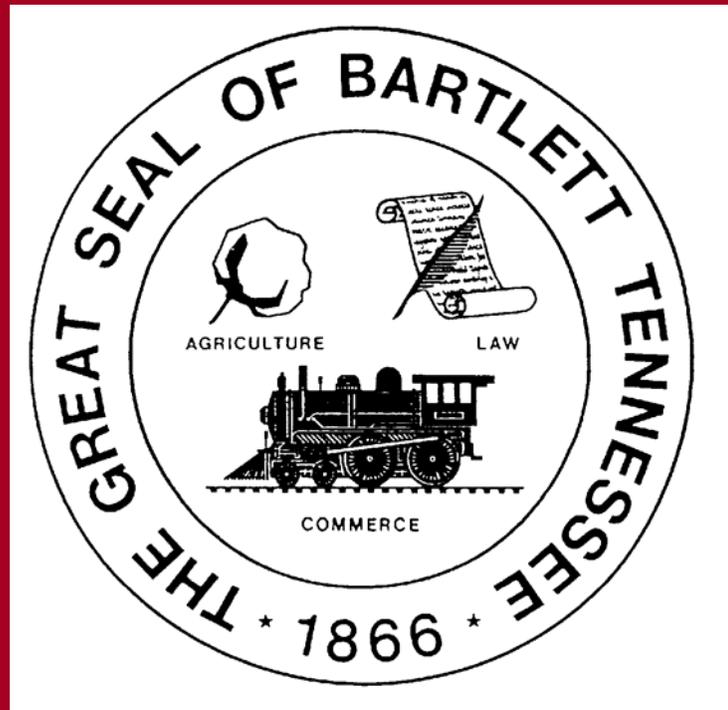


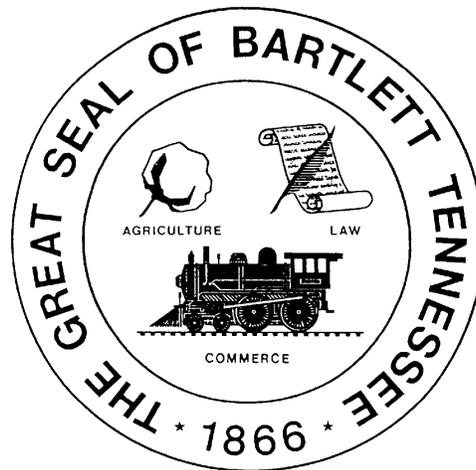
CITY OF BARTLETT TENNESSEE

A GREAT PLACE TO
LIVE, WORK, RAISE A FAMILY
AND RETIRE...



A. Keith McDonald, Mayor
FISCAL 2011 BUDGET

CITY OF BARTLETT **TENNESSEE**



Fiscal Year 2011 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, 2009

A handwritten signature in black ink, appearing to be 'HR'.

President

A handwritten signature in black ink, appearing to be 'Jeffrey R. Emsw'.

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, 2009**. 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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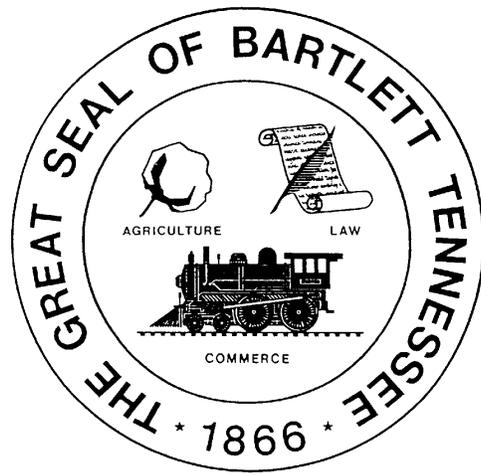
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City of Bartlett

A. Keith McDonald, Mayor

MEMORANDUM

June 22, 2010

Board of Mayor and Aldermen
Citizens of Bartlett

As required by the Charter presented for your approval are the fiscal year 2011 operating and capital budgets. As we anticipated, the weak economy has continued into 2010 and continues to have a negative impact on our revenue growth. While many believe the worst of the recession is over, we planned this budget based on a slow recovery. The housing market is still struggling, unemployment hovers around 10%, tax cuts and stimulus funds will expire at the end of this year and the general consensus is that state and local governments will recover slower than the private sector. Locally, the Board of equalization is still hearing appeals of property tax appraisals and we anticipate this will provide some uncertainty for property tax revenues for quite some time. The state of Tennessee is facing many of the same budget problems and what they do to balance their budget could have an impact on us. Throughout the recession our department directors and their staffs have managed to continue provide excellent services and control their costs. This budget does include a 0.5% increase of payroll for the Retiree's Health Insurance, a \$1,000 per full-time employee general pay increase and a career ladder increase for our employees. The budgets were prepared under the guidance of the four year budget plan presented to the Mayor and Board of Aldermen in FY 2008. As discussed in the four year plan, this budget does not increase property taxes or fees.

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.
- We are continuing efforts to recruit additional paramedics in order to operate four ambulance units based on increased demand for services.
- This budget includes a \$1,000 per full-time employee general pay increase and a career ladder increase for our employees. We increased another 0.5% of payroll for the Retiree's Health Insurance and were able to lower the cost of health insurance premium next year.
- Included in the capital improvements budget are funds for a fire truck, police vehicles and other equipment and improvements as well the widening of Appling Road and \$3.2 million for street paving projects 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 did not budget for any increase in property tax revenues. We will use fund balances in the general fund, special revenue funds, and other funds to balance the budget, however we believe controlling costs and a prudent use of reserve funds will allow us to continue to maintain service levels as we continue to recover. 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.

***Amended* ORDINANCE 10-07**

AN ORDINANCE TO ADOPT THE 2010-2011 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 2010-2011 Fiscal Year for the City of Bartlett are as follows:

	Fiscal Year
GENERAL FUND EXPENDITURES:	10/11
ADMINISTRATIVE:	
Legislative Board	\$ 544,062
Mayor's Office	\$ 653,541
Community Affairs	\$ 217,477
Building and Grounds	\$ 337,888
Bartlett Station Municipal Center	\$ 428,255
Library	\$ 1,132,699
Finance and Administration	\$ 1,251,440
City Court	\$ 737,914
Personnel	\$ 408,844
Planning and Economic Development	\$ 287,028
Total Administrative	\$ 5,999,148
PUBLIC SAFETY:	
Police Department	\$ 12,117,009
Fire Department	\$ 6,616,360
Ambulance Department	\$ 2,080,181
Code Enforcement	\$ 728,672
Total Public Safety	\$ 21,542,222
PUBLIC WORKS:	
Administration	\$ 602,692
City Shop	\$ 786,512
General Maintenance	\$ 1,146,576
General Services	\$ 252,447
Grounds Maintenance	\$ 1,163,396
Animal Control	\$ 652,574
Engineering Administration	\$ 337,777
Engineering & Inspection	\$ 566,813
Total Public Works	\$ 5,508,787
PARKS AND RECREATION:	
Administration	\$ 262,833
Community Center	\$ 889,181
Athletics	\$ 691,446
Maintenance	\$ 1,273,776
Senior Citizen Center	\$ 339,907
Recreation Center	\$ 1,547,206
Total Parks and Recreation	\$ 5,004,349

PERFORMING ARTS:

Performing Arts Center	\$	601,966
Total Performing Arts	\$	601,966

OTHER GENERAL FUND ITEMS /TRANSFERS OUT

Transfer Out to Bartlett Station	\$	100,000
Transfer Out to State Street Aid	\$	400,000
Total Transfers Out	\$	500,000

TOTAL GENERAL FUND EXPENDITURES \$ **39,156,472**

GENERAL FUND REVENUES/TRANSFERS:

Property Taxes	\$	18,002,000
Local Taxes	\$	7,574,711
Licenses & Privileges	\$	1,343,200
Intergovernmental	\$	3,673,500
General Charges for Services	\$	3,868,020
Department Revenues	\$	565,825
Court Charges	\$	2,015,000
Other Revenue	\$	110,000
Transfer In from General Improvement Fund	\$	450,000
Use of Fund Balance	\$	1,554,216

TOTAL GENERAL FUND REVENUES/TRANSFERS \$ **39,156,472**

SPECIAL REVENUE FUNDS EXPENDITURES

Street Aid Fund	\$	1,805,000
Solid Waste Fund	\$	4,743,615
General Improvement Fund	\$	851,000
Drug Enforcement Fund	\$	228,300
DEA Enforcement Fund	\$	95,400
Drainage Control Fund	\$	121,345
Park Improvement Fund	\$	320,000

TOTAL SPECIAL REVENUE FUNDS EXPENDITURES \$ **8,164,660**

SPECIAL REVENUE FUNDS REVENUES/SOURCES

Special Revenue Funds Revenue	\$	7,510,195
Special Revenue Use of Fund Balance	\$	654,465

TOTAL SPECIAL REVENUE FUNDS REV./SOURCES \$ **8,164,660**

UTILITY FUND EXPENDITURES

Administration	\$	2,118,334
Water & Waste Water Services	\$	1,250,415
Plant Operations	\$	1,639,106
Sewer Lagoon	\$	656,269
Total Utility Operation Expenditures	\$	5,664,124
Utility Debt -- Principal	\$	1,013,000
Utility Debt -- Interest & Charges	\$	625,485
Total Utility Debt Expenditures	\$	1,638,485

TOTAL UTILITY FUND EXPENDITURES \$ **7,302,609**

UTILITY FUND REVENUES/SOURCES

Utility Fund Revenues	\$	6,359,300	
Use of Fund Balance	\$	943,309	
TOTAL UTILITY FUND REVENUES/SOURCES	\$		7,302,609

GENERAL DEBT SERVICE FUND EXPENDITURES

Principal	\$	2,394,850	
Interest and Other Charges	\$	1,059,555	
Contribution to Fund Balance	\$	78,621	
TOTAL GENERAL DEBT SERVICE EXPENDITURES	\$		3,533,026

GENERAL DEBT SERVICE REVENUES/SOURCES

Debt Service Revenues	\$	3,533,026	
TOTAL GENERAL DEBT SERVICE REV./SOURCES	\$		3,533,026

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 2010-2011 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 2010-2011 comprehensive fees schedule for the City of Bartlett, Tennessee and establishes the rates for fiscal year 2010-2011. Any rate or fee not included in the attached 2010-2011 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, 2011. 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 2011 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, 2011.

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.

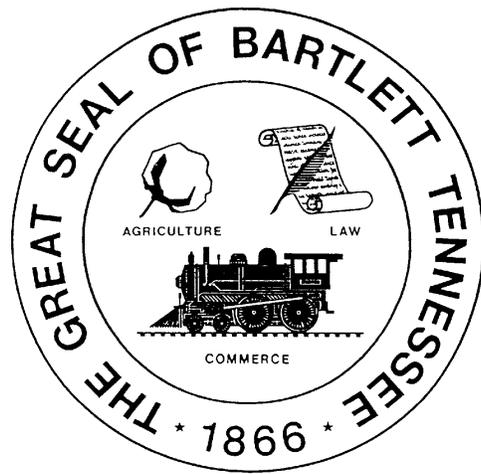
SECTION 13: EFFECTIVE DATE -- BE IT FURTHER ORDAINED, that this Ordinance become effective July 1, 2010.

FIRST READING: May 25, 2010
SECOND READING: June 08, 2010
THIRD READING: June 22, 2010

Bobby Simmons, Register to the
Board of Mayor and Aldermen

A. Keith McDonald, Mayor

Attest: _____
 Stefanie McGee, City Clerk





THE BUDGET DOCUMENT

The City of Bartlett Fiscal 2011 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, Solid Waste 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 2011 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, drainage 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 2011 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 no new residences this 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

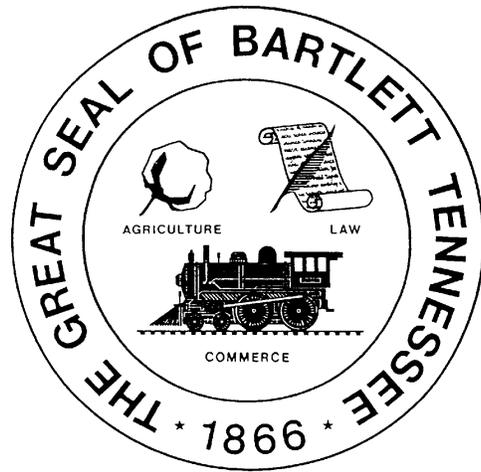
The budget is adopted in the form of an ordinance with such modifications and amendments recommended and approved by the Board. The budget ordinance defines the level of budgetary control at the cost center and/or department level. As indicated previously, no funds may be expended that are not included 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.

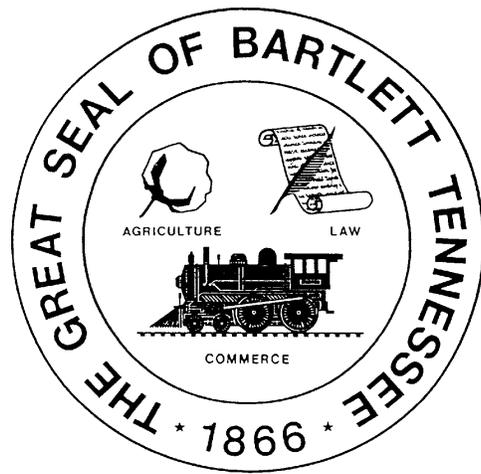




City of Bartlett Budget Calendar

Fiscal 2010-2011

Day	Date	Activity
Friday	January 27	Budget Instruction Memo Distributed to Departments
Friday	February 12	Operating & CIP budgets Forecasts/Requests Due
Week of	March 15	Meet with Departments to Discuss Operating/CIP Budget Forecasts/Requests
Tuesday	March - May	Board Work Sessions as needed
Tuesday	May 25	Board Meeting – Budget First Reading
Tuesday	June 8	Board Meeting – Budget Second Reading
Tuesday	June 22	Board Meeting – Budget Third Reading – Approved





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 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.

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.

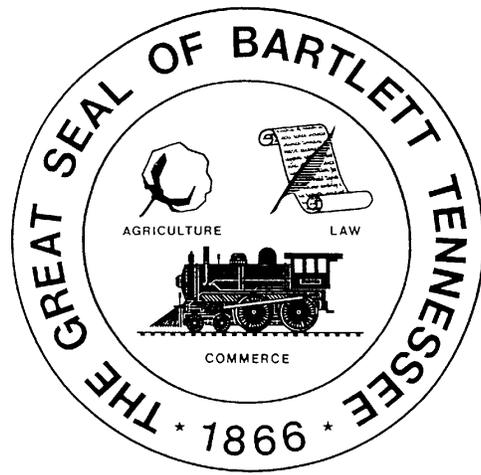
Reserve Policies

- 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.





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 and a transfer to Bartlett Station Commission (\$100,000) to fund economic development initiatives.

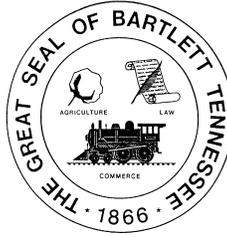
The Codes and Permits Office will continue to offer next day service for inspections. Continued expansion of the water and sewer system and planned, orderly expansions through annexation will be pursued. The Bartlett Station Commission will continue to promote re-development of the oldest part of Bartlett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

General Government

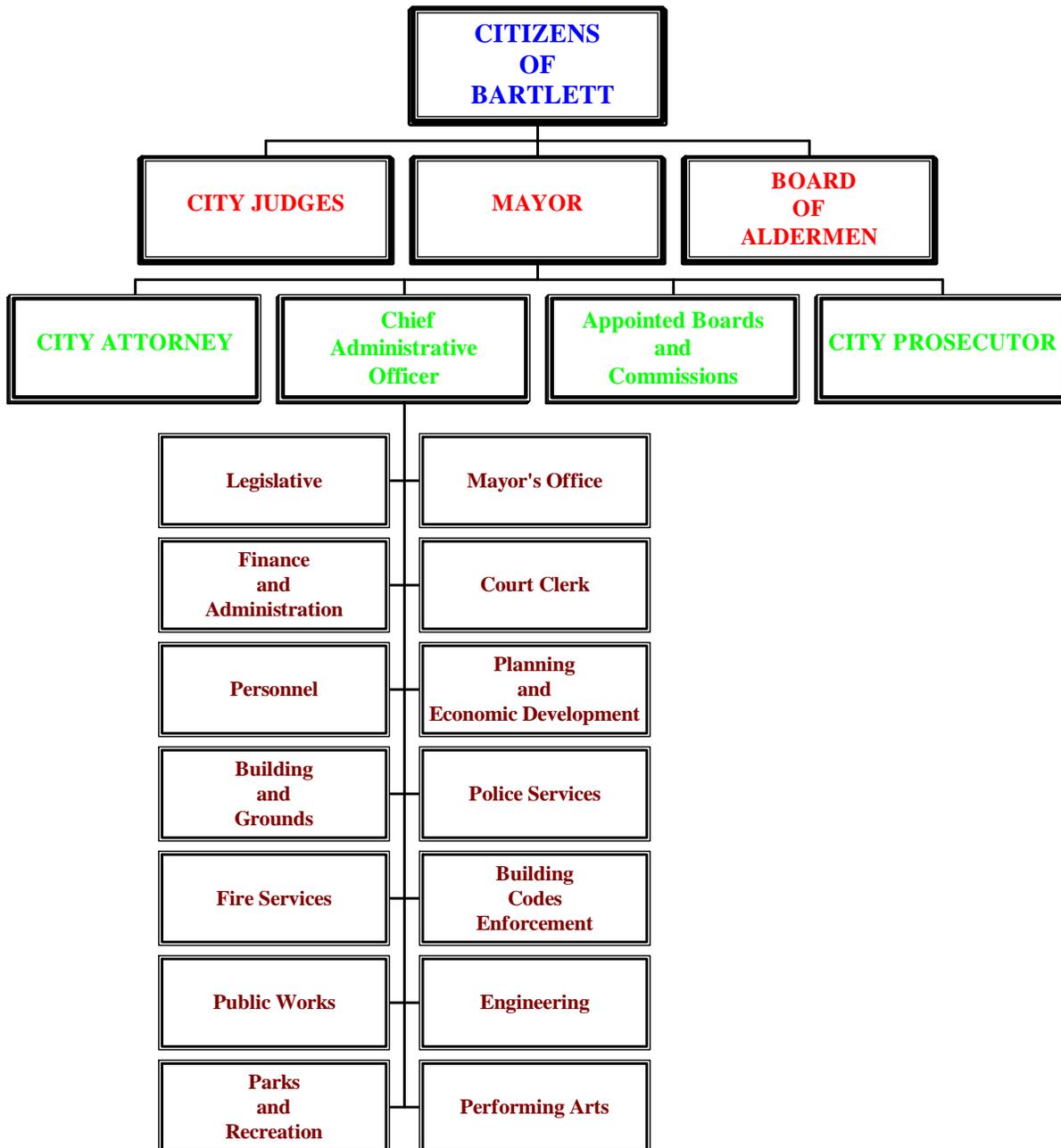
To provide for public safety, we will maintain the ratio of police officers to citizens of 2.25 officers per 1,000 citizens. We are continuing efforts to recruit additional paramedics in order to operate four ambulance units.

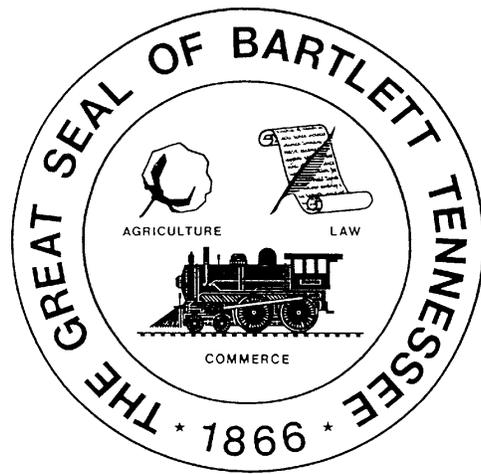
The Code Enforcement Office and Fire Marshall will continue to provide safety inspections for new construction, renovations and commercial facilities to ensure the safety of the structures and our citizens.

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





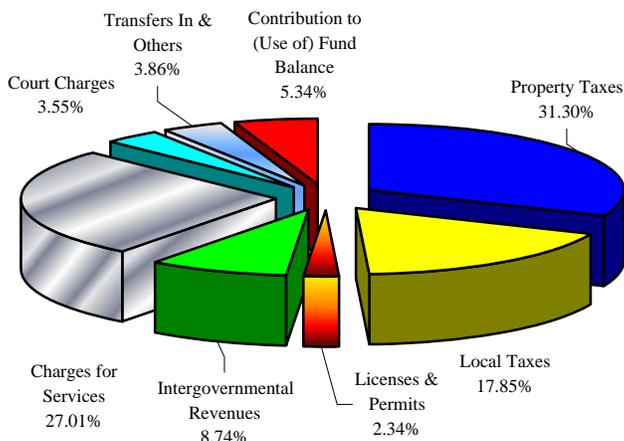


CITY OF BARTLETT ALL FUNDS - FUNCTION SUMMARY FY 2011 Adopted Budget

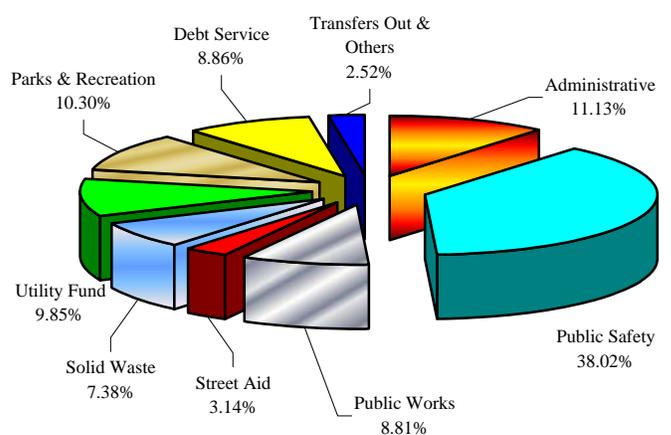


Description	General Fund	Special Revenue Funds	Utility Fund	Debt Service Fund	Total All Funds
Revenues					
Property Taxes	\$ 18,002,000	\$ 0	\$ 0	\$ 0	\$ 18,002,000
Local Taxes	7,574,711	0	0	2,692,526	10,267,237
Licenses & Permits	1,343,200	0	0	0	1,343,200
Intergovernmental Revenues	3,673,500	1,353,945	0	0	5,027,445
Charges for Services	3,868,020	5,568,500	6,100,300	0	15,536,820
Court Charges	2,015,000	28,500	0	0	2,043,500
Transfers In & Others	560,000	559,250	259,000	840,500	2,218,750
Total Revenues	\$ 37,036,431	\$ 7,510,195	\$ 6,359,300	\$ 3,533,026	\$ 54,438,952
Expenditures					
Administrative	\$ 5,999,148	\$ 401,000	\$ 0	\$ 0	\$ 6,400,148
Public Safety	21,542,222	323,700	0	0	21,865,922
Public Works	4,942,962	121,345	0	0	5,064,307
Street Aid	0	1,805,000	0	0	1,805,000
Solid Waste	0	4,243,615	0	0	4,243,615
Utility Fund	0	0	5,664,124	0	5,664,124
Parks & Recreation	5,606,315	320,000	0	0	5,926,315
Debt Service	0	0	1,638,485	3,454,405	5,092,890
Transfers Out & Others	500,000	950,000	0	0	1,450,000
Total Expenditures	\$ 38,590,647	\$ 8,164,660	\$ 7,302,609	\$ 3,454,405	\$ 57,512,321
Contribution to (Use of) Fund Balance	\$ (1,554,216)	\$ (654,465)	\$ (943,309)	\$ 78,621	\$ (3,073,370)
Beginning Fund Balance	\$ 14,435,647	\$ 3,509,518	\$ 4,597,003	\$ 335,567	\$ 22,877,736
Ending Fund Balance	\$ 12,881,431	\$ 2,855,053	\$ 3,653,694	\$ 414,188	\$ 19,804,366

WHERE THE \$ COMES FROM



WHERE THE \$ GOES





CITY OF BARTLETT
GENERAL FUND - SUMMARY BY CATEGORY
FY 2011 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 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
<u>Revenues</u>				
Property Taxes	\$ 17,535,612	\$ 17,664,600	\$ 17,850,206	\$ 18,002,000
Local Taxes	7,676,003	7,559,500	7,499,727	7,574,711
License & Permits	1,411,869	1,456,000	1,332,260	1,343,200
Intergovernmental	4,041,845	3,850,000	3,667,228	3,673,500
Charges for Services	4,005,249	4,255,110	3,885,531	3,868,020
Court Charges	2,029,699	1,710,000	1,964,000	2,015,000
Other Revenue	492,678	747,000	560,000	560,000
Total Revenues	\$ 37,192,956	\$ 37,242,210	\$ 36,758,952	\$ 37,036,431
<u>Expenditures</u>				
<i>Department Revenues/Recoveries</i>	\$ 716,504	\$ 853,525	\$ 550,825	\$ 565,825
Salaries	20,024,352	20,670,000	20,220,105	21,137,580
Benefits	9,330,205	9,724,524	9,556,935	9,743,925
Other Personnel	726,984	933,522	857,533	830,200
Operations	5,999,200	6,822,258	6,465,885	6,671,777
Capital	154,732	330,688	327,610	272,990
Transfer Out	1,381,891	903,250	903,250	500,000
Total Expenditures	\$ 36,900,860	\$ 38,530,717	\$ 37,780,493	\$ 38,590,647
Net From Operations	\$ 292,095	\$ (1,288,507)	\$ (1,021,541)	\$ (1,554,216)
Undesignated Beginning Fund Balance	\$ 15,165,093	\$ 15,457,188	\$ 15,457,188	\$ 14,435,647
Undesignated Ending Fund Balance	\$ 15,457,188	\$ 14,168,682	\$ 14,435,647	\$ 12,881,431



CITY OF BARTLETT
SPECIAL REVENUE FUNDS - SUMMARY BY CATEGORY
FY 2011 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 one major special revenue fund and six nonmajor special revenue funds. Solid Waste fund the major fund while State Street Aid Fund, General Improvement Fund, Drug Enforcement Funds, DEA Enforcement Fund, Drainage Control Fund and the Parks Improvement Fund are nonmajor funds. The Special Revenue Funds and the General Fund combine to make up the General Governmental Funds Group.

Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
<u>Revenues</u>				
State Street Aid Revenue	\$ 2,515,329	\$ 2,136,575	\$ 1,975,540	\$ 1,888,945
Solid Waste Revenue	4,833,722	4,850,808	5,455,762	4,816,500
General Improvement Revenue	594,226	600,250	583,000	585,000
Drug Enforcement Revenue	310,500	195,800	166,300	166,000
Federal Drug Enforcement Revenue	53,516	40,400	65,300	50,250
Drainage Control Revenue	14,581	18,500	4,500	3,500
Parks Improvement Revenue	20,292	20,000	15,275	0
Total Revenues	\$ 8,342,165	\$ 7,862,333	\$ 8,265,677	\$ 7,510,195
<u>Expenditures</u>				
Salaries	\$ 1,526,022	\$ 1,556,607	\$ 1,619,876	\$ 1,648,767
Benefits	738,495	751,305	748,481	791,818
Other Personnel	137,462	130,000	138,000	165,000
Operations	4,305,677	4,132,460	4,206,963	3,618,625
Capital	1,209,356	1,368,550	1,352,853	990,450
Transfer Out	290,000	850,000	850,000	950,000
Total Expenditures	8,207,013	8,788,922	8,916,173	8,164,660
Net from Operations	\$ 135,152	\$ (926,589)	\$ (650,496)	\$ (654,465)
Beginning Fund Balance	\$ 4,024,862	\$ 4,160,014	\$ 4,160,014	\$ 3,509,518
Ending Fund Balance	\$ 4,160,014	\$ 3,233,425	\$ 3,509,518	\$ 2,855,053



CITY OF BARTLETT
UTILITY FUND - SUMMARY BY CATEGORY
FY 2011 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 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
<u>Revenues</u>				
Operating Revenues	\$ 6,044,954	\$ 6,330,000	\$ 6,083,420	\$ 6,100,300
Other Revenues	140,281	150,000	39,200	164,000
Non-Operating Revenues	179,931	150,000	80,000	95,000
Total Revenues	\$ 6,365,166	\$ 6,630,000	\$ 6,202,620	\$ 6,359,300
<u>Expenditures</u>				
<i>Department Revenues/Recoveries</i>	\$ 2,482	\$ 0	\$ 0	\$ 0
Salaries	1,449,945	1,470,038	1,472,570	1,481,445
Benefits	828,101	688,079	684,372	689,179
Other Personnel	2,856	5,000	5,000	5,000
Operations	2,684,855	2,887,223	2,742,497	2,833,550
Capital	15,087	341,350	304,803	654,950
Total Expenditures	\$ 4,978,362	\$ 5,391,690	\$ 5,209,242	\$ 5,664,124
Cash Flow	\$ 1,386,804	\$ 1,238,310	\$ 993,378	\$ 695,176
<u>Less:</u>				
Debt Service	1,495,551	1,679,092	1,676,938	1,638,485
Total	\$ 1,495,551	\$ 1,679,092	\$ 1,676,938	\$ 1,638,485
Net Cash Flow	\$ (108,747)	\$ (440,782)	\$ (683,560)	\$ (943,309)
Retained Earnings, Beginning of Year	\$ 5,389,310	\$ 5,280,563	\$ 5,280,563	\$ 4,597,003
Retained Earnings, End of Year	\$ 5,280,563	\$ 4,839,781	\$ 4,597,003	\$ 3,653,694



CITY OF BARTLETT
GENERAL DEBT SERVICE FUND - SUMMARY BY CAT.
FY 2011 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 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
<u>Revenues</u>				
Local Sales Tax	\$ 2,699,944	\$ 2,661,868	\$ 2,639,731	\$ 2,692,526
Interest	478	1,500	500	500
Transfers	0	800,000	800,000	840,000
Total Revenues	\$ 2,700,422	\$ 3,463,368	\$ 3,440,231	\$ 3,533,026
<u>Expenditures</u>				
Agent Fees	\$ 2,571	\$ 3,500	\$ 3,500	\$ 3,500
Issuance Cost	1,830	30,000	32,216	32,500
Bond Principal	2,520,800	2,562,180	2,562,180	2,394,850
Interest	972,113	1,007,374	996,961	1,023,555
Total Expenditures	\$ 3,497,314	\$ 3,603,054	\$ 3,594,857	\$ 3,454,405
Net from Operations	\$ (796,892)	\$ (139,686)	\$ (154,626)	\$ 78,621
Beginning Fund Balance	\$ 1,287,085	\$ 490,193	\$ 490,193	\$ 335,567
Ending Fund Balance	\$ 490,193	\$ 350,507	\$ 335,567	\$ 414,188



