insurance	7,476	7,475	8,685	8,700
Allocation for City Hall and Gotten House.				
Vehicle & Equip Insurance	296	280	169	570
Allocation for maintenance truck and two (2) pool vehicles at City Hall.				
General Liability Insurance	1,171	1,170	1,026	1,050
Building and Grounds portion of liability insurance.				
Damage Claim	0	1,000	1,000	1,000
Claims costs.				
Miscellaneous Other Expenses	263	2,500	2,500	2,500
Unanticipated expenses.				
Total Operations	**$ 175,311**	**$ 234,950**	**$ 198,165**	**$ 185,470**
Capital				
Vehicles	$ 12,303	$ 0	$ 0	$ 0
Other Equipment	0	2,500	0	0
Total Capital	**$ 12,303**	**$ 2,500**	**$ 0**	**$ 0**
Total Building & Grounds	**$ 335,420**	**$ 390,147**	**$ 318,564**	**$ 299,679**

CITY OF BARTLETT
BARTLETT STATION MUNICIPAL CENTER
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 44,386	$ 48,443	$ 48,442	$ 48,442
Employee Wages	0	69,563	69,563	71,099
Contracted Services	27,964	24,000	22,920	24,000
Part-Time	47,907	49,761	60,503	64,696
Vacation Pay	2,135	0	0	0
Longevity Pay	0	862	880	972
Christmas Bonus	689	1,032	1,033	0
Other Personnel Costs	0	0	110	0
Employee Health Insurance	11,096	28,114	23,150	24,623
Employee Life Insurance	222	637	616	646
Worker's Compensation Insurance	2,549	3,687	3,687	2,798
Retiree Health Insurance	888	2,360	2,360	2,391
FICA	6,963	12,979	13,647	14,169
Pension Contribution	5,425	14,751	14,751	16,736
Total Personnel	**$ 150,223**	**$ 256,189**	**$ 261,662**	**$ 270,572**
Staffing Level				
Full-Time	*2.00*	*3.00*	*3.00*	*3.00*
Part-Time (converted to FTE)	*2.26*	*1.48*	*2.61*	*2.91*
Total Full-Time Equivalent (FTE)	***4.26***	***4.48***	***5.61***	***5.91***
Operations				
Travel	$ 0	$ 500	$ 0	$ 0
Advertising & Promotional Expenses	0	1,000	0	500
Promotion of Bartlett Station Municipal Center for rentals.				
Postage & Freight	267	500	500	525
Dues & Subscriptions	70	250	53	53
Meetings	0	0	0	500
Supplies for meetings.				
Utilities	60,476	59,000	56,000	56,000
Utilities cost for the Bartlett Station Municipal Center.				
Building Rent	651	0	0	0
Phones - Local	1,652	1,990	1,400	1,500
Municipal Center local phone service.				
Long Distance Phone Calls	7	20	20	20
Long distance charge and City's service charge.				
Cell Phone	585	600	852	950
Service costs for three (3) cell phones for Bartlett Station Municipal Center.				
Equipment Maintenance	2,629	3,500	3,500	3,500
Repairs and maintenance to equipment.				
Grounds Maintenance	5,450	5,000	5,000	5,000
Maintenance of lawns, flowers, shrubbery and trees around the Center.				
Building Maintenance	31,476	38,658	36,000	36,000
Repairs and maintenance to the Center as needed.				
Automobile Allowance	160	200	250	250
Mileage reimbursement cost.				
Office Supplies	1,325	2,000	1,000	1,000
Printing	849	1,000	500	500

CITY OF BARTLETT
BARTLETT STATION MUNICIPAL CENTER
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Concession Supplies Client	0	0	0	750
Estimated cost of supplying concessions for clients.				
Clothing & Uniforms	335	800	800	1,000
Uniforms and cleaning of uniforms for maintenance staff.				
Operating Supplies	16,273	27,912	28,000	22,500
Costs of supplies other than general office supplies to operate department.				
Cleaning Supplies	3,192	2,500	6,600	7,000
Cleaning supplies such as wax, soaps and cleaning chemicals.				
Small Tools	495	500	500	500
Hand tools, screwdrivers and other small tools.				
Property Insurance	11,464	11,465	9,506	9,506
Property Insurance allocation.				
Vehicle Insurance	281	265	0	0
General Liability Insurance	908	900	1,110	1,110
Allocations.				
Miscellaneous Other Expenses	1,151	5,000	5,000	5,000
Miscellaneous expense as needed.				
Total Operations	**$ 139,697**	**$ 163,560**	**$ 156,591**	**$ 153,664**
Capital				
Building Improvements	$ 51,100	$ 65,000	$ 65,000	$ 25,000
Total Capital	**$ 51,100**	**$ 65,000**	**$ 65,000**	**$ 25,000**
Total Bartlett Station Municipal Center	**$ 341,019**	**$ 484,749**	**$ 483,253**	**$ 449,236**

CITY OF BARTLETT
LIBRARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Operations				
Utilities	$ 37,731	$ 30,000	$ 42,000	$ 42,000
Phones - Local	2,482	2,700	5,000	5,000
Long Distance Phone Calls	0	0	10	10
Telecommunication Link	2,443	0	9,000	9,000
Library Charge-City of Memphis	857,518	1,025,000	945,000	935,500
Building Maintenance	210	0	10,000	10,000
Office Supplies	188	0	2,000	2,000
Operating Supplies	0	0	1,600	1,600
Property Insurance	4,561	3,300	8,554	8,554
General Liability Insurance	0	0	3,702	3,702
Cash Over/Short	0	0	100	100
Total Operations	**$ 905,133**	**$ 1,061,000**	**$ 1,026,966**	**$ 1,017,466**
Capital				
Office Equipment	$ 1,450	$ 4,000	$ 4,000	$ 4,000
Total Capital	**$ 1,450**	**$ 4,000**	**$ 4,000**	**$ 4,000**
Total Library	**$ 906,583**	**$ 1,065,000**	**$ 1,030,966**	**$ 1,021,466**

Finance and Administration

City of Bartlett

FY 2010 Adopted Budget

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Salaries	731,525	768,448	760,799	772,455
Benefits	257,990	271,450	270,451	288,186
Operations	207,054	233,869	194,793	139,894
Capital	376	1,000	336	340
Total	**1,196,944**	**1,274,767**	**1,226,379**	**1,200,875**

What We Do

The Finance and Administration department manages the City's financial affairs to ensure that all available resources are efficiently and effectively utilized; provide cost effective and responsive customer services to the Citizens of Bartlett; collect property taxes and other revenues; prepares and maintains accurate accounting and payroll records and reports; assists the departments in developing their budgets to manage City resources in a cost-effective manner; manages debt issuance to provide needed funds for capital improvement projects; supports I/T and telecommunication applications to meet the needs of the city departments; provides timely and accurate financial reports to the Citizens, the Board of Mayor and Aldermen, and City departments.

FY 2009 Performance Highlights

Awarded the Fiscal Year 2009 GFOA Distinguished Budget Presentation Award for the 7th straight year and the Certificate of Achievement for Excellence in Financial Reporting for the 18th straight year.

Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
Increase Property taxes collections	Tax collection rate	99%	99%	99%
To maintain or improve bonds rating	Moody's Investor Service	Aa2	Aa2	Aa2
	Standard & Poor's	AA	AA	AA+
Encourage participating and excellence in financial and budgeting reporting	CAFR meets GFOA financial reporting excellence benchmarks	Yes	Yes	Yes
	Budget meets GFOA distinguished budget presentation award	Yes	Yes	Yes
Maintain or increase General Fund balance at 20% of expenditures	General Fund balance % of expenditures	>20%	>20%	>20%

CITY OF BARTLETT
FINANCE AND ADMINISTRATION
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 358,532	$ 374,495	$ 371,890	$ 376,711
Employee Wages	340,762	355,427	354,883	361,819
Overtime Wages	0	5,000	500	0
Part-Time	32,231	33,526	33,526	33,925
Vacation Pay	973	0	0	0
Educational Bonus	720	720	720	720
Longevity Pay	4,114	4,883	4,883	5,598
Christmas Bonus	1,206	1,292	1,292	0
Employee Health Insurance	91,537	92,932	93,400	98,492
Employee Life Insurance	3,520	3,942	3,702	3,988
Worker's Compensation Insurance	2,472	2,529	2,529	1,647
Retiree Health Insurance	13,964	14,598	14,536	14,771
FICA	55,261	59,314	58,149	59,576
Pension Contribution	84,223	91,240	91,240	103,394
Total Personnel	**$ 989,514**	**$ 1,039,898**	**$ 1,031,250**	**$ 1,060,641**
Staffing Level				
Full-Time	*12.50*	*13.00*	*12.76*	*13.00*
Part-Time (converted to FTE)	*1.70*	*1.00*	*1.79*	*1.00*
Total Full-Time Equivalent (FTE)	***14.20***	***14.00***	***14.55***	***14.00***
Operations				
Training	$ 17,880	$ 22,615	$ 16,615	$ 16,615
Employee training expense such as classes, books, and training aids.				
Travel	9,544	8,000	3,000	3,000
TGFOA, GFOA and Munis Conference for finance staff.				
Professional Services	51,000	55,000	50,000	50,000
External auditor, actuary contracts.				
Postage & Freight	15,451	17,500	13,500	14,500
Postage & Freight for tax bills, A/P checks, tax notices, Business License renewals.				
Dues & Subscriptions	8,697	8,500	9,865	9,500
GFOA dues, GFOA Certificate - CAFR, and GFOA Publications.				
Meetings	119	150	150	150
Meetings expense.				
Phones - Local	3,803	3,840	3,800	3,900
Finance phones.				
Long Distance Phone Calls	85	100	100	100
Long distance charges.				
Cellular Phones	2,923	3,300	5,200	6,000
Cell phones & network cards monthly charges.				
Data Processing - Software	1,410	4,000	2,500	0
Shop Allocation	1,000	1,000	1,000	1,000
City shop costs for one vehicle.				
Vehicle Maintenance	114	1,000	1,500	1,000
Vehicle cleaning, maintenance and outside vehicle repair.				
Equipment Maintenance	242	750	350	450
Office equipment maintenance.				
Computer Maintenance	58,092	68,000	53,000	0

CITY OF BARTLETT
FINANCE AND ADMINISTRATION
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Automobile Allowance	134	600	300	300
Mileage reimbursement cost.				
Office Supplies	11,086	9,500	9,500	9,880
Copy paper, toner, and other office supplies.				
Printing	8,897	9,500	7,900	8,500
Budget books, CAFR, tax bills, tax forms, and check stock.				
Petroleum Supplies	2,615	3,540	3,000	2,000
Fuel expenses for vehicles.				
Clothing & Uniforms	0	0	432	500
Operating Supplies	1,165	2,074	1,225	1,225
Miscellaneous supplies.				
Copy Machine Rental	1,630	3,000	2,000	2,000
Copy machine rental.				
Property Insurance	2,503	2,500	3,154	3,154
Finance portion of liability insurance for EDP Equipment.				
Vehicle & Equip Insurance	260	250	147	150
Finance portion of vehicle and equipment insurance.				
General Liability Insurance	3,589	3,590	3,370	3,370
Allocation.				
Other Insurance	100	100	50	100
Notary licenses.				
Bank Charges	0	1,500	150	250
Service charges from bank.				
Interest Refund	2,931	1,000	1,000	1,000
Interest expense paid on cash in-lieu of bonds held.				
Cash Over/Short	24	0	25	0
Over or short from cash drawer.				
Storage Fees	1,712	1,960	1,960	1,250
Vital records storage & offsite storage.				
Miscellaneous Other Expenses	48	1,000	0	0
Total Operations	**$ 207,054**	**$ 233,869**	**$ 194,793**	**$ 139,894**
Capital				
Data Processing Equipment	$ 376	$ 0	$ 0	$ 0
Office Equipment	0	500	0	0
Furniture	0	500	336	340
Office furniture.				
Total Capital	**$ 376**	**$ 1,000**	**$ 336**	**$ 340**
Total Finance and Administration	**$ 1,196,944**	**$ 1,274,767**	**$ 1,226,379**	**$ 1,200,875**

City Court

City of Bartlett

FY 2010 Adopted Budget

What We Do

This office is responsible for preparation of all court dockets and maintains all court records; collects court fines and fees; prepares monthly reports for distribution of funds to city, county, and state agencies; and maintains records for all money received by the office. The City Court office issues subpoenas and warrants. The office is responsible for transferring cases that are appealed to the correct courts and cases that are bound over to Criminal Court; the Clerk also performs clerical duties of courts.

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Salaries	384,745	446,911	432,071	431,813
Benefits	182,347	185,244	175,433	188,198
Operations	44,480	54,980	48,743	52,760
Capital	0	1,500	0	0
Total	**611,572**	**688,635**	**656,247**	**672,771**

FY 2009 Performance Highlights

Maintained high standards of case load and collections.Installed computer system in courtroom.

Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
Enhanced training for Court personnel	# of seminars attended	4	3	3
Increase collections of money owed to the court	% of nonpayments of fines and fees.	3%	3%	3%
Improve efficiency of office	Streamline all duties performed to process Court functions	Attained	Attained	Attained
Improve efficiency of office	Restructure Court forms and documents as necessary to meet state reporting requirements.	Attained	Attained	Attained

CITY OF BARTLETT
CITY COURT
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 216,845	$ 234,779	$ 231,187	$ 230,179
Employee Wages	136,729	176,432	171,192	178,434
Overtime Wages	22,168	17,000	17,631	18,000
Special Hours	5,100	5,200	5,200	5,200
Part-Time	3,903	13,500	6,861	0
Vacation Pay	2,777	0	0	0
Sick Pay	12,453	0	0	0
Longevity Pay	3,277	3,000	2,852	4,500
Christmas Bonus	861	1,033	1,033	0
Employee Health Insurance	80,192	83,382	77,570	81,804
Employee Life Insurance	1,712	2,221	1,624	2,207
Worker's Compensation Insurance	1,297	1,486	1,486	931
Retiree Health Insurance	7,052	8,224	8,048	8,172
FICA	30,117	34,497	31,419	33,378
Pension Contribution	42,609	51,401	51,401	57,206
Total Personnel	**$ 567,093**	**$ 632,155**	**$ 607,504**	**$ 620,011**
Staffing Level				
Full-Time	*10.21*	*11.00*	*10.91*	*11.00*
Part-Time (converted to FTE)	*0.72*	*0.38*	*1.12*	*0.00*
Total Full-Time Equivalent (FTE)	***10.93***	***11.38***	***12.03***	***11.00***
Operations				
Training	$ 0	$ 300	$ 0	$ 0
Travel	0	200	100	100
One employee to attend Court Clerk's seminar in Nashville.				
Legal Fees	17,445	22,000	19,000	22,000
Public Defender's salaries.				
Other Professional Service	5,357	5,000	6,000	6,000
Interpreter's cost and special fees from circuit court.				
Postage & Freight	6,209	6,000	7,200	7,300
Postage for letter and collection notices for delinquent fines and costs.				
Dues & Subscriptions	545	1,000	1,000	1,000
Update of Tennessee Code Annotated books used by Attorney's, Judge's, Prosecutor's and Court Clerk's Office.				
Phones - Local	763	800	800	800
Local phone service for current lines.				
Long Distance Phone Calls	22	40	20	20
Long distance fees and charges.				
Cellular Phones	426	600	600	600
Cell phone usage for Court Clerk.				
Data Processing - Software	0	200	0	0
Shop Allocation	700	700	700	700
Labor charges for maintenance to Court Clerks vehicle.				
Vehicle Maintenance	0	1,000	0	0
Equipment Maintenance	1,065	2,000	2,000	2,000
Maintenance costs for computers, printers, fax machine, typewriters and cash register.				
Office Supplies	4,165	4,500	3,500	3,500
Miscellaneous office supplies including computer, copier supplies and cassette tapes used in court rooms.				

CITY OF BARTLETT
CITY COURT
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Printing	2,007	1,800	1,700	1,800
All forms used in the Clerk's office and court room such as affidavit of complaints, probation orders, case summary report.				
Petroleum Supplies	0	1,415	0	1,415
Fuel expenses for one vehicle.				
Operating Supplies	75	200	0	0
Copy Machine Rental	2,400	3,000	3,200	3,000
Copy machine's rental.				
Vehicle & Equip Insurance	0	0	169	200
Vehicle insurance.				
General Liability Insurance	1,826	1,825	1,818	1,825
Allocation.				
Cash Over/Short	171	0	0	0
Storage Fees	1,155	1,400	436	0
Miscellaneous Other Expenses	150	1,000	500	500
Miscellaneous expenses.				
Total Operations	**$ 44,480**	**$ 54,980**	**$ 48,743**	**$ 52,760**
Capital				
Furniture	$ 0	$ 1,500	$ 0	$ 0
Total Capital	**$ 0**	**$ 1,500**	**$ 0**	**$ 0**
Total City Court	**$ 611,572**	**$ 688,635**	**$ 656,247**	**$ 672,771**

Personnel

City of Bartlett

FY 2010 Adopted Budget

What We Do

The Personnel Department provides a complete program of personnel services (including employment, payroll support, compensation, benefits and safety) to all City departments in accordance with established laws, regulations, policies and practices in a manner reflecting high standards of professionalism fairness and integrity.

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Salaries	175,236	203,801	201,881	204,221
Benefits	80,452	87,034	84,008	91,163
Other Personnel	80,197	86,000	65,212	72,100
Operations	23,364	44,030	30,499	27,075
Capital	1,825	500	0	0
Total	**361,074**	**421,365**	**381,600**	**394,559**

FY 2009 Performance Highlights

The Personnel Department continued upgrading a comprehensive H/R and payroll computer system; developed a Personnel Forms Library; ran a very successful Untied Way Campaign with total donations over $25,000; renewed our group dental plan with Delta Dental and changed our group medical insurance provider to CIGNA; changed our employee assistance program provider to CONCERN EAP; continued to offer Notary Services to the general public; maintained the employee turnover rate at approximately 7%; continued to offer extensive on-site training opportunities to City employees; and continued to monitor and enhance the compensation system.

Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
Maintain employee turnover rate at 10% or below.	Actual turnover rate	7%	8%	8%
Revise/update personnel policy manual.	Complete policy manual revision	50%	100%	100%
Offer additional training sessions on-site. Both UT-MTAS and in-house staff.	# of training courses offered # of attendees	16 120	16 120	16 120
Secure proposals for new employment physical exams, drug tests and background checks.	Improve quality and control costs	N/A	50%	100%

CITY OF BARTLETT
PERSONNEL
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 118,729	$ 126,533	$ 124,030	$ 124,588
Employee Wages	55,800	76,068	76,869	78,533
Overtime Wages	706	1,000	982	1,000
Special Hours	0	200	0	100
Vacation Pay	4,998	0	0	2,100
Longevity Pay	4,444	4,784	4,668	5,565
Christmas Bonus	344	344	431	0
Employee Incentives	9,433	11,136	11,136	11,136
Other Personnel Costs	9,100	10,000	6,943	6,600
Employee Health Insurance	18,962	23,233	20,732	21,847
Employee Life Insurance	913	1,094	1,094	1,097
Employee Testing	71,098	76,000	58,269	65,500
Worker's Compensation Insurance	1,108	1,083	1,083	710
Retiree Health Insurance	2,621	4,052	3,556	4,062
FICA	14,274	15,983	15,983	16,209
Pension Contribution	23,354	25,325	25,325	28,437
Total Personnel	**$ 335,885**	**$ 376,835**	**$ 351,101**	**$ 367,484**
Staffing Level				
Full-Time	*4.00*	*4.00*	*4.00*	*4.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.00***	***4.00***	***4.00***	***4.00***
Operations				
Training	$ 380	$ 5,625	$ 1,825	$ 1,500
Training expenses for annual TPMA conference in Memphis, IPMA conference in Nashville & any local training thru UT-MTAS.				
Travel	1,979	4,725	1,723	1,500
Travel expenses to attend two conferences in TN.				
Professional Services	1,352	5,000	2,991	4,000
Includes expenses for background checks, 125 plan admin., employee handbook review, fees to build Crystal Reports.				
Postage & Freight	2,519	2,220	2,509	2,500
Mails such as job applications, correspondence, COBRA Benefit notifications and W-2 forms.				
Notice Publication	0	500	300	250
This line item covers job notices in professional publications, internet sites and RFP advertising.				
Dues & Subscriptions	3,191	3,085	2,500	2,465
Dues to professional organizations such as TNPRIMA, GMSHRM, TPMA, IPMA. Various periodicals and resource materials including: TN Law UFLSA Handbook, FLSA Exemptions, Mph Business Journal and Workers Comp Law Bulletin.				
Meetings	0	1,300	774	850
Includes expenses for United Way Campaign Activities, Benefit and Insurance meetings as well as other local meetings.				
Phones - Local	796	1,000	898	900
Fees for phones and service in personnel office, 4 phone and 1 fax lines.				
Long Distance Phone Calls	22	200	138	150
Fees for long distance calls.				
Cellular Phones	359	300	900	900
Includes cell phone and wireless internet used by Director.				
Data Processing - Software	356	1,000	0	0
Shop Allocation	800	600	500	500
Labor charges for maintenance to Personnel Department's vehicle.				

CITY OF BARTLETT
PERSONNEL
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Vehicle Maintenance	52	500	376	500
Parts and equipment for maintenance to Personnel Department vehicle.				
Equipment Maintenance	121	400	475	500
Repairs for all office equipment including: line printing laser printers and fax machine.				
Radio Maintenance	45	150	75	75
Replace portable radio battery and general maintenance Safety Officer's radio.				
Computer Maintenance	2,074	4,600	3,800	0
Office Supplies	2,959	3,250	3,250	3,250
Includes all general supplies used in day to day operation of Personnel Department.				
Printing	2,140	3,500	2,750	3,000
Cost for printing various forms and certifications. Includes printing cost for employment applications.				
Printing revised Personnel Policy Manuals and Employee Handbooks.				
Petroleum Supplies	423	1,770	710	875
Gasoline cost for Personnel Department vehicle.				
Operating Supplies	580	600	500	500
Costs of supplies other than general office supplies to operate department.				
Vehicle & Equip Insurance	260	245	147	150
Liability insurance premium for Personnel Department vehicle.				
General Liability Insurance	1,206	1,200	1,113	1,200
Allocation.				
Other Insurance	0	0	0	50
Includes cost of Notary Bond due this fiscal year.				
Storage Fees	1,681	2,060	2,060	1,260
Fees to store non-active Personnel records off-site. Also includes fees for local storage building for other personnel records.				
Miscellaneous Other Expenses	70	200	185	200
Other miscellaneous expenses.				
Total Operations	**$ 23,364**	**$ 44,030**	**$ 30,499**	**$ 27,075**
Capital				
Data Processing Equipment	$ 1,825	$ 0	$ 0	$ 0
Furniture	0	500	0	0
Total Capital	**$ 1,825**	**$ 500**	**$ 0**	**$ 0**
Total Personnel	**$ 361,074**	**$ 421,365**	**$ 381,600**	**$ 394,559**

Planning & Economic Development

City of Bartlett

FY 2010 Adopted Budget

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Salaries	215,079	225,522	224,407	228,053
Benefits	69,966	70,863	66,997	72,248
Operations	10,954	24,944	14,531	12,390
Capital	2,900	0	0	0
Total	**298,899**	**321,329**	**305,935**	**312,691**

What We Do

Planning and Development prepares long range plans and special studies; compiles annexation plan of services; maintains statistical and mapped data on demographic and land use matters; administers the zoning ordinance, subdivision ordinance and sign ordinance, provides updated information for the zoning map; provides staff support for the Planning Commission, Design Review Commission, Historic Preservation Commission, Board of Zoning Appeals and the Bartlett Station Commission; implements the economic development policies of the city; provides assistance to local businesses.

FY 2009 Performance Highlights

Annexed one area based on development project; assisted with additional projects in the Bartlett Station area; two changes to the Zoning and Subdivision Ordinance; 189 applications processed; made additional improvements to application forms and staff reports, arranged required training for Commission and Board members..

Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
Improve regulations through ordinance amendments and new ordinances	Ordinances presented	2	2	2
Improve the development review process	Plans reviewed within 10 days of notification by Codes	Fulfilled	Fulfilled	Improved
Improve staff support for boards and commissions	Improved content of staff comments (photos, illustrations, range of topics). Maintain required level of training.	Fulfilled	Fulfilled	Improved

CITY OF BARTLETT
PLANNING & ECONOMIC DEVELOPMENT
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 84,519	$ 88,578	$ 87,483	$ 87,483
Employee Wages	130,560	136,944	136,924	140,570
Vacation Pay	3,268	0	0	0
Longevity Pay	0	0	0	770
Christmas Bonus	344	344	344	0
Employee Health Insurance	18,350	18,352	14,806	15,621
Employee Life Insurance	1,080	1,218	1,125	1,231
Worker's Compensation Insurance	917	970	970	633
Retiree Health Insurance	4,302	4,510	4,488	4,561
FICA	16,308	17,279	17,074	17,505
Pension Contribution	25,397	28,190	28,190	31,927
Total Personnel	**$ 285,045**	**$ 296,385**	**$ 291,404**	**$ 300,301**
Staffing Level				
Full-Time	*4.00*	*4.00*	*4.00*	*4.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.00***	***4.00***	***4.00***	***4.00***
Operations				
Training	$ 415	$ 1,200	$ 600	$ 500
Employee training expense and other training aids.				
Travel	192	4,000	500	500
Conference travel for Director and Planner.				
Boards & Commissions	666	650	650	650
APA memberships for Planning Commission members.				
Postage & Freight	90	240	240	150
Postage for notice letters, newsletters.				
Dues & Subscriptions	627	1,500	1,100	750
Professional association dues for Dir. and Planner				
Meetings	135	1,000	500	500
Local meetings expense for Dir. and Planner				
Phones - Local	796	900	900	900
Local telephone services.				
Long Distance Phone Calls	92	120	120	120
Long-distance telephone service.				
Cellular Phones	509	940	600	600
Cellular phone services.				
Data Processing - Software	306	2,500	0	0
New softwares and upgrades.				
Shop Allocation	400	400	400	400
Repair allocation made at the city shop for vehicle.				
Vehicle Maintenance	497	1,250	1,250	500
Maintenance allocation for vehicle.				
Equipment Maintenance	0	1,100	800	800
Share of annual maintenance for large-format copier in Engineering Dept.; misc. maintenance.				
Radio Maintenance	0	20	20	20
Maintenance of radio in vehicle.				
Automobile Allowance	342	500	500	500
Allowance for use of personal vehicle by Planner and Office Staff - delivering packets and recording items.				

CITY OF BARTLETT
PLANNING & ECONOMIC DEVELOPMENT
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Office Supplies	2,470	3,000	2,500	2,500
Miscellaneous office supplies.				
Printing	10	700	200	200
Occasional outside printing jobs.				
Petroleum Supplies	1,609	2,125	1,500	1,250
Gasoline allocated from city gas pump usage.				
Operating Supplies	68	1,000	500	500
Hardware items purchased irregularly, handy maps, cell phones, beepers, staple cartridges for copier.				
Vehicle & Equip Insurance	260	245	147	150
Premium for one vehicle				
General Liability Insurance	892	900	850	900
Allocation.				
Storage Fees	578	654	654	0
Share of archival storage space annual cost.				
Total Operations	**$ 10,954**	**$ 24,944**	**$ 14,531**	**$ 12,390**
Capital				
Data Equipment	$ 2,525	$ 0	$ 0	$ 0
Furniture	375	0	0	0
Total Capital	**$ 2,900**	**$ 0**	**$ 0**	**$ 0**
Total Planning & Economic Development	**$ 298,899**	**$ 321,329**	**$ 305,935**	**$ 312,691**

City of Bartlett

PUBLIC SAFETY

FY 2010 Adopted Budget

The Public Safety function includes Police, Fire & Ambulance, and Building Codes Enforcement. There is no change in the staffing level. The Public Safety Function budget increased by $871,991 (4.32%) over the FY 2009 Projection. All increases are in the personnel section which include a 1.5% increase in pension contribution, step raises and a planned 5% health insurance premium increase.

Full-Time Authorized Personnel Positions

Police	
Police Director	1
Assistant Police Director	1
Police Inspector	3
Admin Secretary	1
Building Service	1
Skill Clerk	1
Custodial	1
Dispatcher	16
Jailer	10
Patrolman	76
Captain	6
Detective	13
Lieutenant	10
Skill clerk	3
Supervisor of Records	1
Total Police	**144**
Fire	
Assistant Chief	1
Director	1
Fire Commander	3
Battalion Commander	3
Admin Secretary	1
Fire Driver	15
Firefighter	33
Fire Lieutenant	15
Total Fire	**72**
Ambulance Service	
EMS Coordinator	1
Paramedic Lieutenant	3
Paramedic	21
Total Ambulance Service	**25**
Building Codes Enforcement	
Director	1
Assistant Director	1
Admin Secretary	2
Building Inspector	5
Building Coordinator	1
Skill Clerk	1
Total Building Codes Enforcement	**11**
TOTAL PUBLIC SAFETY	**252**

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Revenues	*101,043*	*95,400*	*110,400*	*0*
Salaries	11,468,253	12,816,680	12,397,325	12,827,514
Benefits	5,665,855	6,348,067	6,125,361	6,552,645
Other Personnel	3,935	8,000	7,477	10,000
Operations	1,794,413	2,200,599	1,761,433	1,655,892
Capital	25,436	29,265	16,364	23,500
Total	**18,856,848**	**21,307,211**	**20,197,560**	**21,069,551**

CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Department Revenues/Grants				
State Police Training Grant	$ 51,000	$ 57,000	$ 57,000	$ 0
State Fire Training Grant	33,000	38,400	38,400	0
Transfer From Grants Fund	14,322	0	15,000	0
CERT Class Fees	1,260	0	0	0
Intergovernment Reimbursement	1,461	0	0	0
Total Department Revenues/Grants	**$ 101,043**	**$ 95,400**	**$ 110,400**	**$ 0**
Personnel				
Supervisor Salaries	$ 1,162,437	$ 1,200,578	$ 1,210,300	$ 1,213,985
Employee Wages	9,682,348	10,934,965	10,629,682	11,015,989
Overtime Wages	356,959	368,984	291,428	337,600
Special Hours	36,999	42,000	39,311	47,000
Holiday Pay	351,804	424,424	406,516	472,726
Part-Time	229,509	270,153	226,604	212,940
Vacation Pay	101,186	35,000	11,993	40,000
Educational Bonus	68,630	83,920	76,740	86,240
Sick Pay	9,612	10,000	1,000	25,000
Longevity Pay	204,952	278,078	270,928	303,311
FLSA Wages	43,518	71,925	51,954	67,925
Christmas Bonus	22,563	24,974	23,769	0
Other Personnel Costs	3,935	8,000	7,477	10,000
Employee Health Insurance	1,950,558	2,121,191	2,066,040	2,200,522
Employee Life Insurance	58,565	65,532	63,766	66,041
Worker's Compensation Insurance	385,733	419,891	419,891	273,646
Unemployment Compensation	9,397	3,000	3,515	3,000
Retiree Health Insurance	215,229	242,710	236,658	244,600
FICA	909,553	1,050,479	975,648	1,057,438
Pension Contribution	1,334,555	1,516,943	1,516,943	1,712,196
Total Personnel	**$ 17,138,042**	**$ 19,172,747**	**$ 18,530,163**	**$ 19,390,159**
Staffing Level				
Full-Time	*234.21*	*252.00*	*244.91*	*252.00*
Part-Time (converted to FTE)	*8.39*	*10.25*	*9.28*	*9.42*
Total Full-Time Equivalent (FTE)	***242.60***	***262.25***	***254.19***	***261.42***
Operations				
Training	$ 64,655	$ 87,783	$ 55,000	$ 71,000
State Training Salary Supp	84,000	95,400	95,400	0
Firearms Training	29,425	40,732	23,000	25,000
Volunteer Expense	10,952	16,200	10,200	13,200
Travel	37,042	34,623	24,500	26,000
Other Professional Service	9,742	9,040	33,298	8,998
Dui Testing Fees	2,199	4,000	4,000	4,000
Sexual Offender Reg.	0	0	0	800
Postage & Freight	11,480	14,300	9,918	11,481
Notice Publication	0	2,000	2,000	2,000
Dues & Subscriptions	10,769	15,832	9,699	11,199
Meetings	4,949	7,532	4,929	4,999

CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Utilities	138,619	140,000	140,000	140,500
Phones - Local	31,598	37,049	37,275	37,300
Long Distance Phone Calls	761	1,758	1,459	1,459
Cellular Phones	20,003	25,832	25,332	25,332
Data Processing - Software	21,023	36,681	32,200	0
Telecommunication Link	6,651	9,800	8,500	9,800
Shop Allocation	82,600	82,745	82,595	82,667
Vehicle Maintenance	168,583	178,202	139,994	173,094
Equipment Maintenance	33,939	50,000	33,500	38,000
Radio Maintenance	46,109	56,121	46,096	54,096
Computer Maintenance	16,680	28,864	27,096	0
Grounds Maintenance	1,593	8,000	3,000	4,000
Building Maintenance	73,338	83,000	70,000	75,000
Office Supplies	30,908	30,804	28,004	29,094
Printing	15,922	21,660	14,150	15,200
Christmas Expenses	2,019	2,500	1,962	0
Medical Supplies	65,222	59,000	53,000	57,000
Petroleum Supplies	352,062	520,045	336,000	285,500
Clothing & Uniforms	135,899	171,825	134,920	146,660
Operating Supplies	40,155	43,632	32,098	40,298
Cleaning Supplies	4,035	5,000	5,000	5,000
Chemical Supplies	0	1,000	800	1,000
Air Service	8,942	8,000	3,300	6,000
Film & Developing	1,306	2,900	1,700	1,800
Small Tools	9,180	11,526	7,300	9,500
Fire Hose	425	4,000	3,000	4,000
Jail Meals & Supplies	21,647	22,000	24,000	25,000
CERT Training Supplies	1,055	200	200	200
CERT Grant Expenses	0	1,500	1,500	0
Public Awareness	2,643	12,000	12,000	6,000
Fire Prevention	6,446	5,000	7,000	6,000
Grant Money Expense	0	109	500	0
Community Promotion	605	1,000	1,000	0
Equipment Rental	0	653	390	390
Copy Machine Rental	11,164	17,060	18,060	19,060
Property Insurance	23,031	23,030	16,989	20,165
Vehicle & Equip Insurance	61,488	59,315	42,397	49,000
General Liability Insurance	66,128	65,645	68,354	70,200
Other Insurance	9,134	9,135	1,918	2,000
Tow-In Fees	8,758	13,200	15,700	16,700
Damage Claims	8,647	20,540	9,400	17,400
Miscellaneous Other Expenses	884	2,826	1,800	2,800
Total Operations	**$ 1,794,413**	**$ 2,200,599**	**$ 1,761,433**	**$ 1,655,892**
Capital				
Mobil Equipment	$ 5,300	$ 0	$ 0	$ 0
Communications Equipment	4,096	1,040	1,000	1,000
Data Processing Equipment	10,204	0	0	0
Office Equipment	300	3,000	2,500	3,000

CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Furniture	3,957	20,225	8,000	15,500
Other Equipment	1,579	5,000	4,864	4,000
Total Capital	**$ 25,436**	**$ 29,265**	**$ 16,364**	**$ 23,500**
TOTAL PUBLIC SAFETY	**$ 18,856,848**	**$ 21,307,211**	**$ 20,197,560**	**$ 21,069,551**

Police Department

City of Bartlett

FY 2010 Adopted Budget

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Revenues	*66,196*	*57,000*	*72,000*	*0*
Salaries	6,486,585	7,251,856	6,943,106	7,305,890
Benefits	3,034,624	3,431,521	3,324,788	3,607,797
Other Personnel	639	2,000	2,000	2,000
Operations	1,085,664	1,345,143	1,106,735	1,011,650
Capital	18,974	20,000	14,364	13,000
Total	**10,560,290**	**11,993,520**	**11,318,993**	**11,940,337**

What We Do

The City of Bartlett Police Department is tasked to protect and serve the citizens of Bartlett and those who travel through and visit within the jurisdiction of the City of Bartlett Police Department. The goal of the Bartlett Police Department is to uphold the quality of life to the standard that the community expects. We will strive to maintain this standard by providing visible police presence within the city, enforcing the laws of the City of Bartlett, State of Tennessee and the United States of America. This will be accomplished by using proven crime prevention methods that protect the public and aggressively curtail the activity of violators of these aforementioned laws.

FY 2009 Performance Highlights

Arrests increased 13% and most major crimes decreased. Traffic Division was created for traffic enforcement and provides public awareness on driver safety by providing child restraint devices and education by teaming up with GHSO. Thus, patrol officers has more time in residential areas. Traffic accidents decreased 6% and DUI arrests increased 57%. The implentation of the Crime Suppression Unit has led to an increase in overall arrests within the city. One officer was added to the Safe Streets Task Force to combat bank robberies, car jackings and gang activity.

Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
Reduce the amount of individual and business robberies and maintain a high percentage level of solved vs. unsolved in closed robbery cases	Review of reports filed and percentage of cases solved	95%	80%	90%
Maintain a low rate of fatal accidents through traffic enforcement and high visibility of patrol units.	# of critical/fatal accidents	2	3	0
Reassign personnel to the BSMC for a continued presence on the western part of the city limits and to provide room for growth at the Justice Center	The number of personnel assigned to the BSMC.	6	6	8
Increase Public awareness of Domestic Violence trends and reduce reoccurring domestic violence through department involvement	Number of domestic calls for service and/or arrest for D.V	655	602	565

CITY OF BARTLETT
POLICE DEPARTMENT
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Department Revenues/Grants				
State Police Training Grant	$ 51,000	$ 57,000	$ 57,000	$ 0
Transfer from Grants Fund	14,322	0	0	0
Intergovernmental Reimbursement	874	0	15,000	0
Total Department Revenues/Grants	**$ 66,196**	**$ 57,000**	**$ 72,000**	**$ 0**
Personnel				
Supervisor Salaries	$ 382,999	$ 394,084	$ 397,101	$ 397,102
Employee Wages	5,602,057	6,322,989	6,084,614	6,397,348
Overtime Wages	316,681	320,784	263,436	300,000
Special Hours	8,007	12,000	7,420	12,000
Holiday Pay	192,249	225,000	224,848	282,000
Part-Time	176,842	201,999	190,535	199,440
Vacation Pay	54,554	20,000	6,993	25,000
Educational Bonus	11,940	22,000	14,160	20,000
Sick Pay	0	0	1,000	25,000
Longevity Pay	96,610	153,217	153,349	169,070
Christmas Bonus	13,779	15,243	14,468	0
Other Personnel Costs	639	2,000	2,000	2,000
Employee Health Insurance	1,065,283	1,168,980	1,126,870	1,211,810
Employee Life Insurance	32,768	36,272	35,604	36,690
Worker's Compensation Insurance	206,838	226,342	226,342	149,353
Unemployment Compensation	9,397	3,000	3,515	3,000
Retiree Health Insurance	118,218	134,341	129,535	135,889
FICA	505,941	587,492	548,470	598,762
Pension Contribution	727,046	839,634	839,634	951,223
Total Personnel	**$ 9,521,848**	**$ 10,685,377**	**$ 10,269,894**	**$ 10,915,687**
Staffing Level				
Full-Time	*133.29*	*144.00*	*139.70*	*144.00*
Part-Time (converted to FTE)	*7.05*	*8.00*	*8.28*	*8.72*
Total Full-Time Equivalent (FTE)	***140.34***	***152.00***	***147.98***	***152.72***
Operations				
Training	$ 41,930	$ 48,000	$ 28,000	$ 38,000
Basic police training, in-service, manuals and other training aids.				
State Training Salary Supp	51,000	57,000	57,000	0
Firearms Training	29,425	40,732	23,000	25,000
Special training in use of firearms, ammunition and other training aids.				
Volunteer Expense	467	1,200	1,200	1,200
Expense allowance paid to citizens who volunteer their in service of the city.				
Travel	28,113	27,000	20,000	21,500
Lodging, food and gas for training classes, court park and out of town investigations.				
Other Professional Service	1,560	2,000	2,000	2,000
Fees paid for miscellaneous professional services (i.e. forensic services & spanish interpreters).				
DUI Testing Fees	2,199	4,000	4,000	4,000
Medlab fees & supplies for DUI testing.				
Sexual Offender Reg.	0	0	0	800
Fees due to TBI for Sexual Offender Registries, paid by offender.				

CITY OF BARTLETT
POLICE DEPARTMENT
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Postage & Freight	3,042	4,500	3,250	3,250
Necessary mailings.				
Notice Publication	0	2,000	2,000	2,000
Bid advertising.				
Dues & Subscriptions	7,749	12,000	7,000	8,000
IACP, IAAP, FBI dues, Oakstone Publications, TN Advanced Law books. Narcotic division subscriptions.				
Meetings	3,848	6,000	3,500	3,500
Local BPD meeting expenses, food, drinks and paper products.				
Utilities	75,512	75,000	75,000	75,500
Cost of BPD utilities at 3730 Appling and new storage building.				
Phones - Local	26,078	31,000	31,000	31,000
Phone operation cost.				
Long Distance Phone Calls	514	1,000	750	750
Cost of long distance services.				
Cellular Phones	11,979	13,000	13,000	13,000
Cost of cellular phone services.				
Data Processing - Software	15,313	21,100	21,000	0
Telecommunication Link	6,651	9,800	8,500	9,800
TBI, NCIC Connections, portal fees to ICJI.				
Shop Allocation	50,000	50,000	50,000	50,000
City shop charges.				
Vehicle Maintenance	87,388	105,000	90,000	105,000
Repair, maintenance and equipping of BPD vehicles.				
Equipment Maintenance	12,763	25,000	25,000	25,000
Radar repair, console maintenance, other equip. maintenance.				
Radio Maintenance	33,622	40,000	40,000	40,000
Mobile and portable radios, Motorola Radio Service Agreement at approx. $13,000.				
Computer Maintenance	13,402	25,743	24,000	0
Grounds Maintenance	1,516	5,000	2,500	3,000
Mulch, herbicide and lawn care.				
Building Maintenance	39,488	48,000	40,000	40,000
Heat/AC Maintenance, electrical, mechanical repairs and beginning carpet replacement.				
Office Supplies	16,940	18,500	18,500	18,500
Paper supplies, toner, pencils, general office supplies.				
Printing	8,806	10,000	8,500	8,500
BPD forms, state and local, business cards, etc.				
Medical Supplies	4,672	6,000	3,000	4,000
Squad car, jail and office medical supplies (ie. first aid kits, CPR cards).				
Petroleum Supplies	261,953	368,160	250,000	210,000
Gas and oil for BPD vehicles.				
Clothing & Uniforms	85,804	93,145	75,000	80,000
Annual allotments for officers, patrol and civilian.				
Operating Supplies	15,952	18,000	16,500	18,000
Miscellaneous supplies, ISD and crime lab supplies.				
Cleaning Supplies	4,035	5,000	5,000	5,000
Cleaning supplies, towels, waxes, soaps, etc.				
Film & Developing	1,136	2,500	1,500	1,500
Photograph expenses for crime scene investigation, and training.				

CITY OF BARTLETT
POLICE DEPARTMENT
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Small Tools	5,284	8,000	5,000	6,000
Small tools for BPD.				
Jail Meals & Supplies	21,647	22,000	24,000	25,000
Meals for inmates, hygiene kits & Dr. visits for inmates held over 2 weeks.				
Public Awareness	2,643	12,000	12,000	6,000
Educational supplies, Citizen's Police Academy, K-4, Neighborhood Watch and Child Identification (Fingerprint ID's).				
Grant Money Expense	0	109	500	0
Community Promotion	605	1,000	1,000	0
Equipment Rental	0	500	250	250
Tents for Bartlett Celebration and Kid's Count.				
Copy Machine Rental	6,950	11,000	12,000	13,000
Copier rental for Admin, ISD, Records, Patrol, BSMC and Jail.				
Property Insurance	12,121	12,120	9,707	10,000
Allocated premiums related to recovery of value of BPD property.				
Vehicle & Equip Insurance	36,594	35,035	24,758	30,000
Premiums for vehicles and equipment.				
General Liability Insurance	40,485	40,000	43,742	45,000
Premiums related to the legal liability of the City, officers and employees.				
Other Insurance	0	0	78	100
Tow-In Fees	8,208	11,500	15,000	15,000
DUI & DOR tow fees, squad car towing.				
Damage Claims	7,743	15,000	7,500	12,000
Cost incurred to reimburse others for damages.				
Miscellaneous Other Expenses	525	1,500	1,500	1,500
Expenses incurred that are not accountable elsewhere.				
Total Operations	**$ 1,085,664**	**$ 1,345,143**	**$ 1,106,735**	**$ 1,011,650**
Capital				
Mobil Equipment	$ 5,300	$ 0	$ 0	$ 0
Communications Equipment	3,500	0	0	0
Data Processing Equipment	5,817	0	0	0
Office Equipment	300	3,000	2,500	3,000
Labelers, Fax Machines, file cabinets, shredders.				
Furniture	3,957	17,000	8,000	10,000
Replacement chairs & desks for Offices and Communications/Jail.				
Other Equipment	100	0	3,864	0
Total Capital	**$ 18,974**	**$ 20,000**	**$ 14,364**	**$ 13,000**
Total Police Department	**$ 10,560,290**	**$ 11,993,520**	**$ 11,318,993**	**$ 11,940,337**

Fire & Ambulance Department

City of Bartlett

FY 2010 Adopted Budget

What We Do

It is the mission of the Bartlett Fire Department to protect lives and conserve property within the City of Bartlett, Tennessee, by providing fire, emergency, rescue, and support services that help enhance the quality of life in our community.

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Revenues	*34,847*	*38,400*	*38,400*	*0*
Salaries	4,421,896	4,967,653	4,890,584	4,975,437
Benefits	2,399,678	2,672,909	2,559,409	2,697,290
Other Personnel	3,190	6,000	5,477	7,000
Operations	643,680	773,655	590,825	586,710
Capital	2,870	8,000	1,000	9,000
Total	**7,436,467**	**8,389,817**	**8,008,895**	**8,275,437**

FY 2009 Performance Highlights

In July 2008 the Bartlett Fire Department completed implementation of the electronic patient tracking and billing system provided through the Assistance to Firefighters Grants Program. Our efforts to teach disaster preparedness to the citizens of Bartlett through CERT training continues to be a success. During the 2008 calendar year, we trained approximately 100 citizens in disaster preparedness techniques they will utilize both at home and in their communities. Our ability to deliver this vital program has been enhanced by having 11 of our personnel certified as CERT instructors. Additionally, we have entered into the development stages of implementing a Teen CERT program. We currently have 9 fire department personnel attending paramedic school. All of these personnel are projected to finish and become licensed during the 2009 calendar year. With these personnel receiving this advanced training and licensure, our ability to deliver a better quality EMS service to our citizens will be greatly enhanced. The annual pancake breakfast in October 2008, again proved to be a success by raising funds for charity. Instruction in ICS-300 and ICS-400 was completed and taught to city employees.

Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
Continue to provide an immediate response to an increasing number of fire and medical emergencies	Average response time	4.5 minutes	less than 5 minutes	less than 5 minutes
Maintain all personnel certified as EMT or Paramedics	Percentage of personnel who are EMT or Paramedics.	98%	99%	100%
Continue to offer CERT training to the Citizens of Bartlett. Impliment Teen CERT	Increase to number of ctizens certified in CERT training each year	Certified 100 citizens	Certify 125 citizens	Certify 150 citizens
Achieve NIMS compliance for the City of Bartlett.	Percent compliance	100%	100%	100%

CITY OF BARTLETT
FIRE DEPARTMENT
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Department Revenues/Grants				
State Fire Training Grant	$ 28,800	$ 30,000	$ 30,000	$ 0
CERT Grant	1,260	0	0	0
Intergovernment Reimbursement	587	0	0	0
Total Department Revenues/Grants	**$ 30,647**	**$ 30,000**	**$ 30,000**	**$ 0**
Personnel				
Supervisor Salaries	$ 577,872	$ 597,920	$ 603,960	$ 606,320
Employee Wages	2,929,055	3,064,110	3,121,561	3,124,664
Overtime Wages	32,809	35,000	15,864	25,000
Special Hours	27,180	25,000	30,850	30,000
Holiday Pay	128,523	145,000	135,383	145,000
Part-Time	10,475	14,100	11,796	13,500
Vacation Pay	33,037	10,000	5,000	10,000
Educational Bonus	50,700	57,600	55,500	58,800
Sick Pay	9,612	10,000	0	0
Longevity Pay	92,368	106,807	100,512	116,033
FLSA Wages	33,715	52,000	36,361	48,000
Christmas Bonus	6,287	6,525	6,459	0
Other Personnel Costs	2,805	5,000	4,422	5,000
Employee Health Insurance	655,780	651,770	670,880	723,192
Employee Life Insurance	18,757	19,775	19,918	20,147
Worker's Compensation Insurance	102,378	108,875	108,875	72,166
Retiree Health Insurance	70,042	73,241	74,468	74,620
FICA	292,945	315,148	300,606	319,565
Pension Contribution	413,526	457,754	457,754	522,338
Total Personnel	**$ 5,487,865**	**$ 5,755,625**	**$ 5,760,169**	**$ 5,914,345**
Staffing Level				
Full-Time	*72.00*	*72.00*	*73.31*	*72.00*
Part-Time (converted to FTE)	*0.45*	*0.75*	*0.46*	*0.70*
Total Full-Time Equivalent (FTE)	***72.45***	***72.75***	***73.77***	***72.70***
Operations				
Training	$ 3,965	$ 16,000	$ 5,000	$ 15,000
Employee training expenses such as classes, books and other training aids. Fire personnel EMT/Para renewals, fire inspection renewals, State fire school expenses.				
State Training Salary Supp	28,800	$ 30,000	$ 30,000	0
Volunteer Expense	10,485	15,000	9,000	12,000
Expense allowance paid to citizens who volunteer their time in service of the City.				
Travel	3,913	4,000	2,500	2,500
Transportation, lodging and meals for out of town expense for professional conferences and seminars.				
Postage & Freight	776	2,500	1,500	2,000
Freight on incoming or outgoing shipments as well as postage for mail.				
Dues & Subscriptions	1,843	2,500	1,500	2,000
Dues and subscriptions for affiliation with professional organizations and emergency services publications.				
Meetings	460	500	500	500
Expenses for meetings such as mid south fire chiefs luncheon, and lunch for outside agency personnel.				
Utilities	63,107	65,000	65,000	65,000
Expenses for utilities for 5 fire stations.				

CITY OF BARTLETT
FIRE DEPARTMENT
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Phones - Local	4,245	5,000	5,000	5,000
Service for local telephone at five fire stations.				
Long Distance Phone Calls	108	500	500	500
Service for long distance telephone charges.				
Cellular Phones	2,974	4,000	4,000	4,000
Cellular service charges and pagers.				
Data Processing - Software	1,847	5,000	2,000	0
Shop Allocation	19,000	19,000	19,000	19,000
Funds for repairs made at the City Shop.				
Vehicle Maintenance	67,585	50,000	35,000	48,000
Charges of repairs, and routine servicing to fire department vehicles.				
Equipment Maintenance	12,479	15,000	5,000	5,000
Specialized equipment which requires routine service or repair such as hurst tool "jaws of life", nozzles, valves, etc.				
Radio Maintenance	9,669	10,000	3,000	8,000
Repairs and/or purchases to maintain or upgrade radios such as portable batteries.				
Grounds Maintenance	77	3,000	500	1,000
Grounds keeping expenses.				
Building Maintenance	33,850	35,000	30,000	35,000
Repair and contract fees to maintain five fire station at an acceptable appearance and operational level.				
Office Supplies	5,871	6,000	4,500	5,000
Office supplies such as paper supplies, toner, pencils and general office supplies.				
Printing	924	1,500	1,000	1,200
Charges for the professional printing of forms, applications and personnel information.				
Christmas Expenses	2,019	2,500	1,962	0
Petroleum Supplies	50,378	88,500	47,000	42,000
Fuel and lubricants for the operations vehicles, and apparatus.				
Clothing & Uniforms	37,722	55,000	45,000	50,000
Annual uniform allotment of $500 for each personnel and to purchase those items that wear out due to normal useage.				
Operating Supplies	20,989	23,000	14,000	20,000
Those items needed to facilitate day to day operations small items not normally on hand otherwise.				
Chemical Supplies	0	1,000	800	1,000
Firefighting additives and chemicals.				
Air Service	5,558	5,000	800	3,000
Purchase of parts, masks for new employees and routine servicing of fire department self-contained breathing apparatus (SCBA).				
Film & Developing	170	400	200	300
Photograph expenses for fire scene investigation, and training.				
Small Tools	3,326	3,000	2,000	3,000
Cost of small tools and equipment.				
Fire Hose	425	4,000	3,000	4,000
To replace outdated and damaged hose.				
CERT Training Supplies	1,055	200	200	200
Pencils, workbooks, miscellaneous office supplies for CERT training.				
CERT Grant Expenses	0	1,500	1,500	0
Fire Prevention	6,446	5,000	7,000	6,000
Literature and information to educate the public about safety, in an effort to involve the community education program.				
Copy Machine Rental	1,889	3,000	3,000	3,000
Lease of copy machine.				
Property Insurance	10,745	10,745	7,154	10,000
Annual premiums on fixed structures insurance.				

CITY OF BARTLETT
FIRE DEPARTMENT
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Vehicle & Equip Insurance	17,825	17,450	12,798	14,000
Annual insurance premiums on rolling stock.				
General Liability Insurance.	17,379	17,380	16,554	17,000
Fire's portion of liability insurance.				
Other Insurance	1,839	1,840	1,840	1,900
Annual premium for reserves' disability insurance.				
Tow-In Fees	550	1,500	500	1,500
Charges for tow-in fees for heavy fire apparatus.				
Damage Claims	903	1,500	0	1,500
Damage claims for accidents.				
Miscellaneous Other Expenses	25	1,000	0	1,000
Total Operations	**$ 451,221**	**$ 533,015**	**$ 389,808**	**$ 410,100**
Capital				
Data Processing Equipment	$ 1,392	$ 0	$ 0	$ 0
Furniture	0	0	0	3,000
Furniture for new administration addition to Fire Station 1.				
Other Equipment	0	5,000	1,000	4,000
Other capital equipment.				
Total Capital	**$ 1,392**	**$ 5,000**	**$ 1,000**	**$ 7,000**
Total Fire Department	**$ 5,909,830**	**$ 6,263,640**	**$ 6,120,977**	**$ 6,331,445**

CITY OF BARTLETT
AMBULANCE
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Department Revenues/Grants				
State Fire Training Grant	$ 4,200	$ 8,400	$ 8,400	$ 0
Total Department Revenues/Grants	**$ 4,200**	**$ 8,400**	**$ 8,400**	**$ 0**
Personnel				
Supervisor Salaries	$ 63,596	$ 65,612	$ 66,277	$ 67,600
Employee Wages	772,239	1,150,911	1,027,707	1,093,353
Overtime Wages	6,858	12,000	11,528	12,000
Special Hours	1,813	3,000	1,041	3,000
Holiday Pay	31,032	54,424	46,285	45,726
Vacation Pay	12,361	5,000	0	5,000
Educational Bonus	3,830	2,160	4,560	4,560
Longevity Pay	7,910	9,475	8,191	8,937
FLSA Wages	9,803	19,925	15,593	19,925
Christmas Bonus	1,378	2,000	1,722	0
Other Personnel Costs	385	1,000	1,055	2,000
Employee Health Insurance	141,271	212,178	179,833	171,937
Employee Life Insurance	4,390	6,569	5,462	6,269
Worker's Compensation Insurance	62,430	69,046	69,046	42,925
Retiree Health Insurance	16,629	24,330	21,880	23,219
FICA	68,038	101,242	83,056	96,398
Pension Contribution	132,938	152,065	152,065	162,533
Total Personnel	**$ 1,336,899**	**$ 1,890,937**	**$ 1,695,301**	**$ 1,765,382**
Staffing Level				
Full-Time	*17.92*	*25.00*	*20.90*	*25.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***17.92***	***25.00***	***20.90***	***25.00***
Operations				
Training	$ 14,013	$ 20,600	$ 19,000	$ 15,000
Employee training expenses such as classes, books, and training aids.				
State Training Salary Supp	4,200	8,400	8,400	0
State training supplement; reimbursed from state.				
Travel	3,226	1,500	1,000	1,000
Travel expenses for outside professional training seminars, conferences and certification.				
Other Professional Services	7,596	6,000	30,300	6,000
Medical director's annual fee.				
Postage & Freight	3,289	4,000	2,000	3,000
Cost to mail monthly statements on ambulance billing.				
Dues & Subscriptions	495	500	400	400
For professional organizations, and publications.				
Meetings	52	200	130	200
Expenses incurred by attending local profesional organizations meetings such as Mid-South EMS Council.				
Long Distance Phone Calls	4	50	10	10
Long distance charges.				
Cellular Phones	4,247	8,000	7,500	7,500
Cellular service charges and data charge for EPCR computers for ambulances.				
Data Processing - Software	3,750	8,500	8,200	0

CITY OF BARTLETT
AMBULANCE
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Shop Allocation	10,000	10,000	10,000	10,000
Funds for repairs made at the City shop.				
Vehicle Maintenance	11,238	18,000	10,000	15,000
Charges of repairs and routine servicing to fire department ambulances.				
Equipment Maintenance	8,661	10,000	3,500	8,000
Specialized equipment which requires routine service or repair, including EKG monitors, repairs to EPCR ambulance computers.				
Radio Maintenance	2,084	3,000	0	3,000
Repairs or supplies to maintain radios i.e. batteries, etc.				
Office Supplies	903	1,000	500	1,000
Purchase of offices supplies used to maintain day to day operations of the fire department.				
Printing	1,833	2,000	650	1,500
Charges for the professional printing of forms, applicand personnel information.				
Medical Supplies	60,550	53,000	50,000	53,000
Supplies to stock ambulances and equip medical personnel.				
Petroleum Supplies	22,297	39,645	24,000	21,000
Fuel and lubricants for the operations of our emergency vehicles, and apparatus.				
Clothing & Uniforms	10,440	21,680	13,000	15,000
Annual uniform allotment of $500 for each personnel and wear out due to normal useage such as gloves, hoods, boots, and helmets.				
Operating Supplies	2,543	1,800	800	1,500
Those supplies needed to facilitate day to day operations.				
Air Service	3,384	3,000	2,500	3,000
Oxygen and bottled air for ambulances and cascade system.				
Small Tools	198	200	0	200
Cost of small tools needed on ambulances				
Vehicle & Equip Insurance	4,395	4,305	3,310	3,400
Annual insurance premiums on rolling stock.				
General Liability Insurance	5,766	5,765	5,617	5,700
Allocation.				
Other Insurance	7,295	7,295	0	0
Insurance on paramedics and EMT's.				
Tow-In Fee	0	200	200	200
Charges for tow-in fees.				
Damage Claims	0	2,000	0	2,000
Damage claims for accidents.				
Total Operations	**$ 192,459**	**$ 240,640**	**$ 201,017**	**$ 176,610**
Capital				
Furniture	$ 0	$ 3,000	$ 0	$ 2,000
Furniture for New Administration edition to Fire Station 1.				
Other Equipment	1,479	0	0	0
Total Capital	**$ 1,479**	**$ 3,000**	**$ 0**	**$ 2,000**
Total Ambulance	**$ 1,526,637**	**$ 2,126,177**	**$ 1,887,918**	**$ 1,943,992**

Building Codes Enforcement

City of Bartlett

FY 2010 Adopted Budget

What We Do

The department of Code Enforcement makes certain that the citizens, neighborhoods and the unique character of Bartlett are protected and preserved by enforcement of the standard and local building, mechanical, electrical and plumbing codes. Through the inspections we provide, we add value, safety and integrity to our neighborhoods and community.

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Salaries	559,772	597,171	563,635	546,187
Benefits	231,553	243,637	241,164	247,558
Other Personnel	106	0	0	1,000
Operations	65,068	81,800	63,873	57,532
Capital	3,592	1,265	1,000	1,500
Total	**860,090**	**923,873**	**869,672**	**853,777**

FY 2009 Performance Highlights

The Department of Code Enforcement has split into two divisions to better serve our community. We have added a Code Compliance department, headed by the new position of Asst. Director. The plan and review process has been revamped, making it more user friendly to all departments. We have also implemented a new filing system that will encompass the overall history of an address or project. The most recent upgrade of the Munis system has now been integrated into all aspects of the department, making all personnel information more accessible through the software.

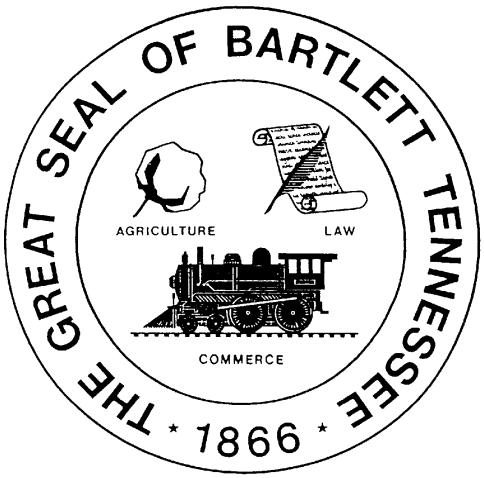
Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
Work with contractors and homeowners to preform inspections at a time most convenient to all concerned.	98% satisfaction	100%	100%	100%
Make annual sign inspection and enforce sign ordinance to bring all commercial signage into compliance.	100% of sign inspections completed annually and all violators have been notified	90%	100%	100%
Code Compliance, working closely with the Citizen Services Center, will enforce all City Ordinance in a professional and timely manner	Enforce all City Ordinance within 10 working days	90%	100%	100%

CITY OF BARTLETT
BUILDING CODES ENFORCEMENT
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 137,970	$ 142,962	$ 142,962	$ 142,963
Employee Wages	378,998	396,955	395,800	400,624
Overtime Wages	611	1,200	600	600
Special Hours	0	2,000	0	2,000
Part-Time	42,193	54,054	24,273	0
Vacation Pay	1,234	0	0	0
Educational Bonus	2,160	2,160	2,520	2,880
Longevity Pay	8,064	8,579	8,876	9,271
Christmas Bonus	1,120	1,206	1,120	0
Other Personnel Costs	106	0	0	1,000
Employee Health Insurance	88,225	88,263	88,457	93,583
Employee Life Insurance	2,651	2,916	2,782	2,935
Worker's Compensation Insurance	14,087	15,628	15,628	9,202
Retiree Health Insurance	10,339	10,798	10,775	10,872
FICA	42,630	46,597	43,516	42,713
Pension Contribution	61,044	67,490	67,490	76,102
Total Personnel	**$ 791,430**	**$ 840,808**	**$ 804,799**	**$ 794,745**
Staffing Level				
Full-Time	*11.00*	*11.00*	*11.00*	*11.00*
Part-Time (converted to FTE)	*0.89*	*1.50*	*0.54*	*0.00*
Total Full-Time Equivalent (FTE)	***11.89***	***12.50***	***11.54***	***11.00***
Operations				
Training	$ 4,747	$ 3,183	$ 3,000	$ 3,000
Employee training expense such as classes,books and other training aids.				
Travel	1,789	2,123	1,000	1,000
Provide transportation to Inspectors or office personnel, for required schooling and seminars, to maintain State Certification.				
Other Professional Service	586	1,040	998	998
Payment for outside structural Engineering services.				
Postage & Freight	4,373	3,300	3,168	3,231
Required mailing of permits and correspondence.				
Dues & Subscriptions	682	832	799	799
Provide current Building/Mechanical/Electrical/Plumbing magazines and newsletters. Yearly memberships with organizations.				
Meetings	589	832	799	799
Monthly meetings of the Tennessee Building Officials Association for seven personnel.				
Phones - Local	1,275	1,049	1,275	1,300
Business telephone system used by all code employees.				
Long Distance Phone Calls	136	208	199	199
Telephone out of state contractors, engineers, architects and out of state agencies.				
Cellular Phones	802	832	832	832
Cellular service charges.				
Data Processing - Software	114	2,081	1,000	0
Shop Allocation	3,600	3,745	3,595	3,667
Cost of labor by City Shop for ten vehices.				
Vehicle Maintenance	2,372	5,202	4,994	5,094
Cost of replacement parts on aging autos charged by the Shop.				
Equipment Maintenance	35	0	0	0

CITY OF BARTLETT
BUILDING CODES ENFORCEMENT
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Radio Maintenance	733	3,121	3,096	3,096
Yearly maintenance and batteries for twelve radios.				
Computer Maintenance	3,279	3,121	3,096	0
Office Supplies	7,195	5,304	4,504	4,594
Maintain independent office supplies for Code Enforcement.				
Printing	4,358	8,160	4,000	4,000
Printing of all permit applications needing updated due to the adoption of the 2000 International Codes.				
Petroleum Supplies	17,434	23,740	15,000	12,500
Gasoline for 10 vehicles.				
Clothing & Uniforms	1,933	2,000	1,920	1,660
Uniform for six inspectors.				
Operating Supplies	670	832	798	798
Replacement batteries on flashlights and pagers. To replace cartridges on all four printers and fax machine.				
Small Tools	372	326	300	300
Purchase of small tools.				
Equipment Rental	0	153	140	140
Copy Machine Rental	2,324	3,060	3,060	3,060
Minolta copier yearly rental.				
Property Insurance	165	165	128	165
Property insurance allocation.				
Vehicle & Equip Insurance	2,675	2,525	1,531	1,600
Auto insurance on eight vehicles.				
General Liability Insurance	2,498	2,500	2,441	2,500
Allocation.				
Damage Claims	0	2,040	1,900	1,900
Damage claims for accidents.				
Miscellaneous Other Expenses	333	326	300	300
Miscellaneous expenses.				
Total Operations	**$ 65,068**	**$ 81,800**	**$ 63,873**	**$ 57,532**
Capital				
Communications Equipment	$ 596	$ 1,040	$ 1,000	$ 1,000
Purchase of radios to replace aged units.				
Data Processing Equipment	2,996	0	0	0
Furniture	0	225	0	500
Total Capital	**$ 3,592**	**$ 1,265**	**$ 1,000**	**$ 1,500**
Total Building Codes Enforcement	**$ 860,090**	**$ 923,873**	**$ 869,672**	**$ 853,777**


THE GREAT SEAL OF BARTLETT TENNESSEE
AGRICULTURE
LAW
COMMERCE
* 1866 *

City of Bartlett

PUBLIC WORKS/ ENGINEERING

FY 2010 Adopted Budget

The Public Works/Engineering function includes the Public Works Department and the Engineering Department. The Public Works Department has six cost centers; Administration, City Shop, General Maintenance, General Services, Grounds Maintenance and Animal Control. The Engineering Department has two cost centers; Administration and Inspection. The Public Works/Engineering function had reduced their budget in contract services, thus had a net decrease of $157,942 (-3.23%) over the FY 2009 Projection. Increases include a 1.5% increase in pension contribution, step raises and a planned 5% health insurance premium increase.

Full-Time Authorized Personnel Positions

Public Works Administration

Public Works Director	1
Assistant Director	1
Administrative Secretary	1
Skill Clerk	1
General Clerk	1
Total P.W. Administration	**5**

Public Works City Shop

Manager	1
Mechanic	5
Skill Clerk	2
Senior Mechanic	2
Total P.W. City Shop	**10**

Public Works General Maintenance

Supervisor	1
Custodial	1
Driver	7
Foreman	3
Sign Technician	1
Utility Worker	3
Total P.W. General Maintenance	**16**

Public Works General Services

Manager	1
Building Tech.	2
Total P.W. General Services	**3**

Public Works Grounds Maintenance

Manager	1
Driver	6
Foreman	3
Supervisor	1
Utility Worker	3
Total P.W. Grounds Maintenance	**14**

Public Works Animal Control

Manager	1
Animal Control Officer	4
General Clerk	1
Foreman	1
Utility	1
Total P.W. Animal Control	**8**

Engineering Administration

Engineering Director	1
Assistant City Engineer	1
Administrative Secretary	1
Total Engin. Administration	**3**

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Revs/Recvrs	*507,851*	*585,325*	*641,525*	*745,525*
Salaries	2,619,972	2,875,909	2,791,320	2,801,499
Benefits	1,213,491	1,336,322	1,362,337	1,312,793
Other Personnel	273,749	300,996	257,148	205,536
Operations	863,115	1,168,932	1,052,351	1,138,967
Capital	62,890	81,389	62,806	13,225
Total	**4,525,367**	**5,178,223**	**4,884,437**	**4,726,495**

Engineering and Inspection

Engineer	1
Engineer In Training	1
Construction Inspector	3
Lead Construction Inspector	1
Scan Tech	1
GIS Specialist	1
Total Engin. and Inspection	**8**

TOTAL PUBLIC WORKS/ENGINEERING	**67**

Public Works Summary

FY 2010 Adopted Budget

What We Do

The Public Works Department includes activities within three separate funds; General Fund, Solid Waste and Water/Wastewater Services. Public Works is primarily a maintenance department. It maintains streets, city vehicles and equipment; right of ways, as well as sewer, water, and drainage systems. General Services (building maintenance), Animal Control, and Solid Waste services are also provided.

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Revs/Recvrs	*507,851*	*585,325*	*641,525*	*745,525*
Salaries	2,013,666	2,229,741	2,167,825	2,173,475
Benefits	979,962	1,089,443	1,119,250	1,051,360
Other Personnel	273,749	300,996	257,148	205,536
Operations	766,930	1,031,527	945,103	1,067,717
Capital	62,660	80,589	62,006	12,425
Total	**3,589,117**	**4,146,971**	**3,909,807**	**3,764,988**

FY 2009 Performance Highlights

The City Shop continued to maintain the City's vehicle fleet and equipment with no additional personnel. Public Works employees continued to improve educate their personnel through MTAS, U.T. and offered training programs offered by the City.

Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
Maintain and repair city vehicles & equipment	# of vehicles and equipment maintained	842	876	900
To establish standards by cleaning streets and maintain right-of-ways	Miles of roadway in Bartlett	242	258	265
Maintain the City's street and drainage systems	# of repairs to Drainage structures and Streets	872	876	900
Provide a safe and harmonious coexistance for pets and residents.	# of animals adopted out or returned to their owners	1359	1381	1400

CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Department Revenues				
Shop Expense Allocation	$ 331,150	$ 325,325	$ 325,325	$ 325,325
Weed Cutting Fees	26,823	20,000	56,000	60,000
Property Maintenance Charges	750	100,000	100,000	200,000
Animal Shelter Donations	16,528	8,000	22,000	22,000
Animal Shelter Boarding	1,048	0	2,000	2,000
Animal Shelter Capture Fee	12,050	12,000	8,000	8,000
Animal Shelter Adoption	60,644	55,000	65,000	65,000
Animal Shelter City License	40,618	40,000	60,000	60,000
Animal Shelter Miscellaneous Revenues	18,241	25,000	3,200	3,200
Total Department Revenues	**$ 507,851**	**$ 585,325**	**$ 641,525**	**$ 745,525**
Personnel				
Supervisor Salaries	$ 376,435	$ 390,011	$ 377,415	$ 308,537
Employee Wages	1,555,756	1,754,768	1,710,011	1,777,098
Overtime Wages	52,171	52,500	50,971	56,500
Special Hours	15,793	15,600	15,600	15,600
Contracted Services	273,309	300,996	256,579	205,536
Part-Time	13,511	16,862	13,828	15,740
Vacation Pay	16,441	0	10,984	0
Sick Pay	1,467	0	21,967	0
Longevity Pay	35,322	40,642	38,779	39,269
Christmas Bonus	4,737	4,873	4,738	0
Other Personnel Costs	880	0	569	0
Employee Health Insurance	375,012	449,738	449,738	433,395
Employee Life Insurance	10,051	11,582	11,582	11,264
Worker's Compensation Insurance	94,932	97,684	97,684	64,457
Unemployment Compensation	3,637	0	0	0
Retiree Health Insurance	38,538	42,895	41,749	41,711
FICA	153,560	173,931	173,931	169,275
Pension Contribution	245,825	268,098	268,098	291,989
Total Personnel	**$ 3,267,377**	**$ 3,620,180**	**$ 3,544,223**	**$ 3,430,371**
Staffing Level				
Full-Time	*52.22*	*56.00*	*53.23*	*56.00*
Part-Time (converted to FTE)	*0.56*	*0.75*	*0.65*	*0.75*
Total Full-Time Equivalent (FTE)	***52.78***	***56.75***	***53.88***	***56.75***
Operations				
Training	$ 1,799	$ 4,050	$ 1,865	$ 1,550
Travel	215	1,100	0	0
Professional Services	29,767	71,500	70,500	71,500
Other Professional Service	580	12,315	3,350	11,750
Postage & Freight	667	825	600	625
Dues & Subscriptions	2,258	2,300	376	200
Meetings	3,271	2,800	2,300	500
Utilities	40,599	40,950	47,200	49,500
Phones - Local	4,935	5,475	5,947	6,285
Long Distance Phone Calls	34	160	37	77
Cellular Phones	3,682	6,150	4,205	4,790

CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Data Processing - Software	4,492	5,400	4,400	0
Shop Allocation	101,330	97,500	97,500	97,500
Vehicle Maintenance	66,716	73,000	74,200	83,700
Equipment Maintenance	37,532	42,300	36,500	37,000
Radio Maintenance	1,272	2,100	1,010	1,750
Computer Maintenance	0	1,000	466	0
Grounds Maintenance	17,390	120,000	111,800	211,500
Building Maintenance	26,391	25,700	24,400	22,500
Fuel System Maintenance	50	0	0	0
Street Painting & Signs	22,592	25,818	20,000	22,000
Office Supplies	7,587	8,625	8,500	9,000
Printing	1,551	2,000	1,500	1,500
Medical Supplies	47,820	50,000	58,000	60,000
Petroleum Supplies	131,531	154,580	136,500	114,000
Special Events	630	1,000	500	500
Clothing & Uniforms	19,474	20,901	20,631	20,300
Operating Supplies	42,253	47,000	41,400	43,700
Cleaning Supplies	9,542	10,500	9,900	10,800
Chemical Supplies	2,227	2,000	1,700	1,800
Fill Sand, Dirt & Gravel	11,745	25,000	25,000	20,000
Asphalt	26,037	50,000	50,000	70,000
Concrete & Brick	19,062	21,200	19,000	20,000
Miscellaneous Shop Parts	2,770	3,000	1,000	2,500
Small Tools	7,347	9,750	5,700	5,950
Pipe & Materials-System Ma	14,113	15,000	10,000	10,000
Miscellaneous Supplies	2,937	2,100	2,600	2,800
Public Awareness	1,195	1,500	0	0
Equipment Rental	0	4,000	1,000	2,000
Street Barricade & Equip. Rental	1,464	2,500	1,500	1,800
Copy Machine Rental	1,839	3,300	3,375	3,875
Property Insurance	8,039	8,040	7,184	7,315
Vehicle & Equip Insurance	22,074	21,054	11,665	12,000
General Liability Insurance	12,787	12,734	12,042	12,350
Credit Card Vendor Fees	2,019	2,600	2,100	2,200
State Fees	2,000	2,000	2,000	2,000
Cash Over/Short	0	100	100	100
Animal Control Fees	0	1,600	0	2,000
Damage Claims	2,356	5,000	3,550	4,500
Miscellaneous Other Expenses	960	4,000	2,000	2,000
Total Operations	**$ 766,930**	**$ 1,031,527**	**$ 945,103**	**$ 1,067,717**
Capital				
Fencing & Landscaping	$ 9,374	$ 4,500	$ 1,055	$ 1,000
Building Improvements	4,072	32,539	30,276	1,300
Other Improvements	11,182	4,000	0	0
Communications Equipment	4,752	3,100	2,075	1,475
Data Processing Equipment	662	0	201	0
Office Equipment	256	350	100	150
Furniture	185	1,750	300	500

CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Other Equipment	29,207	29,350	25,000	8,000
Drainage Pipe & Improvement	2,970	5,000	3,000	0
Total Capital	**$ 62,660**	**$ 80,589**	**$ 62,006**	**$ 12,425**
TOTAL PUBLIC WORKS	**$ 3,589,117**	**$ 4,146,971**	**$ 3,909,807**	**$ 3,764,988**

CITY OF BARTLETT
PUBLIC WORKS ADMINISTRATION
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 167,523	$ 173,135	$ 160,000	$ 84,935
Employee Wages	98,049	101,237	101,237	106,563
Overtime Wages	657	2,000	686	2,000
Special Hours	128	0	0	0
Part-Time	0	500	200	250
Vacation Pay	1,313	0	10,984	0
Sick Pay	0	0	21,967	0
Longevity Pay	10,051	11,180	9,317	5,797
Christmas Bonus	431	435	430	0
Employee Health Insurance	32,063	31,425	31,425	24,623
Employee Life Insurance	1,383	1,482	1,482	1,034
Worker's Compensation Insurance	1,451	1,502	1,502	582
Retiree Health Insurance	5,311	5,487	5,225	3,830
FICA	20,799	22,021	22,021	15,265
Pension Contribution	31,359	34,296	34,296	26,810
Total Personnel	**$ 370,516**	**$ 384,700**	**$ 400,772**	**$ 271,689**
Staffing Level				
Full-Time	*5.00*	*5.00*	*4.71*	*5.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.02*
Total Full-Time Equivalent (FTE)	***5.00***	***5.00***	***4.71***	***5.02***
Operations				
Training	$ 0	$ 500	$ 530	$ 0
Employee training expenses such as classes, books, and training aides.				
Travel	80	600	0	0
Travel and hotel expenses for training.				
Postage & Freight	657	800	600	600
Postage and stamps.				
Dues & Subscriptions	358	400	200	200
TCAPWAS memberships and Public Works magazines.				
Employee Appreciation	3,271	2,800	2,300	500
Christmas dinner, spring picnic and quarterly division luncheon.				
Utilities	16,548	15,000	21,000	22,000
Electricity, gas, water.				
Phones - Local	4,543	5,000	5,500	6,000
Local telephone service.				
Long Distance Phone Calls	17	100	25	50
Long distance telephone service.				
Cellular Phones	1,209	1,500	1,100	1,100
Cell phone monthly fees.				
Data Processing - Software	87	400	400	0
Shop Allocation	101,330	97,500	97,500	97,500
Shop labor for vehicles and equipment.				
Vehicle Maintenance	541	2,000	800	1,200
Parts for vehicles and equipment.				
Equipment Maintenance	67	300	300	300
Maintenance for printers, fax, adding machines, etc.				

CITY OF BARTLETT
PUBLIC WORKS ADMINISTRATION
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Radio Maintenance	0	500	0	500
Radio repair.				
Computer Maintenance	0	500	0	0
Grounds Maintenance	0	500	0	0
Fertilizer, plants, sand, seeds, sod for pw admin area.				
Building Maintenance	1,312	1,200	400	500
Paint, light bulbs, carpet, doors, windows.				
Office Supplies	2,206	3,500	3,500	3,500
Pen, paper, envelopes, floders, printer cartridges, file folders, diaries, maps, letterhead.				
Printing	687	1,000	500	500
Newspaper ads, door hangers.				
Petroleum Supplies	53,604	63,720	55,000	44,000
Gas and diesel for Admin, Gen. Maint., and Fleet Services.				
Clothing & Uniforms	13,060	14,101	14,000	14,000
Uniforms for all PW funds except Fleet.				
Operating Supplies	4,803	4,000	2,000	2,000
Luncheons, flowers, plaques, trophies, coffee, Christmas cards, name plates, keys, batteries.				
Copy Machine Rental	449	1,000	1,000	1,000
Copy machine rental.				
Property Insurance	4,374	4,375	3,797	3,800
Property insurance allocation.				
Vehicle & Equip Insurance	9,853	9,435	1,902	2,000
Vehicle and equipment insurance allocation.				
General Liability Insurance	1,742	1,740	1,646	1,700
General liability insurance allocation.				
Damage Claims	0	1,000	400	1,000
Payment for damages caused by PW crews performing jobs.				
Miscellaneous Other Expenses	960	4,000	2,000	2,000
Miscellaneous expenses.				
Total Operations	**$ 221,761**	**$ 237,471**	**$ 216,400**	**$ 205,950**
Capital				
Communications Equipment	0	200	200	200
All communication equipment, accessories purchases and repairs.				
Total Capital	**$ 0**	**$ 200**	**$ 200**	**$ 200**
Total Public Works Administration	**$ 592,277**	**$ 622,371**	**$ 617,372**	**$ 477,839**

CITY OF BARTLETT
CITY SHOP
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Department Revenues				
Shop Expense Allocation	$ 331,150	$ 325,325	$ 325,325	$ 325,325
Total Department Revenues	**$ 331,150**	**$ 325,325**	**$ 325,325**	**$ 325,325**
Personnel				
Supervisor Salaries	$ 51,965	$ 53,377	$ 53,916	$ 53,916
Employee Wages	360,042	399,499	379,924	385,656
Overtime Wages	15,204	15,000	18,500	19,000
Special Hours	5,200	5,200	5,200	5,200
Contracted Services	49,483	55,000	42,829	34,000
Part-Time	606	700	250	350
Vacation Pay	5,116	0	0	0
Longevity Pay	9,470	11,000	11,000	12,076
Christmas Bonus	861	870	862	0
Employee Health Insurance	72,685	82,258	82,258	68,317
Employee Life Insurance	2,184	2,446	2,446	2,374
Worker's Compensation Insurance	16,648	16,066	16,066	10,073
Retiree Health Insurance	8,224	9,058	8,677	8,791
FICA	33,420	37,127	37,127	36,429
Pension Contribution	54,984	56,610	56,610	61,540
Total Personnel	**$ 686,092**	**$ 744,211**	**$ 715,665**	**$ 697,722**
Staffing Level				
Full-Time	*9.51*	*10.00*	*9.98*	*10.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.03*
Total Full-Time Equivalent (FTE)	***9.51***	***10.00***	***9.98***	***10.03***
Operations				
Training	$ 800	$ 800	$ 800	$ 800
Employee training expenses such as classes, books and or training aids.				
Postage & Freight	10	25	0	25
Stamps.				
Dues & Subscriptions	300	250	0	0
TCAPWA memberships, PW magazines.				
Utilities	8,927	8,950	11,700	12,000
Electricity, gas, water.				
Long Distance Phone Calls	14	25	10	12
Long distance phone calls.				
Cellular Phones	685	800	625	660
Cell phone fees.				
Data Processing - Software	4,405	5,000	4,000	0
Vehicle Maintenance	5,383	5,000	2,400	4,500
Parts for vehicle and equipment repairs.				
Equipment Maintenance	4,455	3,500	2,800	3,000
Computer, printer, fax, type writer, engine analyzer.				
Radio Maintenance	0	500	100	250
Radio maintenance.				
Building Maintenance	4,726	5,000	5,000	5,000
Paint, light bulbs, doors, windows, etc.				
Fuel System Maintenance	50	0	0	0

CITY OF BARTLETT
CITY SHOP
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Office Supplies	1,585	1,500	1,600	1,600
Pen, paper, envelopes, folders, printer cartridges.				
Clothing & Uniforms	5,360	5,000	5,000	5,000
Uniforms and mats.				
Operating Supplies	7,346	7,500	6,600	7,500
Batteries, welding rods, paint, grease, tool washing wires.				
Cleaning Supplies	1,736	2,000	1,200	1,800
Wax, soap, rags, toilet paper, paper towels, mops, bucks.				
Miscellaneous Shop Parts	2,770	3,000	1,000	2,500
Nuts, bolts, washers, starter fluid, clutch fluid, tubes valve caps, valve stems, battery cleaner.				
Small Tools	1,403	4,500	2,400	2,500
Socket wrenches, hammers, screw drivers, specialized tools needed for repairs of City equipment.				
Miscellaneous Supplies	1,607	1,600	1,600	1,600
Misc office supplies and tool allowance for mechanics.				
Copy Machine Rental	359	750	1,000	1,500
Copy machine rental.				
Property Insurance	2,034	2,035	1,935	2,000
Property insurance allocation.				
Vehicle & Equip Insurance	2,048	1,958	1,226	1,300
Allocation.				
General Liability Insurance	2,418	2,418	2,135	2,200
Allocation.				
Damage Claims	0	500	50	100
Payment for damages caused by PW employees.				
Total Operations	**$ 58,421**	**$ 62,611**	**$ 53,181**	**$ 55,847**
Capital				
Building Improvements	$ 1,150	$ 0	$ 55	$ 100
Contracted improvements to gutter system and mechanic's office.				
Communications Equipment	0	850	100	100
Cell phone accessories, purchases and repairs.				
Data Processing Equipment	110	0	0	0
Office Equipment	256	300	100	150
Calculators, adding machines, fax machine.				
Furniture	0	1,000	300	300
Desks and chairs, file cabinet.				
Other Equipment	9,480	18,000	15,000	0
Total Capital	**$ 10,997**	**$ 20,150**	**$ 15,555**	**$ 650**
Total City Shop	**$ 424,359**	**$ 501,647**	**$ 459,076**	**$ 428,894**

CITY OF BARTLETT
GENERAL MAINTENANCE
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Employee Wages	$ 525,063	$ 554,484	$ 545,509	$ 563,820
Overtime Wages	10,283	15,000	12,000	13,000
Special Hours	5,200	5,200	5,200	5,200
Contracted Services	13,578	0	0	0
Vacation Pay	733	0	0	0
Sick Pay	1,467	0	0	0
Longevity Pay	8,721	10,946	10,946	11,789
Christmas Bonus	1,378	1,392	1,378	0
Other Personnel Costs	0	0	367	0
Employee Health Insurance	112,411	125,988	125,988	133,826
Employee Life Insurance	2,693	2,994	2,994	3,045
Worker's Compensation Insurance	33,840	33,781	33,781	22,300
Retiree Health Insurance	10,459	11,090	10,910	11,276
FICA	41,045	44,882	44,882	45,426
Pension Contribution	65,840	69,311	69,311	78,935
Total Personnel	**$ 832,711**	**$ 875,068**	**$ 863,266**	**$ 888,617**
Staffing Level				
Full-Time	*15.39*	*16.00*	*14.91*	*16.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***15.39***	***16.00***	***14.91***	***16.00***
Operations				
Training	$ 340	$ 750	$ 250	$ 250
Employee training expense such as classes, books and or training aids and tuition.				
Travel	123	500	0	0
Travel expenses, food, hotel, gas.				
Other Professional Service	0	11,565	3,000	11,000
Tree removal service.				
Dues & Subscriptions	535	400	56	0
TCAPWA dues and magazine subscriptions.				
Cellular Phones	486	750	500	500
Cell phone monthly fees.				
Vehicle Maintenance	21,946	30,000	20,000	25,000
Parts for vehicle repairs some parts will be allocated from inventory others purchased from vendors.				
Equipment Maintenance	14,409	20,000	15,000	15,000
Parts for equipment repairs.				
Radio Maintenance	866	500	500	500
Mobil radio repairs.				
Grounds Maintenance	120	1,500	500	500
Fertilizer, grass, seed, plants.				
Building Maintenance	4,824	4,500	4,500	4,500
Painting, light bulbs, carpet, windows, wax.				
Street Painting & Signs	22,592	25,818	20,000	22,000
Sign repair and replacement, street striping and marking.				
Office Supplies	1,363	850	850	850
Pens, pencils, note pads, file cabinets, envelopes and printer cartridges.				
Clothing & Uniforms	0	0	131	0

CITY OF BARTLETT
GENERAL MAINTENANCE
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Operating Supplies	14,789	16,000	16,000	16,000
Filter cloth, batteries, water plug, concrete patch, inboards.				
Cleaning Supplies	1,288	1,500	1,500	1,500
Wax, soap, rags, toilet paper, paper towels, mops, bucks.				
Fill Sand, Dirt & Gravel	11,745	25,000	25,000	20,000
Fill sand, dirt and gravel used for road repairs and road projects, also rip rap, CTB, sod, limestone, CR610.				
Asphalt	26,037	50,000	50,000	70,000
Materials for road cuts, road shoulders, salting streets, pot holes and Contracted Asphalt Work.				
Concrete & Brick	19,062	21,200	19,000	20,000
Building inlets, manholes, replacing sidewalks, curb and gutter, water tables, road cuts.				
Small Tools	2,469	2,250	1,200	1,200
Shovel, drills, hammers, screw drivers, flash lights.				
Pipe & Materials-System Maintenance	14,113	15,000	10,000	10,000
Pipe and other materials used for drainage system repair including steel products, manhole, inlets.				
Equipment Rental	0	4,000	1,000	2,000
Special construction equipment as needed.				
Street Barricade & Equip. Rental	1,464	2,500	1,500	1,800
Rental of barricades for street and drainage repairs.				
Copy Machine Rental	254	750	550	550
Rental of copy machine.				
Vehicle & Equip Insurance	4,041	3,801	5,653	5,700
Vehicle and equipment insurance.				
General Liability Insurance	3,366	3,366	2,959	3,000
General liability insurance.				
Damage Claims	348	1,000	1,000	1,200
Payment for damages caused by PW employees doing their job.				
Total Operations	**$ 166,579**	**$ 243,500**	**$ 200,649**	**$ 233,050**
Capital				
Fencing & Landscaping	$ 4,979	$ 1,000	$ 1,000	$ 1,000
Building Improvements	0	29,839	29,221	0
Other Improvements	11,182	0	0	0
Communications Equipment	1,447	1,000	800	1,000
Purchase pagers, cell phones, office phones and accessories.				
Data Processing Equipment	552	0	0	0
Furniture	185	500	0	0
Other Equipment	4,858	2,100	2,100	0
Drainage Pipe & Improvement	2,970	5,000	3,000	0
Total Capital	**$ 26,173**	**$ 39,439**	**$ 36,121**	**$ 2,000**
Total General Maintenance	**$ 1,025,463**	**$ 1,158,007**	**$ 1,100,036**	**$ 1,123,667**

CITY OF BARTLETT
GENERAL SERVICES
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 63,904	$ 66,144	$ 66,144	$ 68,442
Employee Wages	38,653	78,063	68,587	77,276
Overtime Wages	2,921	2,000	4,000	5,000
Contracted Services	16,196	24,000	15,000	15,000
Vacation Pay	1,101	0	0	0
Longevity Pay	3,834	4,010	4,010	4,106
Christmas Bonus	172	175	258	0
Employee Health Insurance	22,191	32,955	32,955	35,335
Employee Life Insurance	544	779	779	787
Worker's Compensation Insurance	6,347	8,229	8,229	5,843
Unemployment Compensation	3,011	0	0	0
Retiree Health Insurance	2,051	2,884	2,695	2,914
FICA	8,088	11,500	11,500	11,844
Pension Contribution	12,110	18,026	18,026	20,400
Total Personnel	**$ 181,124**	**$ 248,765**	**$ 232,183**	**$ 246,947**
Staffing Level				
Full-Time	*2.00*	*3.00*	*2.76*	*3.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***2.00***	***3.00***	***2.76***	***3.00***
Operations				
Training	$ 0	$ 500	$ 0	$ 500
TML classes.				
Professional Services	250	0	0	0
Dues & Subscriptions	152	200	0	0
Cellular Phones	376	1,000	700	1,000
Cell phone charges for 2 employees				
Vehicle Maintenance	25	2,000	1,000	3,000
Part costs for vehicles repairs.				
Radio Maintenance	155	100	100	100
Radio repair and maintenance costs.				
Operating Supplies	505	1,000	300	700
Miscellaneous operating supplies.				
Small Tools	732	1,000	1,000	1,000
Brooms, rakes, hoes and small tools.				
General Liability Insurance	549	500	675	700
Total Operations	**$ 2,743**	**$ 6,300**	**$ 3,775**	**$ 7,000**
Capital				
Mobil Equipment	$ 0	$ 4,000	$ 0	$ 0
Communications Equipment	0	75	0	0
Other Equipment	1,313	1,000	400	500
Refrigerant leak detector.				
Total Capital	**$ 1,313**	**$ 5,075**	**$ 400**	**$ 500**
Total General Services	**$ 185,180**	**$ 260,140**	**$ 236,358**	**$ 254,447**

CITY OF BARTLETT
GROUND MAINTENANCE
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Department Revenues				
Property Maintenance Charges	$ 750	$ 100,000	$ 100,000	$ 200,000
Weed Cutting Fees	26,823	20,000	56,000	60,000
Total Department Revenues	**$ 27,573**	**$ 120,000**	**$ 156,000**	**$ 260,000**
Personnel				
Supervisor Salaries	$ 47,493	$ 49,397	$ 49,397	$ 51,349
Employee Wages	352,867	415,278	408,547	428,207
Overtime Wages	8,238	5,000	2,859	3,500
Contracted Services	146,695	170,496	151,921	132,200
Vacation Pay	1,686	0	0	0
Longevity Pay	3,245	3,506	3,506	5,501
Christmas Bonus	1,120	1,218	1,034	0
Other Personnel Costs	440	0	0	0
Employee Health Insurance	95,227	113,973	113,973	127,208
Employee Life Insurance	2,008	2,509	2,509	2,590
Worker's Compensation Insurance	27,020	28,161	28,161	18,917
Retiree Health Insurance	7,965	9,293	9,159	9,591
FICA	30,560	36,284	36,284	37,375
Pension Contribution	52,571	58,084	58,084	67,138
Total Personnel	**$ 777,134**	**$ 893,199**	**$ 865,434**	**$ 883,576**
Staffing Level				
Full-Time	*12.82*	*14.00*	*12.87*	*14.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***12.82***	***14.00***	***12.87***	***14.00***
Operations				
Training	$ 350	$ 500	$ 0	$ 0
Conferences and other training tuition.				
Travel	12	0	0	0
Professional Services	5,152	45,500	45,500	45,500
Median spraying.				
Dues & Subscriptions	158	300	120	0
TCAPWA dues and magazine subscription costs.				
Utilities	6,703	5,000	5,000	5,500
Electricity, gas, water, sewer.				
Phones - Local	224	300	272	285
Local telephone service.				
Long Distance Phone Calls	0	25	0	10
Long distance phone service.				
Cellular Phones	232	600	580	630
Cell phone monthly fees.				
Vehicle Maintenance	35,760	28,000	44,000	44,000
Parts for vehicle repairs.				
Equipment Maintenance	17,958	18,000	18,000	18,000
Parts for equipment repairs.				
Radio Maintenance	176	400	135	200
Radio repairs.				
Computer Maintenance	0	0	216	0

CITY OF BARTLETT
GROUND MAINTENANCE
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Grounds Maintenance	16,800	117,500	110,300	210,000
Fertilizer, plants, seeds , sod, fence repair, parking repair, all for grounds maintenance complex and fence repair.				
Building Maintenance	8,465	8,000	7,000	5,000
Paint, light bulbs, carpet, windows and new roof shingles.				
Office Supplies	226	275	50	50
Pen, paper, pencil, folders, diaries, printer cartridges.				
Petroleum Supplies	50,178	60,180	50,000	45,000
Gas and diesel.				
Operating Supplies	6,807	8,500	8,500	8,500
Chain saw chains, weed eater lines, bumper caps, eye glasses, vests, boots, trash bags, other disposable items.				
Small Tools	2,726	1,500	1,000	1,000
Rakes, hoes, job-blades, weed eaters, chain saws, brooms.				
Copy Machine Rental	29	100	100	100
Copy machine rental.				
Property Insurance	413	415	406	415
Property insurance allocation.				
Vehicle & Equip Insurance	4,355	4,175	1,537	1,600
Vehicle and equipment insurance.				
General Liability Insurance	2,960	2,960	2,903	3,000
General liability insurance.				
Damage Claims	220	2,000	2,000	2,000
Damages caused by PW employees doing their jobs (minor).				
Total Operations	**$ 159,905**	**$ 304,230**	**$ 297,619**	**$ 390,790**
Capital				
Fencing & Landscaping	$ 4,396	$ 3,500	$ 55	$ 0
Mulch for medians and City Hall, city property fence installation and/or replacement.				
Building Improvements	1,420	1,500	0	0
General building improvements.				
Communications Equipment	3,305	800	800	0
Cell phone purchases and accessories.				
Data Processing Equipment	0	0	201	0
Office Equipment	0	50	0	0
Paper shredder.				
Other Equipment	13,555	7,500	7,500	7,500
$5k weedeaters, chain saws, and other small equipment.				
Total Capital	**$ 22,676**	**$ 13,350**	**$ 8,555**	**$ 7,500**
Total Ground Maintenance	**$ 932,142**	**$ 1,090,779**	**$ 1,015,608**	**$ 1,021,866**

CITY OF BARTLETT
ANIMAL CONTROL
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Department Revenues				
Animal Shelter Donations	$ 16,528	$ 8,000	$ 22,000	$ 22,000
Animal Shelter Boarding	1,048	0	2,000	2,000
Animal Shelter Capture Fee	12,050	12,000	8,000	8,000
Animal Shelter Adoption	60,644	55,000	65,000	65,000
Animal Shelter City License	40,618	40,000	60,000	60,000
Animal Shelter Miscellaneous Revenues	18,241	25,000	3,200	3,200
Total Department Revenues	**$ 149,128**	**$ 140,000**	**$ 160,200**	**$ 160,200**
Personnel				
Supervisor Salaries	$ 45,551	$ 47,958	$ 47,958	$ 49,895
Employee Wages	181,082	206,207	206,207	215,576
Overtime Wages	14,869	13,500	12,926	14,000
Special Hours	5,265	5,200	5,200	5,200
Contracted Services	47,357	51,500	46,829	24,336
Part-Time	12,905	15,662	13,378	15,140
Vacation Pay	6,492	0	0	0
Christmas Bonus	775	783	776	0
Other Personnel Costs	440	0	202	0
Employee Health Insurance	40,434	63,139	63,139	44,086
Employee Life Insurance	1,240	1,372	1,372	1,434
Worker's Compensation Insurance	9,626	9,945	9,945	6,742
Unemployment Compensation	625	0	0	0
Retiree Health Insurance	4,528	5,083	5,083	5,309
FICA	19,649	22,117	22,117	22,936
Pension Contribution	28,961	31,771	31,771	37,166
Total Personnel	**$ 419,799**	**$ 474,237**	**$ 466,903**	**$ 441,820**
Staffing Level				
Full-Time	*7.50*	*8.00*	*8.00*	*8.00*
Part-Time (converted to FTE)	*0.56*	*0.75*	*0.65*	*0.70*
Total Full-Time Equivalent (FTE)	***8.06***	***8.75***	***8.65***	***8.70***
Operations				
Training	$ 309	$ 1,000	$ 285	$ 0
Tuition for training classes.				
Professional Services	24,365	26,000	25,000	26,000
City contracted vet fees.				
Other Professional Service	580	750	350	750
Emergency after hours vet fees.				
Dues & Subscriptions	755	750	0	0
Utilities	8,421	12,000	9,500	10,000
Electricity, gas, propane, water, sewer.				
Phones - Local	167	175	175	0
Local telephone costs.				
Long Distance Phone Calls	2	10	2	5
Long distance telephone costs.				
Cellular Phones	694	1,500	700	900
Monthly fees for 2 cell phones.				