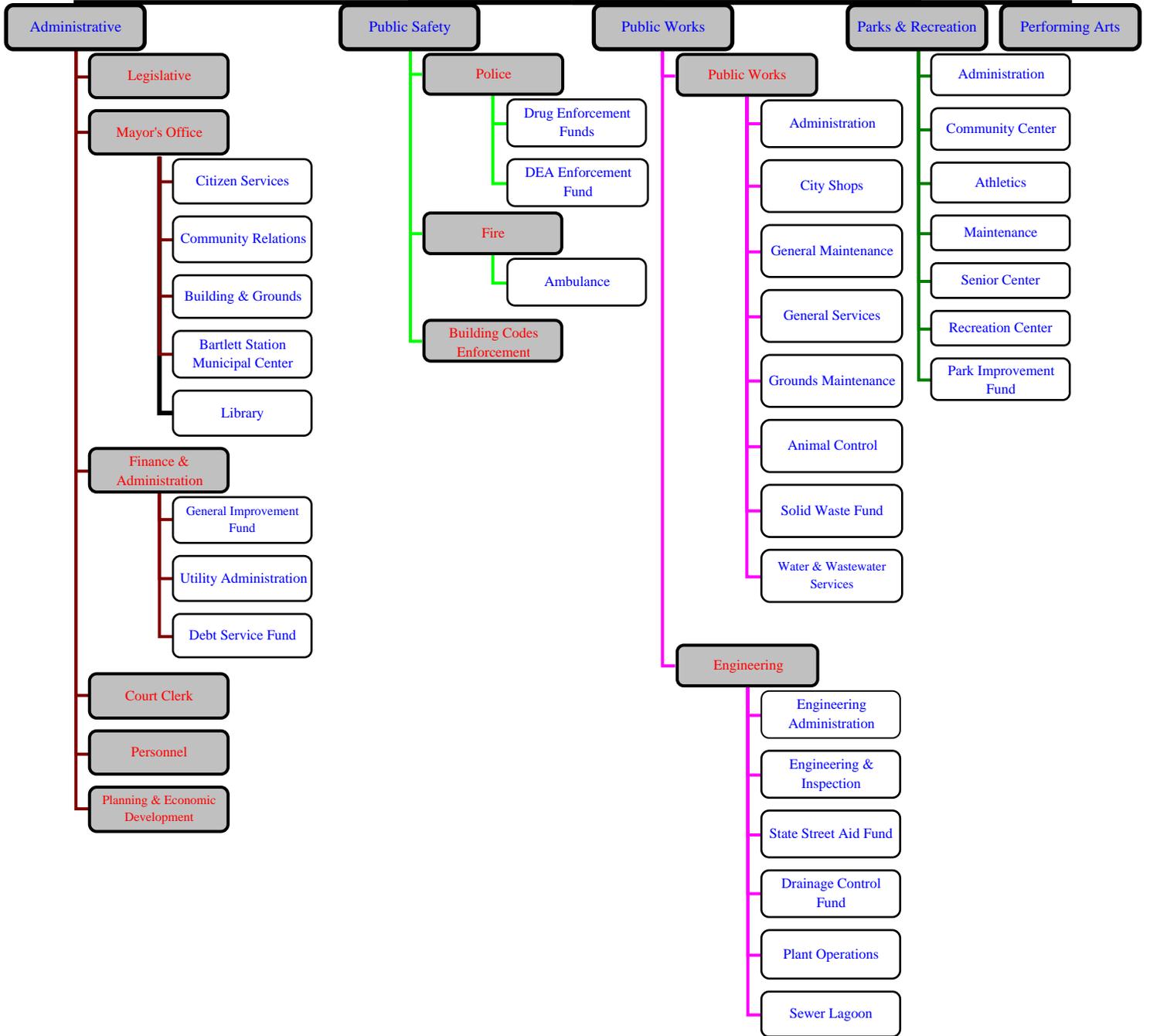
CITY OF BARTLETT
FY 2011-2015 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Revenues						
G.O. Bonds	\$ 4,390,000	\$ 3,000,000	\$ 2,950,000	\$ 3,030,000	\$ 3,150,000	\$ 16,520,000
Utility Bonds	\$ 0	\$ 765,000	\$ 1,123,000	\$ 973,000	\$ 1,153,000	\$ 4,014,000
Capital Note	\$ 474,500	\$ 949,500	\$ 927,000	\$ 927,000	\$ 902,000	\$ 4,180,000
General Fund Transfer In	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000
Total Revenues	\$ 4,964,500	\$ 4,714,500	\$ 5,000,000	\$ 4,930,000	\$ 5,205,000	\$ 24,814,000
Expenditures						
G.O. Bond/Other Funded						
Administrative	\$ 278,000	\$ 28,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 396,000
Public Safety	\$ 665,000	\$ 640,000	\$ 1,285,000	\$ 615,000	\$ 460,000	\$ 3,665,000
Public Works	\$ 70,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,070,000
Engineering	\$ 3,811,500	\$ 2,891,500	\$ 2,172,000	\$ 1,922,000	\$ 3,172,000	\$ 13,969,000
Parks & Recreation	\$ 140,000	\$ 140,000	\$ 140,000	\$ 1,140,000	\$ 140,000	\$ 1,700,000
Total G.O. Bond/Other Funded	\$ 4,964,500	\$ 3,949,500	\$ 3,877,000	\$ 3,957,000	\$ 4,052,000	\$ 20,800,000
Utility Bond/Other Funded						
Water	\$ 0	\$ 165,000	\$ 223,000	\$ 373,000	\$ 253,000	\$ 1,014,000
Sewer	\$ 0	\$ 600,000	\$ 900,000	\$ 600,000	\$ 900,000	\$ 3,000,000
Total Utility Bond/Other Funded	\$ 0	\$ 765,000	\$ 1,123,000	\$ 973,000	\$ 1,153,000	\$ 4,014,000
Total Expenditures	\$ 4,964,500	\$ 4,714,500	\$ 5,000,000	\$ 4,930,000	\$ 5,205,000	\$ 24,814,000



CITY OF BARTLETT ORGANIZATION CHART - BY FUNCTION

MAYOR





**CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2011 Adopted Budget**



Fiscal Year 2011 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 5 full time positions in FY 2011, all in the General Fund. The Mayor's Office restored the CAO/CFO position. Planning replaced a full time clerk with a part time clerk position. Ambulance Services eliminated one paramedic position. Codes Enforcement eliminated the assistant director and the inspector position. Grounds Maintenance eliminated one utility worker position. One inspector moved to the Drainage Fund from Engineering & Inspection, thus eliminating that one position.

Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
GENERAL FUND				
Administrative				
Legislative Board				
Full Time	7.00	7.00	7.00	7.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Legislative Board FTE	7.00	7.00	7.00	7.00
Mayor's Office				
Full Time	6.00	5.00	5.23	6.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Mayor's Office FTE	6.00	5.00	5.23	6.00
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	2.04	2.00	2.00	2.00
Part Time (converted to FTE)	0.00	0.31	0.45	0.63
Total Buildings and Grounds FTE	2.04	2.31	2.45	2.63
Bartlett Station Community Center				
Full Time	3.00	3.00	3.00	3.00
Part Time (converted to FTE)	2.60	2.91	2.69	2.90
Total B.S. Community Center FTE	5.60	5.91	5.69	5.90
Finance and Administration				
Full Time	11.71	13.00	11.72	13.00
Part Time (converted to FTE)	1.79	1.00	2.03	1.33
Total Finance & Administration FTE	13.50	14.00	13.75	14.33
City Court				
Full Time	10.78	11.00	10.32	11.00
Part Time (converted to FTE)	2.09	0.00	1.19	0.60
Total City Court FTE	12.87	11.00	11.51	11.60
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 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Planning & Economic Development				
Full Time	4.00	4.00	3.09	3.00
Part Time (converted to FTE)	0.00	0.00	0.34	0.60
Total Planning & Eco Devpmnt FTE	4.00	4.00	3.43	3.60
Full Time	49.53	50.00	47.36	50.00
Part Time (converted to FTE)	6.48	4.22	6.70	6.06
Total Administrative FTE	56.01	54.22	54.06	56.06
Public Safety				
Police				
Full Time	140.97	144.00	139.42	144.00
Part Time (converted to FTE)	7.92	8.72	7.83	7.97
Total Police FTE	148.89	152.72	147.25	151.97
Fire				
Full Time	71.29	72.00	71.63	72.00
Part Time (converted to FTE)	0.50	0.70	0.51	1.30
Total Fire FTE	71.79	72.70	72.14	73.30
Ambulance Service				
Full Time	22.77	25.00	22.81	24.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Ambulance Service FTE	22.77	25.00	22.81	24.00
Building Codes Enforcement				
Full Time	11.00	11.00	11.00	9.08
Part Time (converted to FTE)	0.47	0.00	0.00	0.00
Total Bldg. Codes Enforcement FTE	11.47	11.00	11.00	9.08
Full Time	246.03	252.00	244.86	249.08
Part Time (converted to FTE)	8.89	9.42	8.34	9.27
Total Public Safety FTE	254.92	261.42	253.20	258.35
Public Works				
Administration				
Full Time	4.63	5.00	4.00	5.00
Part Time (converted to FTE)	0.00	0.02	0.00	0.02
Total Administration FTE	4.63	5.02	4.00	5.02
City Shops				
Full Time	9.98	10.00	9.76	10.00
Part Time (converted to FTE)	0.00	0.03	0.00	0.03
Total City Shops FTE	9.98	10.03	9.76	10.03
General Maintenance				
Full Time	15.72	16.00	15.44	16.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total General Maintenance FTE	15.72	16.00	15.44	16.00
General Services				
Full Time	2.79	3.00	3.00	3.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total General Services FTE	2.79	3.00	3.00	3.00



CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2011 Adopted Budget



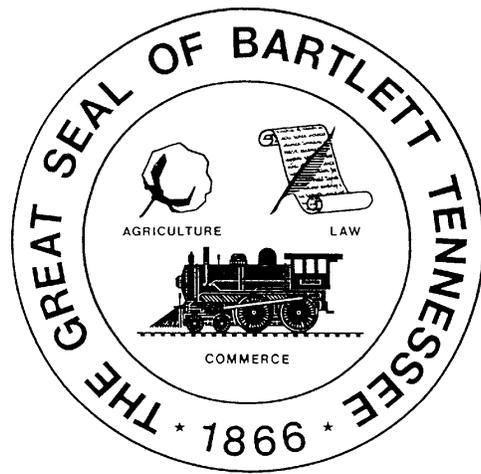
Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Grounds Maintenance				
Full Time	11.98	14.00	11.33	13.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Grounds Maintenance FTE	11.98	14.00	11.33	13.00
Animal Control				
Full Time	8.00	8.00	8.00	8.00
Part Time (converted to FTE)	0.62	0.70	0.58	0.65
Total Animal Control FTE	8.62	8.70	8.58	8.65
Engineering Administration				
Full Time	4.00	3.00	3.09	3.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Engineering Administration FTE	4.00	3.00	3.09	3.00
Engineering & Inspection				
Full Time	8.00	8.00	8.00	7.00
Part Time (converted to FTE)	0.02	0.00	0.00	0.00
Total Engineering & Inspection FTE	8.02	8.00	8.00	7.00
Full Time	65.10	67.00	62.62	65.00
Part Time (converted to FTE)	0.64	0.75	0.58	0.70
Total Public Works FTE	65.74	67.75	63.20	65.70
Parks & Recreation				
Administration				
Full Time	3.00	3.00	3.00	3.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Administration FTE	3.00	3.00	3.00	3.00
Community Center				
Full Time	5.00	6.00	5.00	6.00
Part Time (converted to FTE)	12.13	12.65	12.25	12.65
Total Community Center FTE	17.13	18.65	17.25	18.65
Athletics				
Full Time	3.00	3.00	3.00	3.00
Part Time (converted to FTE)	5.75	6.36	6.10	6.36
Total Athletics FTE	8.75	9.36	9.10	9.36
Maintenance				
Full Time	14.00	14.00	14.00	14.00
Part Time (converted to FTE)	2.32	1.97	1.95	1.97
Total Maintenance FTE	16.32	15.97	15.95	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	11.02	12.00	10.95	12.00
Part Time (converted to FTE)	18.35	20.08	19.30	20.08
Total Recreation Center FTE	29.37	32.08	30.25	32.08
Full Time	40.02	42.00	39.95	42.00
Part Time (converted to FTE)	38.55	41.06	39.60	41.06
Total Parks FTE	78.57	83.06	79.55	83.06



CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Performing Arts				
Full Time	2.00	2.00	2.00	2.00
Part Time (converted to FTE)	1.09	2.88	1.50	2.88
Total Performing Arts FTE	3.09	4.88	3.50	4.88
FULL TIME	402.68	413.00	396.79	408.08
PART TIME (converted to FTE)	55.65	58.33	56.72	59.97
TOTAL GENERAL FUND FTE	458.33	471.33	453.51	468.05
SPECIAL REVENUE FUNDS				
Solid Waste Fund				
Full Time	36.88	37.00	36.55	37.00
Part Time (converted to FTE)	1.41	1.60	1.82	1.73
Total Solid Waste Fund FTE	38.29	38.60	38.37	38.73
Drainage Control Fund				
Full Time	1.00	1.00	0.23	1.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Drainage Control Fund FTE	1.00	1.00	0.23	1.00
FULL TIME	37.88	38.00	36.78	38.00
PART TIME (converted to FTE)	1.41	1.60	1.82	1.73
TOTAL SPECIAL REVENUE FUNDS FTE	39.29	39.60	38.60	39.73
UTILITY				
Administration				
Full Time	10.17	11.00	10.45	11.00
Part Time (converted to FTE)	0.87	0.94	0.77	0.90
Total Administration FTE	11.04	11.94	11.22	11.90
Water & Wastewater Services				
Full Time	14.85	15.00	15.00	15.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Water & Wastewater Services FTE	14.85	15.00	15.00	15.00
Plant Operations				
Full Time	5.00	5.00	5.00	5.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Plant Operations FTE	5.00	5.00	5.00	5.00
Sewer Lagoon				
Full Time	3.91	4.00	3.00	4.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Sewer Lagoon FTE	3.91	4.00	3.00	4.00
FULL TIME	33.93	35.00	33.45	35.00
PART TIME (converted to FTE)	0.87	0.94	0.77	0.90
TOTAL UTILITY FTE	34.80	35.94	34.22	35.90
ALL FUNDS				
FULL TIME	474.49	486.00	467.02	481.08
PART TIME (converted to FTE)	57.93	60.87	59.31	62.60
TOTAL ALL FUNDS FTE	532.42	546.87	526.33	543.68





**CITY OF BARTLETT
GENERAL FUND SUMMARY
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Revenues				
Property Taxes	\$ 17,535,612	\$ 17,664,600	\$ 17,850,206	\$ 18,002,000
Local Taxes	7,676,003	7,559,500	7,499,727	7,574,711
License & Permits	1,411,869	1,456,000	1,332,260	1,343,200
Intergovernmental	4,041,845	3,850,000	3,667,228	3,673,500
Charges for Services	4,005,249	4,255,110	3,885,531	3,868,020
Court Charges	2,029,699	1,710,000	1,964,000	2,015,000
Other Revenue/Transfers	492,678	747,000	560,000	560,000
Total Revenues	\$ 37,192,956	\$ 37,242,210	\$ 36,758,952	\$ 37,036,431
Expenditures				
Legislative	\$ 398,868	\$ 927,875	\$ 925,583	\$ 544,062
Mayor's Office	604,966	524,273	504,510	653,541
Community Relations	209,330	252,688	201,162	217,477
Building & Grounds	290,109	300,464	327,841	337,888
Bartlett Station Municipal Center	467,304	451,799	417,307	428,255
Library	1,057,949	1,021,466	1,093,167	1,132,699
Finance	1,229,689	1,202,291	1,215,394	1,251,440
City Court	656,801	674,291	657,401	737,914
Personnel	347,938	395,042	380,149	408,844
Planning	309,117	313,069	289,294	287,028
Police	11,335,403	11,995,314	11,769,415	12,117,009
Fire Services and Ambulance	7,921,087	8,297,820	8,171,015	8,696,541
Codes Enforcement	862,788	855,025	842,066	728,672
Public Works	3,671,755	3,806,393	3,669,532	4,038,372
Engineering	949,345	962,635	955,351	904,590
Parks & Recreation	4,666,625	4,939,062	4,794,198	5,004,349
Performing Arts	539,896	707,959	663,858	601,966
Expenditures	\$ 35,518,969	\$ 37,627,467	\$ 36,877,243	\$ 38,090,647
Transfers Out				
Trfr. Out to Debt Service	\$ 0	\$ 400,000	\$ 400,000	\$ 0
Trfr. Out to State Street Aid	904,605	500,000	500,000	400,000
Trfr. Out to Bartlett Station	477,286	3,250	3,250	100,000
Total Transfers Out	\$ 1,381,891	\$ 903,250	\$ 903,250	\$ 500,000
Total Expenditures	\$ 36,900,860	\$ 38,530,717	\$ 37,780,493	\$ 38,590,647
Net From Operations	292,095	(1,288,507)	(1,021,541)	(1,554,216)
Beginning Fund Balance	\$ 15,165,093	\$ 15,457,188	\$ 15,457,188	\$ 14,435,647
Ending Fund Balance	\$ 15,457,188	\$ 14,168,682	\$ 14,435,647	\$ 12,881,431



CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2011 Proposed Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Proposed
Property Taxes				
Real Property Tax	\$ 15,235,602	\$ 15,367,100	\$ 15,367,000	\$ 15,622,000
Personalty Tax	614,489	600,000	600,000	600,000
Property Tax - Utility	200,199	200,000	200,000	200,000
In-Lieu Of Tax - Utility	321,033	327,500	300,184	300,000
In-Lieu Of Tax - Industry	624,275	575,000	700,000	700,000
In-Lieu Of Tax - MLG&W	214,239	250,000	233,022	235,000
Delinquent Tax	220,809	250,000	340,000	250,000
Interest & Penalty	104,966	95,000	110,000	95,000
Total Property Taxes	\$ 17,535,612	\$ 17,664,600	\$ 17,850,206	\$ 18,002,000
Local Taxes				
Local Sales Tax	\$ 5,399,888	\$ 5,322,140	\$ 5,279,462	\$ 5,385,051
Wholesale Beer Tax	676,828	675,000	690,380	675,000
Wholesale Liquor Tax	156,487	165,000	163,405	165,000
Beer Permits Application	1,750	3,000	3,250	3,000
Retail Liquor Licenses	12,165	10,500	12,600	12,000
Beer Privilege Tax	6,225	6,550	6,550	6,550
Gross Receipts Business	816,054	750,000	767,775	750,000
Business Licenses	33,112	35,500	24,660	25,000
Penalty - Business Tax	8,781	12,000	7,795	8,000
Interest - Business Tax	1,841	2,200	1,285	1,500
Collection Fees - Business Tax	11,644	12,500	8,500	8,500
Misc Business Permits & Licenses	55	110	110	110
Catv Franchise Fees	358,281	350,000	359,940	360,000
Hotel/Motel Tax	192,892	215,000	174,015	175,000
Total Local Taxes	\$ 7,676,003	\$ 7,559,500	\$ 7,499,727	\$ 7,574,711
License & Permits				
Additional Building Fees	\$ 1,059	\$ 1,000	\$ 1,200	\$ 1,000
Additional Electrical Fees	250	500	300	300
Additional Plumbing Fees	1,011	1,500	1,000	1,000
Additional Mechanical Fe	5,985	5,000	6,000	6,000
Issuing Fees	10,863	12,000	11,000	11,000
New Building Permits	75,513	70,000	62,545	65,000
New Electrical Permits	51,670	60,000	40,650	45,000
New Plumbing Permits	26,843	30,000	25,000	25,000
New Mechanical Permits	47,973	60,000	41,065	45,000
Zoning Application Fees	2,580	1,500	1,000	1,000
Planning Fees	750	1,000	750	750
S/D Application Fees	900	1,000	1,500	1,500
Miscellaneous Building Permits	22,007	20,000	10,500	10,500
Board Of Zoning Appeals	1,400	1,500	800	1,000
Subdivision Inspection Fees	32,793	45,000	10,000	10,000
Subdivision Engineering Fees	27,694	30,000	10,000	10,000
Subdivision Sewer Review Fees	141	500	150	150
Road Cut & Boring Permit	6,975	5,000	5,000	5,000
Site Plan Review	1,250	2,000	800	1,000
Sign Review	1,750	1,500	1,500	1,500
Building Plan Review	13,450	12,000	6,500	6,500
Sign Inspection	15,620	10,000	10,000	10,000



CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2011 Proposed Budget



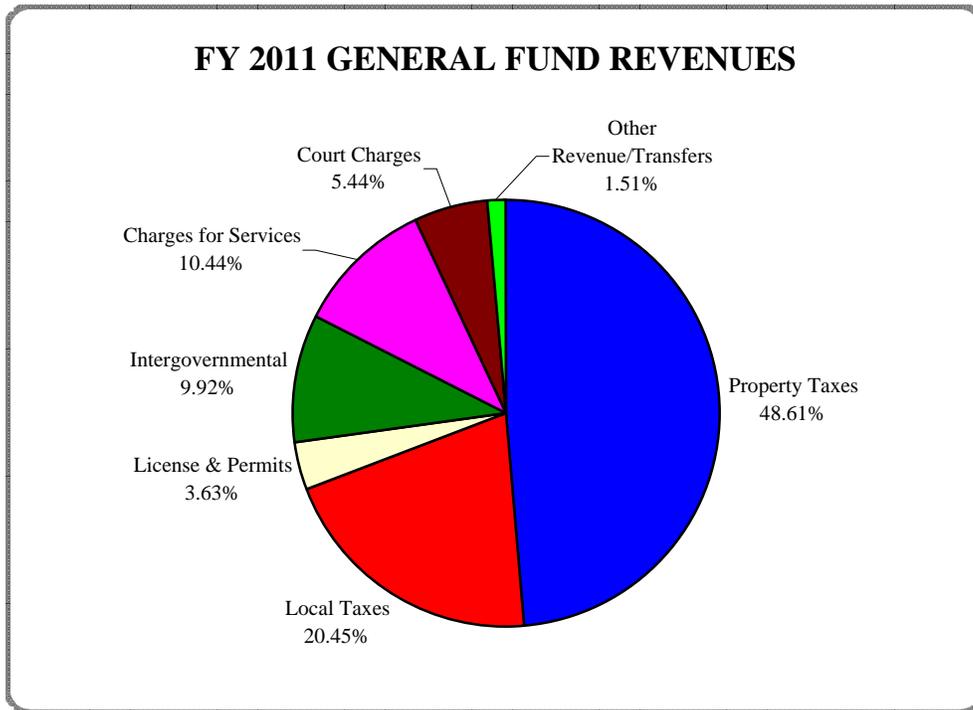
Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Proposed
Auto Wheel Fee	1,063,392	1,085,000	1,085,000	1,085,000
Total License & Permits	\$ 1,411,869	\$ 1,456,000	\$ 1,332,260	\$ 1,343,200
Intergovernmental Revenues				
State Sales Tax	\$ 3,074,692	\$ 3,178,500	\$ 2,909,815	\$ 2,940,000
State Income Tax	365,073	100,000	100,000	100,000
State Beer Tax	24,492	25,500	25,000	25,000
State Liquor Tax	45,849	45,000	45,000	45,000
State Excise Tax	48,011	15,000	41,588	15,000
State TVA In Lieu Of Tax	450,272	455,000	516,520	520,000
STG Telecom Sales Tax	6,032	6,000	4,305	3,500
State Share / Road Maint	27,425	25,000	25,000	25,000
Total Intergovernmental Revenues	\$ 4,041,845	\$ 3,850,000	\$ 3,667,228	\$ 3,673,500
Misc Charges For Services				
City Service Fees	\$ 4,824	\$ 4,500	\$ 1,500	\$ 1,500
Ambulance Fees	693,375	700,000	695,000	700,000
Tow-In Fees	6,800	5,100	5,500	5,500
Accident Reports	13,200	40,000	0	0
Copy Fees	731	1,000	300	500
Publication Fees	700	1,000	1,000	1,000
Police Background Check	7,714	3,000	10,000	10,000
911 Fees	18,499	18,240	18,240	18,240
Bartlett Station Municipal Center Fees	142,299	150,000	142,000	145,000
Community Relations	37,546	35,000	23,048	21,900
Library Fees	105,718	110,000	105,000	105,000
Total Misc Charges For Services	\$ 1,031,406	\$ 1,067,840	\$ 1,001,588	\$ 1,008,640
Parks & Rec Charges				
Senior Citizens Center	\$ 74,585	\$ 93,515	\$ 91,353	\$ 89,680
Community Center	480,831	523,350	522,850	475,200
Athletics	359,793	397,805	372,040	378,200
Recreation Center	1,822,608	1,923,600	1,688,700	1,671,300
Total Parks & Rec Charges	\$ 2,737,817	\$ 2,938,270	\$ 2,674,943	\$ 2,614,380
BPACC Revenues	236,026	249,000	209,000	245,000
Court Fines & Costs				
City Court Fines	\$ 1,197,599	\$ 1,050,000	\$ 1,150,000	\$ 1,200,000
City Court Costs	578,218	450,000	550,000	550,000
State Tax On Court Fines	19,589	50,000	60,000	60,000
Bond Forfeitures	64,738	45,000	45,000	45,000
Fines Greater Than Cash	159,652	100,000	150,000	150,000
Other Court Costs	9,902	15,000	9,000	10,000
Total Court Fines & Costs	\$ 2,029,699	\$ 1,710,000	\$ 1,964,000	\$ 2,015,000
Other Revenues				
Interest	\$ 145,479	\$ 150,000	\$ 40,000	\$ 40,000
Sale Of Equipment	19,501	45,000	20,000	20,000
Other Revenues	37,699	102,000	50,000	50,000
Transfer In	290,000	450,000	450,000	450,000
Total Other Revenues	\$ 492,678	\$ 747,000	\$ 560,000	\$ 560,000
TOTAL GENERAL FUND REVENUES	\$ 37,192,956	\$ 37,242,210	\$ 36,758,952	\$ 37,036,431



CITY OF BARTLETT

ANALYSIS OF GENERAL FUND REVENUE SOURCES

FY 2011 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 69.06% of all General Fund Revenues in FY 2011. The weak economy has a negative impact on our revenue growth and the overall anticipated revenue growth in the 2011 budget is less than 1%.

<u>Property Taxes</u>		
FY	Amount	% Inc (Dec)
2007	\$ 14,232,339	
2008	\$ 17,388,322	22.17%
2009	\$ 17,535,612	0.85%
2010 (Proj)	\$ 17,850,206	1.79%
2011 (Bdgt)	\$ 18,002,000	0.85%

Property Taxes represent the largest percentage (48.61%) of all GF Revenues. A 23 cent increase in 2008 netted a 22.17% increase in FY 2008 and small increases the years after, including FY 2011 budget. 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 15 years. Taxes are due on February 28, 2011 and become delinquent March 1, 2011.

Local Taxes is the second largest source of revenue and represent 20.45% of all GF Revenues. They are comprised primarily of Local Sales Taxes (\$5,385,051) over two thirds (71%) of local taxes, Wholesale Beer Taxes (\$675,000), Gross Receipts Business (\$750,000), CATV Franchise Fees (\$360,000), along with other local taxes. During this recession, local taxes decreased 8.8% in FY 2009 and 2.3% in FY 2010 projection. 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%.

<u>Local Taxes</u>		
FY	Amount	% Inc (Dec)
2007	\$ 8,327,275	
2008	\$ 8,416,916	1.08%
2009	\$ 7,676,003	-8.80%
2010 (Proj)	\$ 7,499,727	-2.30%
2011 (Bdgt)	\$ 7,574,711	1.00%



CITY OF BARTLETT
ANALYSIS OF GENERAL FUND REVENUE SOURCES
FY 2011 Adopted Budget



Licenses & Permits

FY	Amount	% Inc (Dec)
2007	\$ 2,008,337	
2008	\$ 1,634,758	-18.60%
2009	\$ 1,411,869	-13.63%
2010 (Proj)	\$ 1,332,260	-5.64%
2011 (Bdgt)	\$ 1,343,200	0.82%

The Office of Code Enforcement sets, monitors and collects most of the **License and Permit** fees. FY 2011 budget 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, 80%. We projected a 2.99% decrease for FY 2010 and a 0.45% decrease for FY 2011.

Intergovernmental Revenues

FY	Amount	% Inc (Dec)
2007	\$ 4,043,962	
2008	\$ 4,361,070	7.84%
2009	\$ 4,041,845	-7.32%
2010 (Proj)	\$ 3,667,228	-9.27%
2011 (Bdgt)	\$ 3,673,500	0.17%

Charges for Services

FY	Amount	% Inc (Dec)
2007	\$ 3,611,649	
2008	\$ 3,887,163	7.63%
2009	\$ 4,005,249	3.04%
2010 (Proj)	\$ 3,885,531	-2.99%
2011 (Bdgt)	\$ 3,868,020	-0.45%

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 budgeted a decrease in FY 2011.

Court Charges are fees generated through fines for violations of City Ordinances and Court Costs. Collections increased in FY 2009 and should remain steady years after.

Court Charges

FY	Amount	% Inc (Dec)
2007	\$ 1,660,289	
2008	\$ 1,601,049	-3.57%
2009	\$ 2,029,699	26.77%
2010 (Proj)	\$ 1,964,000	-3.24%
2011 (Bdgt)	\$ 2,015,000	2.60%

Other Revenue

FY	Amount	% Inc (Dec)
2007	\$ 1,006,073	
2008	\$ 942,939	-6.28%
2009	\$ 492,678	-47.75%
2010 (Proj)	\$ 560,000	13.66%
2011 (Bdgt)	\$ 560,000	0.00%

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 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Department Revenues				
State Police Training Grant	\$ 57,000	\$ 64,200	\$ 0	\$ 0
State Fire Training Grant	38,400	43,800	0	0
CERT Class Fees	555	0	0	0
Property Maintenance Charges	3,610	200,000	4,000	0
Weed Cutting Fees	53,896	60,000	75,000	100,000
Transfer from Grants Fund	20,848	0	0	0
Intergovernment Reimbursement	42,242	0	0	0
Animal Shelter Donations	24,161	22,000	22,000	22,000
Animal Shelter Boarding	2,807	2,000	2,500	2,000
Animal Shelter Capture Fee	8,291	8,000	8,500	8,000
Animal Shelter Adoption	62,924	65,000	57,000	55,000
Animal Shelter City License	66,451	60,000	48,000	45,000
Animal Shelter Misc Revenues	4,224	3,200	8,500	8,500
Shop Expense Allocation	331,095	325,325	325,325	325,325
Total Department Revenues	\$ 716,504	\$ 853,525	\$ 550,825	\$ 565,825

Personnel				
Supervisor Salaries	\$ 3,273,508	\$ 3,164,657	\$ 3,103,040	\$ 3,318,928
Employee Wages	15,165,349	15,696,090	15,358,514	15,976,633
Overtime Wages	347,731	443,125	402,066	442,500
Special Hours	178,711	208,000	210,022	212,000
Holiday Pay	402,296	472,726	434,117	452,845
Contracted Services	678,645	846,422	778,208	745,700
Part-Time	1,058,698	1,158,128	1,146,463	1,187,519
Instructional Expense	1,250	5,000	5,100	5,000
Vacation Pay	128,990	53,524	46,182	40,000
Educational Bonus	77,640	88,660	91,730	107,940
Sick Pay	30,968	25,000	24,582	40,200
Longevity Pay	321,041	406,333	398,772	429,071
FLSA Wages	49,823	67,925	51,083	68,000
Christmas Bonus	44,955	49,295	44,963	46,185
Employee Incentive	9,009	11,136	11,136	11,136
Other Personnel Costs	13,237	16,600	13,785	18,000
Employee Health Insurance	3,131,606	3,360,403	3,327,537	3,186,264
Employee Life Insurance	96,496	101,849	98,488	104,196
Employee Testing	34,263	65,500	60,605	61,500
Worker's Compensation Insurance	391,157	400,463	400,467	409,219
Unemployment Compensation	10,780	3,000	6,471	3,600
Retiree Health Insurance	366,708	377,215	368,307	482,391
FICA	1,573,412	1,666,490	1,612,430	1,661,498
Pension Contribution	2,695,270	2,640,505	2,640,505	2,701,380
Total Personnel	\$ 30,081,541	\$ 31,328,046	\$ 30,634,573	\$ 31,711,705

Staffing Level

<i>Full-Time</i>	<i>402.68</i>	<i>413.00</i>	<i>396.79</i>	<i>408.08</i>
<i>Part-Time (converted to FTE)</i>	<i>55.65</i>	<i>58.33</i>	<i>56.72</i>	<i>59.97</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>458.33</i>	<i>471.33</i>	<i>453.51</i>	<i>468.05</i>



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Operations				
Training	\$ 90,450	\$ 118,070	\$ 83,310	\$ 103,360
State Training Salary Supplement	95,400	108,000	0	0
Firearms Training	18,562	34,270	25,000	25,000
Volunteer Expense	7,794	14,299	13,000	14,000
Travel	50,270	53,200	51,397	63,900
Legal Fees	18,089	47,000	43,000	45,000
Mayor's Youth Council	0	2,500	2,000	2,000
Professional Services	145,568	200,510	185,114	185,700
Advertising & Promotional Expenses	15	500	395	500
Other Professional Service	205,209	203,228	190,980	215,300
Boards & Commissions	68,663	76,650	76,650	76,650
DUI Testing Fees	2,965	4,000	4,000	4,000
Sexual Offender Register	650	800	1,400	1,500
Postage & Freight	58,370	90,629	62,752	70,677
Notice Publication	38,184	50,250	50,150	50,200
Dues & Subscriptions	46,665	51,067	53,493	53,735
Meetings	6,479	10,874	7,879	10,875
Employee Appreciation	2,167	500	0	500
Utilities	640,682	641,800	614,800	652,320
Building Rent	42,193	22,500	21,097	0
Phones-Local	87,704	90,335	109,574	110,906
Long Distance Phone Calls	1,486	3,027	2,862	2,965
Cellular Phones	53,648	49,978	53,698	62,195
Data Processing - Software	26,795	16,859	30,000	0
Telecommunication Link	16,903	23,800	25,000	69,000
Library Charge-Shelby Co.	979,023	935,500	1,015,000	1,050,000
Reappraisal Charges	0	169,284	169,284	0
Shop Allocation	206,895	208,017	207,968	208,050
Vehicle Maintenance	265,349	284,694	282,342	292,700
Equipment Maintenance	116,612	134,740	146,909	157,590
Radio Maintenance	28,780	56,241	54,351	66,395
Computer Maintenance	82,142	0	35,020	0
Grounds Maintenance	125,430	366,452	196,275	224,985
Building Maintenance	218,422	251,375	210,500	239,000
Pool Maintenance	19,117	20,000	18,000	20,000
Swim Competitions	25,831	40,000	40,000	40,000
Fuel System Maintenance	338	0	0	0
Street Painting & Signs	24,848	22,000	22,000	30,000
Automobile Allowance	605	1,050	900	1,000
Office Supplies	70,317	92,624	83,095	85,280
Printing	81,128	80,792	69,465	73,900
Christmas Expenses	1,963	0	0	0
Medical Supplies	93,940	117,650	117,600	122,650
Special Designation Expend-BPAC	4,291	3,000	3,000	1,000
Ticket Sales Expenditures-BPAC	1,850	2,000	2,000	2,000
Petroleum Supplies	536,531	464,160	494,208	546,367
Special Events	3,603	7,500	6,500	7,500
Concession Supplies Client	3,249	5,250	2,250	5,200
Preschool Supplies	4,088	4,500	4,500	4,500
Recreation Supplies	69,717	64,335	62,286	64,286



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2011 Adopted Budget



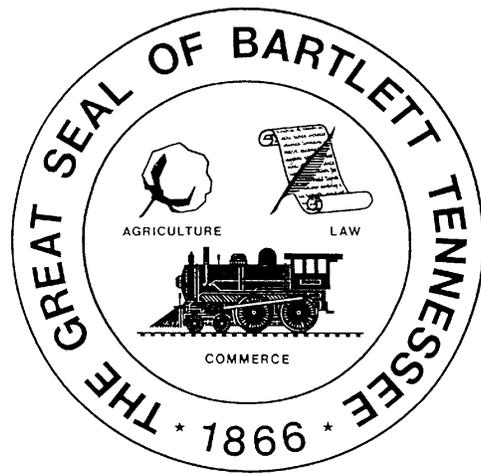
Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Concession Supplies	84,161	88,734	84,350	84,350
Field Trips	14,590	16,632	16,000	16,632
Tournament Expenses	5,674	9,400	9,400	9,200
Cost of Goods Sold	3,522	5,000	4,000	4,000
Clothing & Uniforms	159,640	191,851	175,375	184,685
Operating Supplies	215,075	261,885	225,263	236,898
Cleaning Supplies	48,307	52,112	53,062	58,100
Chemical Supplies	5,917	6,433	6,474	6,633
Air Service	3,971	6,000	5,500	6,000
Film & Developing	781	2,800	1,500	1,450
Fill Sand, Dirt & Gravel	37,367	43,004	45,004	43,004
Asphalt/Street Repairs	51,911	70,000	70,000	100,000
Concrete & Brick	15,541	20,000	12,000	20,000
Miscellaneous Shop Parts	962	2,500	2,200	2,500
Small Tools	23,203	23,409	19,402	26,800
Tournament Awards	16,769	21,200	19,100	20,000
Fire Hose	2,883	4,000	4,000	6,000
Pipe & Materials-System Maintenance	5,788	10,000	8,000	8,000
Miscellaneous Supplies	2,339	2,800	4,200	4,700
Jail Meals & Supplies	21,326	25,000	25,000	26,000
CERT Training Supplies	293	200	1,000	1,500
CERT Grant Expenses	1,822	1,000	0	0
Public Awareness	31,691	30,500	30,500	30,740
Fire Prevention	7,699	6,000	6,000	6,000
Community Promotions	4,666	4,500	4,000	5,000
Travel Club	14,162	13,200	13,200	12,000
Health Fair Expense	0	2,000	1,709	2,000
Line Dance Workshop Expense	0	6,000	4,500	6,000
Equipment Rental	15,842	27,399	25,278	28,050
Street Barricade & Equip Rental	1,460	1,800	1,650	1,800
Copy Machine Rental	31,872	45,493	45,848	45,698
Property Insurance	98,225	102,583	106,291	106,291
Vehicle & Equip Insurance	60,748	68,505	62,124	62,124
General Liability Insurance	176,801	171,363	169,868	169,868
Other Insurance	7,842	8,000	9,218	9,218
Landfill Fees	1,315	3,000	3,000	3,000
Bank Charges	1	400	20,100	17,150
Credit Card Vendor Fees	36,838	34,200	35,600	35,800
Interest Refund	891	1,000	1,000	1,000
State Fees	4,000	4,000	5,005	4,000
Cash Over/Short	(148)	250	5,260	300
Tow-In Fees	15,384	16,700	16,200	16,700
License Fees	0	1,250	1,250	1,250
Animal Control Fees	0	2,000	1,504	1,800
Storage Fees	5,049	2,510	2,280	2,450
Election Expenses	0	0	0	5,000
Contingency	36,324	90,936	90,936	100,000
Damage Claims	10,706	28,000	25,230	27,800
Miscellaneous Other Expenses	27,010	40,900	36,500	41,600
Total Operations	\$ 5,999,199	\$ 6,822,258	\$ 6,465,885	\$ 6,671,777



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Capital				
Fencing & Landscaping	\$ 55	\$ 1,000	\$ 600	\$ 1,000
Building Improvements	80,021	44,300	43,200	132,200
Other Improvements	9,967	0	0	0
Communications Equipment	630	2,475	2,510	2,750
Data Processing Equipment	8,905	(377)	1,578	0
Office Equipment	887	7,150	5,782	5,250
Furniture	4,262	16,340	16,140	18,140
Other Equipment	46,889	15,800	13,800	113,650
Drainage Pipe & Improvements	3,116	0	0	0
Land Purchase	0	244,000	244,000	0
Total Capital	\$ 154,732	\$ 330,688	\$ 327,610	\$ 272,990
TOTAL GENERAL FUND EXPEND'S	\$ 35,518,968	\$ 37,627,467	\$ 36,877,243	\$ 38,090,647





City of Bartlett

ADMINISTRATIVE FY 2011 Adopted Budget

Full-Time Authorized Personnel Positions

Legislative Board

City Attorney	7
Total Legislative Board	<u>7</u>

Mayor's Office

Mayor	1
Chief Administrative/Financial Officer	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	<u>1</u>
Total Mayor's Office	<u>12</u>

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	<u>2</u>
Total Finance and Administration	<u>13</u>

City Court

Prosecutor	1
Judge	2
Court Clerk	1
Assistant Prosecutor	1
Senior Clerk	1
Skill Clerk	3
General Clerk	<u>2</u>
Total Court Clerk	<u>11</u>

Personnel

Personnel Director	1
Senior Personnel Coordinator	1
Safety Coordinator	1
Skill Clerk	<u>1</u>
Total Personnel	<u>4</u>

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 had a net decrease (-\$12,600, -0.21%) over the FY 2010 Projection. Two occasional expenses, a once in four years reappraisal cost and a land purchase, occurred in FY 2010 in the Legislative department. The budgets of all departments stay the same except for the Mayor's Office and the Planning department. The Mayor's Office restored the CAO/CFO position and Planning replaced a full-time skilled clerk for a part-time clerk. FY 2011 budget included a 0.5% of payroll increase for Retiree's Health Insurance, a \$1,000 salary increase per full-time employee and step raise increases, and a 5% health insurance premium decrease.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2009 Actual</u>	<u>FY 2010 Revised</u>	<u>FY 2010 Projection</u>	<u>FY 2011 Adopted</u>
Salaries	2,406,513	2,368,730	2,320,456	2,570,111
Benefits	935,490	930,146	891,055	970,693
Other Personnel	64,271	96,100	89,855	94,000
Operations	2,125,351	2,394,942	2,438,524	2,352,004
Capital	40,444	273,340	271,918	12,340
Total	<u>5,572,070</u>	<u>6,063,258</u>	<u>6,011,808</u>	<u>5,999,148</u>

Planning & Economic Development

Planning Director	1
Planner	1
Admin Secretary	<u>1</u>
Total Planning & Econ. Dev.	<u>3</u>

TOTAL ADMINISTRATIVE 50



CITY OF BARTLETT

ADMINISTRATIVE BUDGET SUMMARY

FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 1,245,556	\$ 1,180,904	\$ 1,118,002	\$ 1,338,173
Employee Wages	1,032,113	1,052,905	1,010,873	1,040,816
Overtime Wages	21,758	24,500	26,139	30,800
Special Hours	6,460	5,300	8,913	5,300
Contracted Services	22,842	24,000	23,130	24,000
Part-Time	100,269	105,121	156,529	155,022
Vacation Pay	15,041	13,524	803	0
Educational Bonus	720	720	30	0
Sick Pay	7,214	0	0	0
Longevity Pay	21,601	26,099	23,457	28,424
Christmas Bonus	4,995	5,476	4,397	4,658
Employee Incentives	9,009	11,136	11,136	11,136
Other Personnel Costs	7,522	6,600	6,120	8,500
Employee Health Insurance	288,309	307,253	294,797	312,442
Employee Life Insurance	10,683	12,064	10,710	12,846
Employee Testing	34,263	65,500	60,605	61,500
Worker's Compensation Insurance	12,718	12,171	12,175	13,131
Unemployment Compensation	213	0	590	600
Retiree Health Insurance	44,207	44,676	41,942	59,475
FICA	185,398	184,294	178,285	194,923
Pension Contribution	335,382	312,733	312,733	333,058
Total Personnel	\$ 3,406,274	\$ 3,394,976	\$ 3,301,366	\$ 3,634,804

Staffing Level

<i>Full-Time</i>	<i>49.53</i>	<i>50.00</i>	<i>47.36</i>	<i>50.00</i>
<i>Part-Time (converted to FTE)</i>	<i>6.48</i>	<i>4.22</i>	<i>6.70</i>	<i>6.06</i>
Total Full-Time Equivalent (FTE)	56.01	54.22	54.06	56.06

Operations

Training	\$ 18,827	\$ 23,615	\$ 24,415	\$ 26,165
Travel	16,944	23,100	20,100	27,300
Legal Fees	18,089	47,000	43,000	45,000
Mayor's Youth Council	0	2,500	2,000	2,000
Professional Service	55,565	87,000	80,614	71,000
Advertising & Promotional Expenses	15	500	395	500
Other Professional Service	100,106	108,000	101,000	106,000
Boards & Commissions	68,663	76,650	76,650	76,650
Postage & Freight	31,475	54,486	35,227	36,400
Notice Publication	38,184	48,250	48,150	48,200
Dues & Subscriptions	27,406	32,368	31,995	32,000
Meetings	2,019	5,800	4,950	5,900
Utilities	137,231	148,000	137,000	159,000
Building Rent	42,193	22,500	21,097	0
Phones - Local	30,175	27,200	47,999	48,150
Long Distance Phone Calls	287	545	453	490
Cellular Phones	14,911	14,910	14,606	16,950
Data Processing - Software	145	0	0	0
Telecommunication Link	10,487	14,000	13,000	14,000
Library Charge-Shelby Co.	979,023	935,500	1,015,000	1,050,000



CITY OF BARTLETT
ADMINISTRATIVE BUDGET SUMMARY
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Reappraisal Charges	0	169,284	169,284	0
Shop Allocation	5,200	5,100	5,100	5,100
Vehicle Maintenance	7,799	5,500	6,895	9,000
Equipment Maintenance	11,381	10,550	21,643	23,350
Radio Maintenance	0	395	340	395
Computer Maintenance	56,315	0	20	0
Grounds Maintenance	32,963	33,500	34,700	35,000
Building Maintenance	76,278	67,430	54,000	58,000
Automobile Allowance	497	1,050	900	1,000
Office Supplies	25,024	32,430	31,630	33,180
Printing	50,095	45,500	36,731	40,750
Petroleum Supplies	9,258	9,660	10,876	12,242
Concession Supplies Client	0	750	250	700
Clothing & Uniforms	1,357	2,562	1,750	2,500
Operating Supplies	63,096	71,248	47,940	53,675
Cleaning Supplies	7,261	9,000	9,500	11,000
Film & Developing	123	550	550	550
Small Tools	40	800	550	550
Tournament Awards	4,616	6,000	5,600	6,000
Community Promotions	4,666	4,500	4,000	5,000
Equipment Rental	5,478	14,921	14,928	15,200
Copy Machine Rental	10,882	9,120	9,000	9,300
Property Insurance	29,899	29,914	29,868	29,868
Vehicle & Equip Insurance	1,216	1,900	1,423	1,423
General Liability Insurance	67,430	67,057	75,116	75,116
Other Insurance	100	200	150	150
Bank Charges	1	250	20,000	17,000
Interest Refund	891	1,000	1,000	1,000
Cash Over/Short	(451)	100	5,000	0
Storage Fees	5,049	2,510	2,280	2,450
Election Expenses	0	0	0	5,000
Contingency	36,324	90,936	90,936	100,000
Damage Claims	0	1,100	2,763	3,100
Miscellaneous Other Expenses	20,819	28,200	26,150	28,700
Total Operations	\$ 2,125,351	\$ 2,394,942	\$ 2,438,524	\$ 2,352,004
Capital				
Building Improvements	\$ 39,581	\$ 25,000	\$ 24,000	\$ 10,000
Data Processing Equipment	528	0	1,578	0
Office Equipment	0	4,000	2,000	2,000
Furniture	336	340	340	340
Other Equipment	0	244,000	244,000	0
Total Capital	\$ 40,444	\$ 273,340	\$ 271,918	\$ 12,340
TOTAL ADMINISTRATIVE	\$ 5,572,070	\$ 6,063,258	\$ 6,011,808	\$ 5,999,148

Legislative Board

City of Bartlett



FY 2011 Adopted Budget

Summary Revenue/Expenditure Type

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.

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
Salaries	109,168	118,800	109,657	121,200
Benefits	41,613	42,920	41,549	43,505
Operations	248,086	522,155	530,377	379,357
Capital	0	244,000	244,000	0
Total	398,868	927,875	925,583	544,062

FY 2010 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 2009 Actual	FY 2010 Forecast	FY 2011 Projected
Meet 2nd and 4th Tuesday each month	# of meetings held	23	23	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 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 44,400	\$ 46,800	\$ 46,800	\$ 49,200
Employee Wages	64,768	72,000	62,857	72,000
Christmas Bonus	86	94	87	87
Employee Health Insurance	11,162	11,778	11,819	11,217
Employee Life Insurance	133	642	336	654
Worker's Compensation Insurance	2,219	2,310	2,310	2,422
Retiree Health Insurance	1,887	2,376	2,045	3,030
FICA	8,207	9,088	8,320	9,127
Pension Contribution	17,919	16,632	16,632	16,968
Total Personnel	\$ 150,781	\$ 161,720	\$ 151,206	\$ 164,705

Staffing Level

<i>Full-Time</i>	7.00	7.00	7.00	7.00
<i>Part-Time (converted to FTE)</i>	0.00	0.00	0.00	0.00
Total Full-Time Equivalent (FTE)	7.00	7.00	7.00	7.00

Operations

Training	\$ 65	\$ 500	\$ 1,600	\$ 2,800
<i>Employee training expense such as classes, books and training aids. Registration fees for various conferences including National League of Cities & TN Municipal League.</i>				
Travel	6,876	6,000	6,000	8,000
<i>Travel expenses related to TML Annual Conf., TML Legislative Conference, National League of Cities conferences and other meetings attended by the Aldermen and City Attorney.</i>				
Legal Fees	1,139	25,000	25,000	25,000
<i>Outside attorneys' fees.</i>				
Other Professional Service	18,893	20,000	20,000	20,000
<i>Lobbyist contract (\$15,000/year) and various court costs.</i>				
Boards & Commissions	67,889	76,000	76,000	76,000
<i>Chamber of Commerce (\$60,000), Bartlett Arts Council (\$7,500), Other Boards and Commissions (\$8,500)</i>				
Postage & Freight	1,096	2,000	2,000	2,000
<i>Mail to boards & commission members or mail on behalf of boards & commission members.</i>				
Notice Publication	38,184	48,000	48,000	48,000
<i>Publication of all legal notices and bids for the City, wanted ads for all depts. in The Commercial Appeal and the Bartlett Express.</i>				
Dues & Subscriptions	13,584	15,000	15,000	15,000
<i>TML dues \$9,102; NLC membership dues \$3813; ASCAP \$305, Others \$1,780</i>				
Meetings	723	2,000	1,000	1,000
<i>Board of Mayor & Aldermen work sessions and other meetings.</i>				
Long Distance Phone Calls	10	25	25	25
<i>Estimated cost for long distance.</i>				
Cellular Phones	745	660	800	800
<i>Cell phone/data charges for City Attorney</i>				
Reappraisal Charge from Shelby County	0	169,284	169,284	0
<i>City's share of reappraisal from Shelby County Assessor.</i>				
Office Supplies	327	1,500	1,000	1,000
<i>Office supplies for boards & commissions, paper and supplies for sending legal notices.</i>				
Printing	1,543	3,000	2,000	3,000
<i>Charges for printing of letterhead for Aldermen, note cards for Aldermen, info packets for Aldermen, business cards for Aldermen & Commissions.</i>				



**CITY OF BARTLETT
LEGISLATIVE BOARD
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Operating Supplies <i>Various supplies for legislative board and commissions.</i>	198	750	750	750
General Liability Insurance <i>Legislative portion of liability insurance, errors and omissions.</i>	52,075	51,500	60,982	60,982
Election Expenses <i>Costs incurred in holding City-wide elections.</i>	0	0	0	5,000
Contingency <i>For unexpected City-wide expenses.</i>	36,324	90,936	90,936	100,000
Miscellaneous Other Expenses <i>To allow flexibility in meeting unexpected legislative expenses.</i>	8,416	10,000	10,000	10,000
Total Operations	\$ 248,086	\$ 522,155	\$ 530,377	\$ 379,357
Capital				
Land Purchase	\$ 0	\$ 244,000	\$ 244,000	\$ 0
Total Capital	\$ 0	\$ 244,000	\$ 244,000	\$ 0
Total Legislative Board	\$ 398,868	\$ 927,875	\$ 925,583	\$ 544,062

Mayor's Office

City of Bartlett



FY 2011 Adopted Budget

Summary Revenue/Expenditure Type*

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.

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
Salaries	689,219	613,388	612,573	748,016
Benefits	267,448	244,032	231,773	263,327
Other Personnel	22,651	24,000	23,130	24,000
Operations	1,610,231	1,640,270	1,649,043	1,722,517
Capital	40,109	29,000	27,468	12,000
Total	2,629,658	2,550,690	2,543,987	2,769,860

FY 2010 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 2009 Actual	FY 2010 Forecast	FY 2011 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 for emergencies.	Fund balance as of % expenditures	>20%	>20%	>20%



**CITY OF BARTLETT
MAYOR'S OFFICE
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 301,712	\$ 205,208	\$ 202,708	\$ 316,436
Employee Wages	82,192	83,430	83,430	87,516
Overtime Wages	104	500	500	500
Vacation Pay	(2,697)	11,424	0	0
Longevity Pay	3,541	3,911	3,912	3,990
Christmas Bonus	517	567	345	435
Employee Health Insurance	34,511	36,401	36,543	34,654
Employee Life Insurance	1,899	1,559	1,500	2,181
Worker's Compensation Insurance	1,446	1,099	1,099	1,537
Retiree Health Insurance	7,595	5,773	5,723	10,099
FICA	30,165	23,292	22,062	30,811
Pension Contribution	55,131	40,409	40,409	56,553
Total Personnel	\$ 516,117	\$ 413,573	\$ 398,231	\$ 544,712
Staffing Level				
<i>Full-Time</i>	<i>6.00</i>	<i>5.00</i>	<i>5.23</i>	<i>6.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	6.00	5.00	5.23	6.00
Operations				
Training	\$ 444	\$ 2,500	\$ 2,500	\$ 2,500
<i>Employee training expense such as classes, books, and training aids.</i>				
Travel	4,661	10,000	10,000	10,000
<i>Travel to conferences and various other trips.</i>				
Mayor's Youth Council	0	2,500	2,000	2,000
<i>Estimated costs for Mayor's Youth Council meetings and events.</i>				
Other Professional Service	45,414	50,000	50,000	50,000
<i>Public awareness program, including \$40,000 for cable production and \$8,730 for Granicus.</i>				
Postage & Freight	2,282	3,500	3,500	3,500
<i>Correspondence from Mayor's Office.</i>				
Dues & Subscriptions	1,849	2,000	2,000	2,000
<i>Membership dues, various subscriptions to publications, the commercial Appeal, and The Bartlett Express.</i>				
Meetings	830	1,500	1,500	1,500
<i>Meetings with suburban Mayors and other business leaders.</i>				
Phones - Local	1,190	1,200	1,200	1,200
<i>Cost for phone service for Mayor's office.</i>				
Long Distance Phone Calls	51	50	50	50
<i>Cost for long distance service.</i>				
Cellular Phones	3,708	3,500	3,500	4,100
<i>Charges for four (4) cell phones and wireless connection for laptop computers.</i>				
Shop Allocation	2,000	2,000	2,000	2,000
<i>Estimated costs for repairs to vehicles in Mayor's Office.</i>				
Vehicle Maintenance	3,943	1,000	1,000	2,500
<i>General upkeep and repairs to vehicle in Mayor's Office.</i>				
Equipment Maintenance	131	300	150	300
<i>Maintenance of miscellaneous office equipment in the Mayor's Office.</i>				
Radio Maintenance	0	200	200	200
<i>Maintenance for radios in the Mayor's Office.</i>				



**CITY OF BARTLETT
MAYOR'S OFFICE
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Office Supplies <i>Miscellaneous office supplies for Mayor's Office.</i>	1,683	2,800	2,800	2,800
Printing <i>Outside printing costs.</i>	590	3,500	3,500	3,500
Petroleum Supplies <i>Estimated fuel costs for Mayor's vehicle.</i>	3,606	1,500	1,500	1,800
Operating Supplies <i>Toner cartridges, paper for printer, etc.</i>	3,456	9,650	6,000	6,000
Film & Developing <i>Estimated charges for film developing.</i>	19	50	50	50
Small Tools <i>Miscellaneous tools for Mayor's office.</i>	40	100	100	100
Copy Machine Rental <i>Copier rental and copy costs.</i>	671	1,000	1,000	1,000
Vehicle & Equip Insurance <i>Auto liability insurance for vehicles (allocation).</i>	439	500	140	140
General Liability Insurance <i>Allocation.</i>	1,674	1,700	1,439	1,439
Other Insurance <i>Notary bond insurance.</i>	50	50	50	50
Storage Fees	144	0	0	0
11041200 898 <i>DAMAGE CLA</i> .00	0	100	100	100
Miscellaneous Other Expenses <i>To provide some flexibility in the budget to handle unanticipated expenses.</i>	9,974	9,500	10,000	10,000
Total Operations	\$ 88,849	\$ 110,700	\$ 106,279	\$ 108,829
Total Mayor's Office	\$ 604,966	\$ 524,273	\$ 504,510	\$ 653,541



CITY OF BARTLETT COMMUNITY RELATIONS FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 61,493	\$ 61,493	\$ 61,493	\$ 62,493
Vacation Pay	705	0	0	0
Longevity Pay	1,127	1,230	1,230	1,255
Christmas Bonus	86	94	87	87
Employee Health Insurance	3,645	3,842	3,858	3,654
Employee Life Insurance	313	332	323	337
Worker's Compensation Insurance	116	116	116	118
Retiree Health Insurance	1,230	1,230	1,230	1,562
FICA	4,749	4,798	4,783	4,834
Pension Contribution	8,823	8,609	8,609	8,749
Total Personnel	\$ 82,287	\$ 81,744	\$ 81,729	\$ 83,089
Staffing Level				
<i>Full-Time</i>	<i>1.00</i>	<i>1.00</i>	<i>1.00</i>	<i>1.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	1.00	1.00	1.00	1.00
Operations				
Training	\$ 1,689	\$ 2,000	\$ 2,000	\$ 2,000
<i>Training workshops for community relations.</i>				
Travel	791	2,000	0	4,000
<i>Costs for travel to training seminars.</i>				
Professional Services	0	33,000	18,000	18,000
<i>Fireworks contract.</i>				
Other Professional Service	28,950	32,000	25,000	30,000
<i>Entertainment, professional sound system for special events.</i>				
Postage & Freight	5,866	24,000	4,500	5,000
<i>Mailing costs for special events.</i>				
Dues & Subscriptions	401	1,000	845	1,000
<i>Leadership, local paper, dues.</i>				
Meetings	80	300	400	500
<i>Chamber luncheons and other required meetings.</i>				
Cellular Phones	1,714	1,700	1,200	1,700
<i>Service costs of one Blackberry.</i>				
Vehicle Maintenance	333	500	1,000	1,000
<i>Estimated repairs, parts and general upkeep for one vehicle.</i>				
Grounds Maintenance	5,874	3,500	4,000	4,000
<i>Temporary electricity for events.</i>				
Office Supplies	2,708	6,000	5,000	6,000
<i>Paper, toner, writing materials, misc. office supplies.</i>				
Printing	36,959	25,000	18,000	20,000
<i>Costs for printing semi-annual City Informational Brochure.</i>				
Petroleum Supplies	267	620	1,200	1,200
<i>Estimated fuel charges for one vehicle.</i>				
Operating Supplies	28,625	20,023	20,000	20,000
<i>Tents, additional staging, event t-shirts, sweatshirts, carnival tickets, Christmas ornaments.</i>				
Film & Developing	104	500	500	500
<i>Costs for printing photographs from special events, meetings, etc...</i>				



**CITY OF BARTLETT
COMMUNITY RELATIONS
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Tournament Awards <i>Trophies and awards for events.</i>	4,616	6,000	5,600	6,000
Community Promotions <i>Banners, signs and advertisement for events.</i>	4,666	4,500	4,000	5,000
Equipment Rental <i>Portable lighting, toilets and golf carts for events.</i>	2,708	6,921	7,200	7,200
Vehicle & Equip Insurance <i>Auto liability insurance for one vehicle.</i>	0	180	140	140
General Liability Insurance <i>Allocation.</i>	692	700	648	648
Miscellaneous Other Expenses <i>Miscellaneous expense as needed.</i>	0	500	200	500
Total Operations	\$ 127,044	\$ 170,944	\$ 119,433	\$ 134,388
Total Community Relations	\$ 209,330	\$ 252,688	\$ 201,162	\$ 217,477



CITY OF BARTLETT BUILDINGS AND GROUNDS FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 67,803	\$ 67,020	\$ 66,607	\$ 69,020
Overtime Wages	3,037	5,000	5,000	6,000
Part-Time	0	6,500	6,500	13,000
Vacation Pay	302	0	0	0
Sick Pay	7,214	0	0	0
Longevity Pay	3,656	3,553	3,709	4,102
Christmas Bonus	172	189	173	261
Employee Health Insurance	12,336	12,845	12,906	12,219
Employee Life Insurance	368	362	362	373
Worker's Compensation Insurance	2,742	1,927	1,927	2,003
Retiree Health Insurance	1,356	1,340	1,332	1,726
FICA	6,373	6,279	6,190	6,902
Pension Contribution	13,907	9,383	9,383	9,663
Total Personnel	\$ 119,267	\$ 114,398	\$ 114,089	\$ 125,269

Staffing Level

<i>Full-Time</i>	<i>2.04</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.31</i>	<i>0.45</i>	<i>0.63</i>
Total Full-Time Equivalent (FTE)	2.04	2.31	2.45	2.63

Operations

Dues & Subscriptions	\$ 35	\$ 600	\$ 600	\$ 600
<i>Tennessee Code Annotated (T.C.A.) books and updates. Sam's Club Membership renewals</i>				
Utilities	41,819	50,000	50,000	67,000
<i>Utilities for City Hall, City Hall Annex, Gotten House, Pump @ lake and radio tower.</i>				
Building Rent	42,193	22,500	21,097	0
<i>Rent for 6462 Stage Rd. for Code Enforcement and Citizen Services.</i>				
Phones - Local	16,819	13,000	31,500	31,500
<i>City Hall phone service.</i>				
Long Distance Phone Calls	4	50	50	50
<i>Long distance charges and City's service charge.</i>				
Telecommunication Link	2,504	5,000	5,000	5,000
<i>Internet service, phone lines for modems.</i>				
Shop Allocation	500	500	500	500
<i>Estimated labor charges for City Hall pool vehicles and maintenance truck.</i>				
Vehicle Maintenance	1,294	2,000	3,000	3,000
<i>Estimated repairs, parts and general upkeep for City Hall pool vehicles and maintenance truck.</i>				
Equipment Maintenance	1,132	3,000	15,000	15,000
<i>Repairs and maintenance to equipment such as postage machines, vacuum cleaners, floor buffer, ice machine, AT&T phone line vehicle Maintenance</i>				
Radio Maintenance	0	100	45	100
<i>Maintenance for radios.</i>				
Grounds Maintenance	22,869	25,000	25,000	25,000
<i>Maintenance of lawns, flowers (includes flowers in Stage Rd. medians), shrubbery and trees on City Hall grounds supplies, irrigation system, mulch.</i>				
Building Maintenance	11,087	20,000	20,000	20,000
<i>Repairs and maintenance to HVAC systems, fire alarms, sprinklers, Pest Control for City Hall, Gotten House and Library.</i>				
Petroleum Supplies	797	2,000	1,500	1,500
<i>Estimated fuel charges for maintenance truck and City Hall pool vehicles.</i>				