CITY OF BARTLETT
ANIMAL CONTROL
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Vehicle Maintenance	3,060	6,000	6,000	6,000
Parts for vehicle repairs.				
Equipment Maintenance	642	500	400	700
Parts for equipment maintenance.				
Radio Maintenance	75	100	175	200
Communication radio repairs.				
Computer Maintenance	0	500	250	0
Grounds Maintenance	470	500	1,000	1,000
Plants, seeds, flowers, landscaping, sod.				
Building Maintenance	7,064	7,000	7,500	7,500
Paint, light bulbs, windows, doors, etc HVAC repairs, ventilators.				
Office Supplies	2,207	2,500	2,500	3,000
Paper, pens, pencils, folders, file cabinets, printer.				
Printing	864	1,000	1,000	1,000
Flyers, banners, signs.				
Medical Supplies	47,820	50,000	58,000	60,000
First aid kits, animal surgery needs, vaccines.				
Petroleum Supplies	27,749	30,680	31,500	25,000
Oil, gas, diesel, propane.				
Special Events	630	1,000	500	500
Christmas parade, Adoption days, special programs.				
Clothing & Uniforms	1,053	1,800	1,500	1,300
Pants, shirts, gloves.				
Operating Supplies	8,003	10,000	8,000	9,000
Pet food, collars, batteries, grab poles, food bowls, litter pans, cat carriers, safety glasses, leashes, collars.				
Cleaning Supplies	6,518	7,000	7,200	7,500
Lysol, pine sol, bleach, soap, paper towels air fresheners, , laundry soap.				
Chemical Supplies	2,227	2,000	1,700	1,800
Flea dip, other disease controlling agents.				
Small Tools	18	500	100	250
Dart guns, darts, traps, catch poles, surgery packs.				
Miscellaneous Supplies	1,330	500	1,000	1,200
Various supplies.				
Public Awareness	1,195	1,500	0	0
Posters, flyers, newspaper articles.				
Copy Machine Rental	748	700	725	725
Copy machine rental.				
Property Insurance	1,218	1,215	1,046	1,100
Property insurance allocation.				
Vehicle & Equip Insurance	1,777	1,685	1,347	1,400
Allocation.				
General Liability Insurance	1,752	1,750	1,724	1,750
General liability insurance.				
Credit Card Vendor Fees	2,019	2,600	2,100	2,200
Fees charged by credit card companies.				
State Fees	2,000	2,000	2,000	2,000
Incinerator permit fee, license fees for officers, NACA fees.				
Cash Over/Short	0	100	100	100

CITY OF BARTLETT
ANIMAL CONTROL
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Animal Control Fees	0	1,600	0	2,000
Tag purchases.				
Damage Claims	1,788	500	100	200
Payment for minor damages caused by PW employees.				
Total Operations	**$ 157,522**	**$ 177,415**	**$ 173,479**	**$ 175,080**
Capital				
Building Improvements	$ 1,502	$ 1,200	$ 1,000	$ 1,200
Paint front of building and run water line to dog park upgrade electrical panel, seal floors.				
Communications Equipment	0	175	175	175
Cell phone and other telephone purchases.				
Furniture	0	250	0	200
Stool for new computer.				
Other Equipment	0	750	0	0
Total Capital	**$ 1,502**	**$ 2,375**	**$ 1,175**	**$ 1,575**
Total Animal Control	**$ 429,695**	**$ 514,027**	**$ 481,357**	**$ 458,275**

Engineering
Summary

FY 2010 Adopted Budget

What We Do

This department oversees all engineering contracts for the City projects. Manages Engineering Inspection, Utility Plant Operations, Drainage Control Fund and Utility Sewer Lagoon. (Utility functions are in the Enterprise Fund).

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Salaries	606,306	646,168	623,495	628,024
Benefits	233,529	246,879	243,087	261,433
Operations	96,185	137,405	107,248	71,250
Capital	230	800	800	800
Total	**936,250**	**1,031,252**	**974,630**	**961,507**

FY 2009 Performance Highlights

Administered water and sewer extensions within the City; managed water upgrades in the system; efficiently managed sewer facilities; and worked on several road projects.

Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
Provide engineering inspection oversight of City capital projects.	Projects completed on time and within the budget.	Most Projects	Most Projects	All Projects
Administer developer projects within the city and reserve area	All work to meet or exceed standards of the city.	All projects	All Projects	All Projects
Continue to install sewers in annexed areas	Completion of projects outlined in Plans of Service	Complete d	Complete d	Completed
Oversee Construction of Kirby Whitten	Completion of these activities	Complete d	Complete d	Completed

CITY OF BARTLETT
ENGINEERING BUDGET SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 284,028	$ 295,709	$ 293,768	$ 296,046
Employee Wages	310,445	323,559	322,850	327,778
Overtime Wages	3,294	9,600	5,577	3,700
Special Hours	829	800	800	0
Part-Time	7,709	16,500	500	500
Vacation Pay	2,982	0	0	0
Education Bonus	720	1,500	1,320	1,700
Longevity Pay	10,179	12,722	11,820	15,696
Christmas Bonus	1,033	1,044	947	0
Employee Health Insurance	76,593	76,955	77,347	84,330
Employee Life Insurance	3,046	3,344	3,165	3,368
Worker's Compensation Insurance	10,484	10,920	10,920	7,151
Retiree Health Insurance	11,890	12,385	12,333	12,477
FICA	46,405	50,600	47,826	49,375
Pension Contribution	70,196	77,409	77,409	87,336
Total Personnel	**$ 839,835**	**$ 893,047**	**$ 866,582**	**$ 889,457**
Staffing Level				
Full-Time	*11.00*	*11.00*	*11.00*	*11.00*
Part-Time (converted to FTE)	*0.51*	*0.80*	*0.02*	*0.00*
Total Full-Time Equivalent (FTE)	***11.51***	***11.80***	***11.02***	***11.00***
Operations				
Training	$ 3,041	$ 5,500	$ 2,500	$ 2,000
Travel	1,418	3,000	2,000	1,550
Other Professional Service	11,236	19,000	13,000	9,000
Postage & Freight	977	1,100	1,000	1,000
Dues & Subscriptions	3,214	2,500	2,000	1,800
Meetings	0	200	200	75
Phones - Local	2,387	3,200	3,100	2,800
Long Distance Phone Calls	116	450	450	225
Cellular Phones	1,649	1,850	1,800	1,750
Data Processing - Software	26,336	23,500	21,900	0
Shop Allocation	3,600	3,600	3,700	3,700
Vehicle Maintenance	3,118	7,000	5,900	4,900
Equipment Maintenance	3,209	3,700	4,400	3,600
Radio Maintenance	0	7,200	800	0
Building Maintenance	396	400	400	400
Office Supplies	2,964	3,000	2,500	2,600
Printing	2,029	5,500	4,600	4,100
Petroleum Supplies	14,701	23,600	16,000	13,000
Clothing & Uniforms	294	2,300	1,600	800
Operating Supplies	1,822	3,400	2,800	2,350
Film & Developing	180	200	50	0
Small Tools	64	400	400	150
Copy Machine Rental	1,714	1,700	1,700	1,900
Property Insurance	5,427	5,425	6,282	6,300
Vehicle & Equip Insurance	3,186	3,020	1,640	1,700
General Liability Insurance	2,858	2,860	2,726	2,800

CITY OF BARTLETT
ENGINEERING BUDGET SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
State Fees	250	3,200	3,200	2,000
License Fees	0	600	600	750
Total Operations	**$ 96,185**	**$ 137,405**	**$ 107,248**	**$ 71,250**
Capital				
Other Equipment	$ 230	$ 800	$ 800	$ 800
Total Capital	**$ 230**	**$ 800**	**$ 800**	**$ 800**
TOTAL ENGINEERING	**$ 936,250**	**$ 1,031,252**	**$ 974,630**	**$ 961,507**

CITY OF BARTLETT
ENGINEERING ADMINISTRATION
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 169,842	$ 176,787	$ 174,842	$ 174,842
Employee Wages	43,123	45,522	44,848	44,848
Overtime Wages	296	600	200	400
Part-Time	0	1,000	500	500
Vacation Pay	1,670	0	0	0
Longevity Pay	4,632	6,114	6,074	7,617
Christmas Bonus	258	261	258	0
Employee Health Insurance	15,870	15,765	15,834	19,463
Employee Life Insurance	1,095	1,200	1,135	1,186
Worker's Compensation Insurance	1,267	1,343	1,343	867
Retiree Health Insurance	4,259	4,446	4,394	4,394
FICA	16,587	17,617	17,189	17,458
Pension Contribution	25,147	27,789	27,789	30,757
Total Personnel	**$ 284,047**	**$ 298,444**	**$ 294,406**	**$ 302,332**
Staffing Level				
Full-Time	*3.00*	*3.00*	*3.00*	*3.00*
Part-Time (converted to FTE)	*0.00*	*0.05*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***3.00***	***3.05***	***3.00***	***3.00***
Operations				
Training	$ 895	$ 2,500	$ 1,500	$ 1,000
Training for Proffessional development hours required for Engineers.				
Travel	741	1,500	1,000	800
Travel to various training seminars.				
Other Professional Service	6,031	9,000	6,000	5,000
Surveying, appraisals and other prof. needs.				
Postage & Freight	936	1,000	900	900
Postage to send public meeting notifications.				
Dues & Subscriptions	1,775	1,600	1,100	1,000
NSPE, Engineers Club and NAPW.				
Meetings	0	200	200	75
Food and drink for meetings hosted in Bartlett.				
Phones - Local	1,272	1,700	1,600	1,400
Local phone service.				
Long Distance Phone Calls	0	200	200	100
Long distance service.				
Cellular Phones	722	850	800	750
Cell phones for city engineer and assistant engineer.				
Data Processing - Software	1,140	2,000	1,900	0
Software upgrades.				
Shop Allocation	600	600	700	700
Repair costs for truck.				
Vehicle Maintenance	1,614	2,500	1,500	1,900
Standard repair costs.				
Equipment Maintenance	3,125	2,700	1,700	2,700
Repair of printers and plotters.				
Radio Maintenance	0	2,400	0	0
Maintain radios.				

CITY OF BARTLETT
ENGINEERING ADMINISTRATION
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Office Supplies	99	500	400	400
Pencils, pens, paper.				
Printing	0	1,500	1,100	1,000
Printing and plotter paper.				
Petroleum Supplies	14,701	23,600	16,000	13,000
Gas for all engineering trucks.				
Clothing & Uniforms	0	600	600	0
Operating Supplies	269	1,100	800	650
Print paper, plotter pen sets.				
Film & Developing	0	100	50	0
Copy Machine Rental	1,714	1,700	1,700	1,900
Copy machine rental.				
Property Insurance	571	540	293	300
Property insurance allocation.				
Vehicle & Equip Insurance	974	975	952	1,000
Truck insurance.				
State Fees	250	1,600	1,600	2,000
5 Engineers Professional Priviledge tax to the State.				
License Fees	0	600	600	750
5 Engineers license fees to the State.				
Total Operations	**$ 37,428**	**$ 61,565**	**$ 43,195**	**$ 37,325**
Capital				
Other Equipment	$ 230	$ 800	$ 800	$ 800
Total Capital	**$ 230**	**$ 800**	**$ 800**	**$ 800**
Total Engineering Administration	**$ 321,705**	**$ 360,809**	**$ 338,401**	**$ 340,457**

CITY OF BARTLETT
ENGINEERING & INSPECTION
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 114,185	$ 118,922	$ 118,926	$ 121,204
Employee Wages	267,321	278,037	278,002	282,930
Overtime Wages	2,999	9,000	5,377	3,300
Special Hours	829	800	800	0
Part-Time	7,709	15,500	0	0
Vacation Pay	1,312	0	0	0
Educational Bonus	720	1,500	1,320	1,700
Longevity Pay	5,548	6,608	5,746	8,079
Christmas Bonus	775	783	689	0
Employee Health Insurance	60,723	61,190	61,513	64,867
Employee Life Insurance	1,951	2,144	2,030	2,182
Worker's Compensation Insurance	9,217	9,577	9,577	6,284
Retiree Health Insurance	7,630	7,939	7,939	8,083
FICA	29,819	32,983	30,637	31,917
Pension Contribution	45,049	49,620	49,620	56,579
Total Personnel	**$ 555,788**	**$ 594,603**	**$ 572,176**	**$ 587,125**
Staffing Level				
Full-Time	*8.00*	*8.00*	*8.00*	*8.00*
Part-Time (converted to FTE)	*0.51*	*0.75*	*0.02*	*0.00*
Total Full-Time Equivalent (FTE)	***8.51***	***8.75***	***8.02***	***8.00***
Operations				
Training	$ 2,146	$ 3,000	$ 1,000	$ 1,000
Mandatory training for inspectors and engineers.				
Travel	677	1,500	1,000	750
Six employees to various workshops statewide.				
Other Professional Service	5,205	10,000	7,000	4,000
Testing lab work, surveying costs, and other profession services needed on projects under construction.				
Postage & Freight	41	100	100	100
Mail outs for public meetings.				
Dues & Subscriptions	1,439	900	900	800
APWA dues and subscriptions.				
Phones - Local	1,115	1,500	1,500	1,400
Costs of operation of local phone system.				
Long Distance Phone Calls	116	250	250	125
Costs for long distance phone calls for engineering and inspections.				
Cellular Phones	927	1,000	1,000	1,000
Cell phones charges for inspectors.				
Data Processing - Software	25,196	21,500	20,000	0
Shop Allocation	3,000	3,000	3,000	3,000
Vehicle repairs costs for engineering vehicles.				
Vehicle Maintenance	1,504	4,500	4,400	3,000
Vehicle maintenance for engineering vehicles.				
Equipment Maintenance	84	1,000	2,700	900
Repair field equipment.				
Radio Maintenance	0	4,800	800	0
Building Maintenance	396	400	400	400
Costs of various maintenance items.				

CITY OF BARTLETT
ENGINEERING & INSPECTION
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Office Supplies	2,865	2,500	2,100	2,200
Stakes, pens, pencils, and other supplies.				
Printing	2,029	4,000	3,500	3,100
Printing plans for projects that have been bid and are under construction.				
Clothing & Uniforms	294	1,700	1,000	800
Shirts and pants for inspectors employees.				
Operating Supplies	1,554	2,300	2,000	1,700
Miscellaneous supplies.				
Film & Developing	180	100	0	0
Small Tools	64	400	400	150
Purchase of hammers, flashlights, plumb bobs, and various other items necessary for inspections.				
Property Insurance	5,427	5,425	6,282	6,300
Costs of insurance for engineering property.				
Vehicle & Equip Insurance	2,615	2,480	1,347	1,400
Costs for insurance for five vehicles.				
General Liability Insurance	1,884	1,885	1,774	1,800
Allocation.				
State Fees	0	1,600	1,600	0
Total Operations	**$ 58,757**	**$ 75,840**	**$ 64,053**	**$ 33,925**
Total Engineering & Inspection	**$ 614,545**	**$ 670,443**	**$ 636,229**	**$ 621,050**

City of Bartlett

PARKS & RECREATION

FY 2010 Adopted Budget

The Parks and Recreation function has six cost centers; Administration, Community Center, Athletics, Maintenance, Senior Center and Recreation Center. The Parks and Recreation function budget increased by $17,488 (.36%) over the FY 2009 Projection. Increases include a 1.5% increase in pension contribution, step raises and a planned 5% health insurance premium increase. There were no staffing changes.

Full-Time Authorized Personnel Positions

Parks & Rec Administration	
Parks & Recreation Director	1
Administrative Secretary	1
Skill Clerk	1
Total P&R Administration	**3**
Parks & Rec Community Center	
Preschool Coordinator	1
Manager	1
Building Service	2
Assistant Manager	1
General Clerk	1
Total P&R Community Center	**6**
Parks & Rec Athletics	
Manager	1
Assistant Manager	1
Athletic Coordinator	1
Total P&R Athletics	**3**
Parks & Rec Maintenance	
Driver	3
Foreman	4
Supervisor	1
Utility Worker	5
Manager	1
Total P&R Maintenance	**14**
Parks & Rec Senior Center	
General Clerk	1
Coordinator I	1
Custodial	1
Manager	1
Total P&R Senior Center	**4**
Parks & Rec Recreation Center	
Manager	3
Assistant Manager	1
Coordinator II	1
Foreman	1
Custodial	2
Personal Trainer	3
Program Coordinator	1
Total P&R Recreation Ctr	**12**
TOTAL PARKS & REC	**42**

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Salaries	2,331,105	2,560,251	2,427,407	2,482,862
Benefits	779,790	835,465	806,327	823,107
Other Personnel	327,870	390,545	359,632	361,000
Operations	1,151,135	1,344,199	1,263,408	1,207,253
Capital	4,943	28,000	18,000	18,000
Total	**4,594,842**	**5,158,460**	**4,874,774**	**4,892,222**

Parks & Recreation Summary

City of Bartlett

FY 2010 Adopted Budget

What We Do

The mission of the Bartlett Parks and Recreation Department is to enhance the quality of life for Bartlett citizens by providing diverse and quality leisure programs; services and facilities that encourage health, fitness, relaxation and learning; as well as providing opportunities for community involvement. We offer a full service recreation center, senior services, summer programs, youth and adult recreation sports leagues and maintain all parks, fields and facilities.

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Salaries	2,331,105	2,560,251	2,427,407	2,482,862
Benefits	779,790	835,465	806,327	823,107
Other Personnel	327,870	390,545	359,632	361,000
Operations	1,151,135	1,344,199	1,263,408	1,207,253
Capital	4,943	28,000	18,000	18,000
Total	**4,594,842**	**5,158,460**	**4,874,774**	**4,892,222**

FY 2009 Performance Highlights

Parks and Recreation maintained 27 parks, 17 ballfields and 7 soccer fields; offered over 300 classes in the Community Center and hosted 10 community events; provided sport/recreations opportunities for over 3,200 youth and 2,000 adults.

Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
Develop a 5-year plan for Parks facilities.	Plan updated annually	In Progress	In Progress	In Progress
Develop new Parks in north basin: 1 in District #2; 1 in District #3.	Acquiring land, working on plans for 2 neighborhood parks.	In Progress	In Progress	In progress
Continue to increase (enhance) landscaping in Parks.	# of Parks maintained	24	27	27
Install three (3) pavilions: Freeman Park, Stone Ridge Park, and Quail Ridge Park.	Complete project	N/A	N/A	Completed

CITY OF BARTLETT
PARKS & RECREATION BUDGET SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 86,840	$ 89,671	$ 89,671	$ 89,671
Employee Wages	1,404,552	1,510,362	1,464,623	1,480,439
Overtime Wages	45,971	57,000	37,760	20,825
Special Hours	130,150	140,100	133,346	140,100
Contracted Services	327,870	390,545	359,632	361,000
Part-Time	663,592	763,118	702,007	751,827
Vacation Pay	10,430	0	1,133	0
Education Bonus	60	0	0	0
Longevity Pay	12,792	14,154	17,005	18,938
Christmas Bonus	10,851	12,218	9,905	0
Employee Health Insurance	283,635	306,162	292,590	311,347
Employee Life Insurance	7,743	8,640	8,179	8,478
Worker's Compensation Insurance	61,137	64,408	64,408	41,737
Unemployment Compensation	765	0	1,219	0
Retiree Health Insurance	29,508	32,001	31,230	31,403
FICA	180,416	197,878	180,654	191,388
Pension Contribution	182,453	200,004	200,004	219,816
Total Personnel	**$ 3,438,765**	**$ 3,786,261**	**$ 3,593,366**	**$ 3,666,969**
Staffing Level				
Full-Time	*39.66*	*42.00*	*40.02*	*42.00*
Part-Time (converted to FTE)	*41.03*	*40.63*	*39.79*	*41.06*
Total Full-Time Equivalent (FTE)	***80.69***	***82.63***	***79.81***	***83.06***
Operations				
Training	$ 4,816	$ 10,221	$ 6,626	$ 6,495
Travel	5,598	10,800	1,451	1,050
Professional Services	20,032	32,112	23,380	20,000
Other Professional Service	48,054	92,650	85,477	65,480
Postage & Freight	10,068	15,440	10,836	12,077
Dues & Subscriptions	7,076	6,900	6,029	5,100
Meetings	24	100	0	0
Utilities	255,548	256,300	263,785	263,800
Phones - Local	14,773	14,909	14,743	15,750
Long Distance Phone Calls	171	290	258	321
Cellular Phones	2,209	1,975	2,146	2,196
Data Processing - Software	0	1,095	495	0
Shop Allocation	18,750	18,750	18,750	18,750
Vehicle Maintenance	14,632	17,200	16,700	16,500
Equipment Maintenance	39,772	39,925	38,325	38,340
Radio Maintenance	38	500	0	0
Computer Maintenance	0	417	417	0
Grounds Maintenance	70,307	66,000	65,107	64,650
Building Maintenance	65,390	55,281	60,000	54,000
Pool Maintenance	17,216	21,369	21,330	20,000
Swim Competitions	27,035	40,000	40,000	40,000
Automobile Allowance	275	500	247	0
Office Supplies	18,193	18,900	18,177	18,000
Printing	5,288	10,155	9,510	6,950

CITY OF BARTLETT
PARKS & RECREATION BUDGET SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Medical Supplies	724	1,300	1,150	650
Special Designation Expense	3,921	3,000	3,400	3,000
Petroleum Supplies	41,571	49,570	45,700	39,000
Special Events	4,114	8,215	5,782	7,000
Preschool Supplies	4,636	5,000	5,000	4,500
Recreation Supplies	60,177	67,809	67,809	64,286
Concession Supplies	79,388	76,850	76,850	76,850
Field Trips	14,389	18,000	18,000	16,000
Tournament Expenses	7,713	7,500	7,500	9,400
Cost of Goods Sold	3,085	5,000	5,000	5,000
Clothing & Uniforms	16,717	22,550	18,831	18,800
Operating Supplies	85,538	116,000	96,318	87,859
Cleaning Supplies	24,561	26,887	25,387	25,312
Chemical Supplies	569	2,000	3,634	3,633
Film & Developing	694	900	572	450
Fill Sand, Dirt & Gravel	19,333	22,000	23,005	23,004
Small Tools	8,385	8,005	6,505	3,700
Tournament Awards	13,889	15,725	14,346	15,200
Bartlett In Bloom Expenses	209	0	0	0
Travel Club	5,855	33,000	18,000	13,200
Equipment Rental	1,657	4,150	6,187	6,800
Copy Machine Rental	7,468	12,150	9,804	10,900
Property Insurance	34,703	34,695	31,361	32,289
Vehicle & Equip Insurance	5,322	5,020	3,542	3,605
General Liability Insurance	14,270	14,255	16,511	16,956
Other Insurance	5,306	2,580	5,774	5,800
Landfill Fees	2,488	3,000	3,000	3,000
Bank Charges	0	150	0	150
Credit Card Vendor Fees	29,888	25,000	27,193	28,000
Cash Over (Short)	(35)	0	350	50
License Fees	0	500	0	500
Damage Claims	4,305	3,500	4,692	5,000
Miscellaneous Other Expenses	5,030	18,100	8,416	7,900
Total Operations	**$ 1,151,135**	**$ 1,344,199**	**$ 1,263,408**	**$ 1,207,253**
Capital				
Building Improvements	$ 0	$ 28,000	$ 18,000	$ 18,000
Data Processing Equipment	4,745	0	0	0
Furniture	198	0	0	0
Total Capital	**$ 4,943**	**$ 28,000**	**$ 18,000**	**$ 18,000**
TOTAL PARKS & RECREATION	**$ 4,594,842**	**$ 5,158,460**	**$ 4,874,774**	**$ 4,892,222**

CITY OF BARTLETT
PARKS ADMINISTRATION
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 86,840	$ 89,671	$ 89,671	$ 89,671
Employee Wages	52,278	69,182	71,335	71,335
Contract Services	(2,544)	0	0	0
Longevity Pay	879	897	1,794	1,794
Christmas Bonus	172	258	258	0
Employee Health Insurance	22,564	28,114	28,249	29,783
Employee Life Insurance	701	858	807	869
Worker's Compensation Insurance	785	793	793	522
Retiree Health Insurance	2,782	3,177	3,220	3,220
FICA	10,699	12,241	12,126	12,454
Pension Contribution	19,088	19,857	19,857	22,541
Total Personnel	**$ 194,245**	**$ 225,048**	**$ 228,110**	**$ 232,189**
Staffing Level				
Full-Time	*2.52*	*3.00*	*3.00*	*3.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***2.52***	***3.00***	***3.00***	***3.00***
Operations				
Training	$ 425	$ 800	$ 195	$ 195
Renew TRPA & NRPA registration fees for conference classes.				
Travel	759	1,800	50	50
Postage & Freight	613	500	400	500
Postage for Parks Admin.				
Dues & Subscriptions	505	1,000	1,000	550
TRPA and NRPA membership fees for Director and Park Board Members.				
Meetings	0	100	0	0
Phones - Local	2,361	2,200	2,200	2,200
Admin department local phone expense, includes monthly and service charges.				
Long Distance Phone Calls	91	130	111	111
Admin Department long distance calls.				
Cellular Phones	223	300	196	196
Director's cell phone service charge and usage.				
Shop Allocation	750	750	750	750
City Shop allocation for Director's vehicle.				
Vehicle Maintenance	517	1,200	1,200	1,000
Maintenance and repairs on Director's vehicle.				
Office Supplies	1,640	1,700	1,077	900
Copy and printer paper, misc. supplies.				
Printing	271	400	0	0
Letterhead, envelopes, deposit slips, various department tri-fold brochures.				
Petroleum Supplies	6,201	7,905	5,700	5,000
Gas & diesel fuel allocated from City gas pump, usage for Director's vehicle.				
Clothing & Uniforms	50	0	0	0
Operating Supplies	3,805	4,000	859	859
Drinking water, coffee and misc supplies not elsewhere classified.				
Bartlett In Bloom Expenses	209	0	0	0
Copy Machine Rental	591	1,000	530	550
Copy machine rental/usage fees.				

CITY OF BARTLETT
PARKS ADMINISTRATION
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Property Insurance	7,392	7,390	8,350	8,350
Insurance allocation for all City parks property.				
Vehicle & Equip Insurance	290	275	440	500
Auto insurance allocation.				
General Liability Insurance	748	750	689	689
Liability coverage for Parks and Rec property.				
Miscellaneous Other Expenses	2,010	3,000	750	1,000
Miscellaneous expense not elsewhere identified.				
Total Operations	**$ 29,450**	**$ 35,200**	**$ 24,497**	**$ 23,400**
Capital				
Data Processing Equipment	$ 336	$ 0	$ 0	$ 0
Total Capital	**$ 336**	**$ 0**	**$ 0**	**$ 0**
Total Parks Administration	**$ 224,031**	**$ 260,248**	**$ 252,607**	**$ 255,589**

CITY OF BARTLETT
SINGLETON COMMUNITY CENTER
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Employee Wages	$ 213,126	$ 233,223	$ 206,341	$ 207,504
Overtime Wages	116	3,000	0	0
Special Hours	3,258	3,000	3,000	3,000
Contracted Services	94,725	110,000	110,000	105,000
Part-Time	214,053	291,735	234,975	250,000
Vacation Pay	2,054	0	0	0
Longevity Pay	3,500	3,566	4,107	4,790
Christmas Bonus	2,670	3,000	2,412	0
Employee Health Insurance	40,541	51,640	40,775	43,020
Employee Life Insurance	1,008	1,259	1,171	1,121
Worker's Compensation Insurance	10,444	11,193	11,193	6,462
Retiree Health Insurance	3,939	4,664	4,127	4,150
FICA	32,802	41,121	30,270	35,595
Pension Contribution	25,930	29,153	29,153	29,051
Total Personnel	**$ 648,166**	**$ 786,554**	**$ 677,524**	**$ 689,693**
Staffing Level				
Full-Time	*5.00*	*6.00*	*5.00*	*6.00*
Part-Time (converted to FTE)	*13.06*	*13.00*	*12.78*	*12.65*
Total Full-Time Equivalent (FTE)	***18.06***	***19.00***	***17.78***	***18.65***
Operations				
Training	$ 639	$ 2,500	$ 960	$ 1,000
TRPA registration and class fees for Department Manager and Assistant Manager and Day Camp Director.				
Travel	699	1,500	300	500
Travel expense for TRPA/NRPA conferences.				
Other Professional Service	1,742	4,000	1,550	2,000
Miscellaneous professional services.				
Postage & Freight	480	650	650	700
Postage.				
Dues & Subscriptions	480	400	315	300
Subscriptions for Preschool.				
Utilities	47,234	50,000	50,000	50,000
MLGW - electric and gas for center and gym.				
Phones - Local	2,749	2,600	2,600	3,000
Bell South allocation.				
Long Distance Phone Calls	10	50	50	50
Long distance telephone charges				
Cellular Phones	284	300	300	350
Dept. manager's cell phone service and usage costs.				
Equipment Maintenance	3,961	4,500	4,800	5,000
Bell South equipment allocation - fire extinguishers.				
Building Maintenance	21,116	10,281	10,000	10,000
Replace water fountains, sand and recoat main hall floor & dance floor.				
Office Supplies	3,500	3,500	3,500	3,500
Copy paper, toner, misc supplies.				
Printing	719	1,500	1,500	1,500
Flyers, advertisements, posters for special events				

CITY OF BARTLETT
SINGLETON COMMUNITY CENTER
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Preschool Supplies	4,636	5,000	5,000	4,500
Supplies needed for the preschool program and for the Mother's Day Out program.				
Recreation Supplies	13,896	15,000	15,000	13,000
Summer day camp activities.				
Concession Supplies	8,498	7,850	7,850	7,850
Concession stand products for day camp program and fill the vending machines.				
Field Trips	14,389	18,000	18,000	16,000
Bus rental and admission fees for all day camp field trip.				
Tournament Expenses	7,430	6,500	6,500	8,500
Green fees, trophies, silent auction items, lunch and misc expenses (not donated) for the annual golf tournament that benefits the American Cancer Society.				
Clothing & Uniforms	5,576	7,500	7,500	6,500
Day Camp t-shirts for campers and counselors.				
Operating Supplies	7,924	9,000	9,500	9,500
Paper goods, hardware supplies, material needed for meal identification cards, and also marketing expense.				
Cleaning Supplies	4,044	5,000	5,000	5,000
Supplies need to clean facilities.				
Film & Developing	417	600	422	300
Pictures with Easter Bunny/Santa.				
Small Tools	541	750	750	0
Small tools for general use.				
Tournament Awards	1,521	3,500	3,500	4,000
Trophies, ribbons, awards for special events.				
Equipment Rental	120	250	250	0
Carpet shampoo machine rental.				
Copy Machine Rental	3,287	4,500	4,500	5,000
Copy machine lease.				
Property Insurance	6,367	6,365	5,418	5,500
Insurance allocation for parks property.				
General Liability Insurance	2,672	2,670	4,785	5,000
Allocation				
Credit Card Vendor Fees	1,296	2,000	2,000	2,000
Estimated cost of credit card processing.				
Damage Claims	911	0	0	0
Miscellaneous Other Expenses	0	7,500	1,000	1,000
Donations to American Cancer Society and Animal Shelter.				
Total Operations	**$ 167,138**	**$ 183,766**	**$ 173,500**	**$ 171,550**
Capital				
Building Improvements	$ 0	$ 20,000	$ 10,000	$ 10,000
Replace 5 AC units (expected to go out at any time).				
Total Capital	**$ 0**	**$ 20,000**	**$ 10,000**	**$ 10,000**
Total Singleton Community Center	**$ 815,304**	**$ 990,320**	**$ 861,024**	**$ 871,243**

CITY OF BARTLETT
ATHLETICS
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Employee Wages	$ 129,341	$ 132,038	$ 132,038	$ 132,038
Overtime Wages	2,157	4,000	750	825
Special Hours	124,597	135,000	128,000	135,000
Contracted Services	300	0	0	0
Part-Time	82,744	124,000	96,500	105,827
Vacation Pay	1,274	0	0	0
Longevity Pay	1,628	2,946	2,500	2,946
Christmas Bonus	1,722	1,895	1,033	0
Employee Health Insurance	25,851	25,820	25,997	27,399
Employee Life Insurance	651	713	713	713
Worker's Compensation Insurance	11,606	12,098	12,098	7,450
Unemployment Compensation	765	0	419	0
Retiree Health Insurance	2,537	2,641	2,618	2,641
FICA	25,619	30,591	24,986	28,813
Pension Contribution	14,977	16,505	16,505	18,485
Total Personnel	**$ 425,770**	**$ 488,247**	**$ 444,157**	**$ 462,137**
Staffing Level				
Full-Time	*3.00*	*3.00*	*3.00*	*3.00*
Part-Time (converted to FTE)	*6.43*	*6.90*	*6.54*	*6.36*
Total Full-Time Equivalent (FTE)	***9.43***	***9.90***	***9.54***	***9.36***
Operations				
Training	$ 175	$ 250	$ 100	$ 100
Registration fee to attend TRPA conference/classes.				
Travel	711	500	0	200
Miscellaneous travel expense to attend conferences/trainings.				
Professional Services	3,947	7,500	5,000	5,000
Misc. professional services-background checks for officals & coaches.				
Postage & Freight	210	250	125	125
Postage costs.				
Dues & Subscriptions	5,136	3,100	3,100	3,100
NYSCA annual fees for ref's & umps, fees for softball league.				
Meetings	24	0	0	0
Utilities	61,821	52,500	62,000	62,000
MLG&W - lights at Parks including tennis courts and baseball fields.				
Phones - Local	807	800	800	800
Bell South allocation.				
Long Distance Phone Calls	6	35	35	35
Long distance calls.				
Cellular Phones	1,135	975	1,000	1,000
Service and usage charges for 4 departmental cell phones.				
Data Processing - Software	0	600	0	0
Vehicle Maintenance	311	0	0	0
Equipment Maintenance	1,864	4,000	2,100	2,500
Cleaning, repair and maintenance check for concession equipment, refregiration, air & heat.				
Grounds Maintenance	1,937	0	600	650
Repair and replacements of ball field lights				
Building Maintenance	801	0	0	0

CITY OF BARTLETT
ATHLETICS
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Office Supplies	2,132	2,400	2,400	2,400
Miscellaneous office supplies.				
Printing	1,031	1,000	750	750
Rosters and registratrion forms for sign ups.				
Medical Supplies	364	300	150	150
First aid and emergency kit supplies.				
Recreation Supplies	30,837	35,000	35,000	35,000
Athletic equipment balls, mitts, bats, BPRD uniforms.				
Concession Supplies	70,891	69,000	69,000	69,000
Food, snacks, drinks, napkins, cups for Freeman, Deermont Ellendale and Appling Ballfields concession stands.				
Clothing & Uniforms	763	2,000	1,500	1,500
Employee shirts & sweatshirts.				
Operating Supplies	9,251	20,000	9,500	9,500
Miscellaneous operating needs and supplies.				
Film & Developing	99	300	150	150
Film and developing of event and league photos.				
Tournament Awards	12,218	11,000	10,500	10,500
Trophies and awards (end of season) - all sports.				
Equipment Rental	0	400	200	200
Maintenance Equipment Rental.				
Copy Machine Rental	583	2,400	950	950
Rental of copy machine for athletics office.				
Property Insurance	2,263	2,260	2,096	2,100
Property insurance allocation.				
General Liability Insurance	2,011	2,000	2,639	2,700
Allocation.				
Other Insurance	5,306	2,580	5,774	5,800
Insurance allocation - BPRD Supplemental Accident.				
Cash Over (Short)	(35)	0	350	50
Damage Claims	1,118	0	1,692	1,500
Repairs not claimed on insurance.				
Miscellaneous Other Expenses	842	2,500	2,500	2,500
Orkin- exterminating of concessions stands.				
Total Operations	**$ 218,557**	**$ 223,650**	**$ 220,011**	**$ 220,260**
Capital				
Data Equipment	$ 2,674	$ 0	$ 0	$ 0
Total Capital	**$ 2,674**	**$ 0**	**$ 0**	**$ 0**
Total Athletics	**$ 647,001**	**$ 711,897**	**$ 664,168**	**$ 682,397**

CITY OF BARTLETT
PARKS MAINTENANCE
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Employee Wages	$ 481,178	$ 509,418	$ 505,692	$ 515,256
Overtime Wages	43,698	50,000	37,010	20,000
Special Hours	2,295	2,100	2,100	2,100
Contracted Services	89,536	100,000	80,902	80,000
Part-Time	51,447	30,000	45,765	41,000
Vacation Pay	1,247	0	0	0
Longevity Pay	6,785	6,745	8,368	9,408
Christmas Bonus	1,464	1,551	1,465	0
Employee Health Insurance	91,759	96,560	92,799	99,558
Employee Life Insurance	2,610	2,751	2,686	2,782
Worker's Compensation Insurance	16,695	18,144	18,144	12,207
Unemployment Compensation	0	0	800	0
Retiree Health Insurance	9,624	10,188	10,114	10,305
FICA	43,713	45,886	44,820	44,964
Pension Contribution	56,819	63,677	63,677	72,136
Total Personnel	**$ 898,870**	**$ 937,020**	**$ 914,342**	**$ 909,716**
Staffing Level				
Full-Time	*13.46*	*14.00*	*14.00*	*14.00*
Part-Time (converted to FTE)	*2.80*	*1.50*	*2.49*	*1.97*
Total Full-Time Equivalent (FTE)	***16.26***	***15.50***	***16.49***	***15.97***
Operations				
Training	$ 180	$ 500	$ 0	$ 0
Travel	0	500	0	0
Other Professional Service	36,608	69,000	69,000	40,000
Year-round spray and fertilizer program.				
Dues & Subscriptions	135	150	70	0
Utilities	3,479	3,800	3,800	3,800
MLG&W - maintenance shop utilities.				
Phones - Local	796	800	800	800
AT&T equipment and service charge.				
Cellular Phones.	340	400	400	400
Service and usage charges for dept. manager's cell phone.				
Shop Allocation	18,000	18,000	18,000	18,000
Labor cost associated with vehicle maintenance done by City Shop.				
Vehicle Maintenance	13,657	15,000	15,500	15,000
Dealer maintenance on department's City vehicles.				
Equipment Maintenance	21,698	22,000	22,000	22,000
Lawn equipment maintenance and repair expense.				
Radio Maintenance	38	500	0	0
Radio repairs.				
Grounds Maintenance	66,417	64,000	64,000	64,000
Park landscaping and ballfield maintenance expense.				
Building Maintenance	9,039	10,000	10,000	10,000
Plumbing, paint and pest control for maintenance shop.				
Office Supplies	91	300	200	200
Paper, pens, and miscellaneous supplies.				
Printing	30	0	0	0

CITY OF BARTLETT
PARKS MAINTENANCE
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Petroleum Supplies	35,370	36,580	39,000	33,000
City provided gasoline for department vehicles.				
Clothing & Uniforms	7,065	6,200	5,200	5,200
Uniforms for the maintenance crew.				
Operating Supplies	42,722	50,000	45,000	45,000
Miscellaneous supplies, first aid kit, items not elsewhere classification.				
Cleaning Supplies	5,550	5,000	3,500	3,500
Supplies needed to clean facilities.				
Chemical Supplies	569	2,000	3,634	3,633
Round up, late treatment.				
Fill Sand, Dirt & Gravel	19,333	22,000	23,005	23,004
Sand, dirt, gravel and playground mulch.				
Small Tools	7,620	6,500	5,000	3,000
Miscellaneous weedeaters and other landscaping tools.				
Equipment Rental	1,088	3,000	5,337	5,400
Rental of backhoe, track hoe, and bulldozer.				
Copy Machine Rental	136	500	200	200
Copy machine and other misc.				
Property Insurance	750	750	639	639
Property insurance allocation.				
Vehicle & Equip Insurance	4,772	4,500	2,955	2,955
Allocation.				
General Liability Insurance	3,577	3,575	3,417	3,417
Allocation.				
Landfill Fees	2,488	3,000	3,000	3,000
Dump fees, garbage, leaves and construction debris.				
Damage Claims	2,249	3,000	3,000	3,000
Minor claims caused by employees.				
Miscellaneous Other Expenses	0	3,000	1,500	1,500
Miscellaneous expense.				
Total Operations	**$ 303,796**	**$ 354,555**	**$ 348,157**	**$ 310,648**
Total Parks Maintenance	**$ 1,202,665**	**$ 1,291,575**	**$ 1,262,499**	**$ 1,220,364**

CITY OF BARTLETT
SENIOR CENTER
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Employee Wages	$ 122,952	$ 127,025	$ 129,741	$ 134,079
Contracted Services	11,928	25,545	25,545	23,000
Vacation Pay	3,410	0	0	0
Christmas Bonus	344	344	345	0
Employee Health Insurance	41,903	41,797	41,797	44,337
Employee Life Insurance	614	686	686	724
Worker's Compensation Insurance	1,402	1,427	1,427	942
Retiree Health Insurance	2,459	2,541	2,595	2,682
FICA	8,869	9,744	9,744	10,257
Pension Contribution	15,719	15,878	15,878	18,771
Total Personnel	**$ 209,602**	**$ 224,987**	**$ 227,758**	**$ 234,792**
Staffing Level				
Full-Time	*4.00*	*4.00*	*4.00*	*4.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.00***	***4.00***	***4.00***	***4.00***
Operations				
Training	$ 159	$ 800	$ 0	$ 200
Employee training expense such as classes, books, and other training aids.				
Travel	141	1,500	0	300
Mileage and travel reimbursements related to off-site events, trips, and training.				
Professional Services	0	612	0	0
Other Professional Services	9,705	19,650	14,927	23,480
Manicurist Services, Entertainment (Band) Services.				
Postage & Freight	5,201	5,040	5,495	4,752
Metered postage, stamps, registered mail and all other postage and shipping charges.				
Dues & Subscriptions	152	250	250	150
Membership dues for Council on Aging, Subscription to local paper.				
Utilities	14,283	15,000	15,000	15,000
Gas, electric & water.				
Phones - Local	1,245	1,509	1,509	1,450
AT&T equipment and service.				
Long Distance Phone Calls	7	25	12	25
Long distance calls.				
Equipment Maintenance	1,343	1,925	1,925	1,840
Reinspection of fire extinguishers; air condition repair and annual inspection.				
Computer Maintenance	0	417	417	0
Building Maintenance	4,551	5,000	5,000	4,000
Maintains A.C. units, building repair, light fixtures.				
Automobile Allowance	275	500	247	0
Mileage reimbursement.				
Office Supplies	5,980	5,000	5,000	5,000
Paper, pens, notebooks, stationary, calendars, printer cartridges, envelopes, labels, mailing sealers.				
Printing	55	255	260	200
Professional printing needs including banners, posters, letterhead, and printed envelopes.				
Special Designation Expense	3,921	3,000	3,400	3,000
Donations received from members designated for items.				