**CITY OF BARTLETT
BUILDINGS AND GROUNDS
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Clothing & Uniforms <i>Uniforms and cleaning of uniforms for maintenance staff.</i>	248	1,062	1,000	1,000
Operating Supplies <i>Paper towels, paper products, plates, coffee, flags for entire city, repairs to flags, UPS shipping for City Hall.</i>	10,427	14,500	13,000	13,500
Cleaning Supplies <i>Cleaning supplies, chemicals, wax for floor for City Hall and City Hall Annex.</i>	735	2,000	2,000	2,000
Small Tools <i>Hand tools needed for City Hall and City Hall Annex.</i>	0	200	200	200
Equipment Rental <i>Lease on postage machine.</i>	2,770	8,000	7,728	8,000
Copy Machine Rental <i>Copier rental and copy costs.</i>	5,727	2,733	2,200	2,500
Property Insurance <i>Allocation for City Hall and Gotten House.</i>	8,685	8,700	9,403	9,403
Vehicle & Equip Insurance <i>Allocation for maintenance truck and two (2) pool vehicles at City Hall.</i>	168	570	442	442
General Liability Insurance <i>Building and Grounds portion of liability insurance.</i>	1,026	1,050	824	824
Damage Claim <i>Claims costs.</i>	0	1,000	2,663	3,000
Miscellaneous Other Expenses <i>Unanticipated expenses.</i>	3	2,500	1,000	2,500
Total Operations	\$ 170,843	\$ 186,066	\$ 213,752	\$ 212,619
Total Building & Grounds	\$ 290,109	\$ 300,464	\$ 327,841	\$ 337,888



CITY OF BARTLETT
BARTLETT STATION MUNICIPAL CENTER
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 48,442	\$ 48,442	\$ 48,442	\$ 52,350
Employee Wages	69,563	71,099	71,773	74,581
Contracted Services	22,486	24,000	23,130	24,000
Part-Time	54,872	64,696	66,120	66,120
Vacation Pay	5,677	0	0	0
Longevity Pay	880	972	896	969
Christmas Bonus	1,033	1,133	948	1,032
Other Personnel Costs	165	0	0	0
Employee Health Insurance	23,205	24,623	24,725	23,436
Employee Life Insurance	594	646	628	685
Worker's Compensation Insurance	2,341	2,798	2,798	2,952
Unemployment Compensation	213	0	590	600
Retiree Health Insurance	2,360	2,391	2,404	3,173
FICA	13,058	14,169	14,237	14,605
Pension Contribution	16,758	16,736	16,736	17,770
Total Personnel	\$ 261,648	\$ 271,705	\$ 273,427	\$ 282,273

Staffing Level

<i>Full-Time</i>	3.00	3.00	3.00	3.00
<i>Part-Time (converted to FTE)</i>	2.60	2.91	2.69	2.90
Total Full-Time Equivalent (FTE)	5.60	5.91	5.69	5.90

Operations

Advertising & Promotional Expenses	\$ 0	\$ 500	\$ 395	\$ 500
<i>Promotion of Bartlett Station Municipal Center for rentals.</i>				
Postage & Freight	362	525	325	500
Dues & Subscriptions	88	53	35	50
Meetings	0	500	1,000	1,500
<i>Supplies for meetings.</i>				
Utilities	54,858	56,000	50,000	52,000
<i>Utilities cost for Bartlett Station Municipal Center.</i>				
Phones - Local	1,394	1,500	1,400	1,500
<i>Local phone service for Bartlett Station Municipal Center.</i>				
Long Distance Phone Calls	8	20	10	20
<i>Estimated long distance charge and City's service charge.</i>				
Cell Phone	861	950	861	1,700
<i>Service costs for three (3) cell phones for Bartlett Station Municipal Center.</i>				
Equipment Maintenance	3,700	3,500	3,200	3,500
<i>Repairs and maintenance to equipment.</i>				
Grounds Maintenance	4,220	5,000	5,700	6,000
<i>Maintenance of lawns, flowers, shrubbery and trees around Bartlett Station Municipal Center and Library.</i>				
Building Maintenance	59,917	37,430	30,000	33,000
<i>Repairs and maintenance to Bartlett Station Municipal Center as needed.</i>				
Automobile Allowance	149	250	100	200
<i>Mileage reimbursement costs.</i>				
Office Supplies	1,639	1,000	650	1,000
Printing	256	500	392	500
Concession Supplies Client	0	750	250	700
<i>Estimated cost of supplying concessions for clients.</i>				



CITY OF BARTLETT
BARTLETT STATION MUNICIPAL CENTER
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Clothing & Uniforms <i>Uniforms and cleaning of uniforms for maintenance staff.</i>	678	1,000	750	1,000
Operating Supplies <i>Costs of supplies other than general office supplies to operate department.</i>	18,330	22,500	5,000	10,000
Cleaning Supplies <i>Cleaning supplies such as wax, soaps and cleaning chemicals for BSMC and the Library.</i>	6,526	7,000	7,500	9,000
Small Tools <i>Hand tools, screwdrivers and other small tools.</i>	0	500	250	250
Property Insurance <i>Property Insurance Allocation.</i>	9,506	9,506	6,896	6,896
General Liability Insurance <i>Allocations.</i>	1,110	1,110	1,166	1,166
Miscellaneous Other Expenses <i>Miscellaneous expense as needed.</i>	1,945	5,000	4,000	5,000
Total Operations	\$ 165,547	\$ 155,094	\$ 119,880	\$ 135,982
Capital				
Building Improvements	\$ 39,581	\$ 25,000	\$ 24,000	\$ 10,000
Data Processing Equipment	528	0	0	0
Total Capital	\$ 40,109	\$ 25,000	\$ 24,000	\$ 10,000
Total Bartlett Station Municipal Center	\$ 467,304	\$ 451,799	\$ 417,307	\$ 428,255



**CITY OF BARTLETT
LIBRARY
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Operations				
Utilities	\$ 40,553	\$ 42,000	\$ 37,000	\$ 40,000
Phones - Local	4,616	5,000	7,500	7,500
Long Distance Phone Calls	2	10	20	20
Telecommunication Link	7,983	9,000	8,000	9,000
Library Charge-City of Memphis	979,023	935,500	1,015,000	1,050,000
Equipment Maintenance	4,682	0	1,000	2,000
Building Maintenance	5,273	10,000	4,000	5,000
Office Supplies	2,456	2,000	3,000	3,000
Operating Supplies	1,074	1,600	1,000	1,000
Property Insurance	8,554	8,554	10,213	10,213
General Liability Insurance	3,702	3,702	2,966	2,966
Cash Over/Short	32	100	0	0
Total Operations	\$ 1,057,949	\$ 1,017,466	\$ 1,089,699	\$ 1,130,699
Capital				
Data Processing Equipment	\$ 0	\$ 0	\$ 1,468	\$ 0
Office Equipment	0	4,000	2,000	2,000
Total Capital	\$ 0	\$ 4,000	\$ 3,468	\$ 2,000
Total Library	\$ 1,057,949	\$ 1,021,466	\$ 1,093,167	\$ 1,132,699

Finance and Administration

City of Bartlett



FY 2011 Adopted Budget

Summary Revenue/Expenditure Type

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.

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
Salaries	756,123	772,455	763,165	795,160
Benefits	283,406	289,602	275,063	295,644
Operations	189,824	139,894	176,716	160,296
Capital	336	340	450	340
Total	1,229,689	1,202,291	1,215,394	1,251,440

FY 2010 Performance Highlights

Awarded the Fiscal Year 2010 GFOA Distinguished Budget Presentation Award for the 8th straight year and the Certificate of Achievement for Excellence in Financial Reporting for the 19th straight year. Received rating upgrades from both Moody's Investor Service (from Aa2 to Aa1) and Standard & Poor's (from AA+ to AAA, the highest possible).

Objective	Performance Measures	FY 2009 Actual	FY 2010 Forecast	FY 2011 Projected
Increase Property taxes collections	Tax collection rate	99%	99%	99%
To maintain or improve bonds rating	Moody's Investor Service	Aa2	Aa1	Aa1
	Standard & Poor's	AA+	AAA	AAA
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 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 371,889	\$ 376,711	\$ 379,315	\$ 385,585
Employee Wages	345,318	361,819	318,613	367,173
Overtime Wages	23	0	2,500	3,000
Contracted Services	356	0	0	0
Part-Time	38,536	33,925	62,737	39,402
Vacation Pay	5,321	0	564	0
Educational Bonus	720	720	30	0
Longevity Pay	4,882	5,598	4,941	6,622
Christmas Bonus	1,292	1,416	1,292	1,292
Employee Health Insurance	90,542	98,492	87,198	97,654
Employee Life Insurance	3,626	3,988	3,633	4,065
Worker's Compensation Insurance	1,606	1,647	1,648	1,690
Retiree Health Insurance	14,345	14,771	13,959	18,819
FICA	57,419	59,576	58,404	60,116
Pension Contribution	103,654	103,394	103,394	105,386
Total Personnel	\$ 1,039,529	\$ 1,062,057	\$ 1,038,228	\$ 1,090,804

Staffing Level

<i>Full-Time</i>	<i>11.71</i>	<i>13.00</i>	<i>11.72</i>	<i>13.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.79</i>	<i>1.00</i>	<i>2.03</i>	<i>1.33</i>
Total Full-Time Equivalent (FTE)	13.50	14.00	13.75	14.33

Operations

Training	\$ 14,374	\$ 16,615	\$ 16,615	\$ 16,615
<i>Employee training expense such as classes, books, and training aids.</i>				
Travel	2,893	3,000	3,000	3,000
<i>TGFOA, GFOA and Munis Conference for finance staff.</i>				
Professional Services	53,825	50,000	60,000	50,000
<i>External auditor, actuary contracts.</i>				
Postage & Freight	12,691	14,500	15,500	15,500
<i>Postage & Freight for tax bills, A/P checks, tax notices, Business License renewals.</i>				
Dues & Subscriptions	8,257	9,500	9,500	9,500
<i>GFOA dues, GFOA Certificate - CAFR, and GFOA Publications.</i>				
Meetings	100	150	150	150
<i>Meetings expense.</i>				
Phones - Local	3,802	3,900	3,900	3,900
<i>Finance phones.</i>				
Long Distance Phone Calls	101	100	100	100
<i>Long distance charges.</i>				
Cellular Phones	5,775	6,000	6,000	6,300
<i>Cell phones & network cards monthly charges.</i>				
Data Processing - Software	145	0	0	0
Shop Allocation	1,000	1,000	1,000	1,000
<i>City shop costs for one vehicle.</i>				
Vehicle Maintenance	1,818	1,000	1,000	1,000
<i>Vehicle cleaning, maintenance and outside vehicle repair.</i>				
Equipment Maintenance	262	450	450	450
<i>Office equipment maintenance.</i>				
Computer Maintenance	54,138	0	20	0



CITY OF BARTLETT
FINANCE AND ADMINISTRATION
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Automobile Allowance	59	300	300	300
<i>Mileage reimbursement cost.</i>				
Office Supplies	8,200	9,880	9,880	9,880
<i>Copy paper, toner, and other office supplies.</i>				
Printing	7,729	8,500	8,500	9,000
<i>Budget books, CAFR, tax bills, tax forms, and check stock.</i>				
Petroleum Supplies	2,279	2,000	2,900	3,500
<i>Fuel expenses for vehicles.</i>				
Clothing & Uniforms	432	500	0	500
Operating Supplies	919	1,225	1,225	1,225
<i>Miscellaneous supplies.</i>				
Copy Machine Rental	1,517	2,000	2,000	2,000
<i>Copy machine rental.</i>				
Property Insurance	3,154	3,154	3,356	3,356
<i>Finance portion of liability insurance for EDP Equipment.</i>				
Vehicle & Equip Insurance	146	150	421	421
<i>Finance portion of vehicle and equipment insurance.</i>				
General Liability Insurance	3,370	3,370	3,299	3,299
<i>Allocation.</i>				
Other Insurance	50	100	50	50
<i>Notary licenses.</i>				
Bank Charges	1	250	20,000	17,000
<i>Service charges from bank.</i>				
Interest Refund	891	1,000	1,000	1,000
<i>Interest expense paid on cash in-lieu of bonds held.</i>				
Cash Over/Short	(442)	0	5,000	0
<i>Over or short from cash drawer.</i>				
Storage Fees	2,137	1,250	1,250	1,250
<i>Vital records storage & offsite storage.</i>				
Miscellaneous Other Expenses	204	0	300	0
<i>Miscellaneous expense as needed.</i>				
Total Operations	\$ 189,824	\$ 139,894	\$ 176,716	\$ 160,296
Capital				
Data Processing Equipment	\$ 0	\$ 0	\$ 110	\$ 0
Furniture	336	340	340	340
<i>Office furniture.</i>				
Total Capital	\$ 336	\$ 340	\$ 450	\$ 340
Total Finance and Administration	\$ 1,229,689	\$ 1,202,291	\$ 1,215,394	\$ 1,251,440

City Court

City of Bartlett



FY 2011 Adopted Budget

Summary Revenue/Expenditure Type

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.

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
Salaries	425,935	431,813	421,798	482,794
Benefits	185,083	189,331	187,364	203,631
Operations	45,782	53,147	48,239	51,489
Total	656,801	674,291	657,401	737,914

FY 2010 Performance Highlights

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

Objective	Performance Measures	FY 2009 Actual	FY 2010 Forecast	FY 2011 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 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 206,126	\$ 230,179	\$ 167,172	\$ 254,515
Employee Wages	188,677	178,434	228,506	187,079
Overtime Wages	17,811	18,000	17,207	18,000
Special Hours	6,460	5,200	8,913	5,200
Part-Time	6,861	0	0	18,000
Vacation Pay	2,992	0	0	0
Longevity Pay	2,847	4,500	4,034	4,926
Christmas Bonus	1,033	1,133	775	775
Employee Health Insurance	77,370	81,804	82,500	85,388
Employee Life Insurance	1,588	2,207	1,893	2,385
Worker's Compensation Insurance	944	931	934	1,078
Retiree Health Insurance	7,853	8,172	7,914	11,040
FICA	32,060	33,378	32,108	36,216
Pension Contribution	58,395	57,206	57,206	61,823
Total Personnel	\$ 611,018	\$ 621,144	\$ 609,162	\$ 686,425

Staffing Level

<i>Full-Time</i>	<i>10.78</i>	<i>11.00</i>	<i>10.32</i>	<i>11.00</i>
<i>Part-Time (converted to FTE)</i>	<i>2.09</i>	<i>0.00</i>	<i>1.19</i>	<i>0.60</i>
Total Full-Time Equivalent (FTE)	12.87	11.00	11.51	11.60

Operations

Travel	\$ 0	\$ 100	\$ 100	\$ 100
<i>One employee to attend Court Clerk's seminar in Nashville.</i>				
Legal Fees	16,950	22,000	18,000	20,000
<i>Public Defender's salaries.</i>				
Other Professional Service	6,849	6,000	6,000	6,000
<i>Interpreter's cost and special fees from circuit court.</i>				
Postage & Freight	6,723	7,300	7,100	7,300
<i>Postage for letter and collection notices for delinquent fines and costs.</i>				
Dues & Subscriptions	571	1,000	800	800
<i>Update of Tennessee Code Annotated books used by Attorney's, Judge's, Prosecutor's and Court Clerk's Office.</i>				
Phones - Local	761	800	800	800
<i>Local phone service for current lines.</i>				
Long Distance Phone Calls	18	20	50	50
<i>Long distance fees and charges.</i>				
Cellular Phones	708	600	700	750
<i>Cell phone usage for Court Clerk.</i>				
Shop Allocation	700	700	700	700
<i>Labor charges for maintenance to Court Clerks vehicle.</i>				
Vehicle Maintenance	0	0	0	500
<i>Parts, supplies for the repair and maintenance of 1 vehicle.</i>				
Equipment Maintenance	1,203	2,000	1,000	1,000
<i>Maintenance costs for computers, printers, fax machine, typewriters and cash register.</i>				
Office Supplies	3,292	3,500	3,800	4,000
<i>Miscellaneous office supplies including computer, copier supplies and cassette tapes used in court rooms.</i>				
Printing	1,984	1,800	1,700	1,800
<i>All forms used in the Clerk's office and court room such as affidavit of complaints, probation orders, case summary report.</i>				



**CITY OF BARTLETT
CITY COURT
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Petroleum Supplies <i>Fuel expenses for one vehicle.</i>	396	1,415	1,800	2,000
Operating Supplies <i>Miscellaneous operating supplies.</i>	0	0	200	200
Copy Machine Rental <i>Copy machine's rental.</i>	2,968	3,387	3,000	3,000
Vehicle & Equip Insurance <i>Vehicle insurance.</i>	168	200	140	140
General Liability Insurance <i>Allocation.</i>	1,818	1,825	1,849	1,849
Cash Over/Short	(41)	0	0	0
Storage Fees	436	0	0	0
Miscellaneous Other Expenses <i>Miscellaneous expenses.</i>	277	500	500	500
Total Operations	\$ 45,782	\$ 53,147	\$ 48,239	\$ 51,489
Total City Court	\$ 656,801	\$ 674,291	\$ 657,401	\$ 737,914

Personnel



FY 2011 Adopted Budget

Summary Revenue/Expenditure Type

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.

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
Salaries	201,661	204,221	204,053	211,368
Benefits	84,810	91,635	87,991	102,050
Other Personnel	41,620	72,100	66,725	70,000
Operations	19,847	27,086	21,380	25,426
Total	347,938	395,042	380,149	408,844

FY 2010 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 renewed our group medical insurance provider with CIGNA; continued our employee assistance program provider with CONCERN EAP; continued to offer Notary Services to the general public; maintained the employee turnover rate at approximately 6.3%; continued to offer extensive on-site training opportunities to City employees; and continued to monitor and enhance the compensation system.

Objective	Performance Measures	FY 2009 Actual	FY 2010 Forecast	FY 2011 Projected
Maintain employee turnover rate at 10% or below.	Actual turnover rate	6%	7%	8%
Revise/update personnel policy manual.	Complete policy manual revision	90%	100%	100%
Offer additional training sessions on-site. Both UT-MTAS and in-house staff.	# of training courses offered # of attendees	12 85	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 2011 Adopted Budget**

Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 124,010	\$ 124,588	\$ 124,588	\$ 129,111
Employee Wages	76,869	78,533	78,533	81,207
Overtime Wages	783	1,000	932	950
Special Hours	0	100	0	100
Vacation Pay	93	2,100	0	0
Longevity Pay	4,667	5,565	4,675	5,795
Christmas Bonus	431	472	345	344
Employee Incentives	9,009	11,136	11,136	11,136
Other Personnel Costs	7,357	6,600	6,120	8,500
Employee Health Insurance	20,732	21,847	21,847	32,001
Employee Life Insurance	1,036	1,097	1,072	1,136
Employee Testing	34,263	65,500	60,605	61,500
Worker's Compensation Insurance	688	710	710	728
Retiree Health Insurance	3,093	4,062	3,600	5,258
FICA	16,292	16,209	16,169	16,207
Pension Contribution	28,771	28,437	28,437	29,445
Total Personnel	\$ 328,092	\$ 367,956	\$ 358,769	\$ 383,418

Staffing Level

<i>Full-Time</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	4.00	4.00	4.00	4.00

Operations

Training	\$ 1,375	\$ 1,500	\$ 1,200	\$ 1,750
<i>Training expenses for annual TPMA conference in Memphis, IPMA conference in Nashville & any local training thru UT-MTAS.</i>				
Travel	1,723	1,500	500	1,700
<i>Travel expenses to attend two conferences in TN.</i>				
Professional Services	1,740	4,000	2,614	3,000
<i>Includes expenses for background checks, 125 plan admin., employee handbook review, fees to build Crystal Reports.</i>				
Postage & Freight	2,441	2,511	2,202	2,500
<i>Mails such as job applications, correspondence, COBRA Benefit notifications and W-2 forms.</i>				
Notice Publication	0	250	150	200
<i>This line item covers job notices in professional publications, internet sites and RFP advertising.</i>				
Dues & Subscriptions	1,667	2,465	2,465	2,300
<i>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.</i>				
Meetings	74	850	500	850
<i>Includes expenses for United Way Campaign Activities, Benefit and Insurance meetings as well as other local meetings.</i>				
Phones - Local	796	900	799	850
<i>Fees for phones and service in personnel office, 4 phone and 1 fax lines.</i>				
Long Distance Phone Calls	27	150	48	75
<i>Fees for long distance calls.</i>				
Cellular Phones	841	900	895	900
<i>Includes cell phone and wireless internet used by Director.</i>				
Shop Allocation	600	500	500	500
<i>Labor charges for maintenance to Personnel Department's vehicle.</i>				
Vehicle Maintenance	26	500	395	500
<i>Parts and equipment for maintenance to Personnel Department vehicle.</i>				



**CITY OF BARTLETT
PERSONNEL
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Equipment Maintenance <i>Repairs for all office equipment including: line printing laser printers and fax machine.</i>	272	500	243	500
Radio Maintenance <i>Replace portable radio battery and general maintenance Safety Officer's radio.</i>	0	75	75	75
Computer Maintenance	2,177	0	0	0
Office Supplies <i>Includes all general supplies used in day to day operation of Personnel Department.</i>	1,657	3,250	3,000	3,000
Printing <i>Cost for printing various forms and certifications. Includes printing cost for employment applications. Printing revised Personnel Policy Manuals and Employee Handbooks.</i>	1,036	3,000	2,439	2,750
Petroleum Supplies <i>Gasoline cost for Personnel Department vehicle.</i>	363	875	776	942
Operating Supplies <i>Costs of supplies other than general office supplies to operate department.</i>	0	500	265	500
Vehicle & Equip Insurance <i>Liability insurance premium for Personnel Department vehicle.</i>	146	150	0	0
General Liability Insurance <i>Allocation.</i>	1,113	1,200	1,084	1,084
Other Insurance <i>Includes cost of Notary Bond due this fiscal year.</i>	0	50	50	50
Storage Fees <i>Fees to store non-active personnel Master Personnel Files off site in secure facility.</i>	1,773	1,260	1,030	1,200
Miscellaneous Other Expenses <i>Other miscellaneous expenses.</i>	0	200	150	200
Total Operations	\$ 19,847	\$ 27,086	\$ 21,380	\$ 25,426
Total Personnel	\$ 347,938	\$ 395,042	\$ 380,149	\$ 408,844

Planning & Economic Development

City of Bartlett



FY 2011 Adopted Budget

Summary Revenue/Expenditure Type

What We Do

Planning and Development reviews and provides guidance for current development plans, prepares long range plans and special studies; compiles annexation plan of services; maintains statistical and mapped data on demographic and land use matters; administers and amends 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, Bartlett Station Commission and Industrial Development Board; implements the economic development policies of the city; provides assistance to local businesses and residents.

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
Salaries	224,407	228,053	209,210	211,573
Benefits	73,129	72,626	67,315	62,536
Operations	11,581	12,390	12,769	12,919
Total	309,117	313,069	289,294	287,028

FY 2010 Performance Highlights

Annexed one area based on development project; assisted with additional projects in the Bartlett Station area; two changes to the Sign Ordinance; 60 applications processed FY2010 to date; made additional improvements to application forms and staff reports, arranged required training for Commission and Board members. Two P.I.L.O.T Programs approved. Worked on Census project. Foreclosure Reports prepared. Internal professional and technical assistance. Provided zoning information and approval for Business Licenses.

Objective	Performance Measures	FY 2009 Actual	FY 2010 Forecast	FY 2011 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 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 87,483	\$ 87,483	\$ 87,484	\$ 88,483
Employee Wages	136,924	140,570	100,554	102,240
Overtime Wages	0	0	0	2,350
Part-Time	0	0	21,172	18,500
Vacation Pay	2,649	0	239	0
Longevity Pay	0	770	60	765
Christmas Bonus	344	378	345	345
Employee Health Insurance	14,806	15,621	13,401	12,219
Employee Life Insurance	1,126	1,231	963	1,030
Worker's Compensation Insurance	616	633	633	603
Retiree Health Insurance	4,488	4,561	3,735	4,768
FICA	17,074	17,505	16,012	16,105
Pension Contribution	32,026	31,927	31,927	26,701
Total Personnel	\$ 297,536	\$ 300,679	\$ 276,525	\$ 274,109

Staffing Level

Full-Time	4.00	4.00	3.09	3.00
Part-Time (converted to FTE)	0.00	0.00	0.34	0.60
Total Full-Time Equivalent (FTE)	4.00	4.00	3.43	3.60

Operations

Training	\$ 880	\$ 500	\$ 500	\$ 500
<i>Employee training expense and other training aids.</i>				
Travel	0	500	500	500
<i>Conference travel for Director and Planner.</i>				
Advertising & Promotional Expenses	15	0	0	0
Boards & Commissions	774	650	650	650
<i>APA memberships for Planning Commission members.</i>				
Postage & Freight	13	150	100	100
<i>Postage for notice letters, newsletters.</i>				
Dues & Subscriptions	954	750	750	750
<i>Professional association dues for Dir. and Planner</i>				
Meetings	213	500	400	400
<i>Local meetings expense for Dir. and Planner</i>				
Phones - Local	796	900	900	900
<i>Local telephone services.</i>				
Long Distance Phone Calls	66	120	100	100
<i>Long-distance telephone service.</i>				
Cellular Phones	560	600	650	700
<i>Cellular phone services.</i>				
Shop Allocation	400	400	400	400
<i>Repair allocation made at the city shop for vehit the city shop</i>				
Vehicle Maintenance	384	500	500	500
<i>Maintenance allocation for vehicle.</i>				
Equipment Maintenance	0	800	600	600
<i>Share of annual maintenance for large-format copier in Engineering Dept.; misc. maintenance.</i>				
Radio Maintenance	0	20	20	20
<i>Maintenance of radio in vehicle.</i>				



CITY OF BARTLETT
PLANNING & ECONOMIC DEVELOPMENT
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Automobile Allowance <i>Allowance for use of personal vehicle by Planner and Office Staff - delivering packets and recording items.</i>	289	500	500	500
Office Supplies <i>Miscellaneous office supplies.</i>	3,063	2,500	2,500	2,500
Printing <i>Occasional outside printing jobs.</i>	0	200	200	200
Petroleum Supplies <i>Gasoline allocated from city gas pump usage.</i>	1,550	1,250	1,200	1,300
Operating Supplies <i>Hardware items purchased irregularly, handy maps, cell phones, beepers, staple cartridges for copier.</i>	68	500	500	500
Equipment Rental	0	0	800	800
Vehicle & Equip Insurance <i>Premium for one vehicle</i>	146	150	140	140
General Liability Insurance <i>Allocation.</i>	850	900	859	859
Storage Fees <i>Share of archival storage space annual cost.</i>	559	0	0	0
Total Operations	\$ 11,581	\$ 12,390	\$ 12,769	\$ 12,919
Total Planning & Economic Development	\$ 309,117	\$ 313,069	\$ 289,294	\$ 287,028



City of Bartlett

PUBLIC SAFETY FY 2011 Adopted Budget

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
<i>Patrolman</i>	76
Captain	6
Detective	13
Lieutenant	10
Skill clerk	3
Supervisor of Records	<u>1</u>
Total Police	<u>144</u>

Fire

Assistant Chief	1
Director	1
Fire Commander	3
Battalion Commander	3
Admin Secretary	1
Fire Driver	15
Firefighter	33
Fire Lieutenant	<u>15</u>
Total Fire	<u>72</u>

Ambulance Service

EMS Coordinator	1
Paramedic Lieutenant	3
Paramedic	<u>20</u>
Total Ambulance Service	<u>24</u>

Building Codes Enforcement

Director	1
Admin Secretary	2
Building Inspector	4
Building Coordinator	1
Skill Clerk	<u>1</u>
Total Building Codes Enforcement	<u>9</u>

The Public Safety function includes Police, Fire & Ambulance, and Building Codes Enforcement. The Public Safety Function budget increased by \$759,726 (3.66%) over the FY 2010 Projection. Building Codes Enforcement eliminated two positions, the Assistant Director and the Building Inspector position, while Ambulance reduced one paramedic position from 21 to 20. FY 2011 budget included a 0.5% of payroll increase for Retiree's Health Insurance, a \$1,000 salary increase per full-time employee and step raise increases, and a 5% health insurance premium decrease.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2009 Actual</u>	<u>FY 2010 Revised</u>	<u>FY 2010 Projection</u>	<u>FY 2011 Adopted</u>
<i>Revenues</i>	<i>159,045</i>	<i>108,000</i>	<i>0</i>	<i>0</i>
<i>Salaries</i>	<i>12,391,938</i>	<i>12,827,514</i>	<i>12,575,450</i>	<i>12,963,003</i>
<i>Benefits</i>	<i>6,196,710</i>	<i>6,578,713</i>	<i>6,466,335</i>	<i>6,541,440</i>
<i>Other Personnel</i>	<i>5,092</i>	<i>10,000</i>	<i>7,500</i>	<i>9,500</i>
<i>Operations</i>	<i>1,671,137</i>	<i>1,816,432</i>	<i>1,709,429</i>	<i>1,799,929</i>
<i>Capital</i>	<i>13,446</i>	<i>23,500</i>	<i>23,782</i>	<i>228,350</i>
Total	<u>20,119,278</u>	<u>21,148,159</u>	<u>20,782,496</u>	<u>21,542,222</u>

TOTAL PUBLIC SAFETY 249



CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Department Revenues/Grants				
State Police Training Grant	\$ 57,000	\$ 64,200	\$ 0	\$ 0
State Fire Training Grant	38,400	43,800	0	0
Intergovernment Reimbursement	42,242	0	0	0
CERT Class Fees	555	0	0	0
Transfer From Grants Fund	20,848	0	0	0
Total Department Revenues/Grants	\$ 159,045	\$ 108,000	\$ 0	\$ 0
Personnel				
Supervisor Salaries	\$ 1,210,297	\$ 1,213,985	\$ 1,213,987	\$ 1,167,398
Employee Wages	10,674,972	11,015,989	10,815,362	11,219,597
Overtime Wages	234,327	337,600	287,682	312,600
Special Hours	38,447	47,000	45,733	51,000
Holiday Pay	402,296	472,726	434,117	452,845
Part-Time	233,895	212,940	212,686	212,408
Vacation Pay	69,398	40,000	41,711	40,000
Educational Bonus	75,600	86,240	89,120	105,360
Sick Pay	1,788	25,000	24,582	40,200
Longevity Pay	231,662	303,311	299,722	314,778
FLSA Wages	49,823	67,925	51,083	68,000
Christmas Bonus	23,769	26,068	23,340	23,480
Other Personnel Costs	5,092	10,000	7,500	9,500
Employee Health Insurance	2,061,312	2,200,522	2,186,538	2,061,822
Employee Life Insurance	63,475	66,041	64,971	66,890
Worker's Compensation Insurance	266,638	273,646	273,646	280,553
Unemployment Compensation	5,593	3,000	2,818	3,000
Retiree Health Insurance	236,709	244,600	240,327	309,675
FICA	985,310	1,057,438	1,022,164	1,040,658
Pension Contribution	1,723,337	1,712,196	1,712,196	1,734,179
Total Personnel	\$ 18,593,740	\$ 19,416,227	\$ 19,049,285	\$ 19,513,943
Staffing Level				
<i>Full-Time</i>	<i>246.03</i>	<i>252.00</i>	<i>244.86</i>	<i>249.08</i>
<i>Part-Time (converted to FTE)</i>	<i>8.89</i>	<i>9.42</i>	<i>8.34</i>	<i>9.27</i>
Total Full-Time Equivalent (FTE)	254.92	261.42	253.20	258.35
Operations				
Training	\$ 63,316	\$ 83,410	\$ 49,603	\$ 63,000
State Training Salary Supp	95,400	108,000	0	0
Firearms Training	18,562	34,270	25,000	25,000
Volunteer Expense	7,630	13,200	12,200	13,200
Travel	29,515	26,000	25,750	30,500
Other Professional Service	32,043	8,998	8,500	23,800
Dui Testing Fees	2,965	4,000	4,000	4,000
Sexual Offender Reg.	650	800	1,400	1,500
Postage & Freight	9,750	11,481	9,750	11,450
Notice Publication	0	2,000	2,000	2,000
Dues & Subscriptions	8,830	11,199	11,010	11,100
Meetings	4,419	4,999	2,854	4,900



CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Utilities	150,404	140,500	140,500	143,520
Phones - Local	33,956	37,300	36,195	36,300
Long Distance Phone Calls	727	1,459	1,451	1,460
Cellular Phones	28,366	25,332	27,814	33,835
Data Processing - Software	10,055	16,100	30,000	0
Telecommunication Link	6,417	9,800	12,000	55,000
Shop Allocation	82,745	82,667	82,668	82,700
Vehicle Maintenance	155,192	173,094	174,997	174,500
Equipment Maintenance	38,152	38,000	37,000	43,500
Radio Maintenance	27,893	54,096	52,500	64,000
Computer Maintenance	25,482	0	35,000	0
Grounds Maintenance	1,546	4,000	4,000	4,000
Building Maintenance	40,548	81,963	75,000	76,600
Office Supplies	19,746	29,094	22,230	21,500
Printing	13,809	16,225	16,284	16,700
Christmas Expenses	1,963	0	0	0
Medical Supplies	45,447	57,000	57,000	57,000
Petroleum Supplies	337,323	285,500	326,032	354,125
Clothing & Uniforms	122,225	149,073	139,500	146,660
Operating Supplies	27,968	40,336	39,450	40,250
Cleaning Supplies	5,209	5,000	5,000	5,000
Chemical Supplies	250	1,000	1,000	1,000
Air Service	3,971	6,000	5,500	6,000
Film & Developing	529	1,800	500	550
Small Tools	7,990	12,673	8,252	11,500
Fire Hose	2,883	4,000	4,000	6,000
Jail Meals & Supplies	21,326	25,000	25,000	26,000
CERT Training Supplies	293	200	1,000	1,500
CERT Grant Expenses	1,822	1,000	0	0
Public Awareness	9,057	6,000	6,000	6,240
Fire Prevention	7,699	6,000	6,000	6,000
Equipment Rental	50	390	1,250	1,250
Copy Machine Rental	9,281	19,210	18,385	18,385
Property Insurance	16,989	20,165	21,410	21,410
Vehicle & Equip Insurance	42,395	49,000	43,716	43,716
General Liability Insurance	75,594	70,200	64,728	64,728
Other Insurance	1,918	2,000	2,050	2,050
Tow-In Fees	15,384	16,700	16,200	16,700
Damage Claims	5,262	17,400	15,000	17,000
Miscellaneous Other Expenses	190	2,800	2,750	2,800
Total Operations	\$ 1,671,137	\$ 1,816,432	\$ 1,709,429	\$ 1,799,929
Capital				
Building Improvements	\$ 0	\$ 0	\$ 0	\$ 100,000
Communications Equipment	0	1,000	500	500
Data Processing Equipment	4,842	0	0	0
Office Equipment	588	3,000	3,782	3,000
Furniture	3,425	15,500	15,500	15,500



CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Other Equipment	4,592	4,000	4,000	109,350
Total Capital	\$ 13,446	\$ 23,500	\$ 23,782	\$ 228,350
TOTAL PUBLIC SAFETY	\$ 20,119,278	\$ 21,148,159	\$ 20,782,496	\$ 21,542,222

Police Department

City of Bartlett



FY 2011 Adopted Budget

Summary Revenue/Expenditure Type

What We Do

The Bartlett Police Department will continue to provide the citizens of Bartlett Tennessee with the level of service which is expected from a public service entity. The police department will uphold the local, state and federal laws it is tasked with and do so in a fair and impartial enforcement program that includes aggressive and excepted norms in the law enforcement community.

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
Revenues	111,411	64,200	0	0
Salaries	7,019,465	7,305,890	7,141,458	7,404,469
Benefits	3,383,630	3,623,664	3,533,891	3,577,006
Other Personnel	3,625	2,000	1,560	2,000
Operations	1,028,934	1,114,960	1,078,724	1,111,184
Capital	11,160	13,000	13,782	22,350
Total	11,335,403	11,995,314	11,769,415	12,117,009

FY 2010 Performance Highlights

Highlights for the year 2009 include several areas. Overall calls for service increased from 52312 to 58441 an increase of approx: 12%. Vehicle accidents decreased from 1155 to 1086 a decrease of approx: 6%. A total of a 9% decrease in reported crimes, this included an increase in certain reported crimes like auto burglary and robberies of businesses and individuals which showed an increase. Arrests were overall up with a 5% increase. Total warning citations were up 42% while the number of traffic citations were down 8%. The jail showed an increase of 8% in the number of people incarcerated.

Objective	Performance Measures	FY 2009 Actual	FY 2010 Forecast	FY 2011 Projected
Integrate Watson field reporting/Data Driven software into use as the department's information system for daily input of TIBIRS compliant reporting.	Number of officer issued PDA's and input using Data Driven/Watson field reporting system that is first time input TIBIRS compliant.	0%	50%	100%
Reduce the number of total traffic accidents thorough aggressive enforcement of motor vehicle laws and visual presence on major thoroughfares	Number of traffic accident reports / targeted reduction of approx:5% per calendar year.	1,086	1,032	980
Reduce the increase in auto burglaries using special enforcement techniques and an increase in officer presence in public areas targeted by auto burglars.	Number of reported auto burglaries / targeted reduction of approx:10% per calendar year	243	219	197
Continue to monitor domestic violence arrests and calls. Increase awareness for offenders, victims and the public.	Number of reported domestic compliants and/or arrests. Targeted 5% reduction per year	560	532	505



**CITY OF BARTLETT
POLICE DEPARTMENT
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Department Revenues/Grants				
State Police Training Grant	\$ 57,000	\$ 64,200	\$ 0	\$ 0
Intergovernmental Reimbursement	20,848	0	0	0
Transfer from Grants Fund	33,563	0	0	0
Total Department Revenues/Grants	\$ 111,411	\$ 64,200	\$ 0	\$ 0

Personnel				
Supervisor Salaries	\$ 397,102	\$ 397,102	\$ 397,101	\$ 402,102
Employee Wages	6,203,727	6,397,348	6,277,348	6,532,959
Overtime Wages	214,263	300,000	255,569	275,000
Special Hours	7,287	12,000	12,000	12,000
Holiday Pay	221,082	282,000	250,000	260,000
Part-Time	197,086	199,440	199,440	182,408
Vacation Pay	70,810	25,000	25,000	25,000
Educational Bonus	13,740	20,000	20,000	22,000
Sick Pay	721	25,000	24,582	25,000
Longevity Pay	113,584	169,070	169,070	184,968
Christmas Bonus	14,468	15,867	14,210	14,210
Other Personnel Costs	3,625	2,000	1,560	2,000
Employee Health Insurance	1,127,727	1,211,810	1,180,486	1,116,404
Employee Life Insurance	35,745	36,690	36,426	37,449
Worker's Compensation Insurance	143,730	149,353	149,353	154,608
Unemployment Compensation	5,593	3,000	2,818	3,000
Retiree Health Insurance	131,119	135,889	133,319	173,377
FICA	551,436	598,762	577,404	590,081
Pension Contribution	953,874	951,223	951,223	970,909
Total Personnel	\$ 10,406,720	\$ 10,931,554	\$ 10,676,909	\$ 10,983,475

Staffing Level

<i>Full-Time</i>	<i>140.97</i>	<i>144.00</i>	<i>139.42</i>	<i>144.00</i>
<i>Part-Time (converted to FTE)</i>	<i>7.92</i>	<i>8.72</i>	<i>7.83</i>	<i>7.97</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>148.89</i>	<i>152.72</i>	<i>147.25</i>	<i>151.97</i>

Operations

Training	\$ 27,793	\$ 38,000	\$ 20,000	\$ 30,000
<i>Basic police training, in-service, manuals and other training aids.</i>				
State Training Salary Supp	57,000	64,200	0	0
Firearms Training	18,562	34,270	25,000	25,000
<i>Special training in use of firearms, ammunition and other training aids.</i>				
Volunteer Expense	1,090	1,200	1,200	1,200
<i>Expense allowance paid to citizens who volunteer their in service of the city.</i>				
Travel	24,599	21,500	21,500	25,000
<i>Lodging, food and gas for training classes, court park and out of town investigations.</i>				
Other Professional Service	1,382	2,000	2,000	2,000
<i>Fees paid for miscellaneous professional services (i.e. forensic services & spanish interpreters).</i>				
DUI Testing Fees	2,965	4,000	4,000	4,000
<i>Medlab fees & supplies for DUI testing.</i>				
Sexual Offender Reg.	650	800	1,400	1,500
<i>Fees due to TBI for Sexual Offender Registries, paid by offender.</i>				



**CITY OF BARTLETT
POLICE DEPARTMENT
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Postage & Freight <i>Necessary mailings.</i>	3,289	3,250	3,250	3,250
Notice Publication <i>Bid advertising.</i>	0	2,000	2,000	2,000
Dues & Subscriptions <i>IACP, IAAP, FBI dues, Oakstone Publications, TN Advanced Law books. Narcotic division subscriptions.</i>	6,402	8,000	8,000	8,000
Meetings <i>Local BPD meeting expenses, food, drinks and paper products.</i>	3,112	3,500	1,500	3,500
Utilities <i>Cost of BPD utilities at 3730 Appling and new storage building.</i>	84,441	75,500	75,500	78,520
Phones - Local <i>Phone operation cost.</i>	28,151	31,000	30,000	30,000
Long Distance Phone Calls <i>Cost of long distance services.</i>	437	750	750	750
Cellular Phones <i>Cost of cellular phone services.</i>	15,812	13,000	15,000	20,500
Data Processing - Software	1,948	16,100	30,000	0
Telecommunication Link <i>TBI, NCIC Connections, portal fees to ICJI, air cards for 80 PDA's @ \$40/month.</i>	6,417	9,800	12,000	55,000
Shop Allocation <i>City shop charges.</i>	50,000	50,000	50,000	50,000
Vehicle Maintenance <i>Repair, maintenance and equipping of BPD vehicles.</i>	95,080	105,000	105,000	105,000
Equipment Maintenance <i>Radar repair, console maintenance, other equip. maintenance.</i>	19,682	25,000	20,000	25,000
Radio Maintenance <i>Mobile and portable radios, Motorola Radio Service Agreement at approx. \$13,000.</i>	26,302	40,000	40,000	40,000
Computer Maintenance	22,403	0	35,000	0
Grounds Maintenance <i>Mulch, herbicide and lawn care.</i>	1,546	3,000	3,000	3,000
Building Maintenance <i>Heat/AC Maintenance, electrical, mechanical repairs and beginning carpet replacement.</i>	20,753	46,963	40,000	41,600
Office Supplies <i>Paper supplies, toner, pencils, general office supplies.</i>	9,761	18,500	10,000	10,000
Printing <i>BPD forms, state and local, business cards, etc.</i>	9,377	9,525	9,500	10,000
Medical Supplies <i>Squad car, jail and office medical supplies (ie. first aid kits, CPR cards).</i>	1,608	4,000	4,000	4,000
Petroleum Supplies <i>Gas and oil for BPD vehicles.</i>	250,878	210,000	250,000	270,000
Clothing & Uniforms <i>Annual allotments for officers, patrol, civilian, and newhire uniforms. Patches, Honor Guard and Motors.</i>	72,452	82,393	80,000	80,000
Operating Supplies <i>Miscellaneous supplies, ISD and crime lab supplies.</i>	13,732	18,038	18,000	18,000
Cleaning Supplies <i>Cleaning supplies, towels, waxes, soaps, etc.</i>	5,209	5,000	5,000	5,000
Film & Developing <i>Photograph expenses for crime scene investigation, and training.</i>	433	1,500	250	250



**CITY OF BARTLETT
POLICE DEPARTMENT
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Small Tools <i>Small hardware, keys, locks, etc.</i>	4,653	9,173	6,000	8,000
Jail Meals & Supplies <i>Meals for inmates, hygiene kits & Dr. visits for inmates held over 2 weeks.</i>	21,326	25,000	25,000	26,000
Public Awareness <i>K-4, Neighborhood Watch and Child Identification (Fingerprint ID's).</i>	9,057	6,000	6,000	6,240
Equipment Rental <i>Tents for Bartlett Celebration and Kid's Count.</i>	50	250	250	250
Copy Machine Rental <i>Copier rental for Admin, ISD, Records, Patrol, BSMC and Jail.</i>	5,412	13,150	13,000	13,000
Property Insurance <i>Allocated premiums related to recovery of value of BPD property.</i>	9,707	10,000	12,519	12,519
Vehicle & Equip Insurance <i>Premiums for vehicles and equipment.</i>	24,757	30,000	24,888	24,888
General Liability Insurance <i>Premiums related to the legal liability of the City, officers and employees.</i>	50,982	45,000	39,667	39,667
Other Insurance	78	100	50	50
Tow-In Fees <i>DUI & DOR tow fees, squad car towing.</i>	15,209	15,000	15,000	15,000
Damage Claims <i>Cost incurred to reimburse others for damages.</i>	4,438	12,000	12,000	12,000
Miscellaneous Other Expenses <i>Expenses incurred that are not accountable elsewhere.</i>	0	1,500	1,500	1,500
Total Operations	\$ 1,028,934	\$ 1,114,960	\$ 1,078,724	\$ 1,111,184
Capital				
Data Processing Equipment	\$ 3,341	\$ 0	\$ 0	\$ 0
Office Equipment <i>Labelers, Fax Machines, file cabinets, shredders.</i>	588	3,000	3,782	3,000
Furniture <i>Replacement chairs & desks for Offices and Communications/Jail.</i>	2,640	10,000	10,000	10,000
Other Equipment <i>One UniMac 35lb capacity washing machine \$6,200. One UniMac50lb electric heated clothes dryer \$3,150.</i>	4,592	0	0	9,350
Total Capital	\$ 11,160	\$ 13,000	\$ 13,782	\$ 22,350
Total Police Department	\$ 11,335,403	\$ 11,995,314	\$ 11,769,415	\$ 12,117,009

Fire & Ambulance Department

City of Bartlett



FY 2011 Adopted Budget

Summary Revenue/Expenditure Type

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.

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
Revenues	47,634	43,800	0	0
Salaries	4,810,393	4,975,437	4,889,346	5,104,385
Benefits	2,567,687	2,706,263	2,687,564	2,747,441
Other Personnel	1,467	7,000	5,440	7,000
Operations	589,174	643,920	579,665	632,715
Capital	0	9,000	9,000	205,000
Total	7,921,087	8,297,820	8,171,015	8,696,541

FY 2010 Performance Highlights

In 2009 the Bartlett Fire Department implemented Teen CERT training that was the first of its kind in the State of Tennessee. The first class had 28 teen students participate in a program that taught disaster preparedness in a delivery form that was appealing to this age group. We trained an additional 48 adults in CERT disaster preparedness. In June of 2009 the City of Bartlett was impacted by a wind storm that caused a great deal of damage in some areas of the city. The Bartlett Fire Department responded quickly and performed extensive door to door search and assistance in those areas. Funding and relief were addressed properly. We presently have several persons attending Paramedic school and they should finish this year. The fire department continues to participate in several approved charitable events such as the Annual Pancake Breakfast, Buzz the Red, White and Blue and the March of Dimes Spaghetti Supper. We have upgraded our ambulance fleet by purchasing a new Ambulance to replace an old high milage ambulance and we were also able to hire six new employees to fill six vacant spots this past year. It is our intent to continue to provide the highest quality Fire and EMS services with the greatest efficiency possible.

Objective	Performance Measures	FY 2009 Actual	FY 2010 Forecast	FY 2011 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 citizens certified in CERT training each year	Certified 100 citizens	Certify 100 citizens	Certify 125 citizens
Continue to achieve NIMS compliance for the City of Bartlett.	Percent compliance	100%	100%	100%



**CITY OF BARTLETT
FIRE DEPARTMENT
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Department Revenues/Grants				
State Fire Training Grant	\$ 30,000	\$ 33,000	\$ 0	\$ 0
Intergovernment Reimbursement	555	0	0	0
CERT Grant	8,679	0	0	0
Total Department Revenues/Grants	\$ 39,234	\$ 33,000	\$ 0	\$ 0

Personnel				
Supervisor Salaries	\$ 603,958	\$ 606,320	\$ 606,320	\$ 617,247
Employee Wages	3,083,524	3,124,664	3,043,578	3,202,928
Overtime Wages	10,046	25,000	20,959	25,000
Special Hours	30,300	30,000	31,134	35,000
Holiday Pay	135,980	145,000	138,293	147,000
Part-Time	12,229	13,500	13,246	30,000
Vacation Pay	(16,100)	10,000	11,611	10,000
Educational Bonus	55,140	58,800	58,240	72,240
Sick Pay	1,068	0	0	0
Longevity Pay	101,766	116,033	112,722	115,668
FLSA Wages	35,786	48,000	35,906	48,000
Christmas Bonus	6,459	7,084	6,373	6,400
Other Personnel Costs	1,412	5,000	4,385	5,000
Employee Health Insurance	669,270	723,192	720,911	687,321
Employee Life Insurance	19,535	20,147	19,556	20,629
Worker's Compensation Insurance	69,138	72,166	72,166	74,298
Retiree Health Insurance	73,696	74,620	72,909	95,504
FICA	305,250	319,565	307,534	320,392
Pension Contribution	520,036	522,338	522,338	534,824
Total Personnel	\$ 5,718,490	\$ 5,921,429	\$ 5,798,181	\$ 6,047,451

Staffing Level

<i>Full-Time</i>	<i>71.29</i>	<i>72.00</i>	<i>71.63</i>	<i>72.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.50</i>	<i>0.70</i>	<i>0.51</i>	<i>1.30</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>71.79</i>	<i>72.70</i>	<i>72.14</i>	<i>73.30</i>

Operations

Training	\$ 6,612	\$ 16,010	\$ 12,000	\$ 15,000
<i>Employee training expenses such as classes, books and other training aids. Fire personnel EMT/Para renewals, fire inspection renewals, State fire school expenses.</i>				
State Training Salary Supp	30,000	\$ 33,000	\$ 0	0
Volunteer Expense	6,541	12,000	11,000	12,000
<i>Expense allowance paid to citizens who volunteer their time in service of the City.</i>				
Travel	3,238	2,500	2,000	2,500
<i>Transportation, lodging and meals for out of town expense for professional conferences and seminars.</i>				
Postage & Freight	571	2,000	800	2,000
<i>Freight on incoming or outgoing shipments as well as postage for mail.</i>				
Dues & Subscriptions	1,489	2,000	2,000	2,000
<i>Dues and subscriptions for affiliation with professional organizations and emergency services publications.</i>				
Meetings	470	500	500	500
<i>Expenses for meetings such as mid south fire chiefs luncheon, and lunch for outside agency personnel.</i>				
Utilities	65,963	65,000	65,000	65,000
<i>Expenses for utilities for 5 fire stations.</i>				



**CITY OF BARTLETT
FIRE DEPARTMENT
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Phones - Local <i>Service for local telephone at five fire stations.</i>	4,610	5,000	5,000	5,000
Long Distance Phone Calls <i>Service for long distance telephone charges.</i>	96	500	500	500
Cellular Phones <i>Cellular service charges and pagers.</i>	4,189	4,000	4,000	4,000
Data Processing - Software	670	0	0	0
Shop Allocation <i>Funds for repairs made at the City Shop.</i>	19,000	19,000	19,000	19,000
Vehicle Maintenance <i>Charges of repairs, and routine servicing to fire department vehicles.</i>	40,244	48,000	48,000	48,000
Equipment Maintenance <i>Specialized equipment which requires routine service or repair such as hurst tool "jaws of life", nozzles, valves, etc.</i>	6,144	5,000	8,000	8,500
Radio Maintenance <i>Repairs and/or purchases to maintain or upgrade radios such as portable batteries, \$10,000 added for Civil Defense Sirens.</i>	1,083	8,000	8,000	18,000
Grounds Maintenance <i>Grounds keeping expenses.</i>	0	1,000	1,000	1,000
Building Maintenance <i>Repair and contract fees to maintain five fire station at an acceptable appearance and operational level.</i>	19,795	35,000	35,000	35,000
Office Supplies <i>Office supplies such as paper supplies, toner, pencils and general office supplies.</i>	4,976	5,000	7,000	6,000
Printing <i>Charges for the professional printing of forms, applications and personnel information.</i>	571	1,200	1,200	1,200
Christmas Expenses	1,963	0	0	0
Petroleum Supplies <i>Fuel and lubricants for the operations vehicles, and apparatus.</i>	47,409	42,000	42,000	47,000
Clothing & Uniforms <i>Annual uniform allotment of \$500 for each personnel and to purchase those items that wear out due to normal useage.</i>	38,395	50,000	45,000	50,000
Operating Supplies <i>Those items needed to facilitate day to day operations, items not normally on hand otherwise.</i>	13,288	20,000	20,000	20,000
Chemical Supplies <i>Firefighting additives and chemicals.</i>	250	1,000	1,000	1,000
Air Service <i>Purchase of parts, masks for new employees and routine servicing of fire department self-contained breathing apparatus (SCBA).</i>	798	3,000	2,500	3,000
Film & Developing <i>Photograph expenses for fire scene investigation, and training.</i>	96	300	250	300
Small Tools <i>Cost of small tools and equipment.</i>	3,163	3,000	2,000	3,000
Fire Hose <i>To replace outdated and damaged hose.</i>	2,883	4,000	4,000	6,000
CERT Training Supplies <i>Pencils, workbooks, miscellaneous office supplies for CERT training.</i>	293	200	1,000	1,500
CERT Grant Expenses	1,822	1,000	0	0
Fire Prevention <i>Literature and information to educate the public about safety, in an effort to involve the community education program.</i>	7,699	6,000	6,000	6,000
Copy Machine Rental <i>Lease of copy machine.</i>	1,483	3,000	3,000	3,000
Property Insurance <i>Annual premiums on fixed structures insurance.</i>	7,154	10,000	8,744	8,744



**CITY OF BARTLETT
FIRE DEPARTMENT
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Vehicle & Equip Insurance <i>Annual insurance premiums on rolling stock.</i>	12,798	14,000	13,883	13,883
General Liability Insurance. <i>Fire's portion of liability insurance.</i>	16,554	17,000	17,382	17,382
Other Insurance <i>Annual premium for reserves' disability insurance.</i>	1,840	1,900	1,900	1,900
Tow-In Fees <i>Charges for tow-in fees for heavy fire apparatus.</i>	0	1,500	1,000	1,500
Damage Claims <i>Damage claims for accidents.</i>	0	1,500	1,000	1,500
Miscellaneous Other Expenses	0	1,000	1,000	1,000
Total Operations	\$ 374,148	\$ 445,110	\$ 401,659	\$ 431,909
Capital				
Building Improvements <i>Critical maintenance and renovation of all 5 fire stations.</i>	\$ 0	\$ 0	\$ 0	\$ 100,000
Furniture <i>Furniture for new administration addition to Fire Station 1.</i>	0	3,000	3,000	3,000
Other Equipment <i>Air packs (3) and air bottles (30).</i>	0	4,000	4,000	34,000
Total Capital	\$ 0	\$ 7,000	\$ 7,000	\$ 137,000
Total Fire Department	\$ 6,053,404	\$ 6,340,539	\$ 6,206,840	\$ 6,616,360



**CITY OF BARTLETT
AMBULANCE
FY 2011 Adopted Budget**

Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Department Revenues/Grants				
State Fire Training Grant	\$ 8,400	\$ 10,800	\$ 0	\$ 0
Total Department Revenues/Grants	\$ 8,400	\$ 10,800	\$ 0	\$ 0

Personnel				
Supervisor Salaries	\$ 66,274	\$ 67,600	\$ 67,600	\$ 69,269
Employee Wages	993,759	1,093,353	1,093,431	1,109,941
Overtime Wages	9,818	12,000	10,854	12,000
Special Hours	486	3,000	2,224	3,000
Holiday Pay	45,233	45,726	45,824	45,845
Vacation Pay	12,963	5,000	5,100	5,000
Educational Bonus	4,560	4,560	8,000	8,160
Longevity Pay	7,559	8,937	7,576	7,720
FLSA Wages	14,037	19,925	15,177	20,000
Christmas Bonus	1,722	1,889	1,809	2,000
Other Personnel Costs	55	2,000	1,055	2,000
Employee Health Insurance	175,616	171,937	195,749	186,137
Employee Life Insurance	5,447	6,269	6,125	6,368
Worker's Compensation Insurance	43,846	42,925	42,925	43,736
Retiree Health Insurance	21,156	23,219	23,220	29,480
FICA	85,770	96,398	94,967	95,630
Pension Contribution	172,755	162,533	162,533	165,089
Total Personnel	\$ 1,661,056	\$ 1,767,271	\$ 1,784,169	\$ 1,811,375

Staffing Level

<i>Full-Time</i>	<i>22.77</i>	<i>25.00</i>	<i>22.81</i>	<i>24.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>22.77</i>	<i>25.00</i>	<i>22.81</i>	<i>24.00</i>

Operations

Training	\$ 25,346	\$ 26,400	\$ 15,000	\$ 15,000
<i>Employee training expenses such as classes, books, and training aids. EMT/Para certification renewals.</i>				
State Training Salary Supp	8,400	10,800	0	0
<i>State training supplement; reimbursed from state.</i>				
Travel	1,170	1,000	1,500	2,000
<i>Travel expenses for outside professional training seminars, conferences and certification.</i>				
Other Professional Services	30,273	6,000	6,000	21,000
<i>Medical director's annual fee & collection fees.</i>				
Postage & Freight	2,277	3,000	3,000	3,000
<i>Cost to mail monthly statements on ambulance billing.</i>				
Dues & Subscriptions	333	400	400	400
<i>For professional organizations, and publications.</i>				
Meetings	100	200	200	200
<i>Expenses incurred by attending local professional organizations meetings such as Mid-South EMS Council.</i>				
Long Distance Phone Calls	3	10	10	10
<i>Long distance charges.</i>				
Cellular Phones	7,493	7,500	8,000	8,500
<i>Cellular service charges and data charge for EPCR computers for ambulances.</i>				
Data Processing - Software	7,437	0	0	0



**CITY OF BARTLETT
AMBULANCE
FY 2011 Adopted Budget**

Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Shop Allocation <i>Funds for repairs made at the City shop.</i>	10,000	10,000	10,000	10,000
Vehicle Maintenance <i>Charges of repairs and routine servicing to fire department ambulances, added \$2,250 for Ambulance lincense fees.</i>	16,533	15,000	17,500	17,500
Equipment Maintenance <i>Specialized equipment which requires routine service or repair, including EKG monitors, repairs to EPCR ambulance computers. Added \$8,143 for LifePak maintenance contract</i>	12,326	8,000	9,000	10,000
Radio Maintenance <i>Repairs or supplies to maintain radios i.e. batteries, etc.</i>	469	3,000	3,000	3,000
Office Supplies <i>Purchase of offices supplies used to maintain day to day operations of the fire department.</i>	903	1,000	1,000	1,000
Printing <i>Charges for the professional printing of forms, applicand personnel information.</i>	763	1,500	1,200	1,500
Medical Supplies <i>Supplies to stock ambulances and equip medical personnel.</i>	43,839	53,000	53,000	53,000
Petroleum Supplies <i>Fuel and lubricants for the operations of our emergency vehicles, and apparatus.</i>	24,393	21,000	21,000	24,000
Clothing & Uniforms <i>Annual uniform allotment of \$500 for each personnel and wear out due to normal usage such as gloves, hoods, boots, and helmets.</i>	10,079	15,000	13,000	15,000
Operating Supplies <i>Those supplies needed to facilitate day to day operations.</i>	492	1,500	1,000	1,500
Air Service <i>Oxygen and bottled air for ambulances and cascade system.</i>	3,173	3,000	3,000	3,000
Small Tools <i>Cost of small tools needed on ambulances</i>	122	200	200	200
Vehicle & Equip Insurance <i>Annual insurance premiums on rolling stock.</i>	3,309	3,400	3,459	3,459
General Liability Insurance <i>Allocation.</i>	5,617	5,700	5,337	5,337
Tow-In Fee <i>Charges for tow-in fees.</i>	175	200	200	200
Damage Claims <i>Damage claims for accidents.</i>	0	2,000	2,000	2,000
Total Operations	\$ 215,026	\$ 198,810	\$ 178,006	\$ 200,806
Capital				
Furniture <i>Furniture for New Administration edition to Fire Station 1.</i>	\$ 0	\$ 2,000	\$ 2,000	\$ 2,000
Other Equipment <i>Two LifePak EKG monitors for station 1 & 3.</i>	0	0	0	66,000
Total Capital	\$ 0	\$ 2,000	\$ 2,000	\$ 68,000
Total Ambulance	\$ 1,867,683	\$ 1,957,281	\$ 1,964,175	\$ 2,080,181

Building Codes Enforcement

City of Bartlett



FY 2011 Adopted Budget

Summary Revenue/Expenditure Type

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 the enforcement of the standard and local building, mechanical, electrical, plumbing and property maintenance codes, as well through enforcement of the city's ordinances. Through the inspections we provide, we add value, safety and integrity to our neighborhoods and community.

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
Salaries	562,079	546,187	544,646	454,149
Benefits	245,394	248,786	244,880	216,993
Other Personnel	0	1,000	500	500
Operations	53,029	57,552	51,040	56,030
Capital	2,286	1,500	1,000	1,000
Total	862,788	855,025	842,066	728,672

FY 2010 Performance Highlights

Code Enforcement has relocated to a new building, which they are sharing with the planning and engineering departments. The additional floor space is being utilized by all departments. The convenience of the three departments being located together makes for faster and more efficient service to the city's citizens.