CITY OF BARTLETT
SENIOR CENTER
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Recreation Supplies	1,488	1,340	1,340	1,286
Supplies for senior activities (exercise equipment, games).				
Tournament Expenses	282	1,000	1,000	900
Golf and pool tournament items and awards luncheon.				
Clothing & Uniforms	563	850	560	600
Purchase uniforms for staff.				
Operating Supplies	3,721	3,000	3,000	3,000
Supplies for senior activities and luncheons.				
Cleaning Supplies	1,335	1,887	1,887	1,812
Miscellaneous cleaning solutions, floor maintenance supplies; paper products (bathroom/kitchen).				
Film & Developing	178	0	0	0
Small Tools	224	255	255	200
Miscellaneous small tools.				
Tournament Awards	150	225	146	200
Trophies for activity tournaments.				
Travels by Seniors	3,805	18,000	18,000	13,200
Travel costs reimbursed by seniors				
Copy Machine Rental	386	750	424	700
Copy machine rental				
Property Insurance	3,105	3,105	2,605	2,700
Property insurance allocation.				
General Liability Insurance	727	725	807	850
Allocation.				
Miscellaneous Other Expenses	2,173	2,000	2,656	1,800
Miscellaneous expense not classified elsewhere.				
Total Operations	**$ 65,155**	**$ 93,620**	**$ 86,123**	**$ 86,645**
Capital				
Building Improvements	$ 0	$ 8,000	$ 8,000	$ 8,000
Replace Heater & A/C (2nd year of 4 years).				
Total Capital	**$ 0**	**$ 8,000**	**$ 8,000**	**$ 8,000**
Total Senior Center	**$ 274,756**	**$ 326,607**	**$ 321,881**	**$ 329,437**

CITY OF BARTLETT
RECREATION CENTER
FY 2010 Adopted Budget

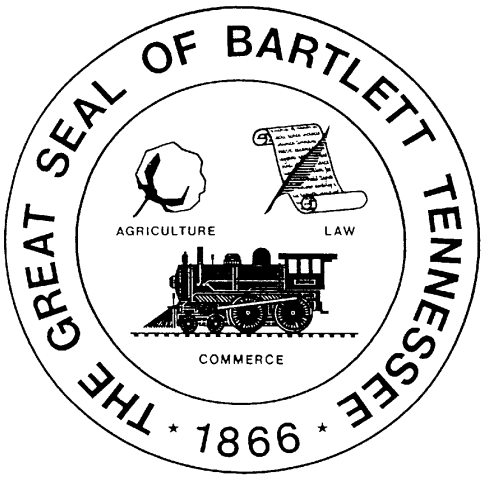
Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Employee Wages	$ 405,677	$ 439,476	$ 419,476	$ 420,227
Special Hours	0	0	246	0
Contracted Services	131,381	155,000	143,185	153,000
Part-Time	315,349	317,383	324,767	355,000
Vacation Pay	4,989	0	1,133	0
Education Bonus	60	0	0	0
Longevity Pay	0	0	236	0
Christmas Bonus	4,478	5,170	4,392	0
Employee Health Insurance	61,016	62,231	62,973	67,250
Employee Life Insurance	2,158	2,373	2,116	2,269
Worker's Compensation Insurance	20,205	20,753	20,753	14,154
Retiree Health Insurance	8,167	8,790	8,556	8,405
FICA	58,714	58,295	58,708	59,305
Pension Contribution	49,920	54,934	54,934	58,832
Total Personnel	**$ 1,062,113**	**$ 1,124,405**	**$ 1,101,475**	**$ 1,138,442**
Staffing Level				
Full-Time	*11.68*	*12.00*	*11.02*	*12.00*
Part-Time (converted to FTE)	*18.74*	*19.23*	*17.98*	*20.08*
Total Full-Time Equivalent (FTE)	***30.42***	***31.23***	***29.00***	***32.08***
Operations				
Training	$ 3,238	$ 5,371	$ 5,371	$ 5,000
CPR, AED, First Aide, Oxygen, Lifeguard, and Fitness Certifications and recerts for BRC staff.				
Travel	3,289	5,000	1,101	0
Professional Services	16,085	24,000	18,380	15,000
Linen service, web site support and maintenance.				
Postage & Freight	3,564	9,000	4,166	6,000
Brochure, newsletter mailings, renewal notices and welcome letters.				
Dues & Subscriptions	668	2,000	1,294	1,000
TRPA fees, music license, and magazines.				
Utilities	128,730	135,000	132,985	133,000
MLG&W.				
Phones - Local	6,815	7,000	6,834	7,500
Local phone service, usage charges and voicemail services, $625 per month.				
Long Distance Phone Calls	57	50	50	100
Long distance calls.				
Cellular Phones	228	0	250	250
Facility Manager's cell phone.				
Data Processing - Software	0	495	495	0
Vehicle Maintenance	147	1,000	0	500
Maintenance expense for City vehicle.				
Equipment Maintenance	10,906	7,500	7,500	7,000
Annual maintenance on fitness equipment and cost of replace parts due to usual wear and tear of aging equipment.				
Grounds Maintenance	1,953	2,000	507	0
Landscaping expense.				
Building Maintenance	29,884	30,000	35,000	30,000
Paint, plumbing, pest control, HVAC maintenance, roof repair, refurnish the basketball and racquetball floors.				

CITY OF BARTLETT
RECREATION CENTER
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Pool Maintenance	17,216	21,369	21,330	20,000
Products and chemicals to clean and maintain the pool.				
Swim Competitions	27,035	40,000	40,000	40,000
Entry fees for swim meets, USS Swim Registration, trophies, t-shirts and coach travel expenses to meets.				
Office Supplies	4,851	6,000	6,000	6,000
Miscellaneous pens, pencils, paper, copy paper.				
Printing	3,182	7,000	7,000	4,500
Banners, brochures, posters, flyers for advertisements, pamphlets and key tags.				
Medical Supplies	360	1,000	1,000	500
Emergency Medical Kit.				
Petroleum Supplies	0	5,085	1,000	1,000
City provided gasoline for City vehicle transportation.				
Special Events	4,114	8,215	5,782	7,000
Supplies and other items for Aerobathon, Member Appreciation Day, Trunk or Treat and Kids Triathlon.				
Recreation Supplies	13,956	16,469	16,469	15,000
Swim Lesson cards, KNO supplies, basketballs, racquetball, softball equipment, potluck supplies and other program supplies.				
Cost of Goods Sold	3,085	5,000	5,000	5,000
swim caps, goggles, shirts, racquetball equipment, weight straps, and bottle water.				
Clothing & Uniforms	2,701	6,000	4,071	5,000
Uniforms for the staff, shirts for the training staff sweatshirts.				
Operating Supplies	18,115	30,000	28,459	20,000
Coffee supplies, xm radio, advertising, orkin, batteries, tissues, towels, garbage pick-up, fire and security fee.				
Cleaning Supplies	13,631	15,000	15,000	15,000
Cleaning solutions and detergents, mops, brooms, and cleaning tools.				
Small Tools	0	500	500	500
Small tools for general use.				
Tournament Awards	0	1,000	200	500
Basketball and Racquetball Tournaments, swim programs, ribbons, medals, and trophies for special events.				
Travel Club	2,050	15,000	0	0
Equipment Rental	449	500	400	1,200
Carpet cleaner rental.				
Copy Machine Rental	2,485	3,000	3,200	3,500
Cost of copier rental.				
Property Insurance	14,826	14,825	12,253	13,000
Insurance Allocation.				
Vehicle & Equip Insurance	260	245	147	150
Insurance Allocation.				
General Liability Insurance	4,535	4,535	4,174	4,300
Insurance Allocation.				
Bank Charges	0	150	0	150
Miscellaneous Bank Fees.				
Credit Card Vendor Fees	28,592	23,000	25,193	26,000
Credit Card Processing Fees.				
License Fees	0	500	0	500
Training Staff Licenses.				
Damage Claims	27	500	0	500
Claims for damages.				

CITY OF BARTLETT
RECREATION CENTER
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Miscellaneous Other Expenses	6	100	10	100
Miscellaneous expense.				
Total Operations	**$ 367,040**	**$ 453,408**	**$ 411,121**	**$ 394,750**
Capital				
Data Processing Equipment	$ 1,734	$ 0	$ 0	$ 0
Furniture	198	0	0	0
Total Capital	**$ 1,932**	**$ 0**	**$ 0**	**$ 0**
Total Recreation Center	**$ 1,431,085**	**$ 1,577,813**	**$ 1,512,596**	**$ 1,533,192**


THE GREAT SEAL OF BARTLETT TENNESSEE
AGRICULTURE
LAW
COMMERCE
* 1866 *

City of Bartlett

PERFORMING ARTS

FY 2010 Adopted Budget

Full-Time Authorized Personnel Positions

Performing Arts

Performing Arts Director	1
Supervisor	1
TOTAL PERFORMING ARTS	**2**

The Performing Arts Center budget decreased by $14,726 (2.54%) over the FY 2009 Projection. The salary and benefits increases include a 1.5% increase in pension contribution, step raises and a planned 5% health insurance premium increase. There were no staffing changes.

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Salaries	149,211	199,442	174,395	189,395
Benefits	51,670	62,488	62,461	62,014
Other Personnel	179,115	233,825	160,000	160,500
Operations	167,414	218,322	173,050	180,225
Capital	2,468	15,502	10,502	3,000
Total	**549,878**	**729,579**	**580,408**	**595,134**

Performing Arts Center

City of Bartlett

FY 2010 Adopted Budget

What We Do

The Bartlett Performing Arts And Conference Center seeks to enhance the cultural lives of the citizens of the City of Bartlett by providing a first-rate performance facility to showcase both professional touring artists as well as community amateur arts organizations. Additionally the Center is committed to offering high quality, affordable services and amenities for hosting a variety of business, social and civic gatherings.

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Salaries	149,211	199,442	174,395	189,395
Benefits	51,670	62,488	62,461	62,014
Other Personnel	179,115	233,825	160,000	160,500
Operations	167,414	218,322	173,050	180,225
Capital	2,468	15,502	10,502	3,000
Total	**549,878**	**729,579**	**580,408**	**595,134**

FY 2009 Performance Highlights

The 2008-09 season was highlighted by performances from The Nitty Gritty Dirt Band, Kathy Mattea and touring theatrical productions of "Say Goodnight Gracie" (a one-man show on Georg Burns and Gracie Allen) and "Man One, Bank Zero". The season was also marked by the continuation of a very popular dinner series called DinnerStage that is always a sell out for an intimate catered dinner and concert. An emphasis on showcasing local talent saw Missoula Children's Theatre productions featuring Bartlett area school students, a five sold out performances of the comedic play "Dearly Departed" a theatre collaboration with the Bartlett Community Theatre. BPACC served as a catalyst for the creation of many new artistic and cultural activities provided by a number of outside performance organizations. We continue to place a strong emphasis on use of facilities for a variety of business, civic and social events. The Lucy Opry completed its 9th season with BPACC and a very strong series of Southern Gospel concerts were also begun. Several new dance studios began producing their programs here and a steady use of meeting facilities continued to frequent BPACC.

Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
Maximize ticket revenue, continue to sell-out events, increase subscriptions, and add performances when feasible.	Revenue from ticket sales	105,000	105,000	110,000
Increase sponsorship with both cash and in-kind services	Actual contributions	$55,000 ($50,000 in-kind)	$40,000 ($30,000 in-kind)	$70,000 ($50,000 in-kind)
Pursue New rental accounts	Revenues from new rental accounts.	N/A	$ 15,000	$20,000
Host dinner shows and develop theatre collaboration with Bartlett Community Theatre	4 Sold-out dinner shows and produce 5 performances each of two plays	N/A	4 5	4 5

CITY OF BARTLETT
PERFOMING ARTS
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 72,955	$ 75,514	$ 75,514	$ 75,514
Employee Wages	34,887	42,928	41,881	41,881
Contracted Services	173,990	229,825	155,500	155,500
Part-Time	41,369	81,000	57,000	72,000
Instructional Expense	5,125	4,000	4,500	5,000
Vacation Pay	968	0	0	0
Longevity Pay	1,459	1,500	1,500	3,020
Christmas Bonus	689	609	603	0
Employee Health Insurance	18,164	22,192	22,192	23,556
Employee Life Insurance	553	640	640	634
Worker's Compensation Insurance	2,747	3,042	3,042	1,301
Retiree Health Insurance	2,157	2,369	2,348	2,348
FICA	11,470	17,331	17,331	14,720
Pension Contribution	13,463	14,805	14,805	16,435
Total Personnel	**$ 379,996**	**$ 495,755**	**$ 396,856**	**$ 411,909**
Staffing Level				
Full-Time	*1.83*	*2.00*	*2.00*	*2.00*
Part-Time (converted to FTE)	*1.79*	*3.00*	*2.10*	*2.88*
Total Full-Time Equivalent (FTE)	***3.62***	***5.00***	***4.10***	***4.88***
Operations				
Training	$ 100	$ 1,000	$ 725	$ 1,000
Employee training, conference registration fees.				
Volunteer Expense	432	800	650	800
Special Advisory Board projects or volunteer incentives (i.e. receptions, hospitality, recognitions).				
Travel	2,733	1,500	1,928	1,500
Travel expenses for annual conferences, mileage for business use of employee vehicles.				
Professional Services	18,580	23,500	13,500	16,000
Creative services for marketing materials.				
Other Professional Services	0	5,495	5,495	0
Postage & Freight	3,748	16,800	6,000	9,000
Postage and handling of direct mail and day-to-day.				
Dues & Subscriptions	620	400	400	400
Membership fees with professional affiliations.				
Meetings	28	0	40	0
Utilities	38,620	40,000	40,000	40,000
Monthly utility bills.				
Phones - Local	965	1,000	1,000	1,000
Monthly local telephone usage.				
Long Distance Phone Calls	116	400	200	400
Long distance telephone usage.				
Cellular Phones	638	1,000	1,000	1,000
Monthly cellular contract.				
Data Processing - Software	0	1,500	1,500	0
Shop Allocation	300	300	300	300
City shop work on city vehicle.				
Vehicle Maintenance	528	250	1,000	1,000
Additional city vehicle repair work by city shop.				

CITY OF BARTLETT
PERFOMING ARTS
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Equipment Maintenance	5,965	6,000	6,000	7,000
Service contracts and repair work on facility equipment.				
Grounds Maintenance	115	700	0	700
Bedding plants, tree replacements, fertilizer.				
Building Maintenance	17,048	34,664	25,000	25,000
Ongoing upkeep of facility.				
Office Supplies	3,309	1,500	1,500	1,500
Miscellaneous office products.				
Printing	1,745	5,183	4,500	4,000
Costs associated with miscellaneous printing projects.				
BPAAC Special Designation	3,582	0	0	0
Special Designation Expense	319	0	289	0
Ticket Sales Expenditures	1,421	4,000	2,000	2,000
Payments made as part of special percentage-based of contracts.				
Petroleum Supplies	4,939	5,665	3,600	3,000
Fuel charges for city vehicle.				
Concession Supplies Client	2,392	7,000	3,000	4,500
Supplies for catering services for rental clients.				
Concession Supplies	8,110	7,500	7,500	7,500
Supplies for concessions sales and dinner show catering.				
Clothing & Uniforms	179	225	215	225
Staff shirts or special apparel.				
Operating Supplies	11,339	8,000	9,000	10,000
Miscellaneous general operating supplies.				
Cleaning Supplies	1,400	2,000	2,000	2,000
Miscellaneous custodial supplies.				
Public Awareness	18,864	24,500	20,000	24,500
Sales Marketing and Public Relations expenses.				
Equipment Rental	3,068	3,000	2,000	3,000
Contracts for leased equipment and other specialized equipment needs.				
Copier Rental	0	0	16	0
Property Insurance	8,428	8,425	6,510	6,600
Allocation.				
Vehicle & Equip Insurance	260	245	293	300
Allocation.				
General Liability Insurance	1,772	1,770	1,889	2,000
Allocation.				
Credit Card Vendor Fees	5,750	4,000	4,000	4,000
Banking fees for credit card transactions.				
Total Operations	**$ 167,414**	**$ 218,322**	**$ 173,050**	**$ 180,225**
Capital				
Data Equipment	$ 775	$ 0	$ 0	$ 0
Furniture	502	502	502	0
Other Equipment	1,191	15,000	10,000	3,000
Total Capital	**$ 2,468**	**$ 15,502**	**$ 10,502**	**$ 3,000**
TOTAL PERFORMING ARTS	**$ 549,878**	**$ 729,579**	**$ 580,408**	**$ 595,134**

CITY OF BARTLETT

TENNESSEE

SPECIAL REVENUE FUNDS

Certain revenues of the City are required by state law or city ordinance to be accounted for in separate funds to insure the revenues are spent for specific designated purposes.

City of Bartlett

SPECIAL REVENUE FUNDS

FY 2010 Adopted Budget

Full-Time Authorized Personnel Positions

Solid Waste Fund

Manager	1
Driver	27
Solid Waste Supervisor	3
Clerk	1
Sanitation Worker	5
Total Solid Waste Fund	**37**

Drainage Control Fund

Urban Forester	1
Total Drainage Control Fund	**1**

TOTAL SPECIAL REVENUE FUNDS	**38**

The Special Revenue Funds includes State Street Aid, Solid Waste, General Improvement, Drug Enforcement, DEA Enforcement, Drainage Control, and the Park Improvement Fund. The Special Revenue Funds are required by state law or city ordinance to be accounted for in separate funds. The revenues in each of these programs are collected to be used for each fund's specific purpose. The total of all Special Revenue Funds expenditure budgets is higher than the budgeted revenues resulting an increase used of fund balance in FY 2010. The personnel budgets include a 1.5% increase in pension contribution, step raises and a planned 5% health insurance premium increase. There were no staffing changes.

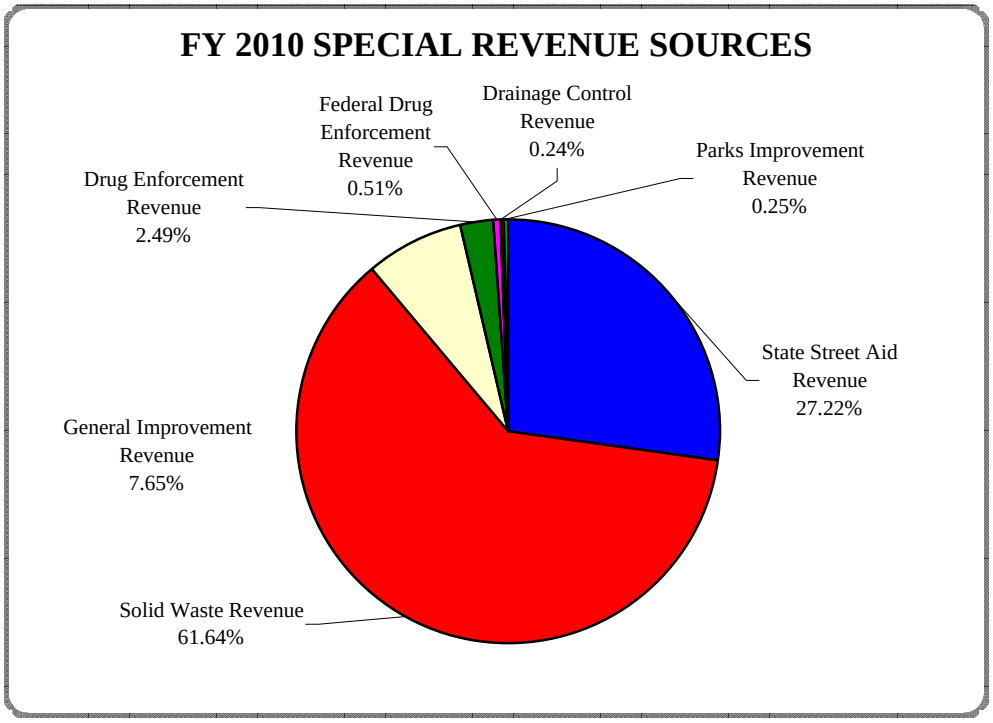
Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Revenues	*8,262,964*	*8,501,537*	*8,420,150*	*7,850,100*
Salaries	1,406,410	1,519,207	1,521,087	1,556,607
Benefits	699,969	754,450	758,365	747,525
Other Personnel	134,178	130,000	130,000	130,000
Operations	3,947,435	4,578,980	4,146,108	4,112,345
Capital	1,490,848	2,574,227	2,278,625	1,040,250
Tranfer Out	240,000	290,000	290,000	850,000
Net Income	**344,124**	**(1,345,327)**	**(704,035)**	**(586,627)**
Beg Fund Bal	**3,739,008**	**4,083,132**	**4,083,132**	**3,379,097**
End Fund Bal	**4,083,132**	**2,737,805**	**3,379,097**	**2,792,470**

CITY OF BARTLETT
SUMMARY OF ALL SPECIAL REVENUE FUNDS
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Revenues				
State Street Aid Revenue	$ 2,551,541	$ 2,740,000	$ 2,602,650	$ 2,136,575
Solid Waste Revenue	4,766,810	4,803,137	4,832,400	4,838,575
General Improvement Revenue	601,424	593,500	596,400	600,250
Drug Enforcement Revenue	170,449	134,400	277,600	195,800
Federal Drug Enforcement Revenue	31,021	45,500	65,500	40,400
Drainage Control Revenue	52,246	35,000	19,500	18,500
Parks Improvement Revenue	89,474	150,000	26,100	20,000
Total Revenues	**$ 8,262,964**	**$ 8,501,537**	**$ 8,420,150**	**$ 7,850,100**
Expenditures				
Personnel				
Solid Waste Fund	$ 2,200,654	$ 2,350,609	$ 2,330,040	$ 2,347,682
Drainage Control Fund	39,904	53,048	54,412	56,450
Total Personnel	**$ 2,240,558**	**$ 2,403,657**	**$ 2,384,452**	**$ 2,404,132**
Staffing Level				
Full-Time	*37.16*	*38.00*	*37.95*	*38.00*
Part-Time (converted to FTE)	*0.72*	*1.25*	*1.39*	*1.60*
Total Full-Time Equivalent (FTE)	***37.88***	***39.25***	***39.34***	***39.60***
Operations				
State Street Aid Fund	$ 2,115,048	$ 2,583,063	$ 2,303,565	$ 2,075,000
Solid Waste Fund	1,753,485	1,823,067	1,703,763	1,726,745
General Improvement Fund	15,185	18,000	37,000	158,000
Drug Enforcement Funds	53,356	106,550	100,020	143,600
Federal Drug Enforcement Fund	4,466	20,500	10,160	19,200
Drainage Control Fund	5,894	27,800	16,600	19,800
Total Operations	**$ 3,947,435**	**$ 4,578,980**	**$ 4,171,108**	**$ 4,142,345**
Transfers Out				
Solid Waste to Debt Service	$ 0	$ 0	$ 0	$ 400,000
General Improvement Fund to General Fund	240,000	290,000	290,000	450,000
Total Transfers Out	**$ 240,000**	**$ 290,000**	**$ 290,000**	**$ 850,000**
Capital				
State Street Aid Fund	$ 307,432	$ 389,645	$ 389,645	$ 260,000
Solid Waste Fund	676,546	648,200	559,269	100,000
General Improvement Fund	171,912	318,111	313,397	210,500
Drug Enforcement Funds	85,010	284,000	41,647	397,000
Federal Drug Enforcement Fund	53,160	25,000	3,226	35,000
Drainage Control Fund	7,700	11,000	6,000	7,750
Parks Improvement Fund	189,088	898,271	965,441	30,000
Total Capital	**$ 1,490,848**	**$ 2,574,227**	**$ 2,278,625**	**$ 1,040,250**
Total Expenditures	**$ 7,918,840**	**$ 9,846,864**	**$ 9,124,185**	**$ 8,436,727**
Net From Operations	**344,124**	**(1,345,327)**	**(704,035)**	**(586,627)**
Beginning Fund Balance	**$ 3,739,008**	**$ 4,083,132**	**$ 4,083,132**	**$ 3,379,097**
Ending Fund Balance	**$ 4,083,132**	**$ 2,737,805**	**$ 3,379,097**	**$ 2,792,470**

CITY OF BARTLETT
ANALYSIS OF SPECIAL REVENUE SOURCES
FY 2010 Adopted Budget



Special Revenue Funds are funds which are used to record transactions in which the funding source is legally restricted for a specific purpose. Included in the Special Revenue Funds are: State Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Funds, Federal Drug Enforcement Fund, Drainage Control Fund, and Park Improvement Fund.

State Street Aid Fund

FY	Amount	% Inc (Dec)
2006	$ 2,162,608	
2007	$ 2,169,516	0.32%
2008	$ 2,551,541	17.61%
2009 (Proj)	$ 2,602,650	2.00%
2010 (Bdgt)	$ 2,136,575	-17.91%

This is the City's portion of the motor fuel and gasoline taxes collected by and distributed by the State and some developer fees used for streetlights and paving. There was a $540,000 transfer in for FY 2007, $850,000 for FY 2008, $904,605 for FY 2009, and a budgeted $500,000 transfer in for FY 2010 from the General Fund for street paving. Gas taxes are projected to stay the same in FY 2010.

Solid Waste revenue is based on a $22.00 per month charge for collection and disposal. There was a solid waste fee increase of $3 per month to fund increased costs from $19.00 to $22.00 on July 1, 2007. Solid Waste revenues are budgeted to stay the same in FY 2010.

Solid Waste Fund

FY	Amount	% Inc (Dec)
2006	$ 3,973,369	
2007	$ 4,082,053	2.74%
2008	$ 4,766,810	16.77%
2009 (Proj)	$ 4,832,400	1.38%
2010 (Bdgt)	$ 4,838,575	0.13%

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CITY OF BARTLETT
ANALYSIS OF SPECIAL REVENUE SOURCES
FY 2010 Adopted Budget

General Improvement Fund		
FY	Amount	% Inc (Dec)
2006	$ 557,203	
2007	$ 619,094	11.11%
2008	$ 601,424	-2.85%
2009 (Proj)	$ 596,400	-0.84%
2010 (Bdgt)	$ 600,250	0.65%

General Improvement revenue is derived from a $2.50 City Service fee charged to all utility and solid waste customers. A portion ($450,000) of this revenue is transferred to the General Fund and the balance is used for small capital purchases and improvements.

The Drug Enforcement Fund revenues are grant funds and seizure funds used for drug education and enforcement programs. Confiscated money and fines varies from year to year, based on enforcement activity.

Drug Enforcement Funds		
FY	Amount	% Inc (Dec)
2006	$ 142,599	
2007	$ 245,729	72.32%
2008	$ 170,449	-30.64%
2009 (Proj)	$ 277,600	62.86%
2010 (Bdgt)	$ 195,800	-29.47%

Federal Drug Enforcement Fund		
FY	Amount	% Inc (Dec)
2006	$ 20,226	
2007	$ 38,067	88.21%
2008	$ 31,021	-18.51%
2009 (Proj)	$ 65,500	111.15%
2010 (Bdgt)	$ 40,400	-38.32%

The Federal Drug Enforcement Fund revenues are federal grant funds and seizure funds that are used for drug education and enforcement programs.

The Drainage Control revenue is a development fee of $500.00 per lot for subdivision lots not served by a detention basin and $250.00 per lot for development served by a detention basin.

Drainage Control Fund		
FY	Amount	% Inc (Dec)
2006	$ 311,932	
2007	$ 125,928	-59.63%
2008	$ 52,246	-58.51%
2009 (Proj)	$ 19,500	-62.68%
2010 (Bdgt)	$ 18,500	-5.13%

Parks Improvement Fund		
FY	Amount	% Inc (Dec)
2006	$ 1,027,091	
2007	$ 306,474	-70.16%
2008	$ 89,474	-70.81%
2009 (Proj)	$ 26,100	-70.83%
2010 (Bdgt)	$ 20,000	-23.37%

The Parks Improvement revenue is a development fee of $700.00 per lot for residential subdivision development. The fees are collected by parks zone and are to be used in the zone in which it is collected for park development and improvements.

CITY OF BARTLETT
STREET AID FUND
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Street Aid Fund Revenues				
Gas Taxes	$ 1,549,297	$ 1,480,395	$ 1,322,845	$ 1,336,075
Street Lighting Fee	131,933	100,000	200,000	100,000
Developer Paving Fee	11,600	200,000	100,000	100,000
Asphalt/Street Repair Fee	0	50,000	50,000	100,000
Interest	8,711	5,000	1,200	500
Transfer From Gen Fund	850,000	904,605	904,605	500,000
Other Revenues	0	0	24,000	0
Total Street Aid Revenues	**$ 2,551,541**	**$ 2,740,000**	**$ 2,602,650**	**$ 2,136,575**
Street Aid Expenditures				
Operations				
Signal Repair	$ 58,301	$ 30,000	$ 30,000	$ 30,000
Street Lighting	1,102,509	1,200,000	1,220,500	1,345,000
Street Paving	918,817	1,103,063	903,065	500,000
Street Paving Developer	35,421	200,000	100,000	100,000
Asphalt/Street Repairs	0	50,000	50,000	100,000
Total Operations	**$ 2,115,048**	**$ 2,583,063**	**$ 2,303,565**	**$ 2,075,000**
Capital				
Handicap Ramp At Curbs	$ 51,947	$ 183,323	$ 183,323	$ 100,000
Curb Replacement	159,383	146,322	146,322	100,000
Signal Maintenance	96,102	60,000	60,000	60,000
Total Capital	**$ 307,432**	**$ 389,645**	**$ 389,645**	**$ 260,000**
Total Street Aid Expenditures	**$ 2,422,480**	**$ 2,972,708**	**$ 2,693,210**	**$ 2,335,000**
Net From Operations	**129,061**	**(232,708)**	**(90,560)**	**(198,425)**
Beginning Fund Balance	**$ 275,553**	**$ 404,614**	**$ 404,614**	**$ 314,054**
Ending Fund Balance	**$ 404,614**	**$ 171,906**	**$ 314,054**	**$ 115,629**

Solid Waste Fund

City of Bartlett

FY 2010 Adopted Budget

Solid Waste crews collect household and yard waste while trying to divert as much solid waste as possible from the landfill towards recycling. Waste is transported to either Browning Ferris Industries Landfill or the City's contracted mulch-processing site. This division is also responsible for the City's appliance collection service and provides "special request" (for fee) yard waste collections. We have three full-service recycling centers that accept newsprint, aluminum, cardboard, tin, plastic, and glass. We also have recycling bins at 4 area schools where we collect paper products.

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Revenues	*4,766,810*	*4,803,137*	*4,832,400*	*4,838,575*
Salaries	1,377,117	1,478,783	1,458,761	1,488,255
Benefits	689,359	741,826	741,279	729,427
Other Personnel	134,178	130,000	130,000	130,000
Operations	1,753,485	1,823,067	1,703,763	1,726,745
Capital	676,546	648,200	559,269	100,000
Transfer Out	0	0	0	400,000
Net Income	**136,125**	**(18,739)**	**239,328**	**264,148**
Beg Fund Bal	**284,150**	**420,275**	**420,275**	**659,603**
End Fund Bal	**420,275**	**401,536**	**659,603**	**923,751**

FY 2009 Performance Highlights

The recycling center that was previously located in the Town Plaza for many years was moved to the Bartlett Station Municipal Center. Through the solid waste reduction grant we sold another 1,100 1/2 priced yard waste carts to residents. Minor procedural modifications were made in regards to yard waste cart collections that should streamline that process and reduce complaints.

Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
Avoid extensive delays in leaf collection. Contracted labor and additional leaf machines have helped minimize delays.	Period that our crews ran behind during our 6-month loose-leaf collection season.	4 out of 6 months	4 out of 6 months	4 out of 6 months
Reduce the amount of solid waste taken to the contracted landfill. - Although no particular method is required, we accomplish this through recycling.	% of solid waste diverted from the landfill (the state has mandated a minimum 25% reduction)	35%	35%	36%
Maintain the current level of household service.	# of complaints/services provided (# of customers x 52 = # of services provided)	1 per 11,038	1 per 14,604	1 per 15,000

CITY OF BARTLETT
SOLID WASTE FUND
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Solid Waste Revenues				
Sanitation Fee-Residential	$ 4,681,644	$ 4,725,600	$ 4,747,500	$ 4,767,050
Sanitation Fee-Commercial	15,426	17,620	17,620	15,000
Recycling Fee	5,949	4,000	10,000	10,000
Carts Commercial	950	525	525	525
Special Sanitation Pick Up	2,000	1,000	1,000	1,000
Carts Residential	29,019	30,637	30,000	30,000
Appliances	7,075	8,755	8,755	7,000
Interest	16,345	15,000	5,000	5,000
Other Revenue	8,402	0	12,000	3,000
Total Solid Waste Revenues	**$ 4,766,810**	**$ 4,803,137**	**$ 4,832,400**	**$ 4,838,575**
Solid Waste Expenditures				
Personnel				
Supervisor Salaries	$ 63,904	$ 66,812	$ 66,812	$ 68,442
Employee Wages	1,128,218	1,230,971	1,205,400	1,232,989
Overtime Wages	160,198	160,000	160,000	160,000
Contracted Services	134,178	130,000	130,000	130,000
Part-Time	24,797	21,000	26,549	26,824
Vacation Pay	15,371	0	0	0
Educational Bonus	720	720	720	720
Longevity Pay	16,506	20,545	20,545	25,667
Christmas Bonus	3,273	3,480	3,445	0
Employee Health Insurance	304,650	337,580	337,580	326,544
Employee Life Insurance	6,733	7,008	7,008	7,028
Worker's Compensation Insurance	67,092	69,294	69,294	45,369
Retiree Health Insurance	23,819	25,956	25,444	26,029
FICA	102,807	115,020	115,020	115,870
Pension Contribution	148,387	162,223	162,223	182,200
Total Personnel	**$ 2,200,654**	**$ 2,350,609**	**$ 2,330,040**	**$ 2,347,682**
Staffing Level				
Full-Time	*36.33*	*37.00*	*36.95*	*37.00*
Part-Time (converted to FTE)	*0.72*	*1.25*	*1.39*	*1.60*
Total Full-Time Equivalent (FTE)	***37.05***	***38.25***	***38.34***	***38.60***
Operations				
Training	$ 125	$ 0	$ 0	$ 0
Travel	12	0	0	0
Other Professional Services	0	10,000	0	0
Postage	0	100	0	0
Dues & Subscriptions	459	334	169	0
Utilities	14,547	12,000	13,000	13,500
Phone-Local	1,195	1,500	1,500	1,500
Long Distance	23	50	10	20
Cell Phone	415	1,080	600	600
Shop Allocation	100,000	100,000	100,000	100,000
Vehicle Maintenance	273,501	270,434	284,000	284,000
Equipment Maintenance	46,513	40,000	60,000	45,000
Radio Maintenance	512	800	800	800

CITY OF BARTLETT
SOLID WASTE FUND
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Building Maintenance	5,837	6,000	7,500	6,000
Office Supplies	1,109	1,100	800	800
Printing	639	1,000	700	700
Petroleum	340,678	368,160	290,000	250,000
Clothing	12,725	12,000	12,000	12,000
Operating Supplies	15,492	15,205	14,600	16,000
Clean Supplies	3,814	5,000	5,000	5,000
Sand/Dirt	3,323	3,000	3,000	3,000
Small Tools	1,406	2,000	800	1,000
Copier Rent	218	200	320	200
Property Insurance	1,091	1,091	883	900
Vehicle Insurance	29,918	28,851	24,590	25,000
Gen Liability Insurance	11,662	11,662	11,042	11,500
Landfill Fee	828,595	900,000	840,000	875,725
Disposal Fee Recycling	29,256	0	949	42,000
Damage Claims	9,420	10,000	10,000	10,000
Miscellaneous Expense	21,000	21,500	21,500	21,500
Total Operations	**$ 1,753,485**	**$ 1,823,067**	**$ 1,703,763**	**$ 1,726,745**
Transfers Out				
Transfer To Debt Service	$ 0	$ 0	$ 0	$ 400,000
Total Transfers Out	**$ 0**	**$ 0**	**$ 0**	**$ 400,000**
Capital				
Building Improvements	$ 850	$ 10,000	$ 0	$ 10,000
Mobil Equipment	0	5,000	5,000	0
Communication Equipment	730	900	900	0
Data Equipment	982	1,800	0	0
Office Equipment	0	500	0	0
Vehicles	555,990	530,000	493,369	35,000
Other Equipment	59,198	0	0	0
Carts	58,795	100,000	60,000	55,000
Total Capital	**$ 676,546**	**$ 648,200**	**$ 559,269**	**$ 100,000**
Total Solid Waste Expenditures	**$ 4,630,685**	**$ 4,821,876**	**$ 4,593,072**	**$ 4,574,427**
Net From Operations	**136,125**	**(18,739)**	**239,328**	**264,148**
Beginning Fund Balance	**$ 284,150**	**$ 420,275**	**$ 420,275**	**$ 659,603**
Ending Fund Balance	**$ 420,275**	**$ 401,536**	**$ 659,603**	**$ 923,751**

CITY OF BARTLETT
GENERAL IMPROVEMENT FUND
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
General Improvement Revenues				
City Service Fee	$ 582,968	$ 583,500	$ 591,400	$ 596,250
Interest	15,381	10,000	5,000	4,000
Other Revenues	3,075	0	0	0
Total General Improvement Revenues	**$ 601,424**	**$ 593,500**	**$ 596,400**	**$ 600,250**
General Improvement Expenditures				
Operations				
Rental	$ 6,184	$ 8,000	$ 8,000	$ 8,000
Software	2,702	10,000	10,000	50,000
Computer Maintenance	0	0	15,000	95,000
Miscellaneous Expense	6,299	0	4,000	5,000
Total Operations	**$ 15,185**	**$ 18,000**	**$ 37,000**	**$ 158,000**
Transfers Out				
Transfer To General Fund	$ 240,000	$ 290,000	$ 290,000	$ 450,000
Total Transfers Out	**$ 240,000**	**$ 290,000**	**$ 290,000**	**$ 450,000**
Capital				
Building Improvement	$ 19,315	$ 62,897	$ 62,897	$ 45,000
Communication Equipment	17,573	40,000	40,000	40,000
Data Equipment	114,755	154,714	150,000	75,000
Furniture	6,738	0	0	0
Other Equipment	4,378	50,000	50,000	40,000
Curb Repair	9,153	10,500	10,500	10,500
Total Capital	**$ 171,912**	**$ 318,111**	**$ 313,397**	**$ 210,500**
Total Gen Improvement Expenditures	**$ 427,097**	**$ 626,111**	**$ 640,397**	**$ 818,500**
Net From Operations	**174,327**	**(32,611)**	**(43,997)**	**(218,250)**
Beginning Fund Balance	**$ 440,401**	**$ 614,728**	**$ 614,728**	**$ 570,731**
Ending Fund Balance	**$ 614,728**	**$ 582,117**	**$ 570,731**	**$ 352,481**

CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Drug Enforcement Funds Revenues				
TN Unauthorized Tax	$ 10,192	$ 10,000	$ 12,000	$ 10,000
Tow-In Fee	80	200	100	100
Drug Arrest Fees	4,948	3,500	4,000	4,000
Drug Enforcement Fines	11,936	8,000	20,000	15,000
Dare Donations	1,380	200	1,500	1,000
Restitution Payment	0	500	1,000	1,000
Other Court Fines	10,498	10,000	5,000	5,000
Confiscated DEA Sales	856	5,000	30,000	20,000
Interest	11,820	5,000	2,500	3,000
Sale Confiscated Property	42,859	50,000	50,000	45,000
Confiscated Cash	537	2,000	1,500	1,000
Other Revenues	75,344	40,000	150,000	90,700
Total Drug Enforcement Funds Revenues	**$ 170,449**	**$ 134,400**	**$ 277,600**	**$ 195,800**
Drug Enforcement Funds Expenditures				
Dare Program Expenditures				
Operations				
Training	$ 0	$ 2,000	$ 1,000	$ 2,000
Travel	2,175	2,500	1,500	2,500
Vehicle Maintenance	110	0	2,000	0
Office Supplies	0	500	250	500
Printing	742	1,200	1,000	1,200
Operating Supplies	12,605	13,000	12,000	13,000
Small Tools	6,237	6,500	5,000	6,500
Public Awareness	5,029	5,500	6,000	6,000
Total Operations	**$ 26,897**	**$ 31,200**	**$ 28,750**	**$ 31,700**
Capital				
Data Equipment	$ 0	$ 5,500	$ 2,500	$ 4,000
Total Capital	**$ 0**	**$ 5,500**	**$ 2,500**	**$ 4,000**
Total Dare Program Expenditures	**$ 26,897**	**$ 36,700**	**$ 31,250**	**$ 35,700**
Drug Enforcement Expenditures				
Operations				
Overtime	$ 0	$ 0	$ 25,000	$ 30,000
Training	7,450	12,000	5,000	12,000
Firearm Training	0	1,000	500	1,000
Travel	0	3,000	3,000	10,000
Professional Services	0	2,000	500	2,000
Contract Services	0	500	250	500
Notice Publication	0	3,000	500	3,000
Dues & Subscriptions	80	500	500	500
Phone-Local	908	1,250	1,250	1,300
Long Distance	0	100	25	100
Cell Phone	2,686	4,500	3,000	5,000
Vehicle Maintenance	5,318	7,500	7,000	7,500
Office Supplies	0	3,000	1,500	3,000

CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Clothing	0	2,500	2,000	2,500
Operating Supplies	426	5,000	3,500	5,000
Small Tools	0	4,000	3,000	4,000
Public Awareness	3,579	6,000	1,000	2,000
Drug Prevention	0	500	495	500
Equipment Rental	0	1,000	500	1,000
Copier Rental	1,042	2,500	2,500	2,500
Tow-In Fee	2,000	5,000	5,000	8,000
Informant Payments	2,972	10,000	5,000	10,000
Miscellaneous Expense	0	500	250	500
Total Operations	**$ 26,460**	**$ 75,350**	**$ 71,270**	**$ 111,900**
Capital				
Mobil Equipment	$ 2,865	$ 0	$ 0	$ 0
Communication Equipment	0	6,000	6,000	6,000
Data Equipment	0	240,000	2,147	240,000
Office Equipment	0	2,500	1,000	2,500
Vehicles	82,145	25,000	25,000	142,500
Other Equipment	0	5,000	5,000	2,000
Total Capital	**$ 85,010**	**$ 278,500**	**$ 39,147**	**$ 393,000**
Total Drug Enforcement Expenditures	**$ 111,470**	**$ 353,850**	**$ 110,417**	**$ 504,900**
Total Drug Enforcement Funds Expenditure	**$ 138,366**	**$ 390,550**	**$ 141,667**	**$ 540,600**
Net From Operations	**32,083**	**(256,150)**	**135,933**	**(344,800)**
Beginning Fund Balance	**$ 365,995**	**$ 398,078**	**$ 398,078**	**$ 534,011**
Ending Fund Balance	**$ 398,078**	**$ 141,928**	**$ 534,011**	**$ 189,211**

CITY OF BARTLETT
FEDERAL DRUG ENFORCEMENT FUND
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Fed Drug Enforcement Revenues				
DEA Funds	$ 13,344	$ 25,000	$ 50,000	$ 25,000
Interest	703	500	500	400
Other Revenues	16,974	20,000	15,000	15,000
Total Fed Drug Enforcement Revenues	**$ 31,021**	**$ 45,500**	**$ 65,500**	**$ 40,400**
Fed Drug Enforcement Expenditures				
Operations				
Training	$ 0	$ 2,000	$ 1,000	$ 2,000
Volunteer Expense	1,352	1,500	500	1,500
Travel	0	2,500	1,500	2,500
Dues & Subscription	0	500	200	500
Cell Phone	1,523	3,800	3,800	3,800
Vehicle Maintenance	200	2,000	500	2,000
Radio Maintenance	0	1,200	600	1,200
Office Supplies	0	1,000	0	1,000
Printing	0	0	60	200
Small Tools	0	2,000	0	1,000
Copier Rental	1,391	3,000	1,500	3,000
Miscellaneous Expense	0	1,000	500	500
Total Operations	**$ 4,466**	**$ 20,500**	**$ 10,160**	**$ 19,200**
Capital				
Data Equipment	$ 38,100	$ 15,000	$ 3,226	$ 5,000
Vehicles	0	0	0	0
Other Equipment	15,060	10,000	0	30,000
Total Capital	**$ 53,160**	**$ 25,000**	**$ 3,226**	**$ 35,000**
Total Fed Drug Enforcement Expenditures	**$ 57,626**	**$ 45,500**	**$ 13,386**	**$ 54,200**
Net From Operations	**(26,605)**	**0**	**52,114**	**(13,800)**
Beginning Fund Balance	**$ 178,896**	**$ 152,291**	**$ 152,291**	**$ 204,405**
Ending Fund Balance	**$ 152,291**	**$ 152,291**	**$ 204,405**	**$ 190,605**

CITY OF BARTLETT
DRAINAGE FUND
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Drainage Control Revenues				
Drainage Fee Not Served Detention Basin	$ 0	$ 10,000	$ 4,500	$ 4,500
Drainage Fee Detention Basin	31,750	20,000	10,000	10,000
Interest/Other	20,496	5,000	5,000	4,000
Total Drainage Revenues	**$ 52,246**	**$ 35,000**	**$ 19,500**	**$ 18,500**
Drainage Control Expenditures				
Personnel				
Employee Wages	$ 29,294	$ 37,924	$ 35,778	$ 36,852
Overtime Wages	0	2,500	1,548	1,500
Vacation Pay	(265)	0	0	0
Christmas Bonus	86	87	86	0
Employee Health Insurance	3,633	3,628	8,544	9,002
Employee Life Insurance	152	205	179	199
Worker's Compensation Insurance	98	106	106	66
Retiree Health Insurance	566	758	716	737
FICA	2,199	3,099	2,714	2,935
Pension Contribution	4,142	4,741	4,741	5,159
Total Personnel	**$ 39,904**	**$ 53,048**	**$ 54,412**	**$ 56,450**
Staffing Level				
Full-Time	*0.83*	*1.00*	*1.00*	*1.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***0.83***	***1.00***	***1.00***	***1.00***
Operations				
Training	$ 574	$ 2,000	$ 1,500	$ 1,500
Travel	490	1,000	500	750
Professional Services	0	2,500	1,500	1,500
Other Professional Services	100	100	100	0
Dues & Subscriptions	107	200	100	150
Dues & Subscription	335	500	400	400
Printing	0	4,000	2,000	2,000
Operating Supplies	0	5,000	2,500	2,500
Public Awareness	1,788	10,000	5,000	8,000
State Fees	2,500	2,500	3,000	3,000
Total Operations	**$ 5,894**	**$ 27,800**	**$ 16,600**	**$ 19,800**
Capital				
Other Equipment	$ 0	$ 1,000	$ 1,000	$ 750
Drain Pipe	7,700	10,000	5,000	7,000
Total Capital	**$ 7,700**	**$ 11,000**	**$ 6,000**	**$ 7,750**
Total Drainage Control Expenditures	**$ 53,498**	**$ 91,848**	**$ 77,012**	**$ 84,000**
Net From Operations	**(1,252)**	**(56,848)**	**(57,512)**	**(65,500)**
Beginning Fund Balance	**$ 412,247**	**$ 410,995**	**$ 410,995**	**$ 353,483**
Ending Fund Balance	**$ 410,995**	**$ 354,147**	**$ 353,483**	**$ 287,983**

CITY OF BARTLETT
PARK IMPROVEMENTS FUND
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Park Improvement Revenues				
Parks Dev Fee Dist1	$ 0	$ 0	$ 2,100	$ 0
Parks Dev Fee Dist2	35,000	50,000	0	0
Parks Dev Fee Dist3	0	50,000	0	0
Greenbelt	5,040	20,000	12,000	10,000
Interest	49,434	30,000	12,000	10,000
Total Park Improvement Revenues	**$ 89,474**	**$ 150,000**	**$ 26,100**	**$ 20,000**
Park Improvement Expenditures				
Park Improvements Dist1	$ 0	$ 0	$ 0	$ 0
Park Improvements Dist2	102,197	213,975	249,641	0
Park Improvements Dist3	32,763	65,000	88,979	30,000
Greenbelt	0	120,000	120,000	0
Park Improvements Miscellaneous	54,128	499,296	506,821	0
Total Park Improvement Expenditures	**$ 189,088**	**$ 898,271**	**$ 965,441**	**$ 30,000**
Net From Operations				
Park Improvements Dist1	$ 0	$ 0	$ 2,100	$ 0
Park Improvements Dist2	(67,197)	(163,975)	(249,641)	0
Park Improvements Dist3	(32,763)	(15,000)	(88,979)	(30,000)
Greenbelt	5,040	(100,000)	(108,000)	10,000
Park Improvements Undesignated	(4,694)	(469,296)	(494,821)	10,000
Total Net From Operations	**$ (99,614)**	**$ (748,271)**	**$ (939,341)**	**$ (10,000)**
Beginning Fund Balance				
Designated Beginning District 1	$ 9,905	$ 9,905	$ 9,905	$ 12,005
Designated Beginning District 2	358,700	291,503	291,503	41,862
Designated Beginning District 3	543,582	510,819	510,819	421,840
Designated Beginning Greenbelt	339,928	344,968	344,968	236,968
Unreserved Beginning Fund Balance	529,651	524,957	524,957	30,136
Total Beginning Fund Balance	**$ 1,781,766**	**$ 1,682,152**	**$ 1,682,152**	**$ 742,811**
Ending Fund Balance				
Designated Ending District 1	$ 9,905	$ 9,905	$ 12,005	$ 12,005
Designated Ending District 2	291,503	127,528	41,862	41,862
Designated Ending District 3	510,819	495,819	421,840	391,840
Designated Ending Greenbelt	344,968	244,968	236,968	246,968
Unreserved Ending Fund Balance	524,957	55,661	30,136	40,136
Total Ending Fund Balance	**$ 1,682,152**	**$ 933,881**	**$ 742,811**	**$ 732,811**

CITY OF BARTLETT

TENNESSEE

UTILITY FUND

City of Bartlett

UTILITY FUND

FY 2010 Adopted Budget

Full-Time Authorized Personnel Positions

Utility Administration	
Supervisor	1
Foreman Meter Reader	1
Senior Meter Reader	1
Meter Reader	3
General Clerk	2
Skill Clerk	2
Senior Clerk	1
Total Utility Administration	**11**
Water & Wastewater Services	
Manager	1
Driver	5
Sewer Tech	2
Foreman	3
Supervisor	1
Utility Worker	2
Utility Location Technician	1
Total Water & Wastewater Svcs	**15**
Plant Operations	
Manager	1
Engineer	1
Utility Worker	1
Watertreat Operator	2
Total Plant Operations	**5**
Sewer Lagoon	
Manager	1
Driver	1
Watertreat Operator	1
Utility Worker	1
Total Sewer Lagoon	**4**
TOTAL UTILITY FUND	**35**

The Utility Fund has four cost centers; Administration, Water & Wastewater Services, Plant Operations and Sewer Lagoon. The Utility Fund budget increased by $163,688 (2.38%) over the FY 2009 Projection. Plant Operations eliminated an assistant manager position. Expenditure increases included the increase cost in utility debt service, a 1.5% increase in pension contribution, step raises and a planned 5% health insurance premium increase.