Objective	Performance Measures	FY 2009 Actual	FY 2010 Forecast	FY 2011 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 2011 Adopted Budget

Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 142,963	\$ 142,963	\$ 142,966	\$ 78,780
Employee Wages	393,962	400,624	401,005	373,769
Overtime Wages	200	600	300	600
Special Hours	375	2,000	375	1,000
Part-Time	24,579	0	0	0
Vacation Pay	1,724	0	0	0
Educational Bonus	2,160	2,880	2,880	2,960
Sick Pay	0	0	0	15,200
Longevity Pay	8,753	9,271	10,354	6,422
Christmas Bonus	1,120	1,228	948	870
Other Personnel Costs	0	1,000	500	500
Employee Health Insurance	88,699	93,583	89,392	71,960
Employee Life Insurance	2,747	2,935	2,864	2,444
Worker's Compensation Insurance	9,924	9,202	9,202	7,911
Retiree Health Insurance	10,739	10,872	10,879	11,314
FICA	42,855	42,713	42,259	34,555
Pension Contribution	76,673	76,102	76,102	63,357
Total Personnel	\$ 807,473	\$ 795,973	\$ 790,026	\$ 671,642

Staffing Level

<i>Full-Time</i>	<i>11.00</i>	<i>11.00</i>	<i>11.00</i>	<i>9.08</i>
<i>Part-Time (converted to FTE)</i>	<i>0.47</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>11.47</i>	<i>11.00</i>	<i>11.00</i>	<i>9.08</i>

Operations

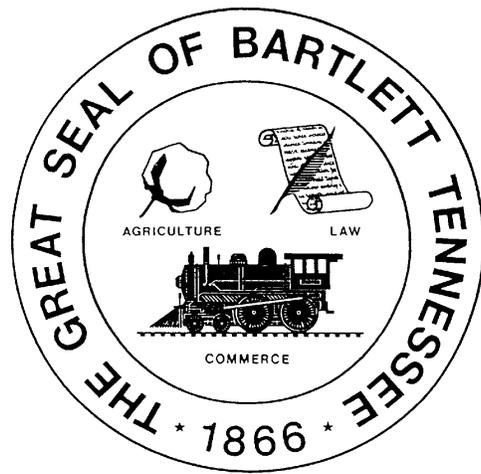
Training	\$ 3,565	\$ 3,000	\$ 2,603	\$ 3,000
<i>Employee training expense such as classes, books and other training aids.</i>				
Travel	509	1,000	750	1,000
<i>Provide transportation to Inspectors or office personnel, for required schooling and seminars, to maintain State Certification.</i>				
Other Professional Service	389	998	500	800
<i>Payment for outside structural Engineering services.</i>				
Postage & Freight	3,613	3,231	2,700	3,200
<i>Required mailing of permits and correspondence.</i>				
Dues & Subscriptions	606	799	610	700
<i>Provide current Building/Mechanical/Electrical/Plumbing magazines and newsletters. Yearly memberships with organizations.</i>				
Meetings	737	799	654	700
<i>Monthly meetings of the Tennessee Building Officials Association for seven personnel.</i>				
Phones - Local	1,195	1,300	1,195	1,300
<i>Business telephone system used by all code employees.</i>				
Long Distance Phone Calls	191	199	191	200
<i>Telephone out of state contractors, engineers, architects, property owners and out of state agencies.</i>				
Cellular Phones	873	832	814	835
<i>Cellular service charges.</i>				
Shop Allocation	3,745	3,667	3,668	3,700
<i>Cost of labor by City Shop for Codes Enforcement vehicles.</i>				
Vehicle Maintenance	3,335	5,094	4,497	4,000
<i>Cost of replacement parts on aging autos charged by the Shop.</i>				
Equipment Maintenance	0	0	0	0



CITY OF BARTLETT
BUILDING CODES ENFORCEMENT
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Radio Maintenance <i>Yearly maintenance and batteries for twelve radios.</i>	40	3,096	1,500	3,000
Computer Maintenance	3,079	0	0	0
Office Supplies <i>Maintain independent office supplies for Code Enforcement.</i>	4,105	4,594	4,230	4,500
Printing <i>Printing of permit & complaint forms.</i>	3,097	4,000	4,384	4,000
Petroleum Supplies <i>Gasoline for 8 to 10 vehicles.</i>	14,643	12,500	13,032	13,125
Clothing & Uniforms <i>Uniform for five inspectors.</i>	1,300	1,680	1,500	1,660
Operating Supplies <i>Replacement batteries on flashlights and pagers. To replace cartridges on all four printers and fax machine.</i>	456	798	450	750
Small Tools <i>Purchase of small tools.</i>	52	300	52	300
Equipment Rental <i>Possible rental of required equipment.</i>	0	140	1,000	1,000
Copy Machine Rental <i>Copier yearly rental.</i>	2,385	3,060	2,385	2,385
Property Insurance <i>Property insurance allocation.</i>	128	165	147	147
Vehicle & Equip Insurance <i>Auto insurance on eight vehicles.</i>	1,531	1,600	1,486	1,486
General Liability Insurance <i>Allocation.</i>	2,441	2,500	2,342	2,342
Other Insurance <i>Allocation.</i>	0	0	100	100
Damage Claims <i>Damage claims for accidents.</i>	824	1,900	0	1,500
Miscellaneous Other Expenses <i>Miscellaneous expenses.</i>	190	300	250	300
Total Operations	\$ 53,029	\$ 57,552	\$ 51,040	\$ 56,030
Capital				
Communications Equipment <i>Purchase of radios to replace aged units.</i>	\$ 0	\$ 1,000	\$ 500	\$ 500
Data Processing Equipment	1,501	0	0	0
Furniture <i>Possible additional/replacement furniture.</i>	785	500	500	500
Total Capital	\$ 2,286	\$ 1,500	\$ 1,000	\$ 1,000
Total Building Codes Enforcement	\$ 862,788	\$ 855,025	\$ 842,066	\$ 728,672





City of Bartlett

PUBLIC WORKS/ ENGINEERING FY 2011 Adopted Budget

Full-Time Authorized Personnel Positions

Public Works Administration

Public Works Director	1
Assistant Director	1
Administrative Secretary	1
Skill Clerk	1
General Clerk	<u>1</u>
Total P.W. Administration	<u>5</u>

Public Works City Shop

Manager	1
Mechanic	5
Skill Clerk	2
Senior Mechanic	<u>2</u>
Total P.W. City Shop	<u>10</u>

Public Works General Maintenance

Supervisor	1
Custodial	1
Driver	7
Foreman	3
Sign Technician	1
Utility Worker	<u>3</u>
Total P.W. General Maintenance	<u>16</u>

Public Works General Services

Manager	1
Building Tech.	<u>2</u>
Total P.W. General Services	<u>3</u>

Public Works Grounds Maintenance

Manager	1
Driver	6
Foreman	4
Supervisor	1
Utility Worker	1
Total P.W. Grounds Maintenance	<u>13</u>

Public Works Animal Control

Manager	1
Animal Control Officer	4
General Clerk	1
Foreman	1
Utility	<u>1</u>
Total P.W. Animal Control	<u>8</u>

Engineering Administration

Engineering Director	1
Assistant City Engineer	1
Administrative Secretary	<u>1</u>
Total Engin. Administration	<u>3</u>

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 Administration and Inspection cost centers. The Public Works/Engineering function budget increased by \$318,079 (6.88%) over the FY 2010 Projection. Public Works Administration filled the vacant Assistant Director position, Grounds Maintenance eliminated a Utility Worker position, while Engineering Inspection moved a Construction Inspector to the Drainage Fund. FY 2011 budget included a 0.5% of payroll increase for Retiree's Health Insurance, a \$1,000 salary increase per full-time employee and step raise increases, and a 5% health insurance premium decrease.

<i>Summary Revenue/Expenditure Type</i>				
Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
<i>Revs/Recvrs</i>	557,458	745,525	550,825	565,825
<i>Salaries</i>	2,709,911	2,801,499	2,714,050	2,865,907
<i>Benefits</i>	1,307,807	1,319,024	1,309,906	1,320,610
<i>Other Personnel</i>	217,440	205,536	189,200	222,200
<i>Operations</i>	871,286	1,175,270	951,302	1,090,770
<i>Capital</i>	<u>72,114</u>	<u>13,225</u>	<u>11,250</u>	<u>9,300</u>
Total	<u>4,621,100</u>	<u>4,769,029</u>	<u>4,624,883</u>	<u>4,942,962</u>

Engineering and Inspection

Engineer	1
Engineer In Training	1
Construction Inspector	2
Lead Construction Inspector	1
Scan Tech	1
GIS Specialist	<u>1</u>
Total Engin. and Inspection	<u>7</u>

TOTAL PUBLIC WORKS/ENGINEERING	<u>65</u>
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Public Works Summary

FY 2011 Adopted Budget

Summary Revenue/Expenditure Type

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.

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
Revs/Recvrs	557,458	745,525	550,825	565,825
Salaries	2,090,567	2,173,475	2,092,132	2,278,507
Benefits	1,052,323	1,056,553	1,049,240	1,079,917
Other Personnel	217,440	205,536	189,200	222,200
Operations	796,768	1,103,929	879,335	1,015,073
Capital	72,114	12,425	10,450	8,500
Total	3,671,755	3,806,393	3,669,532	4,038,372

FY 2010 Performance Highlights

Public Works crews fought another federally declared disaster in late FY09 and early FY10. All divisions worked well together and improved upon previous efforts of this kind. Public Works also responded to more than 11,000 requests for service including over 300 requests for the maintenance of delinquent properties.

Objective	Performance Measures	FY 2009 Actual	FY 2010 Forecast	FY 2011 Projected
Maintain and repair city vehicles & equipment	# of work tickets for vehicles and equipment	3949	3991	4022
To establish standards by cleaning streets and maintain right-of-ways	Miles of roadway in Bartlett	277	282	285
Maintain the City's street, drainage systems, and traffic signs.	# of repairs to Drainage structures, streets, and traffic signs.	1545	1638	1736
Provide a safe and harmonious coexistence for pets and residents.	# of animals adopted out or returned to their owners	1687	1712	1747



CITY OF BARTLETT PUBLIC WORKS BUDGET SUMMARY FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Department Revenues				
Shop Expense Allocation	\$ 331,095	\$ 325,325	\$ 325,325	\$ 325,325
Weed Cutting Fees	53,896	60,000	75,000	100,000
Property Maintenance Charges	3,610	200,000	4,000	0
Animal Shelter Donations	24,161	22,000	22,000	22,000
Animal Shelter Boarding	2,807	2,000	2,500	2,000
Animal Shelter Capture Fee	8,291	8,000	8,500	8,000
Animal Shelter Adoption	62,924	65,000	57,000	55,000
Animal Shelter City License	66,451	60,000	48,000	45,000
Animal Shelter Miscellaneous Revenues	4,224	3,200	8,500	8,500
Total Department Revenues	\$ 557,458	\$ 745,525	\$ 550,825	\$ 565,825

Personnel				
Supervisor Salaries	\$ 358,705	\$ 308,537	\$ 309,821	\$ 399,759
Employee Wages	1,655,270	1,777,098	1,695,611	1,786,186
Overtime Wages	48,446	56,500	56,500	60,700
Special Hours	15,500	15,600	15,600	15,600
Contracted Services	216,872	205,536	189,200	222,200
Part-Time	12,645	15,740	14,600	16,262
Vacation Pay	20,913	0	3,668	0
Sick Pay	21,967	0	0	0
Longevity Pay	37,308	39,269	39,269	44,030
Christmas Bonus	4,737	5,193	4,479	4,772
Other Personnel Costs	623	0	165	0
Employee Health Insurance	389,231	433,395	433,395	421,106
Employee Life Insurance	10,582	11,264	10,641	11,804
Worker's Compensation Insurance	62,032	64,457	64,457	65,173
Retiree Health Insurance	40,280	41,711	40,051	54,649
FICA	160,644	169,275	161,126	172,350
Pension Contribution	304,575	291,989	291,989	306,033
Total Personnel	\$ 3,360,331	\$ 3,435,564	\$ 3,330,572	\$ 3,580,624

Staffing Level

<i>Full-Time</i>	<i>53.10</i>	<i>56.00</i>	<i>51.53</i>	<i>55.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.62</i>	<i>0.75</i>	<i>0.58</i>	<i>0.70</i>
Total Full-Time Equivalent (FTE)	53.72	56.75	52.11	55.70

Operations

Training	\$ 1,585	\$ 1,550	\$ 1,258	\$ 3,800
Travel	0	0	600	850
Professional Services	69,403	71,500	70,500	76,500
Other Professional Service	2,360	11,750	9,500	13,500
Postage & Freight	422	625	675	775
Dues & Subscriptions	399	200	468	435
Meetings	2,167	500	0	500
Utilities	45,604	49,500	38,500	44,000
Phones - Local	5,207	6,285	5,930	6,450
Long Distance Phone Calls	45	77	77	80
Cellular Phones	5,081	4,790	5,600	5,650
Data Processing - Software	3,917	0	0	0



CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Shop Allocation	96,300	97,500	97,500	97,500
Vehicle Maintenance	75,245	83,700	78,800	86,000
Equipment Maintenance	27,829	37,000	36,756	38,800
Radio Maintenance	887	1,750	1,511	2,000
Computer Maintenance	308	0	0	0
Grounds Maintenance	12,308	247,067	77,050	101,750
Building Maintenance	29,737	22,500	19,100	20,000
Fuel System Maintenance	338	0	0	0
Street Painting & Signs	24,848	22,000	22,000	30,000
Office Supplies	5,792	9,000	6,810	7,150
Printing	1,200	1,500	1,500	1,500
Medical Supplies	47,920	60,000	60,000	65,000
Petroleum Supplies	130,748	114,000	104,000	123,500
Special Events	139	500	500	500
Clothing & Uniforms	17,819	20,300	15,800	17,300
Operating Supplies	38,682	43,782	39,600	41,700
Cleaning Supplies	7,596	10,800	8,250	9,600
Chemical Supplies	2,034	1,800	1,841	2,000
Fill Sand, Dirt & Gravel	14,363	20,000	22,000	20,000
Asphalt	51,911	70,000	70,000	100,000
Concrete & Brick	15,541	20,000	12,000	20,000
Miscellaneous Shop Parts	962	2,500	2,200	2,500
Small Tools	7,639	6,086	6,800	10,950
Pipe & Materials-System Ma	5,788	10,000	8,000	8,000
Miscellaneous Supplies	2,339	2,800	4,200	4,700
Equipment Rental	0	2,000	1,000	2,000
Street Barricade & Equip. Rental	1,460	1,800	1,650	1,800
Copy Machine Rental	3,322	4,302	3,840	4,190
Property Insurance	7,184	7,315	7,652	7,652
Vehicle & Equip Insurance	11,664	12,000	12,179	12,179
General Liability Insurance	12,042	12,350	12,362	12,362
Other Insurance	50	0	0	0
Credit Card Vendor Fees	1,957	2,200	2,100	2,300
State Fees	2,000	2,000	3,005	2,000
Cash Over/Short	0	100	50	100
Animal Control Fees	0	2,000	1,504	1,800
Damage Claims	2,626	4,500	3,667	3,700
Miscellaneous Other Expenses	0	2,000	1,000	2,000
Total Operations	\$ 796,768	\$ 1,103,929	\$ 879,335	\$ 1,015,073
Capital				
Fencing & Landscaping	\$ 55	\$ 1,000	\$ 600	\$ 1,000
Building Improvements	29,877	1,300	1,200	4,200
Communications Equipment	630	1,475	1,350	2,250
Data Processing Equipment	201	0	0	0
Office Equipment	0	150	0	250
Furniture	0	500	300	300
Other Equipment	38,235	8,000	7,000	500



CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Drainage Pipe & Improvement	3,116	0	0	0
Total Capital	\$ 72,114	\$ 12,425	\$ 10,450	\$ 8,500
TOTAL PUBLIC WORKS	\$ 3,671,755	\$ 3,806,393	\$ 3,669,532	\$ 4,038,372



**CITY OF BARTLETT
PUBLIC WORKS ADMINISTRATION
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 139,639	\$ 84,935	\$ 84,935	\$ 164,405
Employee Wages	103,287	106,563	106,563	110,690
Overtime Wages	970	2,000	1,000	1,200
Part-Time	0	250	250	250
Vacation Pay	3,529	0	0	0
Sick Pay	21,967	0	0	0
Longevity Pay	9,009	5,797	5,797	9,114
Christmas Bonus	431	472	345	348
Employee Health Insurance	29,293	24,623	24,623	36,912
Employee Life Insurance	1,250	1,034	1,012	1,486
Worker's Compensation Insurance	954	582	582	947
Retiree Health Insurance	4,859	3,830	3,830	6,877
FICA	21,566	15,265	15,054	21,381
Pension Contribution	38,962	26,810	26,810	38,513
Total Personnel	\$ 375,716	\$ 272,161	\$ 270,801	\$ 392,123

Staffing Level

Full-Time	4.63	5.00	4.00	5.00
Part-Time (converted to FTE)	0.00	0.02	0.00	0.02
Total Full-Time Equivalent (FTE)	4.63	5.02	4.00	5.02

Operations

Training	\$ 530	\$ 0	\$ 300	\$ 300
<i>Employee training expenses such as classes, books, and training aides.</i>				
Travel	0	0	600	850
<i>Travel and hotel expenses for training.</i>				
Postage & Freight	422	600	650	750
<i>Postage and stamps.</i>				
Dues & Subscriptions	216	200	200	200
<i>TCAPWAS memberships and Public Works magazines.</i>				
Employee Appreciation	2,167	500	0	500
<i>Christmas dinner, spring picnic and quarterly division luncheon.</i>				
Utilities	18,621	22,000	15,000	18,000
<i>Electricity, gas, water.</i>				
Phones - Local	4,815	6,000	5,500	6,000
<i>Local telephone service.</i>				
Long Distance Phone Calls	30	50	50	50
<i>Long distance telephone service.</i>				
Cellular Phones	1,357	1,100	1,100	1,100
<i>Cell phone monthly fees.</i>				
Shop Allocation	96,300	97,500	97,500	97,500
<i>Shop labor for vehicles and equipment.</i>				
Vehicle Maintenance	1,359	1,200	1,500	3,000
<i>Parts for vehicles and equipment.</i>				
Equipment Maintenance	183	300	306	300
<i>Maintenance for printers, fax, adding machines, etc.</i>				
Radio Maintenance	0	500	250	500
<i>Radio repair.</i>				



**CITY OF BARTLETT
PUBLIC WORKS ADMINISTRATION
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Building Maintenance <i>Paint, light bulbs, carpet, doors, windows.</i>	354	500	500	500
Office Supplies <i>Pen, paper, envelopes, folders, printer cartridges, file folders, diaries, maps, letterhead.</i>	1,452	3,500	1,700	2,000
Printing <i>Newspaper ads, door hangers.</i>	161	500	500	500
Petroleum Supplies <i>Gas and diesel for Admin, Gen. Maint., and Fleet Services.</i>	54,307	44,000	44,000	54,000
Clothing & Uniforms <i>Uniforms for all PW funds except Fleet.</i>	11,996	14,000	11,000	12,000
Operating Supplies <i>Luncheons, flowers, plaques, trophies, coffee, Christmas cards, name plates, keys, batteries.</i>	1,815	2,000	2,000	2,000
Copy Machine Rental <i>Copy machine rental.</i>	407	1,427	1,000	1,100
Property Insurance <i>Property insurance allocation.</i>	3,797	3,800	3,889	3,889
Vehicle & Equip Insurance <i>Vehicle and equipment insurance allocation.</i>	1,902	2,000	1,517	1,517
General Liability Insurance <i>General liability insurance allocation.</i>	1,646	1,700	1,313	1,313
Other Insurance	50	0	0	0
Damage Claims <i>Payment for damages caused by PW crews performing jobs.</i>	0	1,000	500	500
Miscellaneous Other Expenses <i>Miscellaneous expenses.</i>	0	2,000	1,000	2,000
Total Operations	\$ 203,886	\$ 206,377	\$ 191,875	\$ 210,369
Capital				
Communications Equipment <i>All communication equipment, accessories purchases and repairs.</i>	0	200	200	200
Total Capital	\$ 0	\$ 200	\$ 200	\$ 200
Total Public Works Administration	\$ 579,602	\$ 478,738	\$ 462,876	\$ 602,692



**CITY OF BARTLETT
CITY SHOP
FY 2011 Adopted Budget**

Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Department Revenues				
Shop Expense Allocation	\$ 331,095	\$ 325,325	\$ 325,325	\$ 325,325
Total Department Revenues	\$ 331,095	\$ 325,325	\$ 325,325	\$ 325,325
Personnel				
Supervisor Salaries	\$ 53,916	\$ 53,916	\$ 53,916	\$ 55,994
Employee Wages	376,605	385,656	385,656	396,874
Overtime Wages	21,446	19,000	21,000	22,000
Special Hours	5,200	5,200	5,200	5,200
Contracted Services	40,299	34,000	30,000	34,000
Part-Time	0	350	350	350
Vacation Pay	4,796	0	0	0
Longevity Pay	10,638	12,076	12,076	11,659
Christmas Bonus	861	944	861	947
Employee Health Insurance	64,814	68,317	68,317	76,221
Employee Life Insurance	2,338	2,374	2,373	2,445
Worker's Compensation Insurance	10,202	10,073	10,073	10,370
Retiree Health Insurance	8,611	8,791	8,791	11,322
FICA	34,982	36,429	36,131	36,686
Pension Contribution	64,312	61,540	61,540	63,402
Total Personnel	\$ 699,021	\$ 698,666	\$ 696,284	\$ 727,470
Staffing Level				
<i>Full-Time</i>	<i>9.98</i>	<i>10.00</i>	<i>9.76</i>	<i>10.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.03</i>	<i>0.00</i>	<i>0.03</i>
Total Full-Time Equivalent (FTE)	9.98	10.03	9.76	10.03
Operations				
Training	\$ 800	\$ 800	\$ 958	\$ 1,200
<i>Employee training expenses such as classes, books and or training aids.</i>				
Postage & Freight	0	25	25	25
<i>Stamps.</i>				
Utilities	10,854	12,000	11,000	12,000
<i>Electricity, gas, water.</i>				
Long Distance Phone Calls	14	12	25	25
<i>Long distance phone calls.</i>				
Cellular Phones	818	660	750	750
<i>Cell phone fees.</i>				
Data Processing - Software	3,917	0	0	0
Vehicle Maintenance	2,829	4,500	2,300	4,000
<i>Parts for vehicle and equipment repairs.</i>				
Equipment Maintenance	2,972	3,000	3,000	3,000
<i>Computer, printer, fax, type writer, engine analyzer.</i>				
Radio Maintenance	39	250	125	250
<i>Radio maintenance.</i>				
Building Maintenance	4,990	5,000	5,000	5,000
<i>Paint, light bulbs, doors, windows, etc.</i>				
Fuel System Maintenance	338	0	0	0
Office Supplies	1,474	1,600	1,600	1,600
<i>Pen, paper, envelopes, folders, printer cartridges.</i>				



CITY OF BARTLETT
CITY SHOP
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Clothing & Uniforms <i>Uniforms and mats.</i>	4,653	5,000	3,500	4,000
Operating Supplies <i>Batteries, welding rods, paint, grease, tool washing wires.</i>	6,451	7,500	6,000	6,500
Cleaning Supplies <i>Wax, soap, rags, toilet paper, paper towels, mops, bucks.</i>	1,183	1,800	1,400	1,600
Miscellaneous Shop Parts <i>Nuts, bolts, washers, starter fluid, clutch fluid, tubes valve caps, valve stems, battery cleaner.</i>	962	2,500	2,200	2,500
Small Tools <i>Socket wrenches, hammers, screw drivers, specialized tools needed for repairs of City equipment.</i>	3,181	2,500	2,500	2,500
Miscellaneous Supplies <i>Misc office supplies and tool allowance for mechanics.</i>	1,393	1,600	3,200	3,500
Copy Machine Rental <i>Copy machine rental.</i>	1,896	1,500	750	1,500
Property Insurance <i>Property insurance allocation.</i>	1,935	2,000	2,201	2,201
Vehicle & Equip Insurance <i>Allocation.</i>	1,225	1,300	1,520	1,520
General Liability Insurance <i>Allocation.</i>	2,135	2,200	2,071	2,071
Damage Claims <i>Payment for damages caused by PW employees.</i>	273	100	0	0
Total Operations	\$ 54,331	\$ 55,847	\$ 50,125	\$ 55,742
Capital				
Building Improvements <i>Contracted improvements to gutter system and mechanic's office.</i>	\$ 55	\$ 100	\$ 0	\$ 3,000
Communications Equipment	0	100	0	0
Office Equipment	0	150	0	0
Furniture <i>Desks and chairs, file cabinet.</i>	0	300	300	300
Other Equipment	14,510	0	0	0
Total Capital	\$ 14,565	\$ 650	\$ 300	\$ 3,300
Total City Shop	\$ 436,822	\$ 429,838	\$ 421,384	\$ 461,187



CITY OF BARTLETT GENERAL MAINTENANCE FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Employee Wages	\$ 536,610	\$ 563,820	\$ 522,625	\$ 560,914
Overtime Wages	11,997	13,000	15,000	15,000
Special Hours	5,200	5,200	5,200	5,200
Vacation Pay	2,787	0	2,110	0
Longevity Pay	9,308	11,789	11,789	9,869
Christmas Bonus	1,378	1,511	1,206	1,392
Other Personnel Costs	367	0	0	0
Employee Health Insurance	118,585	133,826	133,826	122,486
Employee Life Insurance	2,819	3,045	2,752	3,029
Worker's Compensation Insurance	21,452	22,300	22,300	22,154
Retiree Health Insurance	10,732	11,276	10,436	14,023
FICA	41,655	45,426	41,988	43,662
Pension Contribution	78,741	78,935	78,935	78,528
Total Personnel	\$ 841,632	\$ 890,128	\$ 848,167	\$ 876,257

Staffing Level

<i>Full-Time</i>	<i>15.72</i>	<i>16.00</i>	<i>15.44</i>	<i>16.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	15.72	16.00	15.44	16.00

Operations

Training	\$ 70	\$ 250	\$ 0	\$ 0
<i>Employee training expense such as classes, books and or training aids and tuition.</i>				
Other Professional Service	1,675	11,000	7,000	11,000
<i>Tree removal service.</i>				
Dues & Subscriptions	102	0	192	200
<i>TCAPWA dues and magazine subscriptions.</i>				
Cellular Phones	592	500	600	600
<i>Cell phone monthly fees.</i>				
Vehicle Maintenance	19,587	25,000	22,000	25,000
<i>Parts for vehicle repairs some parts will be allocated from inventory others purchased from vendors.</i>				
Equipment Maintenance	9,303	15,000	15,000	15,000
<i>Parts for equipment repairs.</i>				
Radio Maintenance	555	500	750	750
<i>Mobil radio repairs.</i>				
Grounds Maintenance	83	500	250	250
<i>Fertilizer, grass, seed, plants.</i>				
Building Maintenance	3,749	4,500	4,000	4,000
<i>Painting, light bulbs, carpet, windows, wax.</i>				
Street Painting & Signs	24,848	22,000	22,000	30,000
<i>Sign repair and replacement, street striping and marking, reflectivity upgrades/replacements for FY11.</i>				
Office Supplies	806	850	850	850
<i>Pens, pencils, note pads, file cabinets, envelopes and printer cartridges.</i>				
Clothing & Uniforms	131	0	0	0
Operating Supplies	13,862	16,000	15,000	16,000
<i>Filter cloth, batteries, water plug, concrete patch, inboards.</i>				
Cleaning Supplies	1,430	1,500	850	1,500
<i>Wax, soap, rags, toilet paper, paper towels, mops, bucks.</i>				



**CITY OF BARTLETT
GENERAL MAINTENANCE
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Fill Sand, Dirt & Gravel <i>Fill sand, dirt and gravel used for road repairs and road projects, also rip rap, sod & salt.</i>	14,363	20,000	22,000	20,000
Asphalt <i>Materials for road cuts, road shoulders, salting streets, pot holes and Contracted Asphalt Work.</i>	51,911	70,000	70,000	100,000
Concrete & Brick <i>Building inlets, manholes, replacing sidewalks, curb and gutter, water tables, road cuts.</i>	15,541	20,000	12,000	20,000
Small Tools <i>Shovel, drills, hammers, screw drivers, flash lights.</i>	631	1,200	1,200	1,200
Pipe & Materials-System Maintenance <i>Pipe and other materials used for drainage system repair including steel products, manhole, inlets.</i>	5,788	10,000	8,000	8,000
Equipment Rental <i>Special construction equipment as needed.</i>	0	2,000	1,000	2,000
Street Barricade & Equip. Rental <i>Rental of barricades for street and drainage repairs.</i>	1,460	1,800	1,650	1,800
Copy Machine Rental <i>Rental of copy machine.</i>	219	550	750	750
Vehicle & Equip Insurance <i>Vehicle and equipment insurance.</i>	5,653	5,700	5,136	5,136
General Liability Insurance <i>General liability insurance.</i>	2,959	3,000	3,083	3,083
Damage Claims <i>Payment for damages caused by PW employees doing their job.</i>	2,353	1,200	600	1,200
Total Operations	\$ 177,674	\$ 233,050	\$ 213,911	\$ 268,319
Capital				
Fencing & Landscaping	\$ 0	\$ 1,000	\$ 600	\$ 1,000
Building Improvements	29,221	0	0	0
Communications Equipment <i>Purchase pagers, cell phones, office phones and accessories.</i>	630	1,000	1,000	1,000
Drainage Pipe & Improvement	3,116	0	0	0
Total Capital	\$ 32,967	\$ 2,000	\$ 1,600	\$ 2,000
Total General Maintenance	\$ 1,052,273	\$ 1,125,178	\$ 1,063,678	\$ 1,146,576



**CITY OF BARTLETT
GENERAL SERVICES
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 66,813	\$ 68,442	\$ 68,442	\$ 70,811
Employee Wages	68,457	77,276	77,276	81,825
Overtime Wages	891	5,000	3,000	4,000
Contracted Services	13,081	15,000	3,000	8,000
Vacation Pay	1,419	0	0	0
Longevity Pay	4,009	4,106	4,106	4,273
Christmas Bonus	258	283	258	258
Employee Health Insurance	30,852	35,335	35,335	31,000
Employee Life Insurance	708	787	773	824
Worker's Compensation Insurance	5,226	5,843	5,843	6,130
Retiree Health Insurance	2,705	2,914	2,914	3,816
FICA	10,342	11,844	11,513	11,911
Pension Contribution	20,479	20,400	20,400	21,369
Total Personnel	\$ 225,240	\$ 247,230	\$ 232,860	\$ 244,217
Staffing Level				
<i>Full-Time</i>	<i>2.79</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	2.79	3.00	3.00	3.00
Operations				
Training	\$ 0	\$ 500	\$ 0	\$ 700
<i>TML classes.</i>				
Dues & Subscriptions	0	0	35	35
<i>TCAPWA dues and magazine subscription costs.</i>				
Cellular Phones	857	1,000	1,000	1,000
<i>Cell phone charges for 2 employees</i>				
Vehicle Maintenance	173	3,000	2,000	3,000
<i>Part costs for vehicles repairs.</i>				
Radio Maintenance	0	100	86	100
<i>Radio repair and maintenance costs.</i>				
Operating Supplies	158	700	600	700
<i>Miscellaneous operating supplies.</i>				
Small Tools	1,592	1,136	1,000	1,000
<i>Brooms, rakes, hoes and small tools.</i>				
Vehicle & Equip Insurance	0	0	497	497
General Liability Insurance	675	700	698	698
Total Operations	\$ 3,455	\$ 7,136	\$ 5,916	\$ 7,730
Capital				
Other Equipment	\$ 400	\$ 500	\$ 500	\$ 500
<i>Refrigerant recovery unit & tank, refrigerant leak detector</i>				
Total Capital	\$ 400	\$ 500	\$ 500	\$ 500
Total General Services	\$ 229,095	\$ 254,866	\$ 239,276	\$ 252,447