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Revenues	*7,130,776*	*7,545,145*	*6,361,710*	*6,630,000*
Salaries	1,396,801	1,499,535	1,472,953	1,470,038
Benefits	650,542	691,500	681,549	684,584
Other Personnel	35,517	10,000	3,556	5,000
Operations	2,541,078	3,055,020	2,787,495	2,853,980
Capital	12,740	659,204	430,433	341,350
Transfer Out	1,350,000	0	0	0
Debt Service	1,534,096	1,494,370	1,494,370	1,679,092
Net Income	**(389,999)**	**135,516**	**(508,646)**	**(404,044)**
Beg Ret Engs	**5,892,119**	**5,502,120**	**5,502,120**	**4,993,475**
End Ret Engs	**5,502,120**	**5,637,636**	**4,993,475**	**4,589,431**

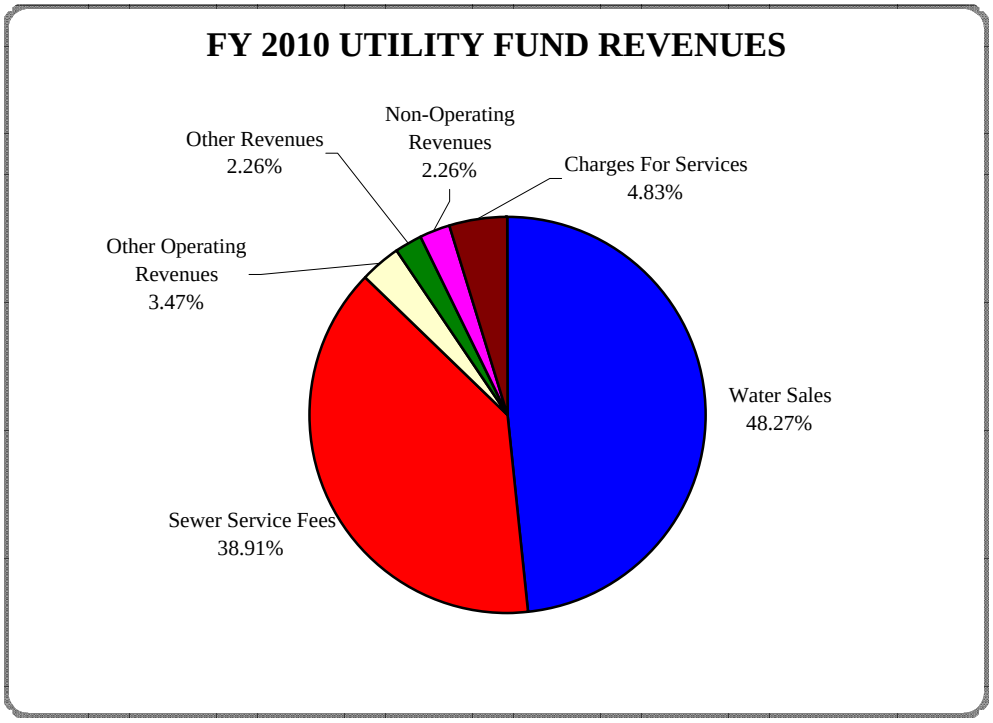
CITY OF BARTLETT
UTILITY FUND SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Utility Revenues				
Operating Revenues	$ 6,349,277	$ 6,769,145	$ 6,026,710	$ 6,330,000
Other Revenues	231,287	170,000	160,000	150,000
Non-Operating Revenues	550,212	606,000	175,000	150,000
Total Utility Revenues	**$ 7,130,776**	**$ 7,545,145**	**$ 6,361,710**	**$ 6,630,000**
Utility Expenditures				
Utility Administration	$ 1,717,313	$ 2,261,723	$ 2,169,191	$ 2,112,253
Water & Wastewater Services	1,147,587	1,571,692	1,242,797	1,280,035
Plant Operations	1,242,476	1,481,134	1,400,020	1,415,325
Sewer Lagoon	529,303	600,710	563,978	547,339
Total Utility Expenditures	**$ 4,636,678**	**$ 5,915,259**	**$ 5,375,986**	**$ 5,354,952**
Projected Cash Flow	**$ 2,494,098**	**$ 1,629,886**	**$ 985,724**	**$ 1,275,048**
Less:				
Transfer to CIP	$ 1,350,000	$ 0	$ 0	$ 0
Debt Service	1,534,096	1,494,370	1,494,370	1,679,092
Total	**$ 2,884,096**	**$ 1,494,370**	**$ 1,494,370**	**$ 1,679,092**
Net From Operations	**$ (389,999)**	**$ 135,516**	**$ (508,646)**	**$ (404,044)**
Beginning Fund Balance	**$ 5,892,119**	**$ 5,502,120**	**$ 5,502,120**	**$ 4,993,475**
Ending Fund Balance	**$ 5,502,120**	**$ 5,637,636**	**$ 4,993,475**	**$ 4,589,431**

CITY OF BARTLETT
UTILITY FUND REVENUES
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Water Sales				
Metered Water Sales City Residential	$ 2,335,094	$ 2,511,475	$ 2,195,000	$ 2,345,000
Metered Water Sales City Commercial	589,919	635,000	555,000	595,000
Metered Water Sales Rural Residential	182,373	210,000	171,000	180,000
Metered Water Sales Rural Commercial	84,257	85,500	79,145	80,000
Total Water Sales	**$ 3,191,643**	**$ 3,441,975**	**$ 3,000,145**	**$ 3,200,000**
Sewer Service Fees				
Sewer Service Fees City Residential	$ 1,413,724	$ 1,507,070	$ 1,357,175	$ 1,422,400
Sewer Service Fees City Commercial	431,096	455,000	415,000	430,000
Sewer Service Fees Rural Residential	89	400	400	400
Sewer Service Fees Rural Commercial	45,173	43,000	43,000	45,000
North Sewer Service Fees City Res.	610,850	650,000	587,000	610,000
North Sewer Service Fees City Comm	19,377	14,500	18,000	18,000
North Sewer Service Fees Rural Res.	50,062	45,000	46,790	50,000
North Sewer Service Fees Rural Comm.	4,174	4,200	4,200	4,200
Total Sewer Service Fees	**$ 2,574,546**	**$ 2,719,170**	**$ 2,471,565**	**$ 2,580,000**
Other Operating Revenues				
Service Connection Fee	$ 58,195	$ 60,000	$ 60,000	$ 60,000
Disconnect/Reconnect Fee	20,092	20,000	20,000	20,000
Forfeited Discounts	131,834	150,000	150,000	150,000
Total Other Operating Revenues	**$ 210,121**	**$ 230,000**	**$ 230,000**	**$ 230,000**
Other Revenues				
Interest-Checking Account	$ 27,705	$ 40,000	$ 12,500	$ 12,500
Interest Income On LGIP	173,590	100,000	110,000	100,000
Other Revenues	18,354	20,000	20,000	20,000
Insurance Recoveries	0	2,500	2,500	2,500
Reimbursements For Damage	11,638	7,500	15,000	15,000
Total Other Revenues	**$ 231,287**	**$ 170,000**	**$ 160,000**	**$ 150,000**
Non-Operating Revenues				
Water Main Extensions	$ 0	$ 2,000	$ 2,000	$ 2,000
Sewer Main Extension Charge	121,124	4,000	3,000	3,000
Water Tap Fees South	163,600	160,000	40,000	35,000
Water Tap Fees North	21,500	100,000	20,000	15,000
Sewer Tap South Basin	125,266	150,000	40,000	35,000
Sewer Tap North Basin	50,663	100,000	50,000	40,000
Subdivision Development	68,059	90,000	20,000	20,000
Total Non-Operating Revenues	**$ 550,212**	**$ 606,000**	**$ 175,000**	**$ 150,000**
Charges For Services				
Tower Lease Payments	$ 280,016	$ 278,000	$ 278,000	$ 275,000
Water Meter Installation	86,050	100,000	47,000	45,000
Other Revenues	6,901	0	0	0
Total Charges For Services	**$ 372,967**	**$ 378,000**	**$ 325,000**	**$ 320,000**
TOTAL UTILITY FUND REVENUES	**$ 7,130,776**	**$ 7,545,145**	**$ 6,361,710**	**$ 6,630,000**

CITY OF BARTLETT
ANALYSIS OF UTILITY REVENUE SOURCES
FY 2010 Adopted Budget



The Utility Revenues include charges for water and sewer usage and connection and development fees for the water and sewer system. This budget is based onwater and sewer connection fees.

Water Sales

FY	Amount	% Inc (Dec)
2006	$ 3,196,461	
2007	$ 3,269,835	2.30%
2008	$ 3,191,643	-2.39%
2009 (Proj)	$ 3,000,145	-6.00%
2010 (Bdgt)	$ 3,200,000	6.66%

This revenue is based on the volume of water usage with a different rate for residential and commercial users. The revenue projection for Fiscal Year 2010 is based on current user rates and an additional 75 residential users to the system.

This revenue is based on the volume of water used and is a charge for the collection, treatment, and disposal of wastewater. Sewage in the North Basin is treated by the City and sewage in the South Basin is treated by the City of Memphis. The Fiscal 2010 revenue projection is based on current user rates and an additional 75 residential users.

Sewer Service

FY	Amount	% Inc (Dec)
2006	$ 2,522,333	
2007	$ 2,615,344	3.69%
2008	$ 2,574,546	-1.56%
2009 (Proj)	$ 2,471,565	-4.00%
2010 (Bdgt)	$ 2,580,000	4.39%

CITY OF BARTLETT
ANALYSIS OF UTILITY REVENUE SOURCES
FY 2010 Adopted Budget

Other Operating Revenues		
FY	Amount	% Inc (Dec)
2006	$ 218,893	
2007	$ 229,294	4.75%
2008	$ 210,121	-8.36%
2009 (Proj)	$ 230,000	9.46%
2010 (Bdgt)	$ 230,000	0.00%

These are service fees and disconnect/reconnect fees for the water and sewer systems and the forfeited discounts.

These are developer based tap and connection fees for the water and sewer systems. The Water Connection Fee is $2,000.00 per lot for residential connections and $3,000 per lot for commercial and industrial connections. The Sewer Connection Fee is $2,000.00 per lot for residential connections and the greater of $33 per front foot or $2,333 per acre for commercial and industrial connections.

Non-Operating Revenues		
FY	Amount	% Inc (Dec)
2006	$ 3,139,941	
2007	$ 1,264,057	-59.74%
2008	$ 550,212	-56.47%
2009 (Proj)	$ 175,000	-68.19%
2010 (Bdgt)	$ 150,000	-14.29%

Other Revenues		
FY	Amount	% Inc (Dec)
2006	$ 165,353	
2007	$ 271,267	64.05%
2008	$ 231,287	-14.74%
2009 (Proj)	$ 160,000	-30.82%
2010 (Bdgt)	$ 150,000	-6.25%

Other Revenues include interest earned on utility investments and miscellaneous revenue.

These are charges for meter installation for the water and sewer system and lease payments for use of city utility property for cell phone antenae.

Charges for Services		
FY	Amount	% Inc (Dec)
2006	$ 429,206	
2007	$ 475,852	10.87%
2008	$ 372,967	-21.62%
2009 (Proj)	$ 325,000	-12.86%
2010 (Bdgt)	$ 320,000	-1.54%

CITY OF BARTLETT
UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 294,280	$ 338,239	$ 326,779	$ 295,821
Employee Wages	1,021,870	1,057,910	1,052,016	1,077,498
Overtime Wages	46,344	56,500	54,272	54,500
Special Hours	21,100	22,600	21,600	22,400
Contracted Services	35,462	10,000	3,391	5,000
Part-Time	13,208	24,286	18,286	19,819
Vacation Pay	4,060	0	177	0
Sick Pay	1,289	0	0	0
Longevity Pay	16,395	21,444	20,302	19,998
Christmas Bonus	3,100	3,208	3,187	0
Other Personnel Costs	55	0	165	0
Employee Health Insurance	281,609	292,984	285,717	293,735
Employee Life Insurance	6,997	7,540	7,355	7,415
Worker's Compensation Insurance	45,847	47,282	47,282	29,719
Retiree Health Insurance	26,261	27,922	27,510	27,466
FICA	104,836	116,601	115,500	113,987
Pension Contribution	160,147	174,519	174,519	192,264
Total Personnel	**$ 2,082,860**	**$ 2,201,035**	**$ 2,158,058**	**$ 2,159,622**
Staffing Level				
Full-Time	*35.01*	*36.00*	*35.39*	*35.00*
Part-Time (converted to FTE)	*1.06*	*1.25*	*0.50*	*0.94*
Total Full-Time Equivalent (FTE)	***36.07***	***37.25***	***35.89***	***35.94***
Operations				
Training	$ 3,878	$ 6,675	$ 2,575	$ 4,175
Travel	5,149	13,200	3,570	3,000
Professional Services	1,013	1,500	1,800	3,000
Other Professional Service	39,708	102,375	47,000	49,000
Postage & Freight	59,475	66,000	63,725	65,950
Notice Publication	44	0	0	3,000
Dues & Subscriptions	3,243	4,400	7,460	9,175
Utilities	579,564	570,000	570,000	587,400
Water Purchased For Resale	21,795	20,000	20,000	22,000
Phones - Local	9,703	10,570	10,450	11,550
Long Distance Phone Calls	45	420	220	220
Cellular Phones	4,144	3,700	5,050	4,980
Data Processing - Software	40,737	86,000	83,759	25,800
Telecommunication Link	4,359	1,000	1,000	1,000
Shop Allocation	23,000	23,000	23,000	23,500
Vehicle Maintenance	30,652	32,500	29,000	30,000
Equipment Maintenance	157,007	213,130	203,000	229,000
Radio Maintenance	1,142	6,450	1,630	1,750
Computer Maintenance	19,961	25,200	24,950	15,250
Grounds Maintenance	4,562	3,700	3,700	3,700
Building Maintenance	18,890	21,500	13,500	20,750
Water & Sewer Line Maintenance	13,082	30,000	10,000	15,000
Waste Refuse	20,493	32,000	18,500	24,000
Office Supplies	4,430	6,750	5,750	5,750

CITY OF BARTLETT
UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Printing	6,485	12,000	11,000	10,500
Petroleum Supplies	68,255	114,130	72,705	62,500
Clothing & Uniforms	10,280	13,330	12,550	12,780
Operating Supplies	17,225	21,330	20,500	20,750
Cleaning Supplies	1,690	2,600	2,350	2,350
Chemical Supplies	61,594	111,000	115,000	106,500
Fill Sand, Dirt & Gravel	11,836	14,700	8,000	10,000
Concrete & Brick	12,108	16,000	14,000	14,000
Small Tools	3,911	6,750	3,600	4,700
Pipe & Materials-System Ma	69,694	100,000	68,000	75,000
Meters & Meter Boxes	4,818	12,000	16,000	5,000
Public Awareness	1,586	0	0	0
Equipment Rental	0	1,500	500	900
Street Barricade & Equip Re	171	500	500	500
Property Insurance	101,907	101,905	122,158	128,300
Vehicle & Equip Insurance	11,402	10,880	7,533	7,700
General Liability Insurance	15,060	15,050	13,905	14,200
Lab Testing	29,850	38,000	36,000	38,000
CSX Leases	972	3,000	3,000	2,500
Cash Over Or Short	104	100	100	100
Pollution Control Fees	23,150	40,250	41,980	51,250
In Lieu Of Tax Payments	311,553	345,000	321,033	327,500
Storage Fees	578	675	675	0
Sewer Service Fees	704,179	771,000	734,500	784,500
Damage Claims	3,815	11,500	6,000	9,000
Miscellaneous Other Expenses	2,779	11,750	6,267	6,500
Total Operations	**$ 2,541,078**	**$ 3,055,020**	**$ 2,787,495**	**$ 2,853,980**
Capital				
Mobil Equipment	$ 0	$ 55,000	$ 0	$ 0
Communications Equipment	3,262	4,300	700	1,650
Data Processing Equipment	3,541	37,751	33,230	11,500
Office Equipment	180	500	100	200
Vehicles	991	165,953	19,453	0
Furniture	0	900	0	0
Other Equipment	4,766	49,800	53,950	3,000
Sewer System Improvements	0	50,000	30,000	30,000
Water Mains & System Improvement	0	295,000	293,000	295,000
Total Capital	**$ 12,740**	**$ 659,204**	**$ 430,433**	**$ 341,350**
TOTAL UTILITY FUND EXPENDITURES	**$ 4,636,678**	**$ 5,915,259**	**$ 5,375,986**	**$ 5,354,952**

Utility Administration

City of Bartlett

FY 2010 Adopted Budget

What We Do

Utility Administration bills bi-monthly for approximately 20,000 customers, checks for accurate readings, high-low readings, & inactive accounts, applies all incoming money to proper water customer's accounts or proper general ledger accounts, and generates daily deposits. New water meter sales in annexation areas are processed through this office.

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Salaries	358,890	395,200	387,901	397,764
Benefits	174,203	183,137	182,893	192,304
Operations	1,178,594	1,347,135	1,275,196	1,269,685
Capital	5,626	336,251	323,201	252,500
Total	**1,717,313**	**2,261,723**	**2,169,191**	**2,112,253**

FY 2009 Performance Highlights

Changes & improvements were made to several of our ordinances in the Water Department. Increased number of accounts that are on bank drafts. Collected for payments of yard carts on water bills. Continued payment plan for customers for efficiency. Experienced a decrease in non-pay turn-offs due to consistent turn-off schedule. Collected for payments of Family Funds Donations on water bills.

Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
2 accurate billings per month	% of bills processed & ready for mailing within two days	99%	99%	99%
Accurately read water meters monthly	# of meters read monthly	20,500	20,750	21,000
Accurately read water meters monthly	% of meters read accurately	99%	99%	99%

CITY OF BARTLETT
UTILITY ADMINISTRATION
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 92,098	$ 96,066	$ 97,990	$ 98,212
Employee Wages	253,477	268,848	265,632	275,733
Overtime Wages	485	6,000	5,993	4,000
Part-Time	12,830	24,286	18,286	19,819
Vacation Pay	1,304	0	0	0
Sick Pay	215	0	0	0
Longevity Pay	2,425	2,881	2,958	3,677
Christmas Bonus	1,033	1,033	1,033	0
Employee Health Insurance	85,589	85,676	86,275	90,807
Employee Life Insurance	1,742	1,971	1,900	2,019
Worker's Compensation Insurance	7,427	8,131	8,131	5,260
Retiree Health Insurance	6,871	7,298	7,286	7,479
FICA	26,655	30,533	29,696	30,710
Pension Contribution	40,941	45,614	45,614	52,352
Total Personnel	**$ 533,093**	**$ 578,337**	**$ 570,794**	**$ 590,068**
Staffing Level				
Full-Time	*11.08*	*11.00*	*11.00*	*11.00*
Part-Time (converted to FTE)	*1.06*	*1.25*	*0.50*	*0.94*
Total Full-Time Equivalent (FTE)	***12.14***	***12.25***	***11.50***	***11.94***
Operations				
Training	$ 1,500	$ 1,875	$ 875	$ 875
Training for employees.				
Travel	0	5,000	0	0
Other Professional Service	0	25	0	0
Postage & Freight	58,756	65,200	63,000	65,200
Postage fees for mailing utility bills.				
Notice Publication	44	0	0	0
Dues & Subscriptions	53	100	60	100
Anticipated cost of dues & subscriptions.				
Phones - Local	1,205	1,350	1,250	1,350
Local phone costs.				
Long Distance Phone Calls	15	100	50	50
Long distance charges.				
Cellular Phones	231	350	900	780
Service charges for one cell phone.				
Data Processing - Software	40,650	75,200	75,200	25,000
Cost of utility billing software-Munis.				
Vehicle Maintenance	3,825	6,000	5,000	6,000
Maintenance costs for 7 meter reading vehicles.				
Equipment Maintenance	3,076	8,000	5,000	12,000
Annual maintenance cost for meter reading devices.				
Radio Maintenance	96	500	330	500
Cost of maintenance of portable & truck mounted radios.				
Computer Maintenance	19,961	24,700	24,700	15,000
Utility software maintenance contract.				
Office Supplies	2,824	4,000	3,500	3,500
Paper, printer ribbons, and other office supplies.				

CITY OF BARTLETT
UTILITY ADMINISTRATION
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Printing	6,485	10,000	10,000	10,000
Paper, printer ribbons, and other office supplies.				
Petroleum Supplies	12,981	22,090	14,000	11,000
Fuel cost for 7 meter reading vehicles.				
Clothing & Uniforms	2,246	3,330	3,000	3,330
Uniform costs for 6 meter readers.				
Operating Supplies	1,339	2,500	1,750	2,000
Miscellaneous meter reading & office operating supplies.				
Small Tool	1,303	2,000	1,500	2,000
Small tools & locks used by meter readers.				
Meters & Meter Boxes	0	0	10,000	0
Cost of meters at City facilities.				
Vehicle Insurance	1,776	1,680	1,179	1,200
Vehicle insurance for 7 meter reading vehicles.				
General Liability Insurance	5,360	5,360	5,094	5,200
Department's portion of general liability insurance.				
Cash Over Or Short	104	100	100	100
Overage or shortage of cash drawers.				
In Lieu Of Tax Payments	311,553	345,000	321,033	327,500
Transfers from the Utility Fund to the General Fund for In-lieu of property taxes.				
Storage Fees	578	675	675	0
Sewer Service Fees	700,179	760,000	725,000	775,000
Anticipated cost of sewer charges paid to City of Memphis.				
Damage Claims	0	1,000	1,000	1,000
Minor damage claims against department.				
Miscellaneous Other Expenses	2,455	1,000	1,000	1,000
Anticipated cost of any miscellaneous expenses.				
Total Operations	**$ 1,178,594**	**$ 1,347,135**	**$ 1,275,196**	**$ 1,269,685**
Capital				
Communications Equipment	$ 1,441	$ 2,000	$ 0	$ 0
Data Processing Equipment	543	30,251	30,251	7,500
Computers, monitors and printers.				
Office Equipment	180	0	0	0
Vehicles	991	18,500	0	0
Furniture	0	500	0	0
Other Equipment	2,471	40,000	49,950	0
Water Mains & System Improvement	0	245,000	243,000	245,000
Replacement of radio read meters.				
Total Capital	**$ 5,626**	**$ 336,251**	**$ 323,201**	**$ 252,500**
Total Utility Administration	**$ 1,717,313**	**$ 2,261,723**	**$ 2,169,191**	**$ 2,112,253**

Water & Wastewater Services

City of Bartlett

FY 2010 Adopted Budget

What We Do

Water/Wastewater Service is responsible for water meter setting in addition to maintaining the City's sewer and water distribution systems (water system - fire hydrants, valves, and water lines; sewer system - sewer lines, manholes, pump stations, and force mains). Water/Wastewater Services also services the Bartlett reserve areas.

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Salaries	588,568	623,469	620,469	638,771
Benefits	280,872	295,213	295,187	306,444
Other Personnel	26,626	0	165	0
Operations	247,710	362,310	246,876	253,620
Capital	3,810	290,700	80,100	81,200
Total	**1,147,587**	**1,571,692**	**1,242,797**	**1,280,035**

FY 2009 Performance Highlights

Our Tennessee-One-Locate person processes roughly 800 requests for locations each month. That's an average of more than 37 per day; The crews maintain: 278 miles of sewer main, 8,000 manholes, 320 miles of water main, 3,000 fire hydrants, 26 lift stations, 32,112+ sewer, and 15 miles of forcemains.

Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
Reduce wastewater system inflow and infiltration problems in order to reduce system repair costs	Cost of lift station repairs	$9,400	$10,500	$10,000
Reduce maintenance cost on radio read meters by changing over to manaul read meters.	Cost of labor and materials repairing radio read meters or transponders.	$833	$415	$0 or phased out
Maintain City's sewer and water lines, valves, manholes, and meters	Number of work tickets completed	2069	3027	3200

CITY OF BARTLETT
WATER & WASTEWATER SERVICES
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 68,442	$ 71,885	$ 71,885	$ 75,715
Employee Wages	489,761	516,384	516,384	527,856
Overtime Wages	24,789	30,000	27,000	30,000
Special Hours	5,200	5,200	5,200	5,200
Contracted Services	26,571	0	0	0
Part-Time	377	0	0	0
Vacation Pay	1,377	0	0	0
Sick Pay	729	0	0	0
Longevity Pay	9,395	12,821	12,821	13,901
Christmas Bonus	1,292	1,305	1,292	0
Other Personnel Costs	55	0	165	0
Employee Health Insurance	118,707	119,045	119,045	126,283
Employee Life Insurance	2,978	3,177	3,177	3,259
Worker's Compensation Insurance	23,769	24,790	24,790	16,501
Retiree Health Insurance	11,173	11,765	11,752	12,071
FICA	44,534	48,776	48,776	49,929
Pension Contribution	66,919	73,534	73,534	84,500
Total Personnel	**$ 896,067**	**$ 918,682**	**$ 915,821**	**$ 945,215**
Staffing Level				
Full-Time	*14.93*	*15.00*	*14.82*	*15.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***14.93***	***15.00***	***14.82***	***15.00***
Operations				
Training	$ 575	$ 1,200	$ 600	$ 300
Employee training expense such as classes, books, and training aids.				
Travel	2,435	1,200	70	0
Travel expenses for seminars.				
Other Professional Service	15,309	26,250	23,000	23,000
Lift station repair/maintenance, TN1Call service.				
Postage & Freight	185	200	125	150
Stamps and postage costs.				
Dues & Subscriptions	1,063	1,000	1,000	1,000
TCAPWA, AAWA and other membership and magazine fees.				
Phones - Local	2,130	2,520	2,500	2,500
Local telephone monthly costs.				
Long Distance Phone Calls	11	20	20	20
Long distance costs.				
Cellular Phones	1,643	1,200	1,800	1,800
Cell phone monthly fees.				
Data Processing - Software	87	800	800	800
Software for mapping.				
Shop Allocation	14,000	14,000	14,000	14,000
Shop inventory parts.				
Vehicle Maintenance	20,129	17,500	15,000	15,000
Parts for vehicle repairs and maintenance.				
Equipment Maintenance	14,514	17,000	15,000	15,000
Parts for equipment repairs and maintenance.				

CITY OF BARTLETT
WATER & WASTEWATER SERVICES
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Radio Maintenance	1,046	850	500	500
Communication radio maintenance.				
Computer Maintenance	0	500	250	250
Computer repair parts and labor.				
Grounds Maintenance	326	500	500	500
Sod, seeds, fertilizer, landscaping materials.				
Building Maintenance	503	1,000	500	750
Paint, tiles, rugs, windows, ceiling tiles.				
Water & Sewer Line Maintenance	13,082	30,000	10,000	15,000
Repair and rehab sewer and water lines.				
Office Supplies	583	750	750	750
Dairies, paper, pens, pencils, paper, batteries, printer cartridges.				
Petroleum Supplies	34,924	63,720	32,205	25,500
Oil, gas, diesel.				
Clothing & Uniforms	5,889	7,000	7,000	7,000
Clothing purchases, uniform rentals, welcome mats.				
Operating Supplies	5,706	8,080	8,000	8,000
Paint for TN1-Call, grease for lift stations, batteries, water plug, traffic cones, barricade purchases.				
Cleaning Supplies	0	500	500	500
Wax, soap, rags, toilet paper, paper towels, mops, bucks.				
Chemical Supplies	1,056	2,500	1,500	1,500
Insecticide, lift station degreaser.				
Fill Sand, Dirt & Gravel	11,458	13,500	8,000	10,000
For road repairs, sewer/water projects, limestone, rip, ctb.				
Concrete & Brick	12,108	16,000	14,000	14,000
Setting meters, water valve & sewer repairs, manholes, replacing sidewalk and curb and gutter.				
Small Tools	1,375	3,000	1,000	1,200
Drills, hammers, shovels, wrenches, sockets, buckets, screw drivers, flash lights.				
Pipe & Materials-System Maintenance	69,694	100,000	68,000	75,000
Water and sewer pipe, couplings, fittings for fire hydrants, water valves, fire hydrant purchases needed for system repairs.				
Meters & Meter Boxes	4,818	12,000	6,000	5,000
Meter boxes and meter parts.				
Street Barricade & Equip Re	171	500	500	500
Barricade and other equipment rental expenses.				
Property Insurance	297	295	240	300
Property insurance.				
Vehicle & Equip Insurance	7,011	6,725	4,860	4,900
Vehicle and equipment insurance costs.				
General Liability Insurance	3,759	3,750	3,389	3,400
General liability insurance costs.				
Damage Claims	1,500	7,500	5,000	5,000
Payment of minor damage claims.				
Miscellaneous Other Expenses	324	750	267	500
Misc. expenses.				
Total Operations	**$ 247,710**	**$ 362,310**	**$ 246,876**	**$ 253,620**
Capital				
Mobil Equipment	$ 0	$ 55,000	$ 0	$ 0
Communications Equipment	1,160	1,000	0	1,000
Purchase of cell phones, pagers and accessories.				

CITY OF BARTLETT
WATER & WASTEWATER SERVICES
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Data Processing Equipment	355	0	0	0
Office Equipment	0	500	100	200
Adding machines, vcr, TV, calculator.				
Vehicles	0	128,000	0	0
Furniture	0	400	0	0
Other Equipment	2,295	5,800	0	0
Sewer System Improvements	0	50,000	30,000	30,000
Slip lining pipes and major repairs.				
Water Mains & System Improvement	0	50,000	50,000	50,000
Water meters, special fittings, fitting kits.				
Total Capital	**$ 3,810**	**$ 290,700**	**$ 80,100**	**$ 81,200**
Total Water & Wastewater Services	**$ 1,147,587**	**$ 1,571,692**	**$ 1,242,797**	**$ 1,280,035**

Utility
Plant Operations

City of Bartlett

FY 2010 Adopted Budget

What We Do

This center operates and maintains the City's 4 water plants and the 9 tanks to provide high quality water to the City of Bartlett's citizens and the annexation areas. It also designs the water lines installed by developer's under the development agreements.

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Salaries	281,506	305,913	289,095	256,959
Benefits	121,354	134,171	124,683	103,916
Other Personnel	8,890	10,000	3,391	5,000
Operations	829,335	1,026,050	982,851	1,046,950
Capital	1,390	5,000	0	2,500
Total	**1,242,476**	**1,481,134**	**1,400,020**	**1,415,325**

FY 2009 Performance Highlights

This center has completed various water projects located through out the city.

Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
Upgrade Various water lines in the city	Install upgrades within the fiscal year	Completed	Completed	Completed
Upgrade SCADA system	Improved operation of the SCADA system to ensure no loss of service.	N/A	N/A	Completed
Continue the Cities tank Maintenance program	Maintain highly visible tanks in good condition	Completed	Completed	Completed

CITY OF BARTLETT
PLANT OPERATIONS
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 76,254	$ 109,894	$ 97,402	$ 61,493
Employee Wages	177,383	167,819	165,141	167,466
Overtime Wages	17,269	16,000	15,352	16,000
Special Hours	10,600	12,200	11,200	12,000
Contract Services	8,890	10,000	3,391	5,000
Vacation Pay	1,664	0	177	0
Sick Pay	346	0	0	0
Longevity Pay	4,575	4,575	3,333	1,230
Christmas Bonus	431	522	517	0
Employee Health Insurance	42,986	53,934	45,885	40,244
Employee Life Insurance	1,439	1,500	1,396	1,236
Worker's Compensation Insurance	10,084	9,580	9,580	4,822
Retiree Health Insurance	5,042	5,554	5,185	4,579
FICA	21,243	23,792	23,896	19,751
Pension Contribution	33,544	34,714	34,714	32,054
Total Personnel	**$ 411,751**	**$ 450,084**	**$ 417,169**	**$ 365,875**
Staffing Level				
Full-Time	*5.00*	*6.00*	*5.57*	*5.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***5.00***	***6.00***	***5.57***	***5.00***
Operations				
Training	$ 1,331	$ 2,600	$ 600	$ 2,000
Employee training expense such as classes, books and other training aids.				
Travel	2,714	5,500	3,000	2,000
Travel expenses for seminars.				
Other Professional Service	20,002	66,100	22,500	26,000
U of M groundwater institute well head protection.				
Postage & Freight	535	500	500	600
Postage for mailing water samples to laboratories for analysis.				
Notice Publication	0	0	0	3,000
EPA required publication cost.				
Dues & Subscriptions	2,078	3,100	6,200	8,000
TAUD and operators dues.				
Utilities	437,890	445,000	445,000	455,400
Electric and gas to run 4 water plants.				
Water Purchased For Resale	21,795	20,000	20,000	22,000
Minimum payments to have connections to Memphis.				
Phones - Local	4,878	5,000	5,000	6,000
Phone service for four water plants.				
Long Distance Phone Calls	18	200	100	100
Long distance for vendors and equipment.				
Cellular Phones	1,897	1,800	2,000	2,000
5 cellular phones for operators and base.				
Data Processing - Software	0	2,000	0	0
Telecommunication Link	4,359	1,000	1,000	1,000
Leased lines to connect water plants.				

CITY OF BARTLETT
PLANT OPERATIONS
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Shop Allocation	7,500	7,500	7,500	8,000
Repair costs of five water vehicles.				
Vehicle Maintenance	5,764	7,000	7,000	7,000
Parts replacement for repairing of four water vehicles.				
Equipment Maintenance	103,136	158,130	158,000	170,000
Repair and replace waterplant equipment.				
Radio Maintenance	0	4,800	800	750
Repair radios.				
Grounds Maintenance	2,588	1,300	1,300	1,300
Upkeep of four water plants.				
Building Maintenance	14,834	17,500	10,000	17,000
Air, heating & plumbing repair.				
Office Supplies	579	1,000	1,000	1,000
Supplies for offices at Germantown Road.				
Printing	0	2,000	1,000	500
Outside print jobs.				
Petroleum Supplies	15,500	21,240	21,000	21,000
Gas for five water vehicles.				
Clothing & Uniforms	472	1,200	750	750
Shirts and pants for water operators.				
Operating Supplies	4,371	4,750	4,750	4,750
Miscellaneous supplies.				
Cleaning Supplies	1,690	1,600	1,600	1,600
Miscellaneous cleaning supplies for four water plants.				
Chemical Supplies	51,174	95,000	100,000	105,000
Chlorine, lime, fluoride, and phosphate for 4 water treatment plants.				
Small Tools	272	750	500	500
Various small tools plants and trucks.				
Public Awareness	1,586	0	0	0
Property Insurance	75,265	75,265	94,187	100,000
Insurance on four waterplants and 8 water tanks.				
Vehicle & Equip Insurance	2,058	1,950	1,179	1,200
Insurance for four vehicles.				
General Liability Insurance	4,265	4,265	3,905	4,000
Allocation.				
Lab Testing	15,598	16,000	16,500	17,000
State and Federal mandated water analysis.				
CSX Leases	972	3,000	3,000	2,500
CSX crossing permits.				
Pollution Control Fees	21,900	35,000	36,980	46,000
State and Groundwater fees.				
Sewer Service Fees	0	1,000	1,000	1,000
State delegation for sewer review.				
Damage Claims	2,315	3,000	0	3,000
Possible damage claims.				
Miscellaneous Other Expenses	0	10,000	5,000	5,000
Miscellaneous expenses.				
Total Operations	**$ 829,335**	**$ 1,026,050**	**$ 982,851**	**$ 1,046,950**

CITY OF BARTLETT
PLANT OPERATIONS
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Capital				
Communications Equipment	$ 661	$ 0	$ 0	$ 0
Data Processing Equipment	729	5,000	0	2,500
Replacement computers used in controls.				
Total Capital	**$ 1,390**	**$ 5,000**	**$ 0**	**$ 2,500**
Total Plant Operations	**$ 1,242,476**	**$ 1,481,134**	**$ 1,400,020**	**$ 1,415,325**

Utility
Sewer Lagoon

City of Bartlett

FY 2010 Adopted Budget

What We Do

The City of Bartlett provides sewer treatment service to properties located north of Memphis Arlington and St. Elmo Road. We operate a 2.2 million gallon oxidation ditch and a 0.5 million gallon aerated lagoon serving this area. Both facilities are permitted through the State of Tennessee for discharge into the Loosahatchie River.

Summary Revenue/Expenditure Type

Category	FY 2008 Actual	FY 2009 Revised	FY 2009 Projection	FY 2010 Adopted
Salaries	167,836	174,953	175,488	176,544
Benefits	74,113	78,979	78,786	81,920
Operations	285,439	319,525	282,572	283,725
Capital	1,914	27,253	27,132	5,150
Total	**529,303**	**600,710**	**563,978**	**547,339**

FY 2009 Performance Highlights

The City will continue to operate these facilities to provide the cleanest effluent to the Looseatchie river while maintaining low energy use.

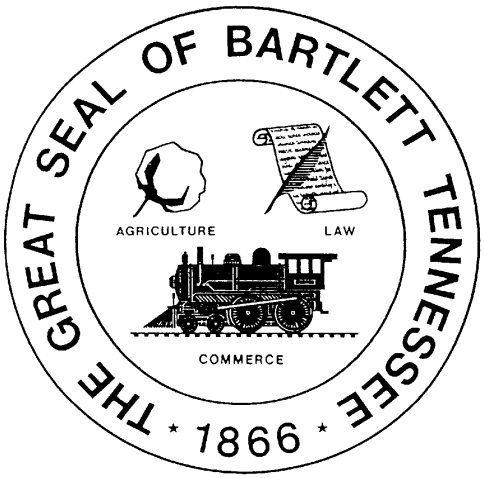
Objective	Performance Measures	FY 2008 Actual	FY 2009 Forecast	FY 2010 Projected
Provide optimal gallons treated at permitted levels	Meet all Permit limits without violation	Attained	Attained	Attained

CITY OF BARTLETT
SEWER LAGOON
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Personnel				
Supervisor Salaries	$ 57,485	$ 60,394	$ 59,502	$ 60,401
Employee Wages	101,249	104,859	104,859	106,443
Overtime Wages	3,802	4,500	5,927	4,500
Special Hours	5,300	5,200	5,200	5,200
Vacation Pay	(285)	0	0	0
Longevity	0	1,167	1,190	1,190
Christmas Bonus	344	348	345	0
Employee Health Insurance	34,327	34,329	34,512	36,401
Employee Life Insurance	838	892	882	901
Worker's Compensation Insurance	4,567	4,781	4,781	3,136
Retiree Health Insurance	3,175	3,305	3,287	3,337
FICA	12,403	13,500	13,132	13,597
Pension Contribution	18,743	20,657	20,657	23,358
Total Personnel	**$ 241,949**	**$ 253,932**	**$ 254,274**	**$ 258,464**
Staffing Level				
Full-Time	*4.00*	*4.00*	*4.00*	*4.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.00***	***4.00***	***4.00***	***4.00***
Operations				
Training	$ 472	$ 1,000	$ 500	$ 1,000
Employee training expense such as class training aids.				
Travel	0	1,500	500	1,000
Travel to Jackson and Nashville for training.				
Professional Services	1,013	1,500	1,800	3,000
Software contract services.				
Other Professional Service	4,397	10,000	1,500	0
Postage & Freight	0	100	100	0
Dues & Subscriptions	50	200	200	75
Licensing fees for Operators.				
Utilities	141,674	125,000	125,000	132,000
Wastewater and pump station utility costs.				
Phones - Local	1,489	1,700	1,700	1,700
Local phones charges.				
Long Distance Phone Calls	0	100	50	50
Long distance phone charges.				
Cellular Phones	374	350	350	400
1 cell phone service charges.				
Data Processing - Software	0	8,000	7,759	0
Shop Allocation	1,500	1,500	1,500	1,500
Regular truck service charge.				
Vehicle Maintenance	935	2,000	2,000	2,000
Vehicle repairs.				
Equipment Maintenance	36,281	30,000	25,000	32,000
Repair equipment in wastewater plants.				
Radio Maintenance	0	300	0	0
Grounds Maintenance	1,648	1,900	1,900	1,900
Shrubs and plantings around wastewater plants.				

CITY OF BARTLETT
SEWER LAGOON
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Building Maintenance	3,554	3,000	3,000	3,000
Building repair.				
Waste Refuse	20,493	32,000	18,500	24,000
Sludge disposal costs.				
Office Supplies	444	1,000	500	500
Normal office supplies.				
Petroleum Supplies	4,849	7,080	5,500	5,000
Gas for vehicles and lubricants for wastewater plant equipment.				
Clothing & Uniforms	1,673	1,800	1,800	1,700
Uniforms for four workers.				
Operating Supplies	5,809	6,000	6,000	6,000
Miscellaneous supplies or daily operations of two wastewater plants and one sludge disposal facility.				
Cleaning Supplies	0	500	250	250
Various cleaning supplies.				
Chemical Supplies	9,364	13,500	13,500	0
Polymer costs and chlorine costs.				
Fill Sand, Dirt & Gravel	378	1,200	0	0
Small Tools	962	1,000	600	1,000
Various small tools for wastewater treatment plants.				
Equipment Rental	0	1,500	500	900
Water pump Rental.				
Property Insurance	26,345	26,345	27,731	28,000
Insurance on two Wastewater Treatment Plants and one Sludge Facility.				
Vehicle & Equip Insurance	557	525	315	400
Insurance on two vehicles.				
General Liability Insurance	1,676	1,675	1,517	1,600
Two Treatment Plants and one Sludge Facility.				
Lab Testing	14,252	22,000	19,500	21,000
NPDES testing for two treatment plants and one sludge facility.				
Pollution Control Fees	1,250	5,250	5,000	5,250
State yearly permit fees.				
Sewer Service Fees	4,000	10,000	8,500	8,500
Annual pretreatment cost.				
Total Operations	**$ 285,439**	**$ 319,525**	**$ 282,572**	**$ 283,725**
Capital				
Communications Equipment	$ 0	$ 1,300	$ 700	$ 650
Replacement radios.				
Data Processing Equipment	1,914	2,500	2,979	1,500
Replacement computer and hardwares.				
Vehicles	0	19,453	19,453	0
Other Equipment	0	4,000	4,000	3,000
Sampler repair and replacement.				
Total Capital	**$ 1,914**	**$ 27,253**	**$ 27,132**	**$ 5,150**
Total Sewer Lagoon	**$ 529,303**	**$ 600,710**	**$ 563,978**	**$ 547,339**


THE GREAT SEAL OF BARTLETT TENNESSEE
AGRICULTURE
LAW
COMMERCE
* 1866 *

CITY OF BARTLETT

TENNESSEE

DEBT SERVICE FUND

Debt Service Fund

The Debt Service Fund provides for the payment of principal, interest and other costs on the City's outstanding general obligation bonds. General obligation bonds are issued to provide funds for capital projects and equipment that have a useful life that extends beyond the payment period.

The primary source of revenue for the Debt Service Fund is a portion (1/3) of the Local Sales Tax. The balance of funds needed for debt service payments come from a transfer from the General Fund and the Solid Waste Fund.

Debt Management Policies

The City of Bartlett will seek to maintain and if possible improve our bond rating to minimize debt service costs and preserve access to credit markets.

Each bond issue will include an analysis of how the new issue, along with current debt, impacts our debt capacity and long term plan.

Financing of projects will not exceed the useful life of infrastructure improvement or capital acquisition.

The City will limit the amount of debt issued in any budget period to the amount that can be supported by revenues projected to be available.

Credit Ratings

The City of Bartlett is rated AA+ by Standard and Poor's and Aa2 by Moody's Investor Services.

Debt Limits

There is no statutory limit on the amount of debt that can be incurred or outstanding.

CITY OF BARTLETT
GENERAL DEBT SERVICE
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
General Debt Service Revenues				
Local Sales Tax	$ 3,045,530	$ 3,167,060	$ 2,635,513	$ 2,661,868
Interest	4,268	5,000	2,000	1,500
Transfer From General Fund	525,000	0	0	400,000
Transfer From Solid Waste Fund	0	0	0	400,000
Total General Debt Service Revenues	**$ 3,574,799**	**$ 3,172,060**	**$ 2,637,513**	**$ 3,463,368**
General Debt Service Expenditures				
Paying Agent Fee	$ 2,271	$ 3,500	$ 3,500	$ 3,500
Go Bond Issuance Expense	24,305	30,000	30,000	30,000
1997A Principal	50,000	50,000	50,000	55,000
1998A Principal	350,000	365,000	365,000	380,000
2001A Principal	300,000	310,000	310,000	85,000
2002A Principal	645,000	655,000	655,000	675,000
2003A Principal	205,000	215,000	215,000	220,000
2004A Principal	70,000	70,000	70,000	70,000
2005A Principal	200,000	195,000	195,000	205,000
2006A Principal	100,000	100,000	100,000	105,000
2007A Principal	0	95,000	95,000	105,000
2008A Principal	0	0	0	43,000
2004 Capital Note Principal	207,190	214,800	214,800	222,680
2006 Capital Note Principal	240,000	251,000	251,000	262,000
2008 Capital Note Principal	0	0	0	134,500
1997A Interest	7,750	5,250	5,250	2,750
1998A Interest	67,333	51,932	51,932	35,690
2001A Interest	85,031	73,667	73,667	66,119
2002A Interst	145,263	128,194	128,194	109,063
2003A Interest	103,200	96,900	96,900	90,375
2004A Interest	58,715	57,053	57,053	55,215
2005A Interest	288,277	282,353	282,353	276,097
2006A Interest	106,200	102,200	102,200	98,200
2007A Interest	56,768	119,025	119,025	115,026
2008A Interest	0	70,000	70,000	60,750
2009A Interest	0	0	0	30,000
2004 Capital Note Interest	37,113	29,370	29,370	21,342
2006 Capital Note Interest	27,092	16,585	16,585	5,607
2008 Capital Note Interest	0	20,000	20,000	21,140
2009 Capital Note Interest	0	0	0	20,000
Total General Debt Service Expenditures	**$ 3,376,506**	**$ 3,606,829**	**$ 3,606,829**	**$ 3,603,054**
Net General Debt Service	**$ 198,293**	**$ (434,769)**	**$ (969,316)**	**$ (139,686)**
Beginning Fund Balance	**$ 1,088,792**	**$ 1,287,085**	**$ 1,287,085**	**$ 317,769**
Ending Fund Balance	**$ 1,287,085**	**$ 852,316**	**$ 317,769**	**$ 178,083**

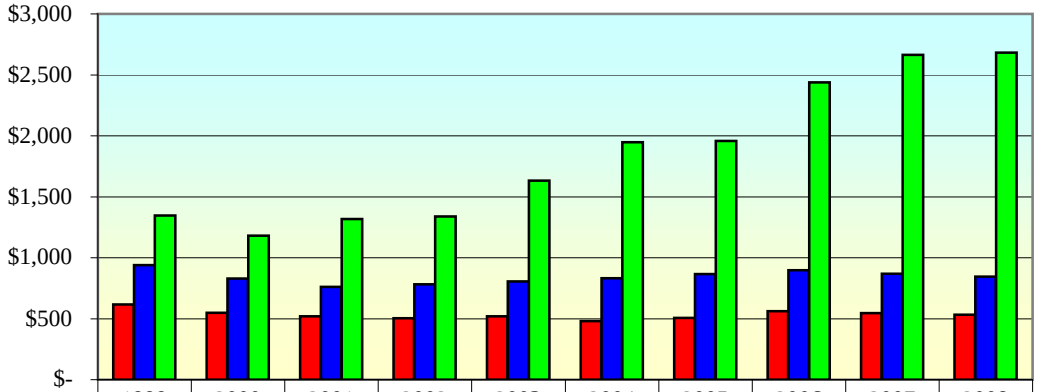
City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - General Long-Term Debt
June 30, 2009

Fiscal Year	Series 2008 Bonds		2008 Capital Note		Series 2007 Bonds		2006 Capital Note		Series 2006 Bonds		Series 2005 Bonds		2004 Capital Note		Series 2004 Bonds		Series 2003 Bonds		Series 2002 Bonds		Series 2001A Bonds		Series 1998A Bonds		Series 1997A Bonds		Total	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2010	40,000	66,500	134,500	21,140	105,000	115,025	262,000	5,607	105,000	98,200	205,000	276,096	222,680	21,342	70,000	55,215	220,000	90,375	675,000	109,063	85,000	66,119	380,000	35,690	55,000	2,750	2,559,180	963,121
2011	45,000	64,375	144,000	16,768	110,000	110,725			110,000	94,000	215,000	269,271	230,850	13,020	75,000	53,128	285,000	82,800	605,000	89,484	90,000	62,639	400,000	18,400			2,309,850	874,609
2012	45,000	62,125	149,000	12,168	110,000	106,325			110,000	89,600	220,000	261,928	239,330	4,392	75,000	50,821	295,000	73,731	135,000	77,838	95,000	58,845					1,473,330	797,772
2013	45,000	59,875	154,000	7,410	115,000	101,825			110,000	85,200	635,000	246,965			80,000	48,340	310,000	63,668	140,000	73,264	95,000	54,831					1,684,000	741,378
2014	50,000	57,500	159,000	2,496	120,000	97,125			125,000	80,800	655,000	224,390			80,000	45,680	320,000	52,798	145,000	68,346	100,000	50,564					1,754,000	679,699
2015	50,000	55,000			125,000	92,225			125,000	75,800	680,000	201,028			85,000	42,833	330,000	41,258	150,000	63,109	105,000	45,924					1,650,000	617,175
2016	55,000	52,375			130,000	87,125			130,000	70,800	705,000	176,614			90,000	39,770	340,000	29,028	155,000	57,503	110,000	40,951					1,715,000	554,165
2017	55,000	49,625			135,000	81,825			135,000	65,600	730,000	150,778			90,000	36,575	130,000	20,268	160,000	51,496	115,000	35,663					1,550,000	491,829
2018	60,000	46,750			140,000	76,325			140,000	60,200	760,000	123,395			95,000	33,198	55,000	16,725	170,000	44,996	120,000	30,051					1,540,000	431,640
2019	65,000	43,625			145,000	70,625			150,000	54,600	785,000	94,616			100,000	29,540	55,000	14,553	175,000	37,987	130,000	24,019					1,605,000	369,564
2020	65,000	40,375			155,000	64,586			155,000	48,600	255,000	75,053			100,000	25,715	60,000	12,223	185,000	30,446	135,000	17,576					1,110,000	314,573
2021	70,000	37,000			160,000	58,168			160,000	42,400	265,000	65,106			105,000	21,690	60,000	9,748	190,000	22,383	140,000	10,855					1,150,000	267,349
2022	75,000	33,375			165,000	51,505			165,000	36,000	275,000	54,643			110,000	17,390	65,000	7,138	200,000	13,850	150,000	3,713					1,205,000	217,613
2023	75,000	29,625			170,000	44,595			175,000	29,400	285,000	43,580			115,000	12,833	65,000	4,391	210,000	4,725							1,095,000	169,149
2024	80,000	25,750			180,000	37,333			180,000	22,400	300,000	31,880			120,000	7,925	70,000	1,505									930,000	126,793
2025	85,000	21,625			185,000	29,713			185,000	15,200	310,000	19,603			125,000	2,688											890,000	88,828
2026	90,000	17,250			195,000	21,733			195,000	7,800	325,000	6,663															805,000	53,445
2027	95,000	12,625			205,000	13,281																					300,000	25,906
2028	100,000	7,750			210,000	4,463																					310,000	12,213
2029	105,000	2,625																									105,000	2,625
	$ 1,350,000	$ 785,750	$ 740,500	$ 59,982	$ 2,860,000	$ 1,264,525	$ 262,000	$ 5,607	$ 2,455,000	$ 976,600	$ 7,605,000	$ 2,321,606	$ 692,860	$ 38,753	$ 1,515,000	$ 523,339	$ 2,660,000	$ 520,205	$ 3,295,000	$ 744,489	$ 1,470,000	$ 501,748	$ 780,000	$ 54,090	$ 55,000	$ 2,750	$ 25,740,360	$ 7,799,444

CITY OF BARTLETT
ANALYSIS OF GENERAL DEBT SERVICE
Last 10 Years

Debt per Capita
(FY 1999 - FY 2008)

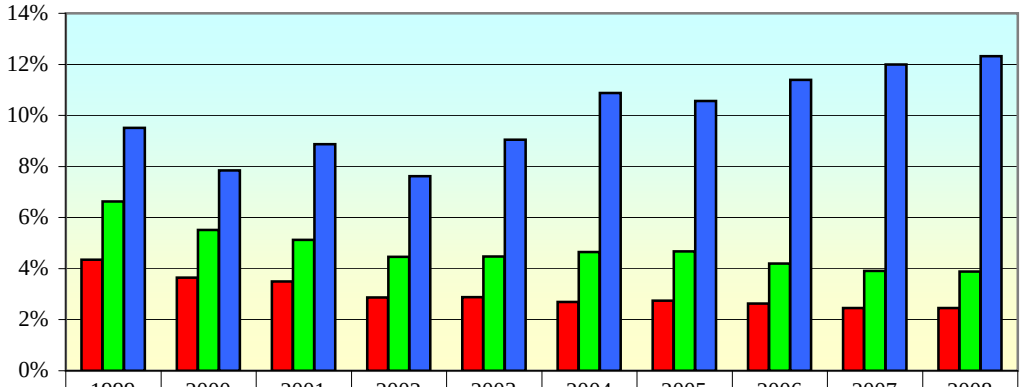
One of the measures of the capacity of a local government to service debt is Debt per Capita. Over the last five years the City of Bartlett's net debt per capita has remained steady.



	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008
Net Debt	$617	$549	$520	$503	$521	$481	$508	$563	$545	$534
Total Debt	$939	$831	$761	$782	$806	$833	$866	$899	$868	$846
Net & Overlapping	$1,347	$1,182	$1,319	$1,338	$1,631	$1,947	$1,957	$2,439	$2,664	$2,683

Debt to Assessed Values
(FY 1999 - FY 2008)

Another measure of capacity is the Debt to Assessed Value of Property. Due to the growth in property values in Bartlett and the reduction in debt issued the City of Bartlett's net debt has improved over the last ten years.



	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008
Net Debt	4.4%	3.6%	3.5%	2.9%	2.9%	2.7%	2.7%	2.6%	2.5%	2.5%
Total Debt	6.6%	5.5%	5.1%	4.5%	4.5%	4.7%	4.7%	4.2%	3.9%	3.9%
Net & Overlapping	9.5%	7.8%	8.9%	7.6%	9.0%	10.9%	10.6%	11.4%	12.0%	12.3%

CITY OF BARTLETT
UTILITY FUND DEBT SERVICE
FY 2010 Adopted Budget

Description	FY 2008 Actual	FY 2009 Revised Budget	FY 2009 Projection	FY 2010 Adopted Budget
Utility Debt Expenditures				
Paying Agent Fee	$ 2,700	$ 3,000	$ 3,000	$ 3,000
Debt Issuance Expense	38,769	10,000	10,000	10,000
1997B Principal	170,000	180,000	180,000	190,000
1998B Principal	100,000	0	0	0
2001B Principal	120,000	125,000	125,000	130,000
2002B Principal	155,000	160,000	160,000	165,000
2003B Principal	235,000	245,000	245,000	255,000
2004B Principal	55,000	55,000	55,000	55,000
2005B Principal	5,000	20,000	20,000	120,000
2006B Principal	55,000	60,000	60,000	60,000
2007B Principal	0	35,000	35,000	35,000
2008B Principal	0	0	0	45,000
1997B Interest	24,875	18,500	18,500	9,500
1998B Interest	3,750	0	0	0
2001B Interest	106,743	104,003	104,003	99,093
2002B Interest	61,463	57,325	57,325	52,650
2003B Interest	211,721	205,490	205,490	197,990
2004B Interest	42,079	43,123	43,123	41,679
2005B Interest	53,721	53,355	53,355	51,405
2006B Interest	60,691	58,541	58,541	56,142
2007B Interest	18,674	41,033	41,033	39,633
2008B Interest	13,911	20,000	20,000	40,000
2009B Interest	0	0	0	23,000
Total Utility Debt Expenditures	**$ 1,534,096**	**$ 1,494,370**	**$ 1,494,370**	**$ 1,679,092**

City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - Water and Sewer Fund
June 30, 2009

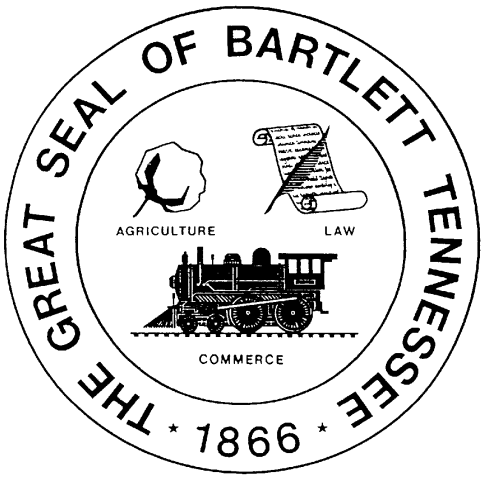
Fiscal Year	Series 2008 Bonds		Series 2007 Bonds		Series 2006 Bonds		Series 2005 Bonds		Series 2004 Bonds		Series 2003 Bonds		Series 2002 Bonds		Series 2001 Bonds		Series 1997B Bonds		Total	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2010	32,000	50,000	35,000	39,633	60,000	56,141	120,000	51,405	55,000	41,679	255,000	197,990	165,000	52,650	130,000	99,093	190,000	9,500	1,010,000	548,090
2011	33,000	48,400	35,000	38,233	65,000	54,041	115,000	47,586	55,000	40,098	460,000	187,265	80,000	48,925	135,000	93,824			945,000	509,971
2012	35,000	46,750	40,000	36,733	65,000	51,701	125,000	43,530	60,000	38,328	475,000	172,646	80,000	46,375	140,000	88,185			985,000	477,498
2013	36,000	45,000	40,000	35,133	70,000	49,345	130,000	39,068	60,000	36,408	500,000	156,428	85,000	43,630	145,000	82,163			1,030,000	442,173
2014	38,000	43,200	40,000	33,533	70,000	46,790	135,000	34,430	60,000	34,413	515,000	138,915	85,000	40,698	150,000	75,708			1,055,000	404,485
2015	40,000	41,300	45,000	31,833	75,000	44,200	135,000	29,705	65,000	32,255	525,000	120,453	90,000	37,590	160,000	68,690			1,095,000	364,725
2016	42,000	39,300	45,000	30,033	75,000	41,200	140,000	24,858	65,000	29,980	550,000	100,828	90,000	34,283	165,000	61,174			1,130,000	322,354
2017	43,000	37,200	45,000	28,233	80,000	38,200	150,000	19,635	70,000	27,583	485,000	81,438	95,000	30,754	175,000	53,181			1,100,000	279,023
2018	45,000	35,050	50,000	26,333	85,000	35,000	155,000	14,030	70,000	25,028	220,000	67,933	100,000	26,914	185,000	44,585			865,000	239,821
2019	47,000	32,800	50,000	24,320	85,000	31,600	155,000	8,256	75,000	22,308	230,000	59,043	105,000	22,748	190,000	35,538			890,000	203,812
2020	50,000	30,450	50,000	22,270	90,000	28,200	15,000	5,065	75,000	19,439	240,000	49,523	110,000	18,245	200,000	26,055			780,000	168,796
2021	52,000	27,950	55,000	20,091	95,000	24,600	20,000	4,395	80,000	16,395	245,000	39,519	115,000	13,406	210,000	16,035			820,000	134,441
2022	54,000	25,350	55,000	17,809	95,000	20,800	20,000	3,620	85,000	13,095	260,000	28,975	120,000	8,265	220,000	5,445			855,000	98,009
2023	57,000	22,650	60,000	15,423	100,000	17,000	20,000	2,830	85,000	9,653	270,000	17,778	125,000	2,813					660,000	65,495
2024	59,000	19,800	60,000	12,933	105,000	13,000	20,000	2,030	90,000	5,998	280,000	6,020							555,000	39,980
2025	62,000	16,850	65,000	10,306	110,000	8,800	20,000	1,225	95,000	2,043									290,000	22,374
2026	64,000	13,750	65,000	7,544	110,000	4,400	20,000	410											195,000	12,354
2027	67,000	10,550	70,000	4,675															70,000	4,675
2028	70,000	7,200	75,000	1,594															75,000	1,594
2029	74,000	3,700																	0	0
	$ 1,000,000	$ 597,250	$ 980,000	$ 436,656	$ 1,435,000	$ 565,019	$ 1,495,000	$ 332,078	$ 1,145,000	$ 394,698	$ 5,510,000	$ 1,424,750	$ 1,445,000	$ 427,295	$ 2,205,000	$ 749,674	$ 190,000	$ 9,500	$ 14,405,000	$ 4,339,669

CITY OF BARTLETT, TENNESSEE
Water and Sewer Revenue Coverage
Last Ten Fiscal Years

Fiscal Year	Utility Service Charges	Less: Operating Expenses (1)	Net Available Revenue	Debt Service Principal	Debt Service Interest	Debt Service Total	Coverage
1999	$ 4,182,177	$ 2,832,004	$ 1,350,173	$ 1,295,000	$ 695,526	$ 1,990,526	0.68
2000	4,373,504	3,010,137	1,363,367	1,340,000	629,605	1,969,605	0.69
2001	6,970,022	3,544,845	3,425,177	1,390,000	589,561	1,979,561	1.73
2002	5,958,023	3,198,385	2,759,638	1,245,000	590,984	1,835,984	1.50
2003	6,753,253	3,500,754	3,252,499	1,420,000	562,568	1,982,568	1.64
2004	7,749,801	3,751,076	3,998,725	1,125,000	544,863	1,669,863	2.39
2005	7,616,473	3,949,404	3,667,069	1,160,000	621,735	1,781,735	2.06
2006	9,688,303	4,071,905	5,616,398	1,255,000	569,220	1,824,220	3.08
2007	8,205,579	4,237,489	3,968,090	1,010,000	573,585	1,583,585	2.51
2008	8,307,946	4,352,229	3,955,717	895,000	593,012	1,488,012	2.66

(1) Excludes depreciation expense.

(2) Includes revenue from water and sewer development and tap fees as required by GASB Statement No. 33.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CITY OF BARTLETT

T E N N E S S E E

CAPITAL IMPROVEMENT PROGRAM

Capital Improvement Plan (CIP)

This section includes a summary of the five-year capital plan and project detail for each project in the Fiscal Year 2010 - 2014 Capital Improvement budget. Sources of funds, expenditures and project start and completion dates are included. This is a nonmajor fund.

Management Policies

A five-year Capital Improvement Plan will be developed and updated annually, including funding sources. Capital improvement projects will be defined as infrastructure or equipment with a useful life of 2 or more years and a cost of $20,000 or more.

We will continue to use pay-as-you go capital improvement project financing to the extent revenue is available from fund balances, special revenue funds, grants and other sources other than City debt issuance.

Self-supporting debt will be used for capital projects that qualify (i.e. utility projects) and rates will be adjusted to support these projects.

Planning

The Capital Improvement Plan is developed by the Mayor and Chief Administrative Officer with input from the Finance Director and Board of Aldermen. The project manager in each department ensures that all the project phases are completed on schedule. The finance staff coordinates monthly reporting to the Board, quarterly forecasts and budget policy compliance.

Amendments

The Mayor and Chief Administrative Officer may approve administrative changes to the CIP budget (i.e. transfer within a project). Changes to the Budget Ordinance (i.e. transfers between different projects) must be made in the form of a resolution adopted by the Board of Mayor and Aldermen.

Significant Nonroutine Capital Expenditures

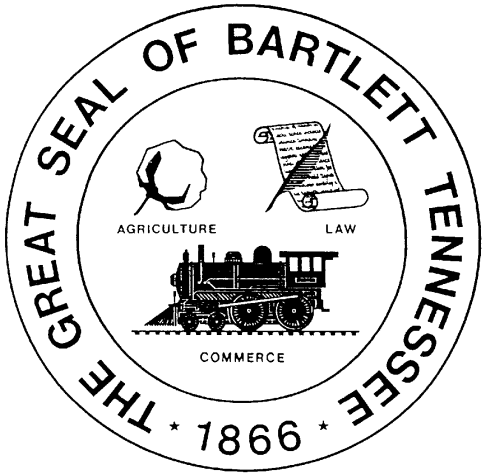
Two significant nonroutine capital expenditures projects are the Building/Infrastructure project and the Appling Road Widening project. The Building/Infrastructure project is to be used for paving match and City Hall roof in conjunction with energy grant funds for HVAC replacement. The matching fund will be from G.O. bonds ($500,000). The operating costs and savings from this project are minimal. The Appling Road Widening project is to widen existing Appling Road and add shoulders and bike lanes. The revenue source will be from G.O. bond ($625,000).

CITY OF BARTLETT
FY 2010-2014 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Revenues						
G.O. Bonds	$ 2,025,000	$ 1,915,000	$ 1,100,000	$ 3,690,000	$ 1,050,000	**$ 9,780,000**
Utility Bonds	$ 860,175	$ 980,000	$ 2,978,000	$ 2,023,000	$ 2,023,000	**$ 8,864,175**
Capital Note	$ 245,000	$ 921,500	$ 949,500	$ 927,000	$ 952,000	**$ 3,995,000**
911 Funds	$ 32,600	$ 0	$ 0	$ 0	$ 0	**$ 32,600**
Utility Operating Transfer In	$ 0	$ 450,000	$ 500,000	$ 500,000	$ 500,000	**$ 1,950,000**
Total Revenues	**$ 3,162,775**	**$ 4,266,500**	**$ 5,527,500**	**$ 7,140,000**	**$ 4,525,000**	**$ 24,621,775**
Expenditures						
G.O. Bond/Other Funded						
Administrative	$ 520,000	$ 25,000	$ 28,000	$ 30,000	$ 30,000	**$ 633,000**
Public Safety	$ 312,600	$ 1,730,000	$ 510,000	$ 485,000	$ 510,000	**$ 3,547,600**
Public Works	$ 0	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,000,000**
Engineering	$ 1,405,000	$ 691,500	$ 1,121,500	$ 3,712,000	$ 72,000	**$ 7,002,000**
Parks & Recreation	$ 65,000	$ 140,000	$ 140,000	$ 140,000	$ 1,140,000	**$ 1,625,000**
Total G.O. Bond/Other Funded	**$ 2,302,600**	**$ 2,836,500**	**$ 2,049,500**	**$ 4,617,000**	**$ 2,002,000**	**$ 13,807,600**
Utility Bond/Other Funded						
Water	$ 165,000	$ 530,000	$ 2,753,000	$ 173,000	$ 173,000	**$ 3,794,000**
Sewer	$ 695,175	$ 900,000	$ 725,000	$ 2,350,000	$ 2,350,000	**$ 7,020,175**
Total Utility Bond/Other Funded	**$ 860,175**	**$ 1,430,000**	**$ 3,478,000**	**$ 2,523,000**	**$ 2,523,000**	**$ 10,814,175**
Total Expenditures	**$ 3,162,775**	**$ 4,266,500**	**$ 5,527,500**	**$ 7,140,000**	**$ 4,525,000**	**$ 24,621,775**

CITY OF BARTLETT
FY 2010-2014 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY CATEGORY

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
GENERAL FUND						
Source of Funds						
G.O. Bonds	$ 2,025,000	$ 1,915,000	$ 1,100,000	$ 3,690,000	$ 1,050,000	**$ 9,780,000**
Capital Note	$ 245,000	$ 921,500	$ 949,500	$ 927,000	$ 952,000	**$ 3,995,000**
911 Funds	$ 32,600	$ 0	$ 0	$ 0	$ 0	**$ 32,600**
Total Source	**$ 2,302,600**	**$ 2,836,500**	**$ 2,049,500**	**$ 4,617,000**	**$ 2,002,000**	**$ 13,807,600**
Project Costs						
Land/Right of Way	$ 655,000	$ 0	$ 0	$ 0	$ 0	**$ 655,000**
Design/Engineering	$ 50,000	$ 70,000	$ 100,000	$ 140,000	$ 100,000	**$ 460,000**
Utility Relocation	$ 0	$ 0	$ 300,000	$ 0	$ 0	**$ 300,000**
Construction	$ 1,200,000	$ 600,000	$ 700,000	$ 3,550,000	$ 950,000	**$ 7,000,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 397,600	$ 2,166,500	$ 949,500	$ 927,000	$ 952,000	**$ 5,392,600**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 2,302,600**	**$ 2,836,500**	**$ 2,049,500**	**$ 4,617,000**	**$ 2,002,000**	**$ 13,807,600**
UTILITY FUND						
Source of Funds						
Utility Bonds	$ 860,175	$ 980,000	$ 2,978,000	$ 2,023,000	$ 2,023,000	**$ 8,864,175**
Utility Operating Transfer In	$ 0	$ 450,000	$ 500,000	$ 500,000	$ 500,000	**$ 1,950,000**
Total Source	**$ 860,175**	**$ 1,430,000**	**$ 3,478,000**	**$ 2,523,000**	**$ 2,523,000**	**$ 10,814,175**
Project Costs						
Land/Right of Way	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Design/Engineering	$ 0	$ 365,000	$ 0	$ 0	$ 0	**$ 365,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 745,175	$ 650,000	$ 3,355,000	$ 2,400,000	$ 2,400,000	**$ 9,550,175**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 115,000	$ 115,000	$ 123,000	$ 123,000	$ 123,000	**$ 599,000**
Total Project Costs	**$ 860,175**	**$ 1,430,000**	**$ 3,478,000**	**$ 2,523,000**	**$ 2,523,000**	**$ 10,814,175**
TOTAL CIP COSTS	**$ 3,162,775**	**$ 4,266,500**	**$ 5,527,500**	**$ 7,140,000**	**$ 4,525,000**	**$ 24,621,775**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ADMINISTRATIVE SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

PROJECT	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Administrative						
Vehicles	$ 20,000	$ 25,000	$ 28,000	$ 30,000	$ 30,000	**$ 133,000**
Building/Infrastructure Project	$ 500,000	$ 0	$ 0	$ 0	$ 0	**$ 500,000**
Total Administrative	**$ 520,000**	**$ 25,000**	**$ 28,000**	**$ 30,000**	**$ 30,000**	**$ 633,000**
Source of Funds						
G.O. Bonds	$ 500,000	$ 0	$ 0	$ 0	$ 0	**$ 500,000**
Capital Note	$ 20,000	$ 25,000	$ 28,000	$ 30,000	$ 30,000	**$ 133,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 520,000**	**$ 25,000**	**$ 28,000**	**$ 30,000**	**$ 30,000**	**$ 633,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 500,000	$ 0	$ 0	$ 0	$ 0	**$ 500,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 20,000	$ 25,000	$ 28,000	$ 30,000	$ 30,000	**$ 133,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 520,000**	**$ 25,000**	**$ 28,000**	**$ 30,000**	**$ 30,000**	**$ 633,000**

Project No.: 10610

Project Name: Vehicles and Equipment

Project Description

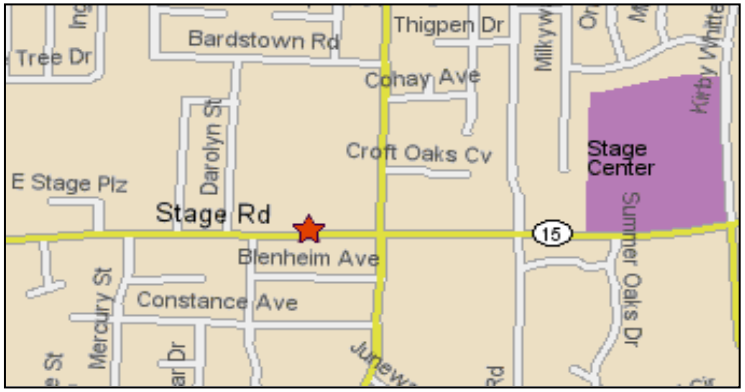
Replace one vehicle each year.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/09	12/09
Total Project	**07/09**	**12/09**

Location

City Hall, 6400 Stage Road, Bartlett, TN 38134.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 20,000	$ 25,000	$ 28,000	$ 30,000	$ 30,000	**$ 133,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 20,000**	**$ 25,000**	**$ 28,000**	**$ 30,000**	**$ 30,000**	**$ 133,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 20,000	$ 25,000	$ 28,000	$ 30,000	$ 30,000	**$ 133,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 20,000**	**$ 25,000**	**$ 28,000**	**$ 30,000**	**$ 30,000**	**$ 133,000**

ADMINISTRATIVE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 109

Project Name: Building/Infrastructure

Project Description

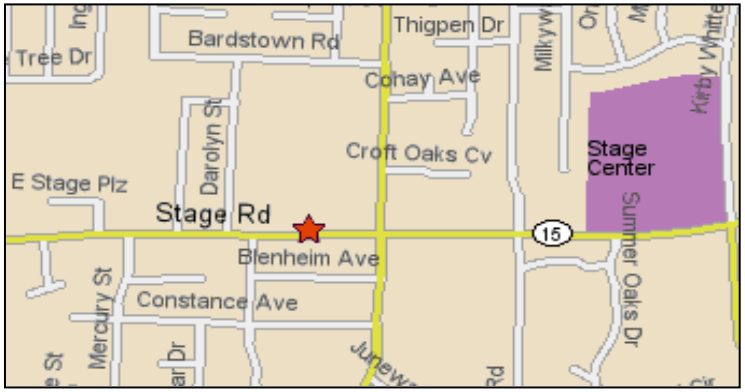
To be used for paving match and City Hall roof in conjunction with energy grant funds for HVAC replacement.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/09	06/10
Total Project	**07/09**	**06/10**

Location

City Hall, 6400 Stage Road, Bartlett, TN 38134.

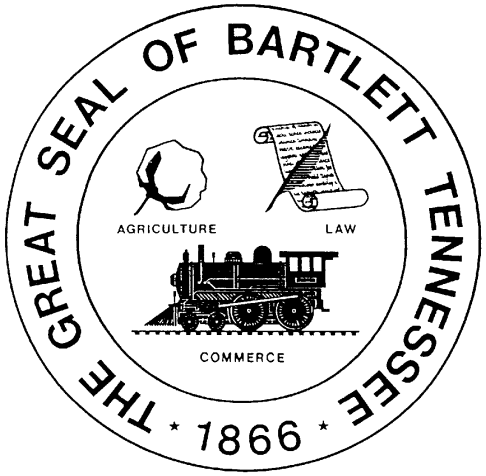
Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 500,000	$ 0	$ 0	$ 0	$ 0	**$ 500,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 500,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 500,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 500,000	$ 0	$ 0	$ 0	$ 0	**$ 500,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 500,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 500,000**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PUBLIC SAFETY SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

PROJECT	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Police						
Police Vehicles & Equipment	$ 97,000	$ 435,000	$ 435,000	$ 435,000	$ 435,000	**$ 1,837,000**
Dispatch Consoles	$ 32,600	$ 0	$ 0	$ 0	$ 0	**$ 32,600**
Carpet Replacement	$ 38,000	$ 0	$ 0	$ 0	$ 0	**$ 38,000**
Total Police	**$ 167,600**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 1,907,600**
Fire						
Fire Vehicles	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	**$ 125,000**
Fire Ambulances	$ 120,000	$ 120,000	$ 0	$ 0	$ 0	**$ 240,000**
Fire - Pumper	$ 0	$ 375,000	$ 0	$ 0	$ 0	**$ 375,000**
Fire - Aerial Truck	$ 0	$ 750,000	$ 0	$ 0	$ 0	**$ 750,000**
Total Fire	**$ 145,000**	**$ 1,270,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 1,490,000**
Code Enforcement						
Code Enforcement Vehicles	$ 0	$ 25,000	$ 50,000	$ 25,000	$ 50,000	**$ 150,000**
Total Code Enforcement	**$ 0**	**$ 25,000**	**$ 50,000**	**$ 25,000**	**$ 50,000**	**$ 150,000**
Source of Funds						
G.O. Bonds	$ 120,000	$ 1,245,000	$ 0	$ 0	$ 0	**$ 1,365,000**
Capital Note	$ 160,000	$ 485,000	$ 510,000	$ 485,000	$ 510,000	**$ 2,150,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
911 Funds	$ 32,600	$ 0	$ 0	$ 0	$ 0	**$ 32,600**
Total Source	**$ 312,600**	**$ 1,730,000**	**$ 510,000**	**$ 485,000**	**$ 510,000**	**$ 3,547,600**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 312,600	$ 1,730,000	$ 510,000	$ 485,000	$ 510,000	**$ 3,547,600**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 312,600**	**$ 1,730,000**	**$ 510,000**	**$ 485,000**	**$ 510,000**	**$ 3,547,600**

Department: POLICE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 20310

Project Name: Police Vehicles & Equipment

Project Description

In FY 2010, replace 3 patrol cars plus equipment. In following years, replace 12 patrol cars plus equipment, and 2 detective undercover cars plus equipment.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/09	06/10
Total Project	**N/A**	**N/A**

Location

3730 Appling Rd.

Location Map

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 97,000	$ 435,000	$ 435,000	$ 435,000	$ 435,000	**$ 1,837,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 97,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 1,837,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 97,000	$ 435,000	$ 435,000	$ 435,000	$ 435,000	**$ 1,837,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 97,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 1,837,000**

Department: POLICE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 206

Project Name: Dispatch Consoles

Project Description

Replace and update the consoles in the Dispatch Center which would protect the computer equipment and create a more workable environment for dispatchers.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/09	12/09
Total Project	**07/09**	**12/09**

Location

3730 Appling Rd.

Location Map

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
911 Funds	$ 32,600	$ 0	$ 0	$ 0	$ 0	**$ 32,600**
Total Source	**$ 32,600**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 32,600**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 32,600	$ 0	$ 0	$ 0	$ 0	**$ 32,600**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 32,600**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 32,600**

Department: POLICE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 207

Project Name: Carpet Replacement

Project Description

Replace the flooring (carpet) throughout the Criminal Justice Complex.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/10	12/10
Total Project	**07/10**	**12/10**

Location

3730 Appling Rd.

Location Map

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 38,000	$ 0	$ 0	$ 0	$ 0	**$ 38,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 38,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 38,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 38,000	$ 0	$ 0	$ 0	$ 0	**$ 38,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 38,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 38,000**

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 25710

Project Name: Fire Vehicles

Project Description

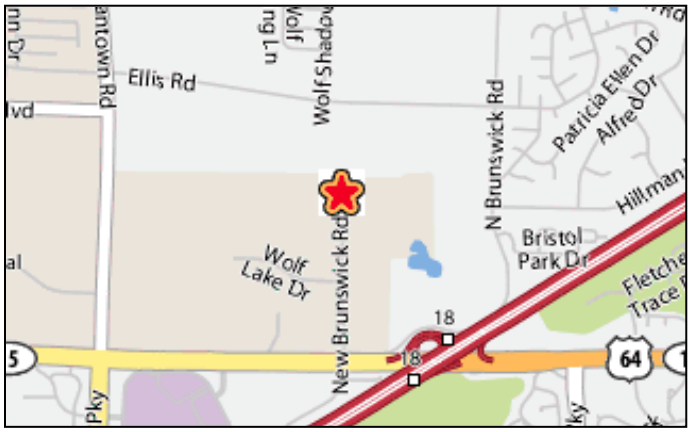
A new vehicle for the EMS Supervisor and replacement vehicle per year after FY 2010.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/09	12/09
Total Project	**07/09**	**12/09**

Location

Fire station #5, 3725 Brunswick Road in 2010.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	**$ 125,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 125,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	**$ 125,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 125,000**

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 25610

Project Name: Fire Ambulances

Project Description

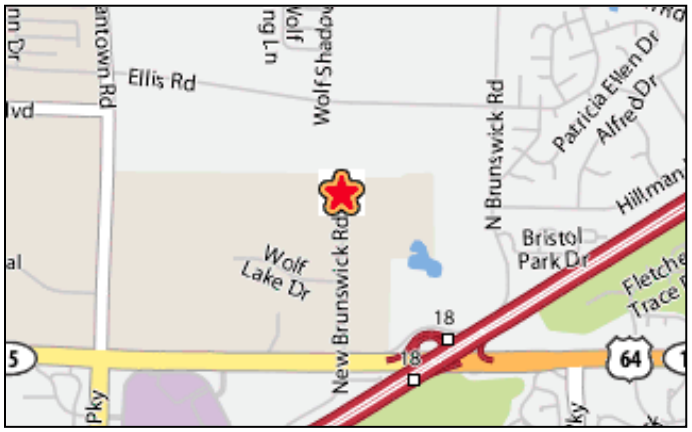
In 2010, purchase of a new Ambulance and equipment for station 5. In 2011 is for a replacement.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/09	12/10
Total Project	**07/09**	**12/10**

Location

Fire station #5, 3725 Brunswick Road.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 120,000	$ 120,000	$ 0	$ 0	$ 0	**$ 240,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 120,000**	**$ 120,000**	**$ 0**	**$ 0**	**$ 0**	**$ 240,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 120,000	$ 120,000	$ 0	$ 0	$ 0	**$ 240,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 120,000**	**$ 120,000**	**$ 0**	**$ 0**	**$ 0**	**$ 240,000**

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: to be determined

Project Name: Fire Pumper

Project Description

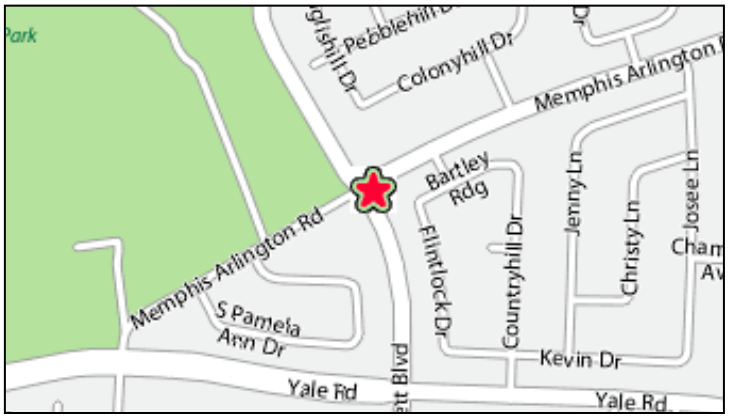
Replace the 1989 pumper assigned to station #2. The 1989 pumper would be placed in reserve to replace the 1975 pumper currently used a reserve pumper.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/10	12/10
Total Project	**07/10**	**12/10**

Location

Fire Station 2, 5996 Memphis Arlington.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 375,000	$ 0	$ 0	$ 0	**$ 375,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 375,000**	**$ 0**	**$ 0**	**$ 0**	**$ 375,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 375,000	$ 0	$ 0	$ 0	**$ 375,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 375,000**	**$ 0**	**$ 0**	**$ 0**	**$ 375,000**

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: to be determined

Project Name: Fire Aerial Truck

Project Description

Replace the 1994 75-foot aerial truck assigned to fire station #3. The 1994 truck would be put into reserve.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/10	12/10
Total Project	**07/10**	**12/10**

Location

Fire station #3, 7855 Memphis Arlington.

Location Map

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 750,000	$ 0	$ 0	$ 0	**$ 750,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 750,000**	**$ 0**	**$ 0**	**$ 0**	**$ 750,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 750,000	$ 0	$ 0	$ 0	**$ 750,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 750,000**	**$ 0**	**$ 0**	**$ 0**	**$ 750,000**

Department: CODE ENFORCEMENT

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 29111

Project Name: Code Enforcement Vehicles

Project Description

Replace inspection vehicles.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/10	12/10
Total Project	**07/10**	**12/10**

Location

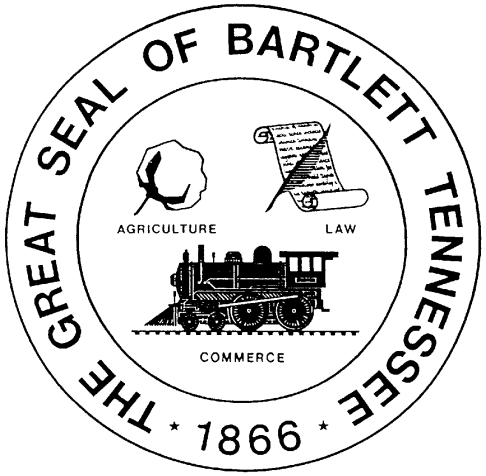
6464 Stage Road, Bartlett.

Location Map

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 25,000	$ 50,000	$ 25,000	$ 50,000	**$ 150,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 25,000**	**$ 50,000**	**$ 25,000**	**$ 50,000**	**$ 150,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 25,000	$ 50,000	$ 25,000	$ 50,000	**$ 150,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 25,000**	**$ 50,000**	**$ 25,000**	**$ 50,000**	**$ 150,000**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AGRICULTURE
LAW
COMMERCE
* 1866 *

PUBLIC WORKS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

PROJECT	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Public Works						
Public Works Vehicles & Equp	$ 0	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,000,000**
Total Public Works	**$ 0**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 1,000,000**
Engineering						
Misc. Drainage Improvements	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	**$ 250,000**
Engineering Vehicle	$ 0	$ 21,500	$ 21,500	$ 22,000	$ 22,000	**$ 87,000**
Brunswick Road Improvements	$ 350,000	$ 0	$ 0	$ 0	$ 0	**$ 350,000**
Frank Creek Bridge Rehab	$ 50,000	$ 0	$ 500,000	$ 0	$ 0	**$ 550,000**
Kroger Signal Rehab	$ 150,000	$ 0	$ 0	$ 0	$ 0	**$ 150,000**
Taper Inlet	$ 30,000	$ 50,000	$ 0	$ 500,000	$ 0	**$ 580,000**
Appling Road Widening	$ 625,000	$ 0	$ 0	$ 0	$ 0	**$ 625,000**
Egypt Cenral/Kirby Whitten Signal	$ 150,000	$ 0	$ 0	$ 0	$ 0	**$ 150,000**
Elmore Box	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Brother & Stage Left Signal	$ 0	$ 20,000	$ 150,000	$ 0	$ 0	**$ 170,000**
Bartlett Road Bridge	$ 0	$ 250,000	$ 0	$ 0	$ 0	**$ 250,000**
Old Brownsville West	$ 0	$ 0	$ 300,000	$ 3,000,000	$ 0	**$ 3,300,000**
Germantown North	$ 0	$ 0	$ 100,000	$ 0	$ 0	**$ 100,000**
Old Brownsville East	$ 0	$ 0	$ 0	$ 140,000	$ 0	**$ 140,000**
Total Engineering	**$ 1,405,000**	**$ 691,500**	**$ 1,121,500**	**$ 3,712,000**	**$ 72,000**	**$ 7,002,000**
Source of Funds						
G.O. Bonds	$ 1,405,000	$ 670,000	$ 1,100,000	$ 3,690,000	$ 50,000	**$ 6,915,000**
Capital Note	$ 0	$ 271,500	$ 271,500	$ 272,000	$ 272,000	**$ 1,087,000**
Total Source	**$ 1,405,000**	**$ 941,500**	**$ 1,371,500**	**$ 3,962,000**	**$ 322,000**	**$ 8,002,000**
Project Costs						
Land/Right of Way	$ 655,000	$ 0	$ 0	$ 0	$ 0	**$ 655,000**
Design/Engineering	$ 50,000	$ 70,000	$ 100,000	$ 140,000	$ 0	**$ 360,000**
Utility Relocation	$ 0	$ 0	$ 300,000	$ 0	$ 0	**$ 300,000**
Construction	$ 700,000	$ 600,000	$ 700,000	$ 3,550,000	$ 50,000	**$ 5,600,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 271,500	$ 271,500	$ 272,000	$ 272,000	**$ 1,087,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 1,405,000**	**$ 941,500**	**$ 1,371,500**	**$ 3,962,000**	**$ 322,000**	**$ 8,002,000**

Department: PUBLIC WORKS

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 30711

Project Name: Public Works Vehicles & Equipment

Project Description

Replace vehicles and equipment.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/10	06/11
Total Project	**07/10**	**06/11**

Location

Public Works buildings around the City.

Location Map

At various locations throughout the City.

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,000,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 1,000,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,000,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 1,000,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 63610

Project Name: Miscellaneous Drainage Improvements

Project Description

Repair and rehabilitate drainage lines at various locations throughout the City.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/09	06/10
Total Project	**07/09**	**06/10**

Location

At various locations throughout the City.

Location Map

At various locations throughout the City.

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	**$ 250,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 250,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	**$ 250,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 250,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 42011

Project Name: Engineering Vehicle

Project Description

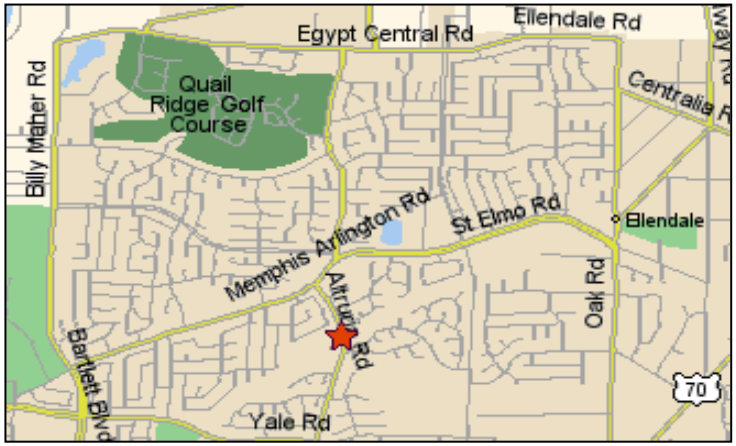
Vehicle replacement.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/10	09/10
Total Project	**07/10**	**09/10**

Location

3585 Altruria Road.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 21,500	$ 21,500	$ 22,000	$ 22,000	**$ 87,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 21,500**	**$ 21,500**	**$ 22,000**	**$ 22,000**	**$ 87,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 21,500	$ 21,500	$ 22,000	$ 22,000	**$ 87,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 21,500**	**$ 21,500**	**$ 22,000**	**$ 22,000**	**$ 87,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 441

Project Name: Brunswick Road Improvements

Project Description

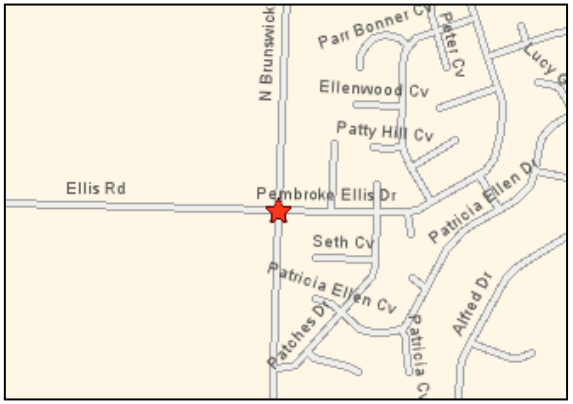
Widen Brunswick road from Ellis Road to Hilman Way and improve the vertical geometry.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	08/09	06/10
Total Project	**08/09**	**06/10**

Location

500 north and south of the intersection of Ellis and Brunswick.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 350,000	$ 0	$ 0	$ 0	$ 0	**$ 350,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 350,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 350,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 350,000	$ 0	$ 0	$ 0	$ 0	**$ 350,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 350,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 350,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 442

Project Name: Old Brownsville\Frank Creek Bridge Rehab

Project Description

Bridge is rated Poor. A rehab must occur in the near future.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	01/09	12/09
Utility Relocation	N/A	N/A
Construction	07/11	06/12
Total Project	**01/09**	**06/12**

Location

Franks Creek and Old Brownsville Road.

Location Map

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 50,000	$ 0	$ 500,000	$ 0	$ 0	**$ 550,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 50,000**	**$ 0**	**$ 500,000**	**$ 0**	**$ 0**	**$ 550,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 50,000	$ 0	$ 0	$ 0	$ 0	**$ 50,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 500,000	$ 0	$ 0	**$ 500,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 50,000**	**$ 0**	**$ 500,000**	**$ 0**	**$ 0**	**$ 550,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 443

Project Name: Kroger Signal Rehab

Project Description

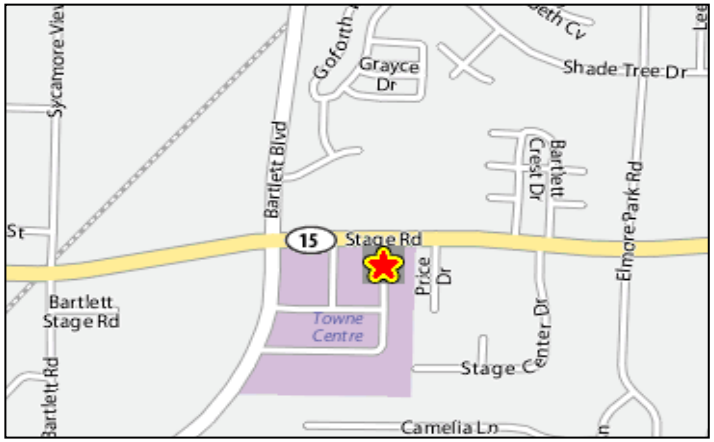
Rebuild the signal at Stage and Kroger.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/09	01/10
Total Project	**07/09**	**01/10**

Location

Stage and Kroger Driveway.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 150,000	$ 0	$ 0	$ 0	$ 0	**$ 150,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 150,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 150,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 150,000	$ 0	$ 0	$ 0	$ 0	**$ 150,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 150,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 150,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 445

Project Name: Stage Slope Taper Inlet

Project Description

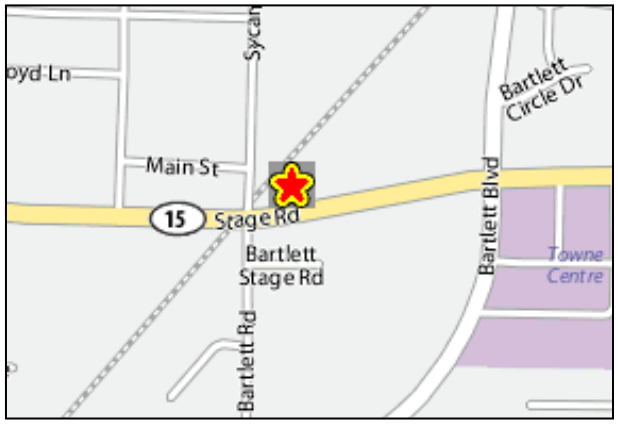
Install a modified inlet headwall at the box under Stage road by the Library.