CITY OF BARTLETT GROUND MAINTENANCE FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Department Revenues				
Property Maintenance Charges	\$ 3,610	\$ 200,000	\$ 4,000	\$ 0
Weed Cutting Fees	53,896	60,000	75,000	100,000
Total Department Revenues	\$ 57,506	\$ 260,000	\$ 79,000	\$ 100,000
Personnel				
Supervisor Salaries	\$ 49,896	\$ 51,349	\$ 51,349	\$ 53,633
Employee Wages	363,687	428,207	390,000	407,679
Overtime Wages	2,543	3,500	3,500	4,500
Contracted Services	119,090	132,200	132,200	156,200
Vacation Pay	1,515	0	52	0
Longevity Pay	4,343	5,501	5,501	9,115
Christmas Bonus	1,033	1,133	1,034	1,131
Other Personnel Costs	55	0	165	0
Employee Health Insurance	103,887	127,208	127,208	108,872
Employee Life Insurance	2,109	2,590	2,314	2,491
Worker's Compensation Insurance	17,883	18,917	18,917	18,391
Retiree Health Insurance	8,271	9,591	8,827	11,533
FICA	30,837	37,375	33,797	34,948
Pension Contribution	65,987	67,138	67,138	64,584
Total Personnel	\$ 771,135	\$ 884,709	\$ 842,002	\$ 873,077
Staffing Level				
<i>Full-Time</i>	<i>11.98</i>	<i>14.00</i>	<i>11.33</i>	<i>13.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	11.98	14.00	11.33	13.00
Operations				
Professional Services	\$ 44,068	\$ 45,500	\$ 45,500	\$ 50,500
<i>Median spraying.</i>				
Dues & Subscriptions	81	0	41	0
<i>TCAPWA dues and magazine subscription costs.</i>				
Utilities	7,054	5,500	5,500	6,000
<i>Electricity, gas, water, sewer.</i>				
Phones - Local	224	285	250	250
<i>Local telephone service.</i>				
Long Distance Phone Calls	0	10	0	0
<i>Long distance phone service.</i>				
Cellular Phones	618	630	1,250	1,250
<i>Cell phone monthly fees.</i>				
Vehicle Maintenance	44,446	44,000	44,000	44,000
<i>Parts for vehicle repairs.</i>				
Equipment Maintenance	15,306	18,000	18,000	20,000
<i>Parts for equipment repairs.</i>				
Radio Maintenance	135	200	100	200
<i>Radio repairs.</i>				
Computer Maintenance	308	0	0	0
Grounds Maintenance	11,491	245,567	75,000	100,000
<i>Fertilizer, plants, seeds, sod, fence repair, parking repair, all for grounds maintenance complex and fence repair.</i>				



**CITY OF BARTLETT
GROUND MAINTENANCE
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Building Maintenance <i>Paint, light bulbs, carpet, windows and new roof shingles.</i>	10,278	5,000	2,600	3,000
Office Supplies <i>Pen, paper, pencil, folders, diaries, printer cartridges.</i>	34	50	160	200
Petroleum Supplies <i>Gas and diesel.</i>	44,254	45,000	35,000	42,000
Operating Supplies <i>Chain saw chains, weed eater lines, bumper caps, eye glasses, vests, boots, trash bags, other disposable items.</i>	8,758	8,582	8,500	8,500
Small Tools <i>\$1k Rakes, hoes, job-blades, shears, brooms, \$5k for weed eaters and other small equipment.</i>	2,235	1,000	2,000	6,000
Copy Machine Rental <i>Copy machine rental.</i>	21	100	140	140
Property Insurance <i>Property insurance allocation.</i>	406	415	435	435
Vehicle & Equip Insurance <i>Vehicle and equipment insurance.</i>	1,537	1,600	2,192	2,192
General Liability Insurance <i>General liability insurance.</i>	2,903	3,000	3,502	3,502
Damage Claims <i>Damages caused by PW employees doing their jobs (minor).</i>	0	2,000	500	1,000
Total Operations	\$ 194,155	\$ 426,439	\$ 244,670	\$ 289,169
Capital				
Fencing & Landscaping <i>Mulch for medians and City Hall, city property fence installation and/or replacement.</i>	\$ 55	\$ 0	\$ 0	\$ 0
Communications Equipment <i>Cell phone purchases and accessories, add another radio for new crew leader 2011</i>	0	0	0	900
Data Processing Equipment	201	0	0	0
Office Equipment <i>Paper shredder.</i>	0	0	0	250
Other Equipment	23,325	7,500	6,500	0
Total Capital	\$ 23,580	\$ 7,500	\$ 6,500	\$ 1,150
Total Ground Maintenance	\$ 931,364	\$ 1,058,648	\$ 1,014,172	\$ 1,063,396



CITY OF BARTLETT ANIMAL CONTROL FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Department Revenues				
Animal Shelter Donations	\$ 24,161	\$ 22,000	\$ 22,000	\$ 22,000
Animal Shelter Boarding	2,807	2,000	2,500	2,000
Animal Shelter Capture Fee	8,291	8,000	8,500	8,000
Animal Shelter Adoption	62,924	65,000	57,000	55,000
Animal Shelter City License	66,451	60,000	48,000	45,000
Animal Shelter Miscellaneous Revenues	4,224	3,200	8,500	8,500
Total Department Revenues	\$ 168,857	\$ 160,200	\$ 146,500	\$ 140,500

Personnel				
Supervisor Salaries	\$ 48,442	\$ 49,895	\$ 51,179	\$ 54,916
Employee Wages	206,624	215,576	213,491	228,204
Overtime Wages	10,599	14,000	13,000	14,000
Special Hours	5,100	5,200	5,200	5,200
Contracted Services	44,402	24,336	24,000	24,000
Part-Time	12,645	15,140	14,000	15,662
Vacation Pay	6,867	0	1,506	0
Christmas Bonus	775	850	775	696
Other Personnel Costs	202	0	0	0
Employee Health Insurance	41,801	44,086	44,086	45,615
Employee Life Insurance	1,358	1,434	1,417	1,529
Worker's Compensation Insurance	6,315	6,742	6,742	7,181
Retiree Health Insurance	5,101	5,309	5,253	7,078
FICA	21,262	22,936	22,643	23,762
Pension Contribution	36,094	37,166	37,166	39,637
Total Personnel	\$ 447,587	\$ 442,670	\$ 440,458	\$ 467,480

Staffing Level

<i>Full-Time</i>	<i>8.00</i>	<i>8.00</i>	<i>8.00</i>	<i>8.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.62</i>	<i>0.70</i>	<i>0.58</i>	<i>0.65</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>8.62</i>	<i>8.70</i>	<i>8.58</i>	<i>8.65</i>

Operations

Training	\$ 185	\$ 0	\$ 0	\$ 1,600
<i>Tuition for training classes, 3 x \$200 for euthanasia + \$1,000 for dart gun training.</i>				
Professional Services	25,336	26,000	25,000	26,000
<i>City contracted vet fees.</i>				
Other Professional Service	685	750	2,500	2,500
<i>Emergency after hours vet fees.</i>				
Utilities	9,076	10,000	7,000	8,000
<i>Electricity, gas, propane, water, sewer.</i>				
Phones - Local	167	0	180	200
<i>Local telephone costs.</i>				
Long Distance Phone Calls	1	5	2	5
<i>Long distance telephone costs.</i>				
Cellular Phones	839	900	900	950
<i>Monthly fees for 2 cell phones.</i>				
Vehicle Maintenance	6,850	6,000	7,000	7,000
<i>Parts for vehicle repairs.</i>				



**CITY OF BARTLETT
ANIMAL CONTROL
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Equipment Maintenance <i>Parts for equipment maintenance.</i>	65	700	450	500
Radio Maintenance <i>Communication radio repairs.</i>	157	200	200	200
Grounds Maintenance <i>Plants, seeds, flowers, landscaping, sod.</i>	734	1,000	1,800	1,500
Building Maintenance <i>Paint, light bulbs, windows, doors, etc HVAC repairs, ventilators.</i>	10,366	7,500	7,000	7,500
Office Supplies <i>Paper, pens, pencils, folders, file cabinets, printer.</i>	2,026	3,000	2,500	2,500
Printing <i>Flyers, banners, signs.</i>	1,039	1,000	1,000	1,000
Medical Supplies <i>First aid kits, animal surgery needs, vaccines.</i>	47,920	60,000	60,000	65,000
Petroleum Supplies <i>Oil, gas, diesel, propane.</i>	32,187	25,000	25,000	27,500
Special Events <i>Christmas parade, Adoption days, special programs.</i>	139	500	500	500
Clothing & Uniforms <i>Pants, shirts, gloves.</i>	1,040	1,300	1,300	1,300
Operating Supplies <i>Pet food, collars, batteries, grab poles, food bowls, litter pans, cat carriers, safety glasses, leashes, collars.</i>	7,638	9,000	7,500	8,000
Cleaning Supplies <i>Lysol, pine sol, bleach, soap, paper towels air fresheners, , laundry soap.</i>	4,984	7,500	6,000	6,500
Chemical Supplies <i>Flea dip, other disease controlling agents.</i>	2,034	1,800	1,841	2,000
Small Tools <i>Dart guns, darts, traps, catch poles, surgery packs.</i>	0	250	100	250
Miscellaneous Supplies <i>Various supplies.</i>	946	1,200	1,000	1,200
Copy Machine Rental <i>Copy machine rental.</i>	778	725	1,200	700
Property Insurance <i>Property insurance allocation.</i>	1,046	1,100	1,127	1,127
Vehicle & Equip Insurance <i>Allocation.</i>	1,347	1,400	1,317	1,317
General Liability Insurance <i>General liability insurance.</i>	1,724	1,750	1,695	1,695
Credit Card Vendor Fees <i>Fees charged by credit card companies.</i>	1,957	2,200	2,100	2,300
State Fees <i>Incinerator permit fee.</i>	2,000	2,000	3,005	2,000
Cash Over/Short	0	100	50	100
Animal Control Fees <i>Tag purchases.</i>	0	2,000	1,504	1,800
Damage Claims <i>Payment for minor damages caused by PW employees.</i>	0	200	2,067	1,000
Total Operations	\$ 163,267	\$ 175,080	\$ 172,838	\$ 183,744



**CITY OF BARTLETT
ANIMAL CONTROL
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Capital				
Building Improvements <i>Paint front of building and run water line to dog park upgrade electrical panel, seal floors.</i>	\$ 602	\$ 1,200	\$ 1,200	\$ 1,200
Communications Equipment <i>Cell phone and other telephone purchases.</i>	0	175	150	150
Furniture	0	200	0	0
Total Capital	\$ 602	\$ 1,575	\$ 1,350	\$ 1,350
Total Animal Control	\$ 442,599	\$ 459,125	\$ 468,146	\$ 512,074

Engineering Summary

FY 2011 Adopted Budget

Summary Revenue/Expenditure Type

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).

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
Salaries	619,343	628,024	621,918	587,400
Benefits	255,483	262,471	260,666	240,693
Operations	74,518	71,340	71,967	75,697
Capital	0	800	800	800
Total	949,345	962,635	955,351	904,590

FY 2010 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. Completed construction on Fire Administration building and remodeling of City Hall Annex

Objective	Performance Measures	FY 2009 Actual	FY 2010 Forecast	FY 2011 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	Completed	Completed	Completed
Oversee Construction of Kirby Whitten	Completion of these activities	Completed	Completed	Completed



CITY OF BARTLETT ENGINEERING BUDGET SUMMARY FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 293,763	\$ 296,046	\$ 296,045	\$ 246,413
Employee Wages	322,843	327,778	323,599	338,087
Overtime Wages	1,861	3,700	1,791	2,900
Special Hours	875	0	0	0
Part-Time	0	500	483	0
Vacation Pay	5,824	0	0	0
Education Bonus	1,320	1,700	2,580	2,580
Longevity Pay	11,977	15,696	13,547	14,549
Christmas Bonus	947	1,038	948	949
Employee Health Insurance	77,456	84,330	84,660	71,704
Employee Life Insurance	3,163	3,368	3,256	3,157
Worker's Compensation Insurance	6,935	7,151	7,151	5,961
Retiree Health Insurance	12,333	12,477	12,356	14,613
FICA	47,587	49,375	48,832	45,350
Pension Contribution	87,941	87,336	87,336	81,830
Total Personnel	\$ 874,827	\$ 890,495	\$ 882,584	\$ 828,093

Staffing Level

<i>Full-Time</i>	<i>12.00</i>	<i>11.00</i>	<i>11.09</i>	<i>10.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.02</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	12.02	11.00	11.09	10.00

Operations

Training	\$ 1,126	\$ 2,000	\$ 1,900	\$ 2,000
Travel	526	1,550	1,550	1,550
Other Professional Service	3,977	9,000	6,500	9,000
Postage & Freight	1,201	1,000	1,100	1,200
Dues & Subscriptions	2,060	1,800	1,700	1,800
Meetings	0	75	75	75
Phones - Local	2,443	2,800	2,700	2,850
Long Distance Phone Calls	95	225	225	225
Cellular Phones	1,948	1,750	1,950	1,950
Data Processing - Software	12,310	0	0	0
Shop Allocation	3,600	3,700	3,650	3,700
Vehicle Maintenance	5,819	4,900	4,500	5,500
Equipment Maintenance	3,393	3,600	5,670	3,600
Radio Maintenance	0	0	0	0
Building Maintenance	290	400	400	400
Office Supplies	1,823	2,600	3,150	3,450
Printing	3,061	4,100	4,000	4,000
Petroleum Supplies	14,417	13,000	12,000	14,500
Clothing & Uniforms	1,064	890	800	800
Operating Supplies	1,048	2,350	3,650	2,650
Small Tools	159	150	100	100
Copy Machine Rental	1,511	1,900	2,600	2,600
Property Insurance	6,282	6,300	6,737	6,737
Vehicle & Equip Insurance	1,640	1,700	1,570	1,570
General Liability Insurance	2,726	2,800	2,640	2,640
Other Insurance	0	0	50	50



CITY OF BARTLETT
ENGINEERING BUDGET SUMMARY
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
State Fees	2,000	2,000	2,000	2,000
License Fees	0	750	750	750
Total Operations	\$ 74,518	\$ 71,340	\$ 71,967	\$ 75,697
Capital				
Other Equipment	\$ 0	\$ 800	\$ 800	\$ 800
Total Capital	\$ 0	\$ 800	\$ 800	\$ 800
TOTAL ENGINEERING	\$ 949,345	\$ 962,635	\$ 955,351	\$ 904,590



CITY OF BARTLETT
ENGINEERING ADMINISTRATION
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 174,842	\$ 174,842	\$ 174,842	\$ 176,842
Employee Wages	44,848	44,848	40,668	38,478
Overtime Wages	0	400	291	400
Part-Time	0	500	483	0
Vacation Pay	1,225	0	0	0
Education Bonus	0	0	660	660
Longevity Pay	6,074	7,617	6,576	7,140
Christmas Bonus	258	283	259	260
Employee Health Insurance	15,943	19,463	19,536	18,525
Employee Life Insurance	1,135	1,186	1,131	1,163
Worker's Compensation Insurance	853	867	867	864
Retiree Health Insurance	4,394	4,394	4,273	5,383
FICA	17,187	17,458	17,456	16,869
Pension Contribution	31,570	30,757	30,757	30,145
Total Personnel	\$ 298,329	\$ 302,615	\$ 297,799	\$ 296,729

Staffing Level

<i>Full-Time</i>	<i>4.00</i>	<i>3.00</i>	<i>3.09</i>	<i>3.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>4.00</i>	<i>3.00</i>	<i>3.09</i>	<i>3.00</i>

Operations

Training	\$ 525	\$ 1,000	\$ 1,000	\$ 1,000
<i>Training for Professional development hours required for Engineers.</i>				
Travel	39	800	800	800
<i>Travel to various training seminars.</i>				
Other Professional Service	2,227	5,000	4,500	5,000
<i>Surveying, appraisals and other prof. needs.</i>				
Postage & Freight	1,201	900	1,000	1,100
<i>Postage to send public meeting notifications.</i>				
Dues & Subscriptions	1,412	1,000	900	1,000
<i>NSPE, Engineers Club and NAPW.</i>				
Meetings	0	75	75	75
<i>Food and drink for meetings hosted in Bartlett.</i>				
Phones - Local	1,213	1,400	1,400	1,450
<i>Local phone service.</i>				
Long Distance Phone Calls	0	100	100	100
<i>Long distance service.</i>				
Cellular Phones	845	750	750	750
<i>Cell phones for city engineer and assistant engineer.</i>				
Data Processing - Software	1,710	0	0	0
Shop Allocation	600	700	650	700
<i>Repair costs for truck.</i>				
Vehicle Maintenance	2,729	1,900	2,500	2,500
<i>Standard repair costs.</i>				
Equipment Maintenance	693	2,700	2,700	2,700
<i>Repair of printers and plotters.</i>				
Office Supplies	41	400	450	450
<i>Pencils, pens, paper.</i>				



CITY OF BARTLETT
ENGINEERING ADMINISTRATION
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Printing	542	1,000	1,000	1,000
<i>Printing and plotter paper.</i>				
Petroleum Supplies	14,417	13,000	12,000	14,500
<i>Gas for all engineering trucks.</i>				
Operating Supplies	0	650	650	650
<i>Print paper, plotter pen sets.</i>				
Copy Machine Rental	1,511	1,900	2,600	2,600
<i>Copy machine rental.</i>				
Vehicle & Equip Insurance	293	300	140	140
<i>Truck insurance.</i>				
General Liability Insurance	952	1,000	933	933
<i>Liability coverage.</i>				
Other Insurance	0	0	50	50
Allocation.				
State Fees	800	2,000	2,000	2,000
<i>5 Engineers Professional Priviledge tax to the State.</i>				
License Fees	0	750	750	750
<i>5 Engineers license fees to the State.</i>				
Total Operations	\$ 31,749	\$ 37,325	\$ 36,948	\$ 40,248
Capital				
Other Equipment	\$ 0	\$ 800	\$ 800	\$ 800
Total Capital	\$ 0	\$ 800	\$ 800	\$ 800
Total Engineering Administration	\$ 330,077	\$ 340,740	\$ 335,547	\$ 337,777



**CITY OF BARTLETT
ENGINEERING & INSPECTION
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 118,922	\$ 121,204	\$ 121,203	\$ 69,571
Employee Wages	277,995	282,930	282,931	299,609
Overtime Wages	1,861	3,300	1,500	2,500
Special Hours	875	0	0	0
Vacation Pay	4,599	0	0	0
Educational Bonus	1,320	1,700	1,920	1,920
Longevity Pay	5,903	8,079	6,971	7,409
Christmas Bonus	689	755	689	689
Employee Health Insurance	61,513	64,867	65,124	53,179
Employee Life Insurance	2,029	2,182	2,125	1,994
Worker's Compensation Insurance	6,082	6,284	6,284	5,097
Retiree Health Insurance	7,939	8,083	8,083	9,230
FICA	30,400	31,917	31,376	28,481
Pension Contribution	56,371	56,579	56,579	51,685
Total Personnel	\$ 576,498	\$ 587,880	\$ 584,785	\$ 531,364

Staffing Level

<i>Full-Time</i>	<i>8.00</i>	<i>8.00</i>	<i>8.00</i>	<i>7.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.02</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	8.02	8.00	8.00	7.00

Operations

Training	\$ 601	\$ 1,000	\$ 900	\$ 1,000
<i>Mandatory training for inspectors and engineers.</i>				
Travel	487	750	750	750
<i>Six employees to various workshops statewide.</i>				
Other Professional Service	1,750	4,000	2,000	4,000
<i>Testing lab work, surveying costs, and other profession services needed on projects under construction.</i>				
Postage & Freight	0	100	100	100
<i>Mail outs for public meetings.</i>				
Dues & Subscriptions	648	800	800	800
<i>APWA dues and subscriptions.</i>				
Phones - Local	1,230	1,400	1,300	1,400
<i>Costs of operation of local phone system.</i>				
Long Distance Phone Calls	95	125	125	125
<i>Costs for long distance phone calls for engineering and inspections.</i>				
Cellular Phones	1,103	1,000	1,200	1,200
<i>Cell phones charges for inspectors.</i>				
Data Processing - Software	10,600	0	0	0
Shop Allocation	3,000	3,000	3,000	3,000
<i>Vehicle repairs costs for engineering vehicles.</i>				
Vehicle Maintenance	3,090	3,000	2,000	3,000
<i>Vehicle maintenance for engineering vehicles.</i>				
Equipment Maintenance	2,700	900	2,970	900
<i>Plotter, faxes repairs.</i>				
Building Maintenance	290	400	400	400
<i>Costs of various maintenance items.</i>				
Office Supplies	1,782	2,200	2,700	3,000
<i>Stakes, pens, pencils, and other supplies.</i>				



CITY OF BARTLETT
ENGINEERING & INSPECTION
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Printing	2,519	3,100	3,000	3,000
<i>Printing plans for projects that have been bid and are under construction.</i>				
Clothing & Uniforms	1,064	890	800	800
<i>Shirts and pants for inspectors employees.</i>				
Operating Supplies	1,048	1,700	3,000	2,000
<i>Miscellaneous supplies.</i>				
Small Tools	159	150	100	100
<i>Purchase of hammers, flashlights, plumb bobs, and various other items necessary for inspections.</i>				
Property Insurance	6,282	6,300	6,737	6,737
<i>Costs of insurance for engineering property.</i>				
Vehicle & Equip Insurance	1,347	1,400	1,430	1,430
<i>Costs for insurance for five vehicles.</i>				
General Liability Insurance	1,774	1,800	1,707	1,707
<i>Allocation.</i>				
State Fees	1,200	0	0	0
Total Operations	\$ 42,769	\$ 34,015	\$ 35,019	\$ 35,449
Total Engineering & Inspection	\$ 619,267	\$ 621,895	\$ 619,804	\$ 566,813



City of Bartlett

PARKS & RECREATION

FY 2011 Adopted Budget

Full-Time Authorized Personnel Positions

Parks & Rec Administration

Parks & Recreation Director	1
Administrative Secretary	1
Skill Clerk	<u>1</u>
Total P&R Administration	<u>3</u>

Parks & Rec Community Center

Preschool Coordinator	1
Manager	1
Building Service	2
Assistant Manager	1
General Clerk	<u>1</u>
Total P&R Community Center	<u>6</u>

Parks & Rec Athletics

Manager	1
Assistant Manager	1
Athletic Coordinator	<u>1</u>
Total P&R Athletics	<u>3</u>

Parks & Rec Maintenance

Driver	2
Foreman	5
Supervisor	1
Utility Worker	5
Manager	<u>1</u>
Total P&R Maintenance	<u>14</u>

Parks & Rec Senior Center

General Clerk	1
Coordinator I	1
Custodial	1
Manager	<u>1</u>
Total P&R Senior Center	<u>4</u>

Parks & Rec Recreation Center

Assistant Manager	1
Manager 1	1
Manager	3
Building Tech	1
Custodial	2
Personal Trainer	3
Program Coordinator	<u>1</u>
Total P&R Recreation Ctr	<u>12</u>

TOTAL PARKS & REC 42

The Parks and Recreation function has six cost centers; Administration, Singleton Community Center, Athletics, Maintenance, Senior Center and Recreation Center. The Parks and Recreation function budget increased by \$210,151 (4.38%) over the FY 2010 Projection. FY 2011 budget included a 0.5% of payroll increase for Retiree's Health Insurance, a \$1,000 salary increase per full-time employee and step raise increases, and a 5% health insurance premium decrease. There were no staffing changes.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2009 Actual</u>	<u>FY 2010 Revised</u>	<u>FY 2010 Projection</u>	<u>FY 2011 Adopted</u>
Salaries	2,348,586	2,482,862	2,434,188	2,545,070
Benefits	829,821	833,966	827,839	848,246
Other Personnel	305,715	361,000	310,378	344,000
Operations	1,165,072	1,243,234	1,203,793	1,247,033
Capital	17,432	18,000	18,000	20,000
Total	<u>4,666,625</u>	<u>4,939,062</u>	<u>4,794,198</u>	<u>5,004,349</u>

Parks & Recreation Summary

City of Bartlett



FY 2011 Adopted Budget

Summary Revenue/Expenditure Type

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.

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
Salaries	2,348,586	2,482,862	2,434,188	2,545,070
Benefits	829,821	833,966	827,839	848,246
Other Personnel	305,715	361,000	310,378	344,000
Operations	1,165,072	1,243,234	1,203,793	1,247,033
Capital	17,432	18,000	18,000	20,000
Total	4,666,625	4,939,062	4,794,198	5,004,349

FY 2010 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 2009 Actual	FY 2010 Forecast	FY 2011 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 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 89,671	\$ 89,671	\$ 89,671	\$ 90,671
Employee Wages	1,438,269	1,480,439	1,470,142	1,546,972
Overtime Wages	41,338	20,825	29,954	35,500
Special Hours	117,428	140,100	139,776	140,100
Contracted Services	305,715	361,000	310,378	344,000
Part-Time	661,879	751,827	704,645	731,827
Vacation Pay	16,353	0	0	0
Longevity Pay	16,984	18,938	19,756	24,209
Christmas Bonus	9,904	10,859	11,196	11,717
Employee Health Insurance	292,931	311,347	304,327	296,755
Employee Life Insurance	7,992	8,478	8,286	8,843
Worker's Compensation Insurance	40,902	41,737	41,737	43,072
Unemployment Compensation	4,974	0	3,063	0
Retiree Health Insurance	30,825	31,403	31,258	40,942
FICA	181,741	191,388	188,400	193,436
Pension Contribution	227,216	219,816	219,816	229,272
Total Personnel	\$ 3,484,122	\$ 3,677,828	\$ 3,572,405	\$ 3,737,316

Staffing Level

<i>Full-Time</i>	<i>40.02</i>	<i>42.00</i>	<i>39.95</i>	<i>42.00</i>
<i>Part-Time (converted to FTE)</i>	<i>38.55</i>	<i>41.06</i>	<i>39.60</i>	<i>41.06</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>78.57</i>	<i>83.06</i>	<i>79.55</i>	<i>83.06</i>

Operations

Training	\$ 4,870	\$ 6,495	\$ 5,134	\$ 7,395
Travel	1,357	1,050	2,071	2,200
Professional Services	20,600	20,000	18,000	22,200
Other Professional Service	61,227	65,480	65,480	63,000
Postage & Freight	8,795	12,077	11,000	11,852
Dues & Subscriptions	7,580	5,100	7,920	8,000
Utilities	266,813	263,800	258,800	265,800
Phones - Local	14,927	15,750	15,750	16,156
Long Distance Phone Calls	239	321	256	310
Cellular Phones	2,552	2,196	2,728	2,810
Shop Allocation	18,750	18,750	18,750	18,750
Vehicle Maintenance	20,332	16,500	16,150	16,700
Equipment Maintenance	29,299	38,590	38,840	41,340
Computer Maintenance	37	0	0	0
Grounds Maintenance	78,613	81,185	79,755	83,535
Building Maintenance	42,542	54,082	47,000	59,000
Pool Maintenance	19,117	20,000	18,000	20,000
Swim Competitions	25,831	40,000	40,000	40,000
Automobile Allowance	108	0	0	0
Office Supplies	16,361	18,000	17,775	18,500
Printing	7,110	6,950	6,950	6,950
Medical Supplies	572	650	600	650
Special Designation Expense	4,002	3,000	3,000	1,000
Petroleum Supplies	40,945	39,000	38,300	39,000
Special Events	3,463	7,000	6,000	7,000



CITY OF BARTLETT
PARKS & RECREATION BUDGET SUMMARY
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Preschool Supplies	4,088	4,500	4,500	4,500
Recreation Supplies	69,717	64,335	62,286	64,286
Concession Supplies	76,125	81,234	76,850	76,850
Field Trips	14,590	16,632	16,000	16,632
Tournament Expenses	5,674	9,400	9,400	9,200
Cost of Goods Sold	3,522	5,000	4,000	4,000
Clothing & Uniforms	16,877	18,800	17,300	17,200
Operating Supplies	78,189	93,847	86,623	88,623
Cleaning Supplies	27,418	25,312	28,312	30,500
Chemical Supplies	3,633	3,633	3,633	3,633
Film & Developing	129	450	450	350
Fill Sand, Dirt & Gravel	23,004	23,004	23,004	23,004
Small Tools	7,375	3,700	3,700	3,700
Tournament Awards	12,153	15,200	13,500	14,000
Travel Club	14,162	13,200	13,200	12,000
Health Fair Expense	0	2,000	1,709	2,000
Line Dance Workshop Expense	0	6,000	4,500	6,000
Equipment Rental	6,852	6,800	6,600	6,600
Copy Machine Rental	6,861	10,962	11,123	11,223
Property Insurance	31,361	32,289	33,675	33,675
Vehicle & Equip Insurance	3,541	3,605	3,096	3,096
General Liability Insurance	17,120	16,956	13,395	13,395
Other Insurance	5,774	5,800	6,968	6,968
Landfill Fees	1,315	3,000	3,000	3,000
Bank Charges	0	150	100	150
Credit Card Vendor Fees	30,425	28,000	27,500	27,500
Cash Over (Short)	304	50	210	200
License Fees	0	500	500	500
Damage Claims	2,818	5,000	3,800	4,000
Miscellaneous Other Expenses	6,001	7,900	6,600	8,100
Total Operations	\$ 1,165,072	\$ 1,243,234	\$ 1,203,793	\$ 1,247,033
Capital				
Building Improvements	\$ 10,563	\$ 18,000	\$ 18,000	\$ 18,000
Data Processing Equipment	2,508	0	0	0
Office Equipment	299	0	0	0
Furniture	0	0	0	2,000
Other Equipment	4,062	0	0	0
Total Capital	\$ 17,432	\$ 18,000	\$ 18,000	\$ 20,000
TOTAL PARKS & RECREATION	\$ 4,666,625	\$ 4,939,062	\$ 4,794,198	\$ 5,004,349



**CITY OF BARTLETT
PARKS ADMINISTRATION
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 89,671	\$ 89,671	\$ 89,671	\$ 90,671
Employee Wages	69,183	71,335	71,335	75,269
Vacation Pay	403	0	0	0
Longevity Pay	1,794	1,794	1,794	1,830
Christmas Bonus	258	283	258	258
Employee Health Insurance	28,249	29,783	29,783	28,347
Employee Life Insurance	807	869	844	896
Worker's Compensation Insurance	504	522	522	534
Retiree Health Insurance	3,177	3,220	3,220	4,149
FICA	12,007	12,454	12,334	12,471
Pension Contribution	22,559	22,541	22,541	23,232
Total Personnel	\$ 228,611	\$ 232,472	\$ 232,302	\$ 237,657