Project Schedule	Start	Finish
Land/Right of Way	07/09	12/09
Design/Engineering	07/10	09/10
Utility Relocation	N/A	N/A
Construction	07/12	06/13
Total Project	**07/09**	**06/13**

Location

Stage and Bartlett Municipal Center.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 30,000	$ 50,000	$ 0	$ 500,000	$ 0	**$ 580,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 30,000**	**$ 50,000**	**$ 0**	**$ 500,000**	**$ 0**	**$ 580,000**
Project Costs						
Land/Right of Way	$ 30,000	$ 0	$ 0	$ 0	$ 0	**$ 30,000**
Design/Engineering	$ 0	$ 50,000	$ 0	$ 0	$ 0	**$ 50,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 500,000	$ 0	**$ 500,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 30,000**	**$ 50,000**	**$ 0**	**$ 500,000**	**$ 0**	**$ 580,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 444

Project Name: Appling Road Widening

Project Description

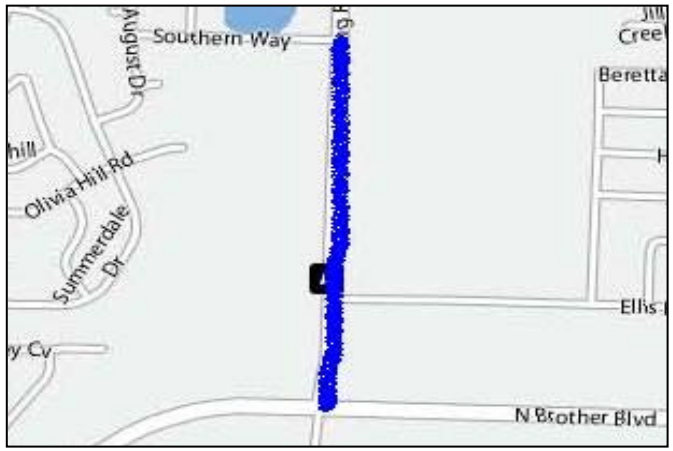
Widen existing Appling Road and add shoulders and bike lanes.

Project Schedule	Start	Finish
Land/Right of Way	06/09	12/09
Design/Engineering	12/09	06/09
Utility Relocation	N/A	N/A
Construction	07/10	12/10
Total Project	**06/09**	**12/10**

Location

Appling Road from Southern Way to Brother.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 625,000	$ 0	$ 0	$ 0	$ 0	**$ 625,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 625,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 625,000**
Project Costs						
Land/Right of Way	$ 625,000	$ 0	$ 0	$ 0	$ 0	**$ 625,000**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 625,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 625,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 434

Project Name: Egypt Cenral/Kirby Whitten Signal

Project Description

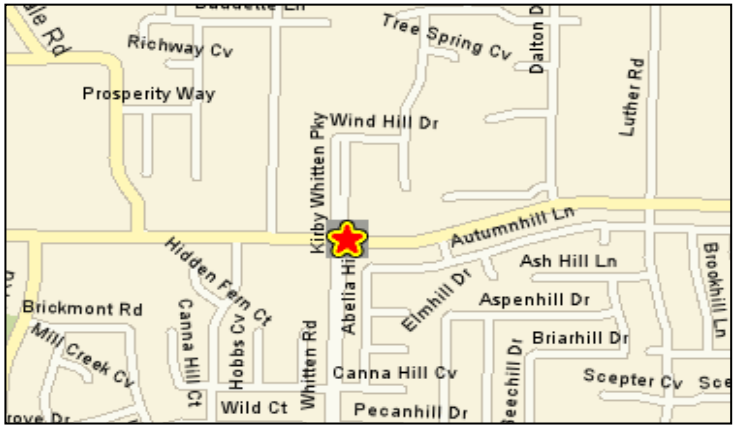
Install signal at Egypt Central and Kirby Whitten.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	12/09	07/10
Total Project	**12/09**	**07/10**

Location

Egypt Central and Kirby Whitten intersection.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 150,000	$ 0	$ 0	$ 0	$ 0	**$ 150,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 150,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 150,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 150,000		$ 0	$ 0	$ 0	**$ 150,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 150,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 150,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: to be determined

Project Name: Elmore Box

Project Description

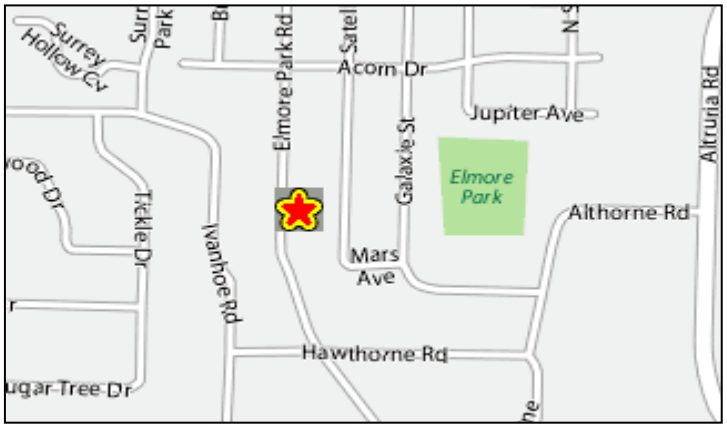
Replace a corrigated metal pipe under Elmore Road.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/10	06/11
Total Project	**07/10**	**06/11**

Location

Elmore Road between Acorn and Hawthorne.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 300,000**	**$ 0**	**$ 0**	**$ 0**	**$ 300,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 300,000**	**$ 0**	**$ 0**	**$ 0**	**$ 300,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: to be determined

Project Name: Brother and Stage Left Turn

Project Description

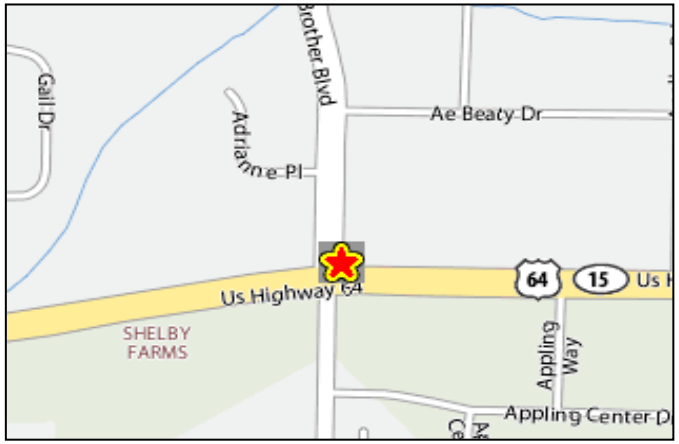
Install an east bound left turn lane on Brother along with signal modifications.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/10	09/10
Utility Relocation	N/A	N/A
Construction	07/11	06/12
Total Project	**07/10**	**06/12**

Location

Brother and Stage.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 20,000	$ 150,000	$ 0	$ 0	**$ 170,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 20,000**	**$ 150,000**	**$ 0**	**$ 0**	**$ 170,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 20,000	$ 0	$ 0	$ 0	**$ 20,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 150,000	$ 0	$ 0	**$ 150,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 20,000**	**$ 150,000**	**$ 0**	**$ 0**	**$ 170,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 426

Project Name: Bartlett Road Bridge

Project Description

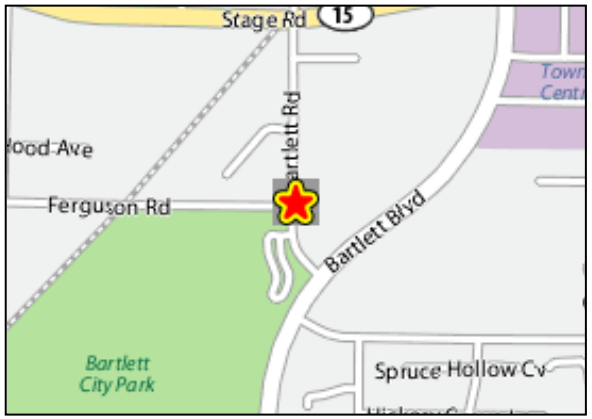
Rebuild and construct deck on Bartlett Road bridge.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	08/10	06/11
Total Project	**08/10**	**06/11**

Location

Bartlett Road and Harrington creek.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 250,000	$ 0	$ 0	$ 0	**$ 250,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 250,000**	**$ 0**	**$ 0**	**$ 0**	**$ 250,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 250,000	$ 0	$ 0	$ 0	**$ 250,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 250,000**	**$ 0**	**$ 0**	**$ 0**	**$ 250,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 421

Project Name: Old Brownsville - West

Project Description

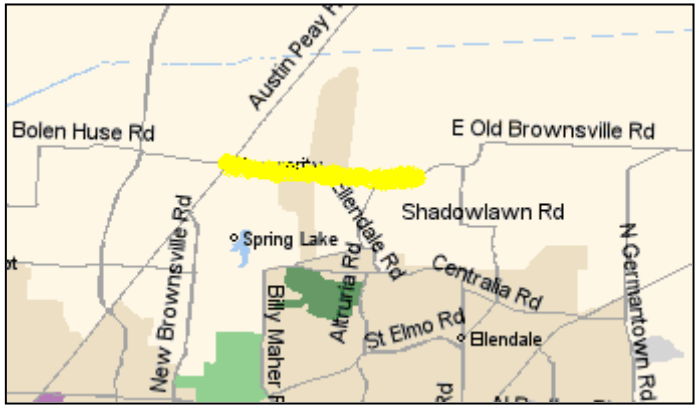
This project will re-build Old Brownsville Road from Kirby Whitten to Austin Peay Highway. It is funded 80/20 through the surface transportation fund. Re-paving of the roadway in 10 years. Initial engineering of 150,000 was provided in 2005 budget and an additional of 140,000 in 2007 budget.

Project Schedule	Start	Finish
Land/Right of Way	07/11	12/11
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	01/12	06/13
Total Project	**07/11**	**06/13**

Location

Old Brownsville Road - Kirby Whitten Road to Austin Peay Highway.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 300,000	$ 3,000,000	$ 0	**$ 3,300,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 0**	**$ 300,000**	**$ 3,000,000**	**$ 0**	**$ 3,300,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 300,000	$ 0	$ 0	**$ 300,000**
Construction	$ 0	$ 0		$ 3,000,000	$ 0	**$ 3,000,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 0**	**$ 300,000**	**$ 3,000,000**	**$ 0**	**$ 3,300,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: To be determined

Project Name: Germantown North

Project Description

This Project is widening and improving Germantown Road between US highway 70 and Old Brownsville Road. This is a State Project and if we participate it will be at an 80/20 match. The numbers shown reflect a local match.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/11	12/11
Utility Relocation	N/A	N/A
Construction	07/14	06/15
Total Project	**07/11**	**06/15**

Location

US 70 to Old Brownsville.

Location Map

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 100,000	$ 0	$ 0	**$ 100,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 0**	**$ 100,000**	**$ 0**	**$ 0**	**$ 100,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 100,000	$ 0	$ 0	**$ 100,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 0**	**$ 100,000**	**$ 0**	**$ 0**	**$ 100,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: To be determined

Project Name: Old Brownsville - East

Project Description

This project will build Old Brownsville Road from Kirby Whitten to Germantown Parkway. It is a surface transportation project with an 80/20 match from the State. Re-paving of the roadway in 10 years.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/12	12/12
Utility Relocation	N/A	N/A
Construction	N/A	N/A
Total Project	**07/12**	**12/12**

Location

Old Brownsville - Kirby Whitten Road to Germantown Parkway.

Location Map

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 140,000	$ 0	**$ 140,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 0**	**$ 0**	**$ 140,000**	**$ 0**	**$ 140,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 140,000	$ 0	**$ 140,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 0**	**$ 0**	**$ 140,000**	**$ 0**	**$ 140,000**

PARKS AND RECREATION SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

PROJECT	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Parks and Recreation						
Parks Vehicles & Equipment	$ 25,000	$ 65,000	$ 65,000	$ 65,000	$ 65,000	**$ 285,000**
Recreation Vehicles & Equipment	$ 40,000	$ 75,000	$ 75,000	$ 75,000	$ 75,000	**$ 340,000**
Water Park & Outdoor Pool	$ 0	$ 0	$ 0	$ 0	$ 1,000,000	**$ 1,000,000**
Total Parks and Recreation	**$ 65,000**	**$ 140,000**	**$ 140,000**	**$ 140,000**	**$ 1,140,000**	**$ 1,625,000**
Source of Funds						
G. O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 1,000,000	**$ 1,000,000**
Capital Note	$ 65,000	$ 140,000	$ 140,000	$ 140,000	$ 140,000	**$ 625,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 65,000**	**$ 140,000**	**$ 140,000**	**$ 140,000**	**$ 1,140,000**	**$ 1,625,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 100,000	**$ 100,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 900,000	**$ 900,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 65,000	$ 140,000	$ 140,000	$ 140,000	$ 140,000	**$ 625,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 65,000**	**$ 140,000**	**$ 140,000**	**$ 140,000**	**$ 1,140,000**	**$ 1,625,000**

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 50710

Project Name: Parks Vehicles & Equipment

Project Description

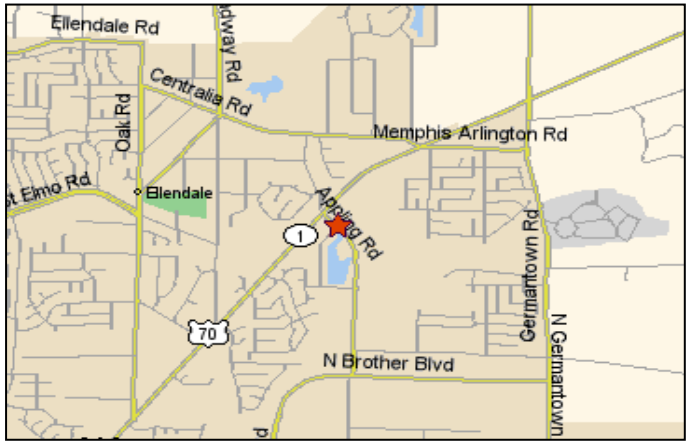
Replace a truck in 2010 and replace equipment in following years.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/09	12/09
Total Project	**07/09**	**12/09**

Location

7700 Flaherty Place.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 25,000	$ 65,000	$ 65,000	$ 65,000	$ 65,000	**$ 285,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 25,000**	**$ 65,000**	**$ 65,000**	**$ 65,000**	**$ 65,000**	**$ 285,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 25,000	$ 65,000	$ 65,000	$ 65,000	$ 65,000	**$ 285,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 25,000**	**$ 65,000**	**$ 65,000**	**$ 65,000**	**$ 65,000**	**$ 285,000**

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 54310

Project Name: Recreation Center Equipment

Project Description

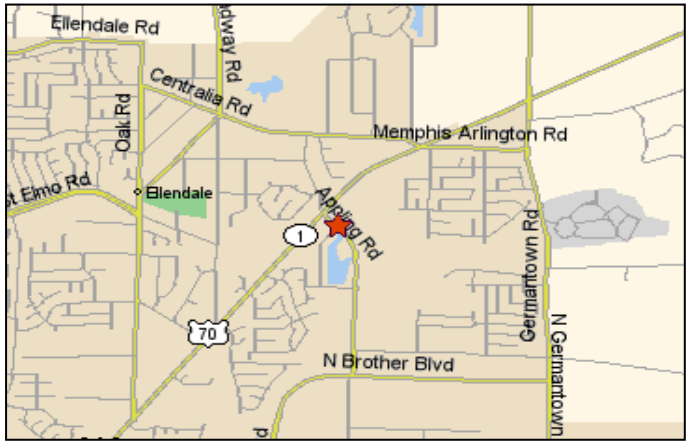
Replace fitness equipments and appliances (treadmills, cross trainers, bikes, HAVC).

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/09	06/10
Total Project	**07/09**	**06/10**

Location

7700 Flaherty Place.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 40,000	$ 75,000	$ 75,000	$ 75,000	$ 75,000	**$ 340,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 40,000**	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ 340,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 40,000	$ 75,000	$ 75,000	$ 75,000	$ 75,000	**$ 340,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 40,000**	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ 340,000**

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: To be determined

Project Name: Water Park & Outdoor Pool

Project Description

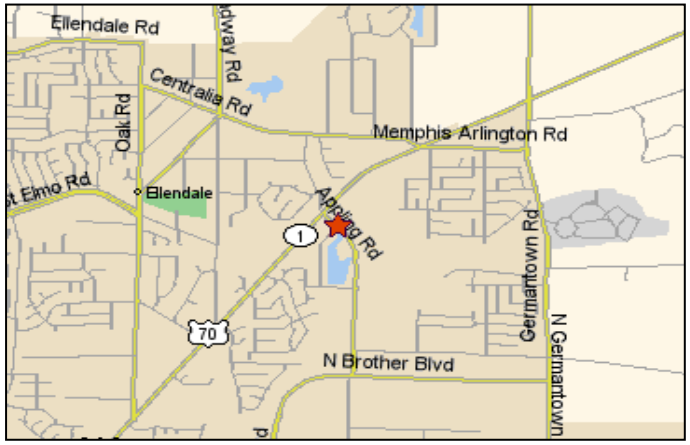
Design, engineer and build a water park and an outdoor pool.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/13	12/14
Utility Relocation	N/A	N/A
Construction	12/13	06/15
Total Project	**07/13**	**06/15**

Location

Recreation Center - 7700 Flaherty Place.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 1,000,000	**$ 1,000,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 1,000,000**	**$ 1,000,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 100,000	**$ 100,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 900,000	**$ 900,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 1,000,000**	**$ 1,000,000**

UTILITY FUND SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

PROJECT	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Water						
Tank Maint. & Paint	$ 115,000	$ 115,000	$ 123,000	$ 123,000	$ 123,000	**$ 599,000**
Water Line Upgrades	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	**$ 250,000**
Water Plant Well - Ardie	$ 0	$ 40,000	$ 500,000	$ 0	$ 0	**$ 540,000**
Retrofit Reservoir - Germantown	$ 0	$ 200,000	$ 2,000,000	$ 0	$ 0	**$ 2,200,000**
Water Plant Site Purchase	$ 0	$ 125,000	$ 0	$ 0	$ 0	**$ 125,000**
Austin Peay Xing	$ 0	$ 0	$ 80,000	$ 0	$ 0	**$ 80,000**
Total Water	**$ 165,000**	**$ 530,000**	**$ 2,753,000**	**$ 173,000**	**$ 173,000**	**$ 3,794,000**
Sewers						
Sewers in Annexation Area	$ 400,000	$ 400,000	$ 400,000	$ 400,000	$ 400,000	**$ 2,000,000**
Sewer Rehab	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	**$ 500,000**
Sewer Line Upgrades	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	**$ 500,000**
Wolf River Interceptor	$ 95,175	$ 0	$ 0	$ 0	$ 0	**$ 95,175**
Upgrade Sewage Plant #2	$ 0	$ 300,000	$ 0	$ 1,500,000	$ 1,500,000	**$ 3,300,000**
Sludge Digestion Upgrade	$ 0	$ 0	$ 125,000	$ 250,000	$ 0	**$ 375,000**
Buckhead Outfall	$ 0	$ 0	$ 0	$ 0	$ 250,000	**$ 250,000**
Total Sewers	**$ 695,175**	**$ 900,000**	**$ 725,000**	**$ 2,350,000**	**$ 2,350,000**	**$ 7,020,175**
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 860,175	$ 980,000	$ 2,978,000	$ 2,023,000	$ 2,023,000	**$ 8,864,175**
Utility Operating Transfer In	$ 0	$ 450,000	$ 500,000	$ 500,000	$ 500,000	**$ 1,950,000**
Total Source	**$ 860,175**	**$ 1,430,000**	**$ 3,478,000**	**$ 2,523,000**	**$ 2,523,000**	**$ 10,814,175**
Project Costs						
Land/Right of Way	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Design/Engineering	$ 0	$ 365,000	$ 0	$ 0	$ 0	**$ 365,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 745,175	$ 650,000	$ 3,355,000	$ 2,400,000	$ 2,400,000	**$ 9,550,175**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 115,000	$ 115,000	$ 123,000	$ 123,000	$ 123,000	**$ 599,000**
Total Project Costs	**$ 860,175**	**$ 1,430,000**	**$ 3,478,000**	**$ 2,523,000**	**$ 2,523,000**	**$ 10,814,175**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 70110

Project Name: Tank Maintenance & Paint

Project Description

To paint and clean water tanks.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/09	06/10
Total Project	**N/A**	**N/A**

Location

All water tanks located in the City of Bartlett.

Location Map

All water tanks located in the City of Bartlett.

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 115,000	$ 115,000	$ 123,000	$ 123,000	$ 123,000	**$ 599,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 115,000**	**$ 115,000**	**$ 123,000**	**$ 123,000**	**$ 123,000**	**$ 599,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 115,000	$ 115,000	$ 123,000	$ 123,000	$ 123,000	**$ 599,000**
Total Project Costs	**$ 115,000**	**$ 115,000**	**$ 123,000**	**$ 123,000**	**$ 123,000**	**$ 599,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 70210

Project Name: Water Line Upgrades

Project Description

Various upgrades needed to maintain system.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/09	06/10
Total Project	**07/09**	**06/10**

Location

Various locations around the City.

Location Map

Various locations around the City.

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 50,000	$ 0	$ 50,000	$ 50,000	$ 50,000	**$ 200,000**
Utility Operating Transfer In	$ 0	$ 50,000	$ 0	$ 0	$ 0	**$ 50,000**
Total Source	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 250,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	**$ 250,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 250,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: To be determined

Project Name: Water Plant Well - Ardie

Project Description

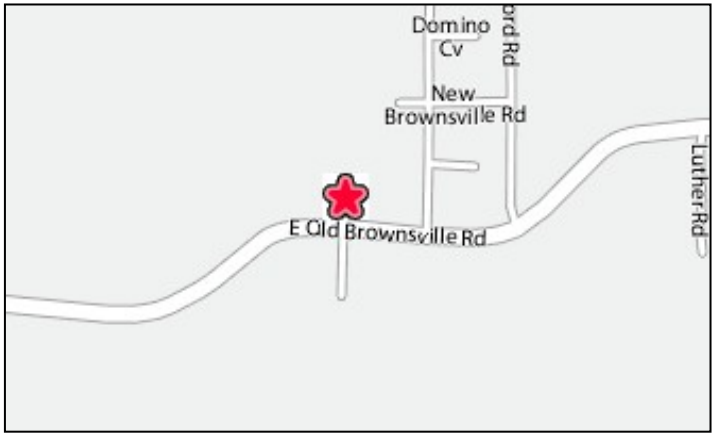
Construct a new water plant well.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/10	06/11
Utility Relocation	N/A	N/A
Construction	07/11	06/12
Total Project	**07/10**	**06/12**

Location

Ardie and Old Brownsville Road.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 0	$ 40,000	$ 500,000	$ 0	$ 0	**$ 540,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 40,000**	**$ 500,000**	**$ 0**	**$ 0**	**$ 540,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 40,000	$ 0	$ 0	$ 0	**$ 40,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 500,000	$ 0	$ 0	**$ 500,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 40,000**	**$ 500,000**	**$ 0**	**$ 0**	**$ 540,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

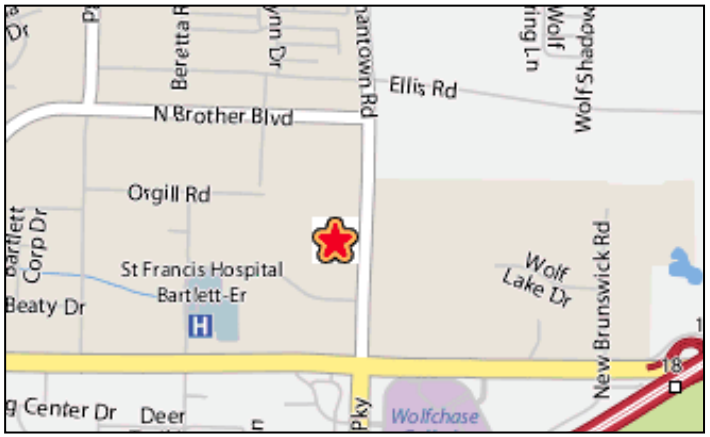
Project No.: 715

Project Name: Retrofit Reservoir - Germantown

Project Description
Repair and maintain the current resevoir.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/10	06/11
Utility Relocation	N/A	N/A
Construction	07/11	06/12
Total Project	**07/10**	**06/12**

Location
Germantown water plant.

Location Map


Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 0	$ 200,000	$ 2,000,000	$ 0	$ 0	**$ 2,200,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 200,000**	**$ 2,000,000**	**$ 0**	**$ 0**	**$ 2,200,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 200,000	$ 0	$ 0	$ 0	**$ 200,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 2,000,000	$ 0	$ 0	**$ 2,000,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 200,000**	**$ 2,000,000**	**$ 0**	**$ 0**	**$ 2,200,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: To be determined

Project Name: Water Plant Site Purchase

Project Description

Purchase site for a future water Plant.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/10	06/11
Utility Relocation	N/A	N/A
Construction	N/A	N/A
Total Project	**07/10**	**06/11**

Location

Locate and purchase site in north basin area.

Location Map

Exact location to be determined.

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 0	$ 125,000	$ 0	$ 0	$ 0	**$ 125,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 125,000**	**$ 0**	**$ 0**	**$ 0**	**$ 125,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 125,000	$ 0	$ 0	$ 0	**$ 125,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 125,000**	**$ 0**	**$ 0**	**$ 0**	**$ 125,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: To be determined

Project Name: Austin Peay Xing

Project Description

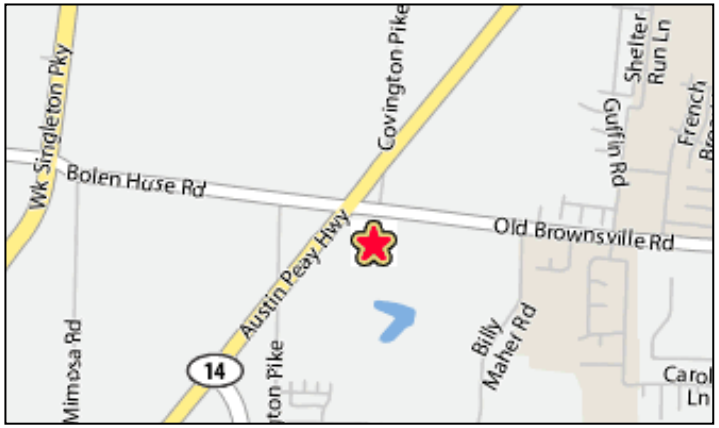
Install 16' water main under new construction at Austin Peay Highway.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/11	06/12
Total Project	**07/11**	**06/12**

Location

Austin Peay Highway and Old Brownsville.

Location Map



Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 0	$ 0	$ 80,000	$ 0	$ 0	**$ 80,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 0**	**$ 80,000**	**$ 0**	**$ 0**	**$ 80,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 80,000	$ 0	$ 0	**$ 80,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 0**	**$ 80,000**	**$ 0**	**$ 0**	**$ 80,000**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 81110

Project Name: Sewers in Annexation Area

Project Description

Funds for extending sewers in our annexed areas.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/09	06/10
Total Project	**07/09**	**06/10**

Location

These projects are located at various locations around the City.

Location Map

These projects are located at various locations around the City.

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 400,000	$ 0	$ 0	$ 0	$ 0	**$ 400,000**
Utility Operating Transfer In	$ 0	$ 400,000	$ 400,000	$ 400,000	$ 400,000	**$ 1,600,000**
Total Source	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 2,000,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 400,000	$ 400,000	$ 400,000	$ 400,000	$ 400,000	**$ 2,000,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 2,000,000**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 81610

Project Name: Sewer Rehab

Project Description

These projects are for the rehabilitation of existing sewer lines around the City.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/09	06/10
Total Project	**07/09**	**06/10**

Location

These projects are located at various locations around the City.

Location Map

These projects are located at various locations around the City.

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	**$ 500,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 500,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	**$ 500,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 500,000**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 81810

Project Name: Sewer Line Upgrades

Project Description

Various upgrades needed to maintain system.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/09	06/10
Total Project	**07/09**	**06/10**

Location

Various locations around the City.

Location Map

These projects are located at various locations around the City.

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 100,000	$ 100,000	$ 0	$ 0	$ 0	**$ 200,000**
Utility Operating Transfer In	$ 0	$ 0	$ 100,000	$ 100,000	$ 100,000	**$ 300,000**
Total Source	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 500,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	**$ 500,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 500,000**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 820

Project Name: Wolf River Interceptor

Project Description

Payment to the City of Memphis for our part of the Wolf River sewer improvements.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/09	06/10
Total Project	**07/09**	**06/10**

Location

North leg of the 240 Interstate between Covington Pike and Jackson Avenue.

Location Map

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 95,175	$ 0	$ 0	$ 0	$ 0	**$ 95,175**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 95,175**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 95,175**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 95,175	$ 0	$ 0	$ 0	$ 0	**$ 95,175**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 95,175**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 95,175**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: To be determined

Project Name: Upgrade Sewage Plant #2

Project Description

Buy land and construct a new sewer plant.

Project Schedule	Start	Finish
Land/Right of Way	07/10	10/10
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/12	06/14
Total Project	**07/10**	**06/14**

Location

Area north of the river

Location Map

Exact location to be determined.

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 0	$ 300,000	$ 0	$ 1,500,000	$ 1,500,000	**$ 3,300,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 300,000**	**$ 0**	**$ 1,500,000**	**$ 1,500,000**	**$ 3,300,000**
Project Costs						
Land/Right of Way	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 1,500,000	$ 1,500,000	**$ 3,000,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 300,000**	**$ 0**	**$ 1,500,000**	**$ 1,500,000**	**$ 3,300,000**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: To be determined

Project Name: Sludge Digestion Upgrade

Project Description

Upgrade air supply for the sludge digestion at sewer plant #1.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/11	12/11
Utility Relocation	N/A	N/A
Construction	01/12	12/12
Total Project	**07/11**	**12/12**

Location

Shelter Run Lane.

Location Map

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 0	$ 0	$ 125,000	$ 250,000	$ 0	**$ 375,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 0**	**$ 125,000**	**$ 250,000**	**$ 0**	**$ 375,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 125,000	$ 250,000	$ 0	**$ 375,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 0**	**$ 125,000**	**$ 250,000**	**$ 0**	**$ 375,000**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

Project No.: 819

Project Name: Buckhead Outfall

Project Description

Install new sanitary sewer outfall from Westbrook to Germantown Road.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/12	12/12
Utility Relocation	N/A	N/A
Construction	07/13	07/14
Total Project	**N/A**	**N/A**

Location

Westbrook and Germantown Road.

Location Map

Impact on Operating Budget	FY 2010	FY 2011	FY 2012
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 0	$ 0	$ 0	$ 0	$ 250,000	**$ 250,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 250,000**	**$ 250,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 250,000	**$ 250,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 250,000**	**$ 250,000**

CITY OF BARTLETT

TENNESSEE

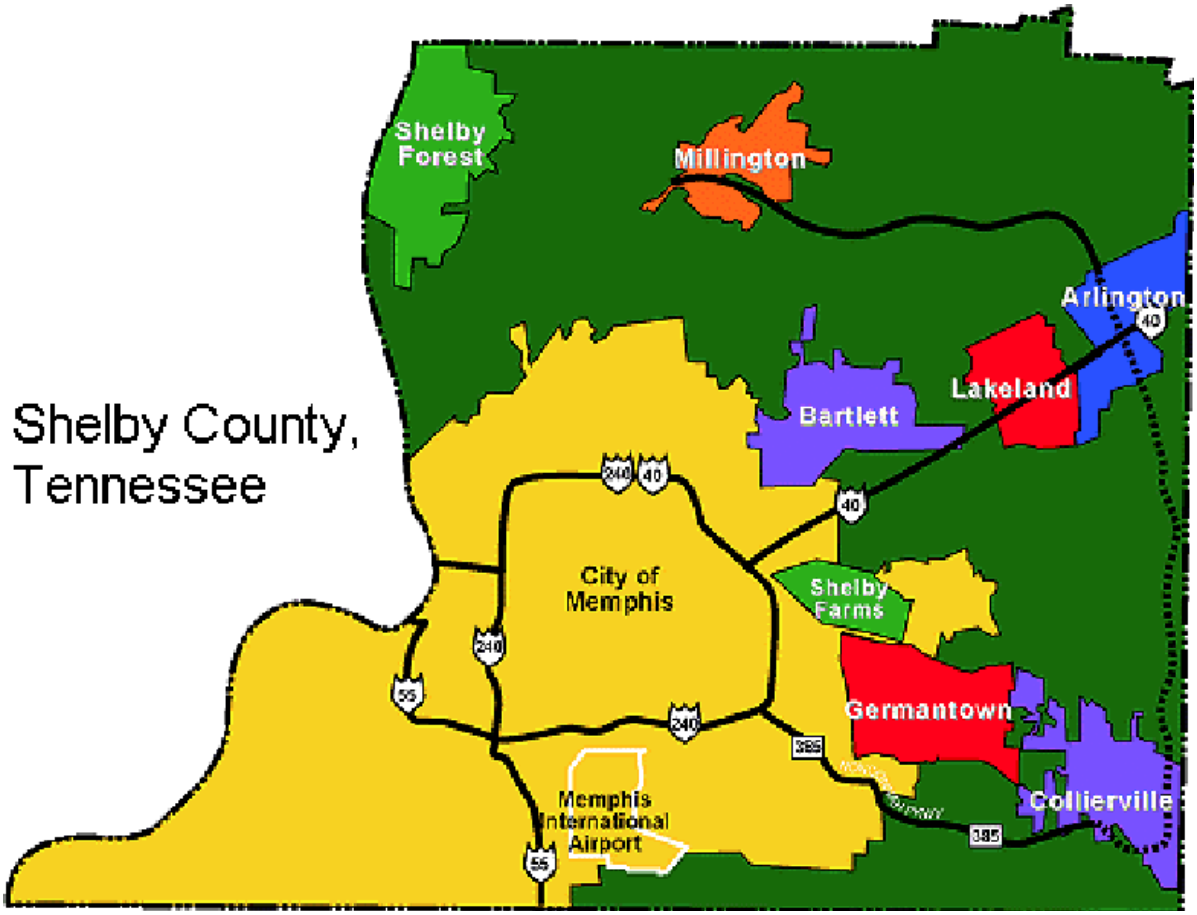
APPENDIX

Date of Incorporation – 1866
Date Charter Adopted – April 14, 1993
Form of Government – Mayor and Aldermen

Bartlett, with a 2000 census population of 40,543 is the geographic center of Shelby County and the second largest city in Shelby County. The Memphis MSA, in which Bartlett is included, has a population of over one million people. The City covers over 23.43 square miles and has a reserve annexation area of about 17 square miles. Bartlett has grown steadily through the 70's, 80's and 90's through commercial and residential development and annexation.

Bartlett's industrial area is home to many companies including Brother Industries USA, Brother International Corporation, Gyrus ENT, Brimhall Foods Company and the USDA Cotton Classing Plant. While home for many industries, Bartlett continues to maintain its small town atmosphere. Historic Bartlett Station, the Gotten House Museum, the Bartlett Performing Arts and Conference Center and numerous public parks provide year round cultural and recreational opportunities for Bartlett residents.

With great schools, a low tax rate, first-class recreational facilities and great neighborhoods Bartlett offers its citizens a small town atmosphere in a metropolitan area.



BARTLETT COMMUNITY PROFILE

GEOGRAPHIC

Total Square Miles in City Limits		26.6
Miles of Streets		286
City Lane Miles	605	
State Highway Lane Miles	18.75	
Total Lane Miles		624

SEWER SYSTEM

Miles of Sewer Lines	316
Number of Sewer Connections	18,444
Pump Stations	28
Capacity of Bartlett System (Gallons/day)	2,700,000

WATER SYSTEM

Miles of Water Lines	371
Number of Water Connections	19,894
Number of Water Plants	4
Number of Storage Tanks	9
Capacity of Bartlett System (max gallon/day)	17,000,000

RECREATION

Number of Parks		27
Total Acres	706	
Developed	24	
Undeveloped	3	
Number of Tennis Courts		14
Number of Baseball Fields		17
Miles of Walking Trails		11.75

PUBLIC SAFETY

Number of Fire Stations	5
Number of Commissioned Police Officers	110

SCHEDULE OF MAJOR TAXPAYERS (2008)

Customer Name	Assessed Value
Brother Industries	$ 31,264,360
Saint Francis Hospital	18,376,320
Bartlett Logistics One LLC	9,446,160
Bell South Telecommunication	9,318,585
Bristol Park at Wolfchase GP	8,637,080
Weingarten Nostat Inc	7,017,200

POPULATION (US Census)

1970	1,638
1980	17,170
1990	26,989
2000	40,543
Age (median age 36.6)	
Under 25 years	14,558
25 to 44 years	12,166
45 to 64 years	10,336
65 years and over	3,483
Race	
White	37,476
Black and African America	1,971
Asian	502
American Indian & Alaskan	112
Other Race(s)	482

HOUSING STARTS

2005	314
2006	358
2007	215
2008	107

COMMERCIAL INDUSTRIAL/PERMITS

2005	109
2006	131
2007	97
2008	89

HOUSING UNITS

Owner Occupied	12,699
Renter Occupied	1,074
Average Family Size	3.18

2009 TAX YEAR

Property Tax Rate	1.49
Local Sales Tax	2.25%
State Sales Tax	7.00%
Bond Ratings	
Standard and Poor's	AA+
Moody's	Aa2

CIP PROJECT SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

PROJECT	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
FUNDING SOURCES						
General Obligation Bonds	$ 2,025,000	$ 1,915,000	$ 1,100,000	$ 3,690,000	$ 1,050,000	**$ 9,780,000**
Utility Bonds	$ 860,175	$ 980,000	$ 2,978,000	$ 2,023,000	$ 2,023,000	**$ 8,864,175**
Capital Note	$ 245,000	$ 921,500	$ 949,500	$ 927,000	$ 952,000	**$ 3,995,000**
911 Funds	$ 32,600	$ 0	$ 0	$ 0	$ 0	**$ 32,600**
Utility Operating Transfer In	$ 0	$ 450,000	$ 500,000	$ 500,000	$ 500,000	**$ 1,950,000**
Total Funding Sources	**$ 3,162,775**	**$ 4,266,500**	**$ 5,527,500**	**$ 7,140,000**	**$ 4,525,000**	**$ 24,621,775**
PROJECT COST						
Administrative						
Vehicles	$ 20,000	$ 25,000	$ 28,000	$ 30,000	$ 30,000	**$ 133,000**
Building/Infrastructure Project	$ 500,000	$ 0	$ 0	$ 0	$ 0	**$ 500,000**
Total Administrative	**$ 520,000**	**$ 25,000**	**$ 28,000**	**$ 30,000**	**$ 30,000**	**$ 633,000**
Police						
Police Vehicles & Equipment	$ 97,000	$ 435,000	$ 435,000	$ 435,000	$ 435,000	**$ 1,837,000**
Dispatch Consoles	$ 32,600	$ 0	$ 0	$ 0	$ 0	**$ 32,600**
Carpet Replacement	$ 38,000	$ 0	$ 0	$ 0	$ 0	**$ 38,000**
Total Police	**$ 167,600**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 1,907,600**
Fire						
Fire Vehicles	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	**$ 125,000**
Fire Ambulances	$ 120,000	$ 120,000	$ 0	$ 0	$ 0	**$ 240,000**
Fire - Pumper	$ 0	$ 375,000	$ 0	$ 0	$ 0	**$ 375,000**
Fire - Aerial Truck	$ 0	$ 750,000	$ 0	$ 0	$ 0	**$ 750,000**
Total Fire	**$ 145,000**	**$ 1,270,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 1,490,000**
Code Enforcement						
Code Enforcement Vehicles	$ 0	$ 25,000	$ 50,000	$ 25,000	$ 50,000	**$ 150,000**
Total Code Inspection	**$ 0**	**$ 25,000**	**$ 50,000**	**$ 25,000**	**$ 50,000**	**$ 150,000**
Public Works						
Public Works Vehicles & Equp	$ 0	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,000,000**
Total Public Works	**$ 0**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 1,000,000**

CIP PROJECT SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

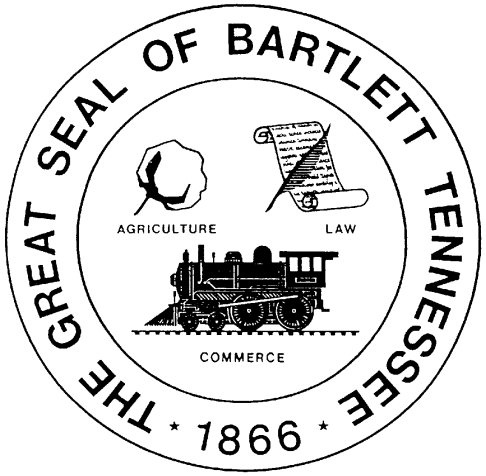
PROJECT	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Engineering						
Misc. Drainage Improvements	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	**$ 250,000**
Engineering Vehicle	$ 0	$ 21,500	$ 21,500	$ 22,000	$ 22,000	**$ 87,000**
Brunswick Road Improvements	$ 350,000	$ 0	$ 0	$ 0	$ 0	**$ 350,000**
Frank Creek Bridge Rehab	$ 50,000	$ 0	$ 500,000	$ 0	$ 0	**$ 550,000**
Kroger Signal Rehab	$ 150,000	$ 0	$ 0	$ 0	$ 0	**$ 150,000**
Taper Inlet	$ 30,000	$ 50,000	$ 0	$ 500,000	$ 0	**$ 580,000**
Appling Road Widening	$ 625,000	$ 0	$ 0	$ 0	$ 0	**$ 625,000**
Egypt Cenral/Kirby Whitten Signal	$ 150,000	$ 0	$ 0	$ 0	$ 0	**$ 150,000**
Elmore Box	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Brother & Stage Left Signal	$ 0	$ 20,000	$ 150,000	$ 0	$ 0	**$ 170,000**
Bartlett Road Bridge	$ 0	$ 250,000	$ 0	$ 0	$ 0	**$ 250,000**
Old Brownsville West	$ 0	$ 0	$ 300,000	$ 3,000,000	$ 0	**$ 3,300,000**
Germantown North	$ 0	$ 0	$ 100,000	$ 0	$ 0	**$ 100,000**
Old Brownsville East	$ 0	$ 0	$ 0	$ 140,000	$ 0	**$ 140,000**
Total Engineering	**$ 1,405,000**	**$ 691,500**	**$ 1,121,500**	**$ 3,712,000**	**$ 72,000**	**$ 7,002,000**
Parks						
Parks Vehicles & Equipment	$ 25,000	$ 65,000	$ 65,000	$ 65,000	$ 65,000	**$ 285,000**
Recreation Vehicles & Equipment	$ 40,000	$ 75,000	$ 75,000	$ 75,000	$ 75,000	**$ 340,000**
Water Park & Outdoor Pool	$ 0	$ 0	$ 0	$ 0	$ 1,000,000	**$ 1,000,000**
Total Parks	**$ 65,000**	**$ 140,000**	**$ 140,000**	**$ 140,000**	**$ 1,140,000**	**$ 1,625,000**
Water						
Tank Maint. & Paint	$ 115,000	$ 115,000	$ 123,000	$ 123,000	$ 123,000	**$ 599,000**
Water Line Upgrades	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	**$ 250,000**
Retrofit Reservoir - Germantown	$ 0	$ 200,000	$ 2,000,000	$ 0	$ 0	**$ 2,200,000**
Water Plant Site Purchase	$ 0	$ 125,000	$ 0	$ 0	$ 0	**$ 125,000**
Austin Peay Xing	$ 0	$ 0	$ 80,000	$ 0	$ 0	**$ 80,000**
Water Plant Well - Ardie	$ 0	$ 40,000	$ 500,000	$ 0	$ 0	**$ 540,000**
Total Water	**$ 165,000**	**$ 530,000**	**$ 2,753,000**	**$ 173,000**	**$ 173,000**	**$ 3,794,000**

Exhibit A

CIP PROJECT SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2010 - FY 2014

PROJECT	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	TOTAL
Sewers						
Sewers in Annexation Area	$ 400,000	$ 400,000	$ 400,000	$ 400,000	$ 400,000	**$ 2,000,000**
Sewer Rehab	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	**$ 500,000**
Sewer Line Upgrades	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	**$ 500,000**
Wolf River Interceptor	$ 95,175	$ 0	$ 0	$ 0	$ 0	**$ 95,175**
Upgrade Sewage Plant #2	$ 0	$ 300,000	$ 0	$ 1,500,000	$ 1,500,000	**$ 3,300,000**
Buckhead Outfall	$ 0	$ 0	$ 0	$ 0	$ 250,000	**$ 250,000**
Sludge Digestion Upgrade	$ 0	$ 0	$ 125,000	$ 250,000	$ 0	**$ 375,000**
Total Sewers	**$ 695,175**	**$ 900,000**	**$ 725,000**	**$ 2,350,000**	**$ 2,350,000**	**$ 7,020,175**
TOTAL CIP	**$ 3,162,775**	**$ 4,266,500**	**$ 5,527,500**	**$ 7,140,000**	**$ 4,525,000**	**$ 24,621,775**


THE GREAT SEAL OF BARTLETT TENNESSEE
AGRICULTURE
LAW
COMMERCE
* 1866 *

City of Bartlett
Fees Schedule
Fiscal Year 2009-2010

Department	Type	Amount	Frequency/Notes/Description
BSMC	Municipal Center Rental Fee		
	Weekday, M-F (8:00am-5:00pm)		
	Auditorium (all day)	$ 350.00	$70/hr with 4-hr. minimum
	Banquet Hall (all day)	$ 525.00	$100/hr with 4-hr minimum
	Boardroom (all day)	$ 175.00	$35/hr with 2-hr minimum
	Chapel (all day)	$ 350.00	$70/hr with 4-hr minimum
	Meeting Room (all day)	$ 150.00	$30/hr with 2-hr minimum
	Reception Hall (all day)	$ 250.00	$50/hr with 2-hr minimum
	Weekend and Evening Rates		
	Auditorium (all day)	$ 500.00	$100/hr with 4-hr minimum
	Banquet Hall (all day)	$ 625.00	$125/hr with 4-hr minimum
	Boardroom (all day)	$ 200.00	$40/hr with 2-hr minimum
	Chapel (all day)	$ 425.00	$85/hr with 4-hr minimum
	Meeting Room (all day)	$ 175.00	$35/hr with 2-hr minimum
	Reception Hall (all day)	$ 325.00	$65/hr with 2-hr minimum
	Equipment Rental		
	Sound Equipment (include 2hrs Tech.)	$ 150.00	All day
	Sound Techincian	$ 15.00	Per hour
	Stage Risers (3-5) panels	$ 100.00	All day
	Wedding and Reception Packages		
	Reception only		
	Banquet Hall	$ 1,200.00	5 consecutive hrs + 2 hrs decorating
	Reception Hall	$ 600.00	5 consecutive hrs + 2 hrs decorating
	Wedding only		
	Auditorium	$ 1,000.00	5 consecutive hrs + 2 hrs rehearsal
	Chapel	$ 800.00	5 consecutive hrs + 2 hrs rehearsal
	Wedding & Reception		
	Auditorium & Banquet Hall	$ 1,760.00	8 consecutive hrs + 2 hrs rehearsal
	Auditorium & Reception Hall	$ 1,280.00	8 consecutive hrs + 2 hrs rehearsal
	Chapel & Banquet Hall	$ 1,600.00	8 consecutive hrs + 2 hrs rehearsal
	Chapel & Reception Hall	$ 1,120.00	8 consecutive hrs + 2 hrs rehearsal
Finance	Alcoholic Beverage Application Fee	$ 500.00	
	Alcoholic Beverage Duplicate License Fee	$ 10.00	Each
	Alcoholic Beverage Renewal Fee	$ 500.00	Annual
	Auto Tag Renewal Fee	$ 25.00	Annual
	Beer Permit Application Fee	$ 250.00	Each
	Beer Privilege Tax	$ 100.00	Annual
	City Service Fee	$ 2.50	Monthly
	Copy fees	$ 0.25	Per page after first 5 free pages
	Legal Notice	$ 100.00	Each
	Liquor Privilege Tax License	$ 600.00	$600 - $1,000 Annual Based on Seating
	Lost Payroll Check Fee	$ 25.00	Each
	Outdoor Sales Permit Fee	$ 55.00	Each

City of Bartlett
Fees Schedule
Fiscal Year 2009-2010

Department	Type	Amount	Frequency/Notes/Description
	Penalty Personalty Property Taxes	5%	
	Penalty Real Property Taxes	5%	
	Returned Check Fee	$ 20.00	Each or Amt of check, whichever is less
	Taxicab Permit Fee, per cab	$ 80.00	Annual
	Wholesale Beer Tax	17%	Reported Monthly
	Wholesale Liquor Tax	5%	Reported Monthly
	Wine Only Privilege Tax License	$ 120.00	$120 - $200 Annual Based on Seating
	Cable Franchise Fee	5%	Annual(Applied to Gross Revenues)
	Cable Application/Bid Fee	$ 5,000.00	Per Application
	Cable Bid Copy Fee	$ 25.00	Per Cable Bid
City Court	Alcohol/Drug Treatment Fee	$ 100.00	Set by State
	Breath Alcohol Test Charge	$ 17.50	Set by State
	City Court Costs	$ 61.00	Set by City
	City Litigation Tax	$ 13.75	Can be no more that State Lit. Tax
	County Drug Treatment Fee	$ 70.00	Set by State
	Criminal Privilege Tax on Litigation	$ 29.50	Set by State
	DA Crime Fee	$ 75.00	Set by State
	Indigent Tax	$ 12.50	Set by State
	Probation Fee	$ 250.00	Set by City
	Reinstatement Fees From State	$ 10.00	Per person when DL Reinstated
	State Court Costs (Criminal Charge)	$ 62.00	Set by State
	State Court Costs (Traffic Charge)	$ 42.00	Set by State
	State Drug Treatment Fee	$ 5.00	Set by State
	State Impair Driv. Fund Fees	$ 5.00	Set by State
	State Litigation Tax	$ 13.75	Set by State
	State Tax On Crimes Against Person/Crim. Injury Fund	$ 26.50	Or $50.00 (Set by State)
	Traffic Privilege Tax on Litigation	$ 17.75	Set by State
	Traumatic Brain Injury Fund	$ 5.00	Or $15.00 (Set by State)
Planning	11 X 17 COLOR MAPS Copy Fee	$ 3.00	Each
	Administrative Review	$ 200.00	Each
	Article V – Schedule Of District Regulations Copy Fee	$ 1.75	Each
	Construction Plan	$ 100.00	Each
	Plus	$ 10.00	Per lot
	Dedication of Street	$ 300.00	Each
	Final Plan	$ 300.00	Each
	Plus	$ 20.00	Per lot
	Handbook Copy Fee	$ 6.00	Each
	Landscape/Tree Ordinance Copy Fee	$ 3.50	Each
	Master Plan	$ 300.00	Each
	Plus	$ 20.00	Per lot
	Planned Development: Outline Plan	$ 300.00	Five acres or less, $30 per acre after first five and maximum fee of $2,000

City of Bartlett
Fees Schedule
Fiscal Year 2009-2010

Department	Type	Amount	Frequency/Notes/Description
	Renotification Fee	$ 100.00	Up to 100 labels
		$ 1.00	Per label over first 100
	Reprocessing of Applications	$ 150.00	Five acres or less, $15 per acre after first five and maximum fee of $1,000
	Re-Record Plat Fees	$ 50.00	Each
	Rerecording	$ 50.00	Each
	Revocations	$ 300.00	Each
	Rezoning and Special Use Permits	$ 500.00	Five acres or less, $50 per acre after first five and maximum fee of $3,000
	Sign Ordinance Copy Fee	$ 2.75	Each
	Sign Review	$ 100.00	Each
	Sign Summary, Appendix 5 & Chart 1 Copy Fee	$ 1.25	Each
	Site Plan Review-DRC	$ 200.00	Each
	Site Plan Review (with contract)	$ 300.00	Each
	Site Plan Review (without contract)	$ 300.00	Each
	Special Exceptions	$ 300.00	Each
	Street Name Change	$ 300.00	Each
	Street, Alley Closure	$ 300.00	Each
	Subdivision Ordinance Copy Fee	$ 7.00	Each
	Variances	$ 300.00	Each
	Zoning Ordinance W/ New Ordinances Copy Fee	$ 28.50	Each
Police	Background Checks	$ 15.00	Each
	Beer Server Permits	$ 10.00	Each
	DUI Tapes/Video	$ 15.00	Each
	Fingerprints	$ 15.00	Per card
	Sexual Offender Registry	$ 150.00	Each
	Sexual Oriented Business Employee Permit Fee	$ 15.00	Annual
	Sexual Oriented Business Permit Fee	$ 500.00	Annual
	Tow fees	$ 125.00	Each
Fire	Ambulance Transport Fee for BLS	$ 400.00	For BLS
	Ambulance Transport Fee for ALS I	$ 460.00	For ALS I
	Ambulance Transport Fee for ALS II	$ 490.00	For ALS II
	Plus a mileage fee	$ 8.00	Per mile
	CERT classes fee	$ 15.00	Per person per class
	Copy fees	$ 0.25	Per page after first 5 free pages
	CPR Classes	$ 20.00	Per person per class
Code Enf.	**Building Fees**		
	Addition not exceeding 400 square feet	$ 40.00	Minimum fee (1&2 family dwelling)
	Addition of more than 400 square feet	$ 90.00	Minimum fee (1&2 family dwelling)
	Alteration and repair-per $1,000	$ 4.00	One & Two Family Dwelling
	Minimum fee of	$ 60.00	
	Certificate of Occupancy	$ 60.00	

City of Bartlett
Fees Schedule
Fiscal Year 2009-2010

Department	Type	Amount	Frequency/Notes/Description
	Commercial curb-cuts, driveway entrances & exits	$ 0.06	Minimum $30
	Commercial sidewalks	$ 30.00	On public right of way
	Conveyor Systems, Racking Systems	$ 60.00	First $250,000
	Per $1,000 for more than $250,000	$ 1.00	
	Decks & spas	$ 40.00	
	Demolition-for each 25,000 cubic feet	$ 7.00	
	Demolition-Maximum Fee	$ 500.00	
	Demolition-Minimum Fee	$ 60.00	
	Detached building <= 100 sq ft	$ 20.00	Minimum fee one story
	Detached building > 600 sq ft	$ 0.05	Per square feet
	Detached exceeding 100 sq ft <= 600 sq ft	$ 30.00	Minimum fee one story
	Fees for Amending Permits	$ 20.00	
	Fees for Issuing Permits	$ 4.00	
	Fees for miscellaneous construction	$ 8.00	Per $1,000
	Fences one-two family dwelling	$ 10.00	
	Minimum fee	$ 60.00	
	First Re-inspection Fee	$ 30.00	
	2+ Re-inspection Fee	$ 50.00	
	Gates, wall fence, or others	$ 20.00	Minimum
	Per $1,000	$ 4.00	
	Hazardous occupancies	$ 200.00	
	Imploded Structures-flat fee	$ 1,000.00	
	New construction & additions	$ 40.00	Minimum Fee (not 1&2 family dwelling)
	Less than $25,000-per $1,000	$ 4.00	
	$25,000 to $1,000,000-per $1,000	$ 3.00	Plus one-time $100
	$1,000,001 to $25 million-per $1,000	$ 2.00	Plus one-time $3,025
	$25,000,001 & above-per $1,000	$ 1.50	Plus one-time $51,025
	New construction of or addition to existing	$ 0.05	Per square foot (1&2 family dwelling)
	Minimum fee of	$ 125.00	
	Removal or moving of structures	$ 200.00	
	Special events	$ 60.00	
	Temporary construction trailer (6 months)	$ 60.00	
	Work commencing before permit issued	Double Fee	
	Electrical Permit Fees		
	0-150 amperes	$ 70.00	
	151-400 amperes	$ 125.00	
	Over 400 amperes	$ 250.00	
	277 to 480 volt phase	$ 2.00	Per Amp
	Amending Permit Fee	$ 20.00	
	Circuits with capacity of more than 1 KW		
	For the first 5 KW	$ 5.00	
	For each additional KW	$ 3.00	

City of Bartlett
Fees Schedule
Fiscal Year 2009-2010

Department	Type	Amount	Frequency/Notes/Description
	Empty Conduits	$ 10.00	For each 50' of conduit or bank of conduits
	Existing Residential Occupancies		
	1 to 5 circuits	$ 30.00	
	Over 5 circuits	$ 45.00	
	Fee for issuing permits	$ 4.00	
	Filing of Board of Appeals	$ 100.00	
	First Re-inspection fee	$ 30.00	
	2+ Re-inspection Fee	$ 50.00	
	General Inspection (not a complaint)	$ 50.00	
	Installed Motors		
	1st H.P.	$ 6.00	
	Each additional H.P.	$ 1.00	
	Fuel Pumps	$ 20.00	
	Motors moved at same address	$ 15.00	
	Low Voltage (Non-Residential)	$ 15.00	Per System/Per Floor
	Minimum permit fee	$ 15.00	
	Miscellaneous Items		
	Meter Put Back	$ 15.00	
	Recalls	$ 15.00	
	Underground or overhead low voltage cable	$ 20.00	Per 100 ft
	Miscellaneous Fees		
	Battery Charger up to 100 amperes	$ 15.00	
	Battery Charger-more than 100 amperes	$ 15.00	
	Electric welder	$ 25.00	
	Fire Ruling	$ 50.00	
	Lighting and Convenience Outlet Circuits	$ 4.00	
	Modular Res. Buildings	$ 50.00	
	Motion picture machine	$ 30.00	
	Panels	$ 15.00	
	Power Rectifier-more than 100 amperes	$ 3.00	Each unit
	Power Rectifier-up to 100 amperes	$ 15.00	
	Relocated Houses	$ 50.00	
	X-ray unit-120 volt	$ 15.00	
	X-ray unit-208/240 volt	$ 50.00	
	Mobile Homes (manufactured)	$ 50.00	
	Reconnecting Signs		
	1st circuit	$ 15.00	
	Each additional circuit	$ 2.00	
	Mercury Vapor Light P.O.L.	$ 15.00	
	Re-inspection of interior wiring	$ 50.00	Out of service for 90 days or more
	Residential Low Voltage		
	After Electrical-roughin	$ 50.00	
	Before Electrical-roughin	$ 30.00	

City of Bartlett
Fees Schedule
Fiscal Year 2009-2010

Department	Type	Amount	Frequency/Notes/Description
	Residential Temporary Meter Center	$ 25.00	
	Service, Feeder, & Panel Replacement	$ 50.00	Residential
	Signs and Decorative Circuits		
	1st circuit	$ 6.00	
	Each additional circuit	$ 4.00	
	Conduit installed for the sign circuit	$ 15.00	
	Swimming Pools		
	Above Ground Pools	$ 30.00	
	Inground Pools	$ 100.00	
	Transformers & Capacitors		
	Installations-100 watts up to 5 KVA	$ 15.00	
	Installations-each additional > 5 KVA	$ 0.50	
	Replacement	$ 20.00	
	Up to 240 volt phase	$ 1.00	Per Amp
	Work commencing before permit issued	Double Fee	
	Voltage excess of 480 volts per KVA		
	First 10,000 KVA	$ 1.50	Per KVA
	Additional KVA over 10,000 up to 50,000	$ 0.50	Each
	Each additional KVA above 50,000	$ 0.25	Each
	Gas Permit Fees		
	Fee for Amending Permits	$ 20.00	
	Fees for issuing permits	$ 4.00	
	Filing Application for Board of Appeals	$ 100.00	
	First re-inspection fee	$ 30.00	
	2+ Re-inspection Fee	$ 50.00	
	For $1 to $1,000 valuation of installation	$ 15.00	
	For each gas outlet	$ 2.50	Single Family Residence
	Gas meter put back	$ 15.00	
	Minimum Permit Fee	$ 15.00	
	Per each additional $1,000	$ 8.00	
	Work commencing before permit issued	Double Fee	
	Liquidation/Special Sale Application Fee	$ 25.00	Each
	Mechanical Permit Fees		
	Fee for Amending Permits	$ 20.00	
	Fees for Issuing permits	$ 4.00	
	Filing for Board of Appeals	$ 100.00	
	First re-inspection Fee	$ 30.00	
	2+ Re-inspection Fee	$ 50.00	
	For 1st $1,000	$ 15.00	
	For 1st $1,000	$ 16.00	
	For each additional $1,000 >$1 mil	$ 3.00	
	For each additional $1,000<$1 mil	$ 8.00	
	Minimum Permit Fee	$ 15.00	

City of Bartlett
Fees Schedule
Fiscal Year 2009-2010

Department	Type	Amount	Frequency/Notes/Description
	Work commencing before permit issued	Double Fee	
	Plan Review Fee		
	$0-$25,000 total valuation	$ 50.00	
	$25,001-$50,000 total valuation	$ 100.00	
	$50,001-$100,000 total valuation	$ 150.00	
	$100,001-$200,000 total valuation	$ 200.00	
	$200,001-$300,000 total valuation	$ 300.00	
	$300,001-$400,000 total valuation	$ 400.00	
	$400,001-$500,000 total valuation	$ 500.00	
	$500,001 and up	$ 600.00	
	Annual Sign Inspection	$ 10.00	
	Signs (New)	$ 25.00	
	Plumbing Permit Fees		
	Amending Permit Fee	$ 20.00	
	Fees for issuing permits	$ 4.00	
	Filing to Board of Appeals	$ 100.00	
	First re-inspection fee	$ 30.00	
	2+ Re-inspection Fee	$ 50.00	
	Installation of Plumbing Fixtures	$ 7.50	
	Minimum Permit fee	$ 15.00	Each Fixture
	Sewer Repair	$ 100.00	
	Per $1,000	$ 8.00	Commercial Minimum
	Sewer Replacement or Connections	$ 30.00	
	Sewer Turnaround	$ 1,500.00	
	Water Heater	$ 15.00	
	Water Service-< 1 inch > 2 inch	$ 30.00	
	Water Service-< 2 inch	$ 200.00	
	Water Service-> 1 inch	$ 20.00	
	Work commencing before permit issued	Double Fee	
Public Works	Adoption Fee	$ 65.00	Each
	Animal License Fee	$ 6.00	Each (altered)
		$ 16.00	Each (non-altered)
		$ 3.00	Replacement Cost
	Boarding Fees	$ 10.00	Per Day
	Capture Fees		
	1st offense	$ 30.00	Each
	2nd offense	$ 60.00	Each
	3rd offense	$ 90.00	Each
	Grass Cutting of Vacant Houses	Actual Cost	Materials, Equipments & Labor Cost
	Shelter Misc. Revenue	$ 25.00	Owner surrender
		$ 25.00	Cremation fee
		$ 15.00	Micro-chipping

City of Bartlett
Fees Schedule
Fiscal Year 2009-2010

Department	Type	Amount	Frequency/Notes/Description
Solid Waste	Appliance Pickup	$ 25.00	Each
	Commercial Pickup-Set Up Fee	$ 15.00	Each
	Commercial Pickup - Charge for Cart	$ 50.00	Each
	Commercial Pickup - Monthly Charges:		
	For 1 Cart	$ 20.00	Monthly
	For 2 Carts	$ 25.00	Monthly
	For 3 Carts	$ 30.00	Monthly
	Residential Cart Replacement Cost	$ 50.00	Each
	Residential Cart Addional Purchase	$ 50.00	Each
	Residential Pickup	$ 22.00	Monthly
	Special Pickup:	$ 250.00	Each - based on full brush truck
	Yard Waste Cart Purchase	$ 50.00	Each - While Grant carts are available
Water/Wastewater			
	Barrel Locks to Contractors	$ 7.50	Each
	Deposit for Fire Hydrant Meter	$ 500.00	Each
	Rental for Fire Hydrant Meter	$ 25.00	Monthly
	Water Usage of Fire Hydrant Meter	$ 1.00	Per 1,000 gal.
	City Water Rates		
	Residential -- City Customers	$ 4.00	The first 2,000 gallons
	Residential -- City Customers	$ 1.24	Next 8,000 gallons, per 1,000 gallons
	Residential -- City Customers	$ 1.14	Over 10,000 gallons, per 1,000 gallons
	Residential -- Rural Customers	$ 6.00	The first 2,000 gallons
	Residential -- Rural Customers	$ 1.86	Next 8,000 gallons, per 1,000 gallons
	Residential -- Rural Customers	$ 1.71	Over 10,000 gallons, per 1,000 gallons
	Commercial -- City Customers	$ 7.50	The first 2,000 gallons
	Commercial -- City Customers	$ 1.45	Next 8,000 gallons, per 1,000 gallons
	Commercial -- City Customers	$ 1.32	Over 10,000 gallons, per 1,000 gallons
	Commercial -- Rural Customers	$ 10.75	The first 2,000 gallons
	Commercial -- Rural Customers	$ 2.17	Next 8,000 gallons, per 1,000 gallons
	Commercial -- Rural Customers	$ 1.99	Over 10,000 gallons, per 1,000 gallons
	City Sewer Rates		
	Residential -- City Customers	$ 4.27	The first 2,000 gallons
	Residential -- City Customers	$ 1.13	each additional 1,000 gallons
	Residential -- City Customers	$ 22.00	Maximum monthly
	Residential -- Rural Customers	$ 6.27	The first 2,000 gallons
	Residential -- Rural Customers	$ 1.23	each additional 1,000 gallons
	Residential -- Rural Customers	$ 27.60	Maximum monthly
	Commercial -- City Customers	$ 10.27	The first 2,000 gallons
	Commercial -- City Customers	$ 1.23	each additional 1,000 gallons
	Commercial -- Rural Customers	$ 15.27	The first 2,000 gallons
	Commercial -- Rural Customers	$ 1.33	each additional 1,000 gallons

City of Bartlett
Fees Schedule
Fiscal Year 2009-2010

Department	Type	Amount	Frequency/Notes/Description
Engineering	Fee for Plans and Specifications (for copies)		
	From $100,000 to $250,000	$ 25.00	
	From $250,001 to $500,000	$ 50.00	
	From $500,001 to $750,000	$ 75.00	
	Greater than $750,000	$ 100.00	
	Commercial & Industrial		
	City Subdivision Inspection		
	Mimimum, per lot	$ 300.00	Whichever is greater
	Or % of Development Cost	3.0%	Whichever is greater
	Drainage Control Fee		
	For those lots not served by a detension basin	$ 500.00	Per half acre
	For those lots served by a detension basin	$ 250.00	Per half acre
	Sewer Connection Charge		
	Per Acre	$ 2,333.00	Whichever is greater
	Per Front Foot	$ 33.00	Whichever is greater
	Sewer Review Fee		
	Mimimum	$ 25.00	Per contract
	Per lot	$ 10.00	Whichever is greater
	Per 250 feet of Sewer line Extension	$ 25.00	Whichever is greater
	Subdivision and site plan review		
	Mimimum	$ 175.00	Whichever is greater
	Or % of Public Improvement Cost	1.5%	Whichever is greater
	Water Connection Fee	$ 3,000.00	Per lot
	Water Plant Expansion % of Water Main Cost	15%	
	Water System Engineering % of Water Main Cost	6%	
	Residential		
	City Subdivision Inspection		
	Mimimum, per lot	$ 300.00	Whichever is greater
	Or % of Development Cost	3.0%	Whichever is greater
	Drainage Control Fee		
	For those lots not served by a detension basin	$ 500.00	Per lot
	For those lots served by a detension basin	$ 250.00	Per lot
	Park Land Development Fee	$ 700.00	Per lot
	Sewer Connection Charge	$ 2,000.00	
	Sewer Review Fee		
	Mimimum	$ 25.00	Per contract
	Per lot	$ 10.00	Whichever is greater
	Per 250 feet of Sewer line Extension	$ 25.00	Whichever is greater
	Subdivision and site plan review	$ 175.00	Per lot
	Water Connection Fee	$ 2,000.00	Per lot
	Water Plant Expansion Percent of Water Main Cost	15%	
	Water System Engineering % of Water Main Cost	6%	
	Street Cut Permit per 25 feet of cut	$ 10.00	

City of Bartlett
Fees Schedule
Fiscal Year 2009-2010

Department	Type	Amount	Frequency/Notes/Description
Parks	Facility Rental		
	Dixon-Brewer Park Gazebo	$ 40.00	Residents (1/2 day/$80 all day)
		$ 60.00	Non-Residents(1/2 day/$120 all day)
	Ellendale Park Pavilion	$ 40.00	Residents (1/2 day/$80 all day)
		$ 60.00	Non-Residents(1/2 day/$120 all day)
	W. J. Freeman Park - Gazebo	$ 30.00	Residents (1/2 day/$60 all day)
		$ 45.00	Non-Residents(1/2 day/$90 all day)
	W. J. Freeman Park - Pavilion	$ 50.00	Residents(1/2 day/$100 all day)
		$ 75.00	Non-Residents(1/2 day/$150 all day)
Athletics	Adult Sports	$ 500.00	Softball
		$ 500.00	Basketball
		$ 150.00	Volleyball
	Facility Rental		
	Deermont	$ 2,000.00	Weekend
	Ellendale, Freeman & Appling	$ 100.00	Per field per day
	Late Registration	$ 20.00	Per person
	Lights	$ 15.00	Per 1.5hr
	Tennis Fees	$ 10.00	Per player
	Tournament Fees	$ 200.00	Per team
	Youth Sports-per person	$ 70.00	Baseball, Softball & Basketball
		$ 50.00	Volleyball
	Plus Non-Resident fee	$ 30.00	Per person
Singleton C.C.	Adult Classes		
	Bench Aerobics	$ 4.00	Per class
	Tennis		
	Womeodu Adult Tennis	$ 60.00	Resident per month
		$ 65.00	Nonresident per month
	Womeodu Adult Tennis Leagues	$ 60.00	Resident per month
		$ 65.00	Nonresident per month
	Belly Dancing	$ 75.00	Resident per session
		$ 80.00	Nonresident per session
	Zumba	$ 6.00	Resident & Non Res. Per Class
	Yoga	$ 5.00	Per class
	Chair Yoga	$ 5.00	Per class
	Clogging	$ 25.00	Resident per month
		$ 30.00	Nonresident per month
		$ 15.00	Senior per month
	Pilates	$ 6.00	Per class
	Pottery with Susie	$ 130.00	Resident per session
		$ 135.00	Nonresident per session

City of Bartlett
Fees Schedule
Fiscal Year 2009-2010

Department	Type	Amount	Frequency/Notes/Description
	Art Programs		
	Children's Art Classes	$ 175.00	Resident Per session (Ages 9-14)
		$ 180.00	Nonresident Per session (Ages 9-14)
		$ 150.00	Resident per session (Ages 5-8)
		$ 155.00	Nonresident per session (Ages 5-8)
	Saturday Artists	$ 150.00	Resident Per Session (Ages 5-8)
		$ 155.00	Non Res. Per Session (Ages 5-8)
		$ 175.00	Resident Per Session (Ages 9-14)
		$ 180.00	Non Res. Per Session (Ages 9-14)
	Dance		
	Bartlett Dance Factory	$ 40.00	Resident per month
		$ 45.00	Nonresident per month
	Bartlett Dance Factory - Summer Dance	$ 80.00	Resident per session
		$ 90.00	Nonresident per session
	Spring Break Camp	$ 105.00	Residend & Non Res. Per week
	Summer Day Camp	$ 705.00	Resident
		$ 755.00	Non-resident
	Facility Rental	$ 35.00	Resident per hour
		$ 45.00	Nonresident per hour
		$ 90.00	Resident per After Hours
	Flamingo's	$ 45.00	
		$ 100.00	Nonresident per After Hours
	Golf Tournament	$ 90.00	Each player
	IDs	$ 10.00	Resident per year
		$ 30.00	Nonresident per year
		$ 5.00	Day Pass
	Kids Night Out	$ 5.00	1st and 3rd Friday each Month
	Martial Arts		
	Karate	$ 60.00	Resident per month
		$ 65.00	Nonresident per month
	Kendo	$ 20.00	Per month
	Preschool		
	Literature-4 & 5 yrs old (Fridays)	$ 40.00	Resident per session
		$ 45.00	Nonresident per session
	Preschool-2 yrs old	$ 80.00	Resident per month
		$ 85.00	Nonresident per month
	Preschool-3 & 4 yrs old	$ 70.00	Resident per month
		$ 75.00	Nonresident per month
	Preschool Summer Funtime-2 & 3 yrs old	$ 40.00	Resident per month
		$ 45.00	Nonresident per month
	Preschool Summer Funtime - 4-5 yrs old	$ 60.00	Resident per month
		$ 65.00	Nonresident per month

City of Bartlett
Fees Schedule
Fiscal Year 2009-2010

Department	Type	Amount	Frequency/Notes/Description
	Special Events		
	Garage Sale	$ 30.00	Each
	Halloween	$ 1.00	Per adult
	Holly Craft	$ 60.00	Each
	Pet Show	$ 10.00	Each pet
	Run	$ 15.00	Each
	Turkey Shoot	$ 1.00	Each
	Youth Classes		
	Acrobatics & Tumbling	$ 15.00	Resident Per class
		$ 20.00	Nonresident per class
	ACT Prep	$ 180.00	Resident per session
		$ 185.00	Nonresident per session
	Tennis (Ages 7-17)	$ 60.00	Resident - 1 Lesson Per Week
		$ 65.00	Non Resident - 1 Lesson Per Week
	Womeodu Summer Tennis Academy (Ages 7-17)	$ 100.00	Resident Per Week
		$ 105.00	Non Resident Per Week
	Junior Novice Tournament	$ 35.00	Resident per session
		$ 40.00	Nonresident per session
	Engineering Fun Times	$ 50.00	Resident per semester
		$ 55.00	Nonresident per semester
	Babysitter Workshop	$ 40.00	Per session
	Beginner Guitar	$ 20.00	Per 1/2 hr session
	Cheerleading	$ 7.00	Per Week
	Driver Education	$ 385.00	Resident per session
		$ 390.00	Nonresident per session
	Piano with Shirley (Ages 6-High School)	$ 20.00	Per 1/2 hr session
	Piano with with Melanie (Ages 6-Adults)	$ 80.00	Per Month
	Private and Group Lessons	$ 30.00	Per hour
		$ 15.00	Per 1/2 hour
	Tutoring/Elementary	$ 15.00	Per 1 hr session
	Tutoring/Middle School	$ 20.00	Per 1 hr session
	Tutoring/High School	$ 25.00	Per 1 hr session
	Youth Tennis Clinic	$ 120.00	Resident per session
		$ 125.00	Nonresident per session
Senior Center	Ballroom Dance	$3.00	Per class
	Ceramics	$10.00	Per month
	Computer Classes	$50.00	Per session
	Duplicate Bridge	$0.50	Per session
	Friday Night Dance	$5.00	Members
		$6.00	Non-Members

City of Bartlett
Fees Schedule
Fiscal Year 2009-2010

Department	Type	Amount	Frequency/Notes/Description
	Facility Rental		
	Classroom (except #2)	$40.00	Resident Per Hour / Two Hour Min.
		$45.00	Non-Resident Per Hour / 2 Hr Min.
	Classroom # 2	$45.00	Resident Per Hour / Two Hour Min.
		$50.00	Non-Resident Per Hour / 2 Hr Min.
	Auditorium	$90.00	Resident Per Hour / Two Hour Min.
		$95.00	Non-Resident Per Hour / 2 Hr Min.
	For Profit Rentals	$5.00	Per Hour Added to Standard Rental Fee
	Line Dance Class	$3.00	Per class
	Manicures	$12.00	Per appointment
	Memberships	$10.00	Per year
	Pedicures	$18.00	Per appointment
	Spanish Lessons	$20.00	Per 8 week Session
	Tai Chi	$2.00	Per class
	Yoga	$2.00	Per class
Recreation Center			
	Corporate Family	$ 605.00	Yearly
	Corporate Senior Family	$ 508.00	Yearly
	Corporate Senior Single	$ 335.00	Yearly
	Corporate Single	$ 400.00	Yearly
	Employee Family	$ 384.00	Yearly
	Employee Senior Family	$ 276.00	Yearly
	Employee Senior Single	$ 192.00	Yearly
	Employee Single	$ 252.00	Yearly
	Non-Resident College Membership	$ 161.00	Yearly
	Non-Resident Day Pass Daily	$ 15.00	Daily
	Non-Resident Day Pass Weekly	$ 35.00	Weekly
	Non-Resident Family	$ 734.00	Yearly
	Non-Resident Senior Family	$ 659.00	Yearly
	Non-Resident Senior Single	$ 432.00	Yearly
	Non-Resident Single	$ 486.00	Yearly
	Resident College Membership	$ 143.75	Yearly
	Resident Day Pass Daily	$ 10.00	Daily
	Resident Day Pass Weekly	$ 23.00	Weekly
	Resident Family	$ 486.00	Yearly
	Resident Senior Family	$ 356.00	Yearly
	Resident Senior Single	$ 238.00	Yearly
	Resident Single	$ 313.00	Yearly
	Aquatics		
	1 student 1 lession per mem	$ 20.00	
	1 student 1 lession per non-mem	$ 35.00	
	1 student 4 lessions per mem	$ 70.00	
	1 student 4 lessions per non-mem	$ 85.00	

City of Bartlett
Fees Schedule
Fiscal Year 2009-2010

Department	Type	Amount	Frequency/Notes/Description
	Lifeguard Instructor mem	$ 180.00	
	Lifeguard Instructor non- mem	$ 195.00	
	Lifeguard recert mem fee	$ 50.00	
	Lifeguard recert non-mem fee	$ 65.00	
	Lifeguard training mem fee	$ 160.00	
	Lifeguard training non-mem fee	$ 175.00	
	Masters swim mem daily	free	
	Masters swim non-mem daily	$ 25.00	
	Recert fee	$ 7.00	
	Swim class member fee	$ 60.00	
	Swim class non-member fee	$ 75.00	
	Swim club registration	$ 10.00	
	WSI class mem	$ 170.00	
	WSI class non-mem	$ 185.00	
	Daycare		
	Daycare mem 12 sessions	$ 20.00	
	Daycare mem 6 sessions	$ 10.00	
	Daycare mem daily	$ 2.00	
	Daycare non-mem 12 sessions	$ 20.00	
	Daycare non-mem 6 sessions	$ 10.00	
	Daycare non-mem daily	$ 2.00	
	Unlimited childcare 1 mo.	$ 30.00	
	Facility Rental		
	Basketball court rental	$ 40.00	
	Home School Swim	$ 3.00	
	HS Lap Lane Rental fee	$ 10.00	
	Lock-In Rental Balance	$ 700.00	
	Lock-In Rental Deposit	$ 100.00	
	Pantry room	$ 20.00	
	Party room mem	$ 52.50	
	Party room non-mem	$ 60.00	
	Racquetball court rental	$ 20.00	
	Scuba	$ 10.00	
	Volleyball court rental	$ 75.00	
	Yearly locker rental	$ 60.00	
	Fitness		
	1 Hr Personal Training Member	$ 50.00	
	1 Hr Personal Training Non-Member	$ 65.00	
	12 Hrs Personal Training Member	$ 513.00	
	12 Hrs Personal Training Non-Member	$ 684.00	
	2 Hr Update Personal Training	$ 75.00	
	20 Hrs Personal Training Member	$ 800.00	
	20 Hrs Personal Training Non-Member	$ 1,000.00	

City of Bartlett
Fees Schedule
Fiscal Year 2009-2010

Department	Type	Amount	Frequency/Notes/Description
	20/20/20 Senior Member	$ 130.00	
	20/20/20 Senior Non-Member	$ 170.00	
	3 Hr Personal Training Member	$ 100.00	
	3 Hr Personal Training Non-Member	$ 145.00	
	30 Hrs Personal Training Member	$ 1,050.00	
	30 Hrs Personal Training Non-Member	$ 1,350.00	
	6 Hrs Personal Training Member	$ 270.00	
	6 Hrs Personal Training Non-Member	$ 360.00	
	Eager To Exercise Mem	$ 30.00	
	Eager To Exercise Non-Mem	$ 40.00	
	Fast Track	$ 225.00	
	Fitness Assessment	$ 25.00	
	Indoor Triathlon	$ 20.00	
	Just For Teens Member	$ 65.00	
	Just For Teens Non-Member	$ 85.00	
	Just For Women Member	$ 130.00	
	Just For women Non-Member	$ 170.00	
	Team Training 1 Mem & 1 Non- Mem 1session	$ 65.00	
	Team Training 1 Mem & 1 Non-Mem 8 sessions	$ 440.00	
	Team Training 1 Mem & 1 Non-Mem 12 sessions	$ 540.00	
	Team Training 2 Members 1 session	$ 60.00	
	Team Training 2 Members 8 sessions	$ 400.00	
	Team Training 2 Members 12 sessions	$ 480.00	
	Team Training 2 Non-Mem 1 session	$ 70.00	
	Team Training 2 Non-mem 8 sessions	$ 480.00	
	Team Training 2 Non-mem 12 sessions	$ 600.00	
	Martial Arts Contract Monthly	$ 450.00	
	Other Recreation Center		
	Basketball league registration	$ 40.00	
	Camp 2 wk mem	$ 250.00	
	Camp 2 wk mem 1st sibling	$ 235.00	
	Camp 2 wk mem 2nd sibling	$ 225.00	
	Camp 2 wk non-mem	$ 300.00	
	Camp 2 wk non-mem 1st sibling	$ 285.00	
	Camp 2 wk non-mem 2nd sibling	$ 275.00	
	Camp 4 wk mem	$ 500.00	
	Camp 4 wk mem 1st sibling	$ 470.00	
	Camp 4 wk mem 2nd sibling	$ 450.00	
	Camp 4 wk non-mem	$ 600.00	
	Camp 4 wk non-mem 1st sibling	$ 570.00	
	Camp 4 wk non-mem 2nd sibling	$ 550.00	
	Camp 6 wk mem	$ 750.00	
	Camp 6 wk mem 1st sibling	$ 705.00	

City of Bartlett
Fees Schedule
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Department	Type	Amount	Frequency/Notes/Description
	Camp 6 wk mem 2nd sibling	$ 675.00	
	Camp 6 wk non-mem	$ 900.00	
	Camp 6 wk non-mem 1st sibling	$ 855.00	
	Camp 6 wk non-mem 2nd sibling	$ 825.00	
	Camp 8 wk mem	$ 1,000.00	
	Camp 8 wk mem 1st sibling	$ 940.00	
	Camp 8 wk mem 2nd sibling	$ 900.00	
	Camp 8 wk non-mem	$ 1,200.00	
	Camp 8 wk non-mem 1st sibling	$ 1,140.00	
	Camp 8 wk non-mem 2nd sibling	$ 1,100.00	
	Camp care before & after	$ 25.00	
	Camp care before or after	$ 15.00	
	Health Non-Profit Booth	$ 25.00	
	Health Profit Booth	$ 35.00	
	Junior Youth members	$ 20.00	
	JYM special	$ 50.00	
	Kids Night Out mem	$ 10.00	
	Kids Night Out Non-Mem	$ 15.00	
	Lock-in Member	$ 20.00	
	Lock-in member additional child	$ 15.00	
	Lock-in non member	$ 25.00	
	Lock-in non member additional child	$ 20.00	
	Racquetball league mem	$ 20.00	
	Racquetball league non-mem	$ 25.00	
	Racquetball slam add level	$ 10.00	
	Racquetball slam mem	$ 20.00	
	Softball registration	$ 45.00	
	Tanning 1 session	$ 5.00	
	Tanning punch card 10 sessions	$ 30.00	
	Tanning unlimited tanning 1 mo.	$ 30.00	
	Triathlon individual	$ 20.00	
	Triathlon insurance individual	$ 5.00	
	Triathlon insurance relay	$ 15.00	
	Triathlon late fee individual		
	Triathlon late fee relay		
	Triathlon relay	$ 60.00	
	Trunk N Treat	$ 25.00	
	Swim Competition		
	Black 2nd swimmer mem	$ 35.00	
	Black 2nd swimmer non-mem	$ 50.00	
	Black team mem	$ 45.00	
	Black team non-mem	$ 60.00	
	Late fee	$ 10.00	

City of Bartlett
Fees Schedule
Fiscal Year 2009-2010

Department	Type	Amount	Frequency/Notes/Description
	Red 2nd swimmer mem	$ 45.00	
	Red 2nd swimmer non-mem	$ 60.00	
	Red team mem	$ 55.00	
	Red team non-mem	$ 70.00	
	Senior 2nd swimmer mem	$ 55.00	
	Senior 2nd swimmer non-mem	$ 70.00	
	Senior member	$ 65.00	
	Senior non-mem	$ 80.00	
	USS transfer fee	$ 1.00	
	White 2nd swimmer mem	$ 25.00	
	White 2nd swimmer non-mem	$ 40.00	
	White team mem	$ 35.00	
	White team mem	$ 35.00	
	White team non-mem	$ 50.00	
	Yearly registration fee	$ 55.00	
	Yearly US reg fee	$ 50.00	
Performing Arts	Box Office		
	Credit card processing - per subscription	$ 2.00	
	Credit card processing - per ticket	$ 1.00	
	Tickets - "Pick 10" (season)	$ 150.00	
	Tickets - All - Legend Series	$ 35.00	
	Tickets - Client - design/print only	$ 40.00	
	Tickets - Client - design/print/pre-sell	$ 90.00	
	Tickets - Client - pre-sell only	$ 50.00	
	Tickets - Public - DinnerStages	$ 30.00	$30 includes dinner & show
	Tickets - Public - Family Series	$ 7.50	
	Tickets - Public - Showcase Series	$ 20.00	
	Tickets - Subscriber - DinnerStages	$ 15.00	
	Tickets - Subscriber - Family Series	$ 7.50	
	Tickets-Theatrestage Series	$ 10.00	
	Tickets - Subscriber - Showcase Series	$ 15.00	
	Classes & Instruction		
	Summer camp - per participant	$ 125.00	Total fee (includes deposit)
	Summer camp non-refundable deposit	$ 25.00	
	Concessions		
	BPACC events - per item	$ 1.00	
	Client coffee refills - each	$ 5.00	
	Client coffee station - per event	$ 20.00	
	Client concessions - per event	$ 25.00	
	Client merchandise - per event	$ 30.00	

City of Bartlett
Fees Schedule
Fiscal Year 2009-2010

Department	Type	Amount	Frequency/Notes/Description
	Equipment Rental		
	Audio recording - per event	$ 50.00	
	Banquet table w/cloth & skirt - per event	$ 20.00	
	Banquet table with cloth only - per event	$ 15.00	
	Corded microphones > 10 - per event	$ 18.00	
	Facility piano & bench - per event	$ 50.00	
	Facility piano tuning - per event	$ 100.00	
	Follow spot light - per event	$ 5.00	Operator additional @$15/hr
	Lecturn only - per event	$ 5.00	
	Lecturn with microphone - per event	$ 15.00	
	Removal of seats - per row/event	$ 50.00	
	Stage lighting/design (color) - per hour	$ 10.00	
	Stage risers - per event	$ 75.00	
	Stage screen only - per event	$ 15.00	
	Video recording and sale - per event	$ 50.00	
	Video/data projector/screen - per event	$ 250.00	
	Wireless microphones - per event	$ 50.00	
	Performance Rental Space		
	Auditorium (per hr, 4-hour minimum)	$ 75.00	$85 includes house mananger
	Green Room (per hr, 3-hour minimum)	$ 35.00	
	Studio (per hr, 3-hour minimum)	$ 45.00	
	Conference Room (per hr, 3-hr minimum)	$ 35.00	
	Sponsorship		
	Per agreement - minimum	$ 1,000.00	

GLOSSARY OF TERMS

Accrual Basis of Accounting - A method of recording earnings and expenses as they occur or are incurred, without regard to the actual date of collection or payment.

Adopted Budget - The budget approved by the Mayor and Board of Aldermen and enacted by budget appropriation ordinance, on or before July 1 each year.

Allocation - Planned expenditures and funding sources approved in the CIP for specific projects in future years.

Appropriation - A legal authorization granted by the Board of Mayor and Aldermen to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and time when it may be expended.

Assessed Value - The estimate of fair market value assigned to property by an appraiser or tax assessor.

Attrition - Used to quantify anticipated personnel cost savings due to the lapsed time between when a funded position becomes vacant and is filled.

Authorized Positions (Full-Time) - Total number of positions that a department may fill. Due to attrition positions may not be funded for the full fiscal year.

Balanced Budget – Total revenues and sources of funds must equal total expenditures.

BSMC – Bartlett Station Municipal Center.

Budget - An annual financial plan to allocate resources in order to achieve the City's goals. Must be submitted to the Board 45 days prior to the beginning of the fiscal year.

Budget Calendar - The schedule of key dates or milestones which the City follows in the preparation and adoption of the budget.

Budget Document - The official written financial plan prepared by the City's staff, which presents the proposed budget to the Mayor and Board of Aldermen.

Budget Ordinance - The official enactment by the Mayor and Board of Aldermen establishing the legal authority for City administrative staff to obligate and expend funds.

Capital Improvement Budget - The first fiscal year appropriations of the Capital Plan and reprogrammed appropriations from prior year's CIB.

Capital Improvement Program (CIP) - Adopted plan of public improvements, scheduled on a priority basis, for the current fiscal year and the succeeding 4 years, including estimated costs and funding sources.

Capital Outlay - The purchase of items of significant value (more than $200) and having a useful life of several years, also referred to as fixed assets. These costs are included in the operating budget.

Capital Projects – Projects (usually multi-year) established to account for the cost of capital improvements. Typically, a capital project encompasses a purchase of land and/or the construction of or improvements to a building or infrastructure with a useful life of 2 or more years and a cost of $20,000 or more.

Cash Basis of Accounting - An accounting method in which income is recognized only upon the receipt of a cash payment without considering the period for which payments are due. Also, expenses are accounted for only upon their cash payment.

GLOSSARY OF TERMS

Charges For Services - Fees received from fee-based services.

Citizens Police Academy - Training session citizens can attend so they will have a better understanding of policing.

Comprehensive Annual Financial Report (CAFR) - A report that reflects the financial position of the funds and account groups of the City and the result of operations for a year. The report also provides information on the economic condition of the City.

Cost Center - A sub-unit of a department.

County Assessor - Appraises all real and personal property in Shelby County and maintains the necessary data to provide the taxing jurisdictions with the certified assessments and any changes made as prescribed by Tennessee Code Annotated.

County Trustee - State constitutional office, the banker, principal tax collector, and revenue agent for all of Shelby County Government.

Debt Service Fund - Used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

Department - A major unit of the City designated by the type of service provided.

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

Debt Service - The payments of principal and interest on loans, notes, and bonds.

DOT - Department of Transportation. State agency designated to oversee all areas of transportation.

EMS - Emergency Medical Services. Fire cost center that provides emergency lifesaving procedures and pre-hospital care to the sick and injured.

EMT - Emergency Medical Technician. Job classification licensed by the State. First responder to emergencies. Provide basic first aid care to the sick and injured before the paramedics arrive on the scene.

Encumbrance - A recorded expenditure commitment representing a contract to purchase goods or services. If an item is encumbered at year-end, additional appropriation authority is required to make the expenditures.

Expenditures - The cost of goods received or services rendered whether payments for such goods and services have been made or not.

Fair Labor Standards Act - A federal law that governs the payment of minimum wage, overtime rates, compensatory time, record keeping of hours worked, and other criteria relating to wages and hours of work for non-exempt employees, including government employees.

Fiscal Year - A period of consecutive months designated as the budget year. The City's fiscal year is from July 1 to June 30.

FTE - Full Time Equivalent, used to convert part-time hours to the equivalent of a full time employee.

Fund - A fiscal entity with a self-balancing set of accounts used to account for activity(s) with common objectives.

Fund balance - The cumulative excess of revenues over expenditures in a fund at a point in time. With certain limitations, fund balance may be used to balance the subsequent year's budget.

GLOSSARY OF TERMS

GASB - Governmental Accounting Standards Board.

General Fund - The general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

GFOA - Government Finance Officers Association.

GHSO - The Governor's Highway Safety Office (GHSO) is Tennessee's advocate for highway safety. This office works with law enforcement, judicial personnel and community advocates to coordinate activities and initiatives relating to the human behavioral aspects of highway safety.

Goals And Objectives - Cost center defined measurable activities to be completed within the current budget.

G.O. Bonds - (General Obligation) Bonds that are backed by the full faith and credit and unlimited taxing authority of the City.

Intergovernmental Revenue - Revenue received from another government for general purposes or special purpose.

Internal Service Funds - Used to account for the financing of goods or services provided by one department to other departments or agencies of the City, or to other governmental units, on a cost reimbursement basis.

Line Item Budget - A budget summarizing the detail expense items for goods and services the City intends to purchase during the fiscal year.

Modified Accrual Basis of Accounting - A method of recording most items of revenue and expenditures may be handled on a “cash” basis for daily processing and converted to an accrual basis by periodic adjustments.

Neighborhood Watch - A group of neighbors who form an organization to assist each other in providing for the security of their homes by observing strangers and unusual occurrences in the area.

Ordinance - A formal legislative enactment by the Mayor and Board of Aldermen. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

Performance Measures - Data collected to determine how effective or efficient a program is in achieving its goals and objectives.

Recoveries - Funds that are paid to a department after work is performed for another City department.

Retained Earnings - The accumulated earnings of a Utility or Internal Service fund that have been retained in the fund and that are not reserved for any specific purpose.

SCADA - Supervisory Control and Data Acquisition, a computer system monitoring and controlling a process.

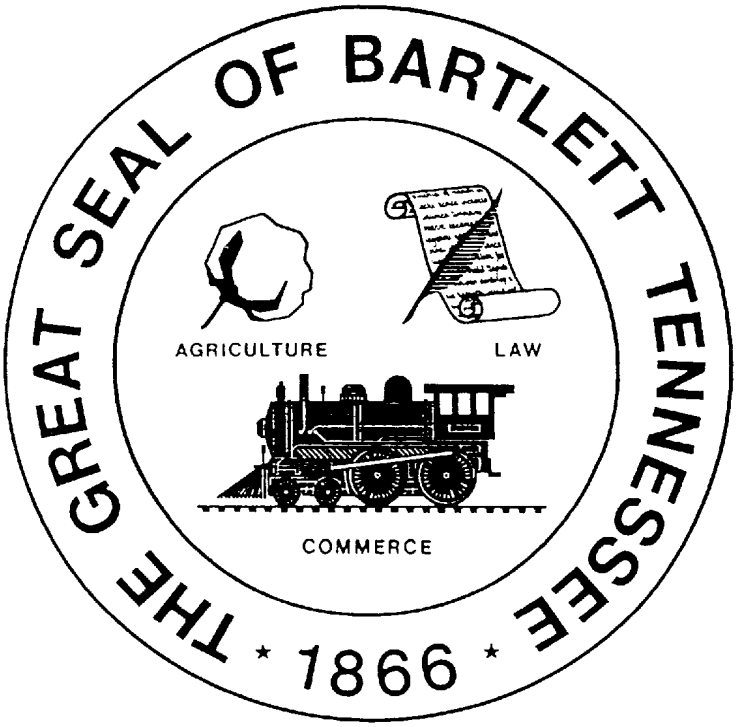
Special Revenue Fund - Used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specific purposes.

State Training Supplements - State funds that are provided to police officers and fire fighters that complete a minimum of 40 hours of course work each year.

GLOSSARY OF TERMS

Tax Levy - The total amount of tax that optimally should be collected based on tax rates and assessed values of personal and real properties.

Utility Fund (Water and Sewer) - Used to account for the acquisition, operations and maintenance of the City's facilities and services which are entirely or predominantly self-supported by user charges or where the City has decided that periodic determination of revenues earned, expanses incurred, and /or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.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