Staffing Level

<i>Full-Time</i>	3.00	3.00	3.00	3.00
<i>Part-Time (converted to FTE)</i>	0.00	0.00	0.00	0.00
Total Full-Time Equivalent (FTE)	3.00	3.00	3.00	3.00

Operations

Training	\$ 195	\$ 195	\$ 0	\$ 195
<i>Renew TRPA & NRPA registration fees for conference classes.</i>				
Travel	0	50	270	300
Postage & Freight	407	500	150	250
<i>Postage for Parks Admin.</i>				
Dues & Subscriptions	925	550	1,000	1,000
<i>TRPA and NRPA membership fees for Director and Park Board Members.</i>				
Phones - Local	2,489	2,200	2,200	2,606
<i>Admin department local phone expense, includes monthly and service charges.</i>				
Long Distance Phone Calls	112	111	60	100
<i>Admin Department long distance calls.</i>				
Cellular Phones	276	196	350	350
<i>Director's cell phone service charge and usage.</i>				
Shop Allocation	750	750	750	750
<i>City Shop allocation for Director's vehicle.</i>				
Vehicle Maintenance	210	1,000	1,000	1,200
<i>Maintenance and repairs on Director's vehicle.</i>				
Office Supplies	850	900	800	900
<i>Copy and printer paper, misc. supplies.</i>				
Petroleum Supplies	5,384	5,000	5,000	5,000
<i>Gas & diesel fuel allocated from City gas pump, usage for Director's vehicle.</i>				
Operating Supplies	666	859	859	859
<i>Drinking water, coffee and misc supplies not elsewhere classified.</i>				
Copy Machine Rental	528	612	300	550
<i>Copy machine rental/usage fees.</i>				
Property Insurance	8,350	8,350	8,953	8,953
<i>Insurance allocation for all City parks property.</i>				
Vehicle & Equip Insurance	439	500	461	461
<i>Auto insurance allocation.</i>				



**CITY OF BARTLETT
PARKS ADMINISTRATION
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
General Liability Insurance <i>Liability coverage for Parks and Rec property.</i>	689	689	702	702
Miscellaneous Other Expenses <i>Miscellaneous expense not elsewhere identified.</i>	2,511	1,000	500	1,000
Total Operations	\$ 24,780	\$ 23,462	\$ 23,355	\$ 25,176
Total Parks Administration	\$ 253,391	\$ 255,934	\$ 255,657	\$ 262,833



CITY OF BARTLETT
SINGLETON COMMUNITY CENTER
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Employee Wages	\$ 206,751	\$ 207,504	\$ 211,078	\$ 215,871
Special Hours	3,485	3,000	2,780	3,000
Contracted Services	85,841	105,000	87,219	105,000
Part-Time	212,993	250,000	238,871	250,000
Vacation Pay	607	0	0	0
Longevity Pay	4,107	4,790	5,094	6,331
Christmas Bonus	2,411	2,644	2,584	2,584
Employee Health Insurance	40,774	43,020	39,422	40,960
Employee Life Insurance	1,046	1,121	1,100	1,166
Worker's Compensation Insurance	7,108	6,462	6,462	6,707
Unemployment Compensation	0	0	700	0
Retiree Health Insurance	4,090	4,150	4,169	5,397
FICA	32,297	35,595	34,943	35,997
Pension Contribution	33,120	29,051	29,051	30,222
Total Personnel	\$ 634,630	\$ 692,337	\$ 663,473	\$ 703,235

Staffing Level

Full-Time	5.00	6.00	5.00	6.00
Part-Time (converted to FTE)	12.13	12.65	12.25	12.65
Total Full-Time Equivalent (FTE)	17.13	18.65	17.25	18.65

Operations

Training	\$ 905	\$ 1,000	\$ 834	\$ 1,500
<i>TRPA registration and class fees for Department Manager and Assistant Manager and Day Camp Director.</i>				
Travel	39	500	1,251	1,500
<i>Travel expense for TRPA/NRPA conferences.</i>				
Other Professional Service	1,475	2,000	2,000	2,000
<i>Miscellaneous professional services.</i>				
Postage & Freight	644	700	700	700
<i>Postage.</i>				
Dues & Subscriptions	210	300	320	300
<i>Subscriptions for Preschool.</i>				
Utilities	47,171	50,000	50,000	50,000
<i>MLGW - electric and gas for center and gym.</i>				
Phones - Local	2,749	3,000	3,000	3,000
<i>AT&T allocation.</i>				
Long Distance Phone Calls	35	50	36	50
<i>Long distance telephone charges</i>				
Cellular Phones	365	350	438	500
<i>Dept. manager's cell phone service and usage costs.</i>				
Equipment Maintenance	4,778	5,000	5,000	5,000
<i>Equipment repair and maintenance costs.</i>				
Grounds Maintenance	0	0	20	0
Building Maintenance	9,377	10,000	10,000	15,000
<i>Maintenance of air conditioning (2 rooms), plumbing, heating,</i>				
Office Supplies	3,369	3,500	3,500	3,500
<i>All supplies for Center Office, Gym, and Day Camp.</i>				
Printing	1,111	1,500	1,500	1,500
<i>Flyers, advertisements, posters for special events</i>				



**CITY OF BARTLETT
SINGLETON COMMUNITY CENTER
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Preschool Supplies <i>Supplies used by Preschool 2, 3 and 4 year old programs.</i>	4,088	4,500	4,500	4,500
Recreation Supplies <i>Supplies for all recreation programs, activities, special events.</i>	15,242	13,000	13,000	15,000
Concession Supplies <i>Concession stand products for day camp program and fill the vending machines.</i>	7,336	7,850	7,850	7,850
Field Trips <i>Bus rental and admission fees for all day camp field trip.</i>	14,590	16,632	16,000	16,632
Tournament Expenses <i>Green fees, trophies, silent auction items, lunch and misc expenses.</i>	4,990	8,500	8,500	8,500
Clothing & Uniforms <i>Uniforms for Staff for Day Camp and Community Center Staff and Day Camp Staff.</i>	8,018	6,500	6,500	6,500
Operating Supplies <i>Paper goods, hardware supplies, material needed for meal identification cards, and also marketing expense.</i>	8,092	9,500	8,500	8,500
Cleaning Supplies <i>Chemicals used in cleaning and maintaining Community Center and Gym.</i>	4,479	5,000	5,000	5,000
Film & Developing <i>Developing of pictures for Preschool, Easter Bunny, and Yuletide.</i>	129	300	300	300
Small Tools	331	0	0	0
Tournament Awards <i>Trophies, ribbons, awards for special events.</i>	2,216	4,000	2,800	2,800
Equipment Rental	50	0	0	0
Copy Machine Rental <i>Copy machine lease.</i>	3,005	5,000	5,000	5,000
Property Insurance <i>Insurance allocation for parks property.</i>	5,418	5,500	5,807	5,807
Vehicle & Equip Insurance <i>Allocation</i>	0	0	140	140
General Liability Insurance <i>Allocation</i>	5,361	5,000	2,367	2,367
Credit Card Vendor Fees <i>Estimated cost of credit card processing.</i>	1,084	2,000	1,500	1,500
Damage Claims	(3)	0	300	0
Miscellaneous Other Expenses <i>Other expenses.</i>	235	1,000	1,000	1,000
Total Operations	\$ 156,890	\$ 172,182	\$ 167,663	\$ 175,946
Capital				
Building Improvements <i>Replace back door of kitchen (2k), retiling bathrooms in main hall and bathroom of stage room (2.5k), refinish floor in stage room, game room, landing and steps (2.5k), retiling concession stand floor in gym (\$500), & replace old fuse boxes with breakers (2.5k).</i>	\$ 7,430	\$ 10,000	\$ 10,000	\$ 10,000
Data Processing Equipment	2,508	0	0	0
Total Capital	\$ 9,938	\$ 10,000	\$ 10,000	\$ 10,000
Total Singleton Community Center	\$ 801,458	\$ 874,519	\$ 841,136	\$ 889,181



**CITY OF BARTLETT
ATHLETICS
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Employee Wages	\$ 134,351	\$ 132,038	\$ 133,342	\$ 137,884
Overtime Wages	669	825	200	500
Special Hours	110,603	135,000	134,151	135,000
Part-Time	85,208	105,827	105,827	105,827
Vacation Pay	144	0	0	0
Longevity Pay	2,243	2,946	2,741	3,902
Christmas Bonus	1,033	1,133	2,153	2,153
Employee Health Insurance	25,997	27,399	27,522	26,089
Employee Life Insurance	677	713	696	745
Worker's Compensation Insurance	7,683	7,450	7,450	7,601
Unemployment Compensation	588	0	738	0
Retiree Health Insurance	2,641	2,641	2,654	3,447
FICA	25,209	28,813	28,773	29,120
Pension Contribution	18,751	18,485	18,485	19,304
Total Personnel	\$ 415,798	\$ 463,270	\$ 464,732	\$ 471,572

Staffing Level

<i>Full-Time</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>
<i>Part-Time (converted to FTE)</i>	<i>5.75</i>	<i>6.36</i>	<i>6.10</i>	<i>6.36</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>8.75</i>	<i>9.36</i>	<i>9.10</i>	<i>9.36</i>

Operations

Training	\$ 0	\$ 100	\$ 100	\$ 400
<i>Registration fee to attend TRPA conference/classes.</i>				
Travel	0	200	200	0
<i>Miscellaneous travel expense to attend conferences/trainings.</i>				
Professional Services	5,562	5,000	5,000	7,200
<i>Misc. professional services-background checks for officials & coaches.</i>				
Postage & Freight	126	125	150	150
<i>Postage costs.</i>				
Dues & Subscriptions	5,490	3,100	5,200	5,300
<i>NYSCA annual fees for refs & umps, fees for softball league.</i>				
Utilities	59,830	62,000	57,000	57,000
<i>MLG&W - lights at Parks including tennis courts and baseball fields.</i>				
Phones - Local	807	800	800	800
<i>AT&T allocation.</i>				
Long Distance Phone Calls	5	35	35	35
<i>Long distance calls.</i>				
Cellular Phones	1,182	1,000	1,180	1,200
<i>Service and usage charges for 4 departmental cell phones.</i>				
Equipment Maintenance	5,179	2,500	2,500	2,500
<i>Cleaning, repair and maintenance check for concession equipment, refrigeration, air & heat.</i>				
Grounds Maintenance	550	650	4,200	3,000
<i>Repair and replacements of ball field lights</i>				
Building Maintenance	0	0	0	0
Office Supplies	1,884	2,400	2,400	2,400
<i>Office supplies for athletics, ball fields and concession stand.</i>				
Printing	611	750	750	750
<i>Rosters and registration forms for sign ups.</i>				



**CITY OF BARTLETT
ATHLETICS
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Medical Supplies <i>First aid and emergency kit supplies.</i>	0	150	150	150
Recreation Supplies <i>Athletic equipment balls, mitts, bats, BPRD uniforms.</i>	40,216	35,000	35,000	35,000
Concession Supplies <i>Food, snacks, drinks, napkins, cups for Freeman, Deermont Ellendale and Appling Ballfields concession stands.</i>	68,789	73,384	69,000	69,000
Clothing & Uniforms <i>Employee shirts & sweatshirts.</i>	1,446	1,500	1,500	1,500
Operating Supplies <i>Miscellaneous operating needs and supplies.</i>	5,773	9,944	7,500	7,500
Film & Developing <i>Film and developing of event and league photos.</i>	0	150	150	50
Tournament Awards <i>Trophies and awards (end of season) - all sports.</i>	9,841	10,500	10,500	10,500
Equipment Rental <i>Maintenance Equipment Rental.</i>	117	200	200	200
Copy Machine Rental <i>Rental of copy machine for athletics office.</i>	812	950	900	950
Property Insurance <i>Property insurance allocation.</i>	2,096	2,100	2,246	2,246
General Liability Insurance <i>Allocation.</i>	2,672	2,700	1,875	1,875
Other Insurance <i>Insurance allocation - BPRD Supplemental Accident.</i>	5,774	5,800	6,968	6,968
Cash Over (Short)	307	50	200	200
Damage Claims <i>Repairs not claimed on insurance.</i>	1,725	1,500	500	500
Miscellaneous Other Expenses <i>Active pest control - exterminating of concessions stands.</i>	600	2,500	1,500	2,500
Total Operations	\$ 221,392	\$ 225,087	\$ 217,704	\$ 219,874
Total Athletics	\$ 637,190	\$ 688,357	\$ 682,436	\$ 691,446



CITY OF BARTLETT PARKS MAINTENANCE FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Employee Wages	\$ 504,952	\$ 515,256	\$ 515,375	\$ 538,968
Overtime Wages	40,670	20,000	29,678	35,000
Special Hours	1,975	2,100	1,715	2,100
Contracted Services	70,957	80,000	70,389	65,000
Part-Time	44,393	41,000	35,296	41,000
Vacation Pay	4,933	0	0	0
Longevity Pay	8,605	9,408	10,127	10,618
Christmas Bonus	1,464	1,605	1,378	1,378
Employee Health Insurance	92,909	99,558	99,558	100,051
Employee Life Insurance	2,697	2,782	2,792	2,910
Worker's Compensation Insurance	11,522	12,207	12,207	12,772
Unemployment Compensation	4,386	0	1,325	0
Retiree Health Insurance	10,099	10,305	10,307	13,474
FICA	44,851	44,964	44,760	46,771
Pension Contribution	72,341	72,136	72,136	75,456
Total Personnel	\$ 916,753	\$ 911,321	\$ 907,043	\$ 945,498

Staffing Level

<i>Full-Time</i>	<i>14.00</i>	<i>14.00</i>	<i>14.00</i>	<i>14.00</i>
<i>Part-Time (converted to FTE)</i>	<i>2.32</i>	<i>1.97</i>	<i>1.95</i>	<i>1.97</i>
Total Full-Time Equivalent (FTE)	16.32	15.97	15.95	15.97

Operations

Training	\$ 0	\$ 0	\$ 0	\$ 100
<i>Training costs for conferences</i>				
Travel	0	0	50	100
<i>Travel expense related to off-site training classes</i>				
Other Professional Service	47,536	40,000	40,000	40,000
<i>Year-round spray and fertilizer program.</i>				
Dues & Subscriptions	35	0	100	100
Utilities	3,593	3,800	3,800	3,800
<i>MLG&W - maintenance shop utilities.</i>				
Phones - Local	806	800	800	800
<i>AT&T equipment and service charge.</i>				
Cellular Phones.	454	400	400	400
<i>Service and usage charges for dept. manager's cell phone.</i>				
Shop Allocation	18,000	18,000	18,000	18,000
<i>Labor cost associated with vehicle maintenance done by City Shop.</i>				
Vehicle Maintenance	20,122	15,000	15,000	15,000
<i>Dealer maintenance on department's City vehicles.</i>				
Equipment Maintenance	11,401	22,000	20,000	22,000
<i>Lawn equipment maintenance and repair expense.</i>				
Grounds Maintenance	78,018	80,535	75,535	80,535
<i>Park landscaping and ballfield maintenance expense.</i>				
Building Maintenance	2,113	10,000	5,000	10,000
<i>Plumbing, paint and pest control for maintenance shop.</i>				
Office Supplies	33	200	75	200
<i>Paper, pens, and miscellaneous supplies.</i>				



**CITY OF BARTLETT
PARKS MAINTENANCE
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Petroleum Supplies <i>City provided gasoline for department vehicles.</i>	35,561	33,000	33,000	33,000
Clothing & Uniforms <i>Uniforms for the maintenance crew.</i>	5,259	5,200	5,200	5,200
Operating Supplies <i>Miscellaneous supplies, first aid kit, items not elsewhere classification.</i>	37,204	46,464	46,464	46,464
Cleaning Supplies <i>Supplies needed to clean facilities.</i>	3,160	3,500	3,500	3,500
Chemical Supplies <i>Round up, late treatment, salt for de-icing, winterizing facilities/equip.</i>	3,633	3,633	3,633	3,633
Fill Sand, Dirt & Gravel <i>Sand, dirt, gravel and playground mulch.</i>	23,004	23,004	23,004	23,004
Small Tools <i>Miscellaneous weed eaters and other landscaping tools.</i>	6,434	3,000	3,000	3,000
Equipment Rental <i>Rental of backhoe, track hoe, and bulldozer.</i>	6,290	5,400	5,400	5,400
Copy Machine Rental <i>Copy machine and other misc.</i>	43	200	223	223
Property Insurance <i>Property insurance allocation.</i>	639	639	750	750
Vehicle & Equip Insurance <i>Allocation.</i>	2,955	2,955	2,215	2,215
General Liability Insurance <i>Allocation.</i>	3,417	3,417	3,354	3,354
Landfill Fees <i>Dump fees, garbage, leaves and construction debris.</i>	1,315	3,000	3,000	3,000
Damage Claims <i>Minor claims caused by employees.</i>	1,094	3,000	3,000	3,000
Miscellaneous Other Expenses <i>Miscellaneous expense.</i>	0	1,500	1,500	1,500
Total Operations	\$ 312,119	\$ 328,647	\$ 316,003	\$ 328,278
Total Parks Maintenance	\$ 1,228,872	\$ 1,239,968	\$ 1,223,046	\$ 1,273,776



CITY OF BARTLETT SENIOR CENTER FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Employee Wages	\$ 129,741	\$ 134,079	\$ 134,079	\$ 141,118
Contracted Services	15,988	23,000	21,000	21,000
Vacation Pay	3,624	0	0	0
Christmas Bonus	344	378	345	344
Employee Health Insurance	42,028	44,337	44,337	42,217
Employee Life Insurance	646	724	698	762
Worker's Compensation Insurance	906	942	942	1,000
Retiree Health Insurance	2,595	2,682	2,682	3,528
FICA	9,384	10,257	9,998	10,252
Pension Contribution	18,038	18,771	18,771	19,757
Total Personnel	\$ 223,296	\$ 235,170	\$ 232,852	\$ 239,978

Staffing Level

<i>Full-Time</i>	4.00	4.00	4.00	4.00
<i>Part-Time (converted to FTE)</i>	0.00	0.00	0.00	0.00
Total Full-Time Equivalent (FTE)	4.00	4.00	4.00	4.00

Operations

Training	\$ 0	\$ 200	\$ 200	\$ 200
<i>Employee training expense such as classes, books, and other training aids.</i>				
Travel	0	300	300	300
<i>Mileage and travel reimbursements related to off-site events, trips, and training.</i>				
Other Professional Services	12,216	23,480	23,480	21,000
<i>Senior Services: manicurist, massage therapy, entertainment and professional services</i>				
Postage & Freight	5,000	4,752	5,000	4,752
<i>Metered postage, stamps, registered mail and all other postage and shipping charges.</i>				
Dues & Subscriptions	130	150	300	300
<i>Membership dues for Council on Aging, Subscription to local paper.</i>				
Utilities	13,682	15,000	15,000	15,000
<i>Gas, electric & water.</i>				
Phones - Local	1,248	1,450	1,450	1,450
<i>AT&T equipment and service.</i>				
Long Distance Phone Calls	6	25	25	25
<i>Long distance calls.</i>				
Equipment Maintenance	1,860	1,840	1,840	1,840
<i>Reinspection of fire extinguishers; air condition repair and annual inspection.</i>				
Computer Maintenance	37	0	0	0
Building Maintenance	4,427	4,000	4,000	4,000
<i>Maintains A.C. units, building repair, light fixtures.</i>				
Automobile Allowance	108	0	0	0
<i>Mileage reimbursement.</i>				
Office Supplies	4,801	5,000	5,000	5,500
<i>Paper, pens, notebooks, stationary, calendars, printer cartridges, envelopes, labels, mailing sealers.</i>				
Printing	260	200	200	200
<i>Professional printing needs including banners, posters, letterhead, and printed envelopes.</i>				
Special Designation Expense	4,002	3,000	3,000	1,000
<i>Donations received from members designated for items.</i>				
Recreation Supplies	2,045	1,286	1,286	1,286
<i>Supplies for senior activities (exercise equipment, games).</i>				



**CITY OF BARTLETT
SENIOR CENTER
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Tournament Expenses <i>Golf and pool tournament items and awards luncheon.</i>	684	900	900	700
Clothing & Uniforms <i>Purchase uniforms for staff.</i>	360	600	600	500
Operating Supplies <i>Supplies for senior activities and luncheons.</i>	3,800	3,000	3,300	3,300
Cleaning Supplies <i>Facility cleaning supplies and paper products.</i>	2,049	1,812	1,812	2,000
Small Tools <i>Miscellaneous small tools.</i>	234	200	200	200
Tournament Awards <i>Trophies for activity tournaments.</i>	96	200	200	200
Travels by Seniors <i>Travel costs reimbursed by seniors.</i>	14,162	13,200	13,200	12,000
Health Fair Expense <i>Special event.</i>	0	2,000	1,709	2,000
Line Dance Workshop Expense <i>Special event.</i>	0	6,000	4,500	6,000
Copy Machine Rental <i>Copy machine rental</i>	235	700	700	500
Property Insurance <i>Property insurance allocation.</i>	2,605	2,700	2,793	2,793
General Liability Insurance <i>Allocation.</i>	807	850	883	883
Cash Over (Short)	0	0	10	0
Miscellaneous Other Expenses <i>Miscellaneous expense not classified elsewhere.</i>	2,656	1,800	2,000	2,000
Total Operations	\$ 77,509	\$ 94,645	\$ 93,888	\$ 89,929
Capital				
Building Improvements <i>#REF!</i>	\$ 3,133	\$ 8,000	\$ 8,000	\$ 8,000
Office Equipment	299	0	0	0
Furniture <i>Furniture & electronics for facility</i>	0	0	0	2,000
Other Equipment	\$ 4,062	\$ 0	\$ 0	\$ 0
Total Capital	\$ 7,494	\$ 8,000	\$ 8,000	\$ 10,000
Total Senior Center	\$ 308,299	\$ 337,815	\$ 334,740	\$ 339,907



CITY OF BARTLETT RECREATION CENTER FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Employee Wages	\$ 393,292	\$ 420,227	\$ 404,933	\$ 437,862
Special Hours	1,365	0	1,206	0
Contracted Services	132,928	153,000	131,770	153,000
Part-Time	319,285	355,000	324,651	335,000
Vacation Pay	6,642	0	0	0
Longevity Pay	236	0	0	1,528
Christmas Bonus	4,392	4,816	4,478	5,000
Employee Health Insurance	62,973	67,250	63,705	59,091
Employee Life Insurance	2,118	2,269	2,156	2,364
Worker's Compensation Insurance	13,179	14,154	14,154	14,458
Unemployment Compensation	0	0	300	0
Retiree Health Insurance	8,222	8,405	8,226	10,947
FICA	57,993	59,305	57,592	58,825
Pension Contribution	62,408	58,832	58,832	61,301
Total Personnel	\$ 1,065,034	\$ 1,143,258	\$ 1,072,003	\$ 1,139,376

Staffing Level

<i>Full-Time</i>	<i>11.02</i>	<i>12.00</i>	<i>10.95</i>	<i>12.00</i>
<i>Part-Time (converted to FTE)</i>	<i>18.35</i>	<i>20.08</i>	<i>19.30</i>	<i>20.08</i>
Total Full-Time Equivalent (FTE)	29.37	32.08	30.25	32.08

Operations

Training	\$ 3,770	\$ 5,000	\$ 4,000	\$ 5,000
<i>CPR, AED, First Aide, Oxygen, Lifeguard, and Fitness Certifications and recerts for BRC staff.</i>				
Travel	1,318	0	0	0
Professional Services	15,038	15,000	13,000	15,000
<i>Electricians, carpet cleaning, plumbers.</i>				
Postage & Freight	2,619	6,000	5,000	6,000
<i>Brochure, newsletter mailings, renewal notices and welcome letters.</i>				
Dues & Subscriptions	790	1,000	1,000	1,000
<i>TRPA fees, music license, and magazines.</i>				
Utilities	142,536	133,000	133,000	140,000
<i>MLG&W.</i>				
Phones - Local	6,828	7,500	7,500	7,500
<i>Local phone service, usage charges and voicemail services.</i>				
Long Distance Phone Calls	80	100	100	100
<i>Long distance calls.</i>				
Cellular Phones	275	250	360	360
<i>Facility Manager's cell phone.</i>				
Vehicle Maintenance	0	500	150	500
<i>Maintenance expense for City vehicle.</i>				
Equipment Maintenance	6,081	7,250	9,500	10,000
<i>Annual maintenance on fitness equipment and cost of replace parts due to usual wear and tear of aging equipment.</i>				
Grounds Maintenance	45	0	0	0
<i>Landscaping expense.</i>				
Building Maintenance	26,625	30,082	28,000	30,000
<i>Paint, plumbing, pest control, HVAC maintenance, roof repair, refurbish the basketball and racquetball floors.</i>				
Pool Maintenance	19,117	20,000	18,000	20,000
<i>Products and chemicals to clean and maintain the pool.</i>				



**CITY OF BARTLETT
RECREATION CENTER
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Swim Competitions <i>Entry fees for swim meets, USS Swim Registration, trophies, t-shirts and coach travel expenses to meets.</i>	25,831	40,000	40,000	40,000
Office Supplies <i>Miscellaneous pens, pencils, paper, copy paper.</i>	5,424	6,000	6,000	6,000
Printing <i>Banners, brochures, posters, flyers for advertisements, pamphlets and key tags.</i>	5,128	4,500	4,500	4,500
Medical Supplies <i>Emergency Medical Kit.</i>	572	500	450	500
Petroleum Supplies <i>City provided gasoline for City vehicle transportation.</i>	0	1,000	300	1,000
Special Events <i>Supplies and other items for Aerobathon, Member Appreciation Day, Trunk or Treat and Kids Triathlon.</i>	3,463	7,000	6,000	7,000
Recreation Supplies <i>Swim Lesson cards, KNO supplies, basketballs, racquetball, softball equipment, potluck supplies and other program supplies.</i>	12,215	15,049	13,000	13,000
Cost of Goods Sold <i>swim caps, goggles, shirts, racquetball equipment, weight straps, and bottle water.</i>	3,522	5,000	4,000	4,000
Clothing & Uniforms <i>Uniforms for the staff, shirts for the training staff sweatshirts.</i>	1,793	5,000	3,500	3,500
Operating Supplies <i>Coffee supplies, xm radio, advertising, orkin, batteries, tissues, towels, garbage pick-up, fire and security fee, and ads.</i>	22,655	24,080	20,000	22,000
Cleaning Supplies <i>Cleaning solutions and detergents, mops, brooms, and cleaning tools.</i>	17,730	15,000	18,000	20,000
Small Tools <i>Small tools for general use.</i>	377	500	500	500
Tournament Awards <i>Basketball and Racquetball Tournaments, swim programs, ribbons, medals, and trophies for special events.</i>	0	500	0	500
Equipment Rental <i>Carpet cleaner rental.</i>	395	1,200	1,000	1,000
Copy Machine Rental <i>Cost of copier rental.</i>	2,239	3,500	4,000	4,000
Property Insurance <i>Insurance Allocation.</i>	12,253	13,000	13,126	13,126
Vehicle & Equip Insurance <i>Insurance Allocation.</i>	146	150	280	280
General Liability Insurance <i>Insurance Allocation.</i>	4,174	4,300	4,214	4,214
Bank Charges <i>Miscellaneous Bank Fees.</i>	0	150	100	150
Credit Card Vendor Fees <i>Credit Card Processing Fees.</i>	29,340	26,000	26,000	26,000
License Fees <i>Training Staff Licenses.</i>	0	500	500	500
Damage Claims <i>Claims for damages.</i>	0	500	0	500
Miscellaneous Other Expenses <i>Miscellaneous expense.</i>	0	100	100	100
Total Operations	\$ 372,381	\$ 399,211	\$ 385,180	\$ 407,830
Total Recreation Center	\$ 1,437,416	\$ 1,542,469	\$ 1,457,183	\$ 1,547,206



City of Bartlett

PERFORMING ARTS FY 2011 Adopted Budget

Full-Time Authorized Personnel Positions

Performing Arts

Performing Arts Director	1
Operation Manager	1
TOTAL PERFORMING ARTS	<u>2</u>

The Performing Arts Center budget decreased by \$61,892 (9.32%) over the FY 2010 Projection. Decreases were caused by the \$100,386 carryforward from FY 2009 to 2010, mostly in contract services with bands and producers. FY 2011 budget included a 0.5% of payroll increase for Retiree's Health Insurance, a \$1,000 salary increase per full-time employee and step raise increases, and a 5% health insurance premium decrease. There were no staffing changes.

<i>Summary Revenue/Expenditure Type</i>				
<u>Category</u>	<u>FY 2009 Actual</u>	<u>FY 2010 Revised</u>	<u>FY 2010 Projection</u>	<u>FY 2011 Adopted</u>
Salaries	167,404	189,395	175,961	193,489
Benefits	60,377	62,675	61,800	62,936
Other Personnel	134,466	260,886	260,600	160,500
Operations	166,354	192,379	162,837	182,041
Capital	11,295	2,623	2,660	3,000
Total	<u>539,896</u>	<u>707,959</u>	<u>663,858</u>	<u>601,966</u>

Performing Arts Center

FY 2011 Adopted Budget

City of Bartlett



Summary Revenue/Expenditure Type

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.

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
Salaries	167,404	189,395	175,961	193,489
Benefits	60,377	62,675	61,800	62,936
Other Personnel	134,466	260,886	260,600	160,500
Operations	166,354	192,379	162,837	182,041
Capital	11,295	2,623	2,660	3,000
Total	539,896	707,959	663,858	601,966

FY 2010 Performance Highlights

The 2009-2010 season was highlighted by performances from Don McLean and Arlo Guthrie and touring theatrical productions of "Church Basement Ladies" and "It's a Wonderful Life Live Radio Theatre". An evening of Chinese acrobats was extremely successful as were performances by four international guitarists, Broadway actor Tom Wopat, and acclaimed pianist, Emile Pandolfi. 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, five sold out performances of the comedic play "Dearly Beloved" a theatre collaboration with the Bartlett Community Theatre had to be scheduled for late June after a heavy ice storm interrupted the original scheduled performances. 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. Several new dance studios began producing their programs here and use of meeting facilities continued to frequent BPACC.

Objective	Performance Measures	FY 2009 Actual	FY 2010 Forecast	FY 2011 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)	\$45,000 (\$30,000 in-kind)	\$50,000 (\$50,000 in-kind)
Pursue New rental accounts	Revenues from new rental accounts.		\$ 15,000	\$20,000
Begin new Children's Theatre Conservatory program and continue to develop theatre collaboration with Bartlett Community Theatre.	4 Sold-out dinner shows and produce 5 performances each of two plays using local theatre group.	N/A	\$6000 new revenue from	N/A



CITY OF BARTLETT PERFORMING ARTS FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 75,514	\$ 75,514	\$ 75,514	\$ 76,514
Employee Wages	41,881	41,881	42,927	44,975
Contracted Services	133,216	255,886	255,500	155,500
Part-Time	50,009	72,000	57,520	72,000
Instructional Expense	1,250	5,000	5,100	5,000
Vacation Pay	1,460	0	0	0
Longevity Pay	1,510	3,020	3,021	3,081
Christmas Bonus	603	661	603	609
Employee Health Insurance	22,367	23,556	23,820	22,435
Employee Life Insurance	601	634	624	656
Worker's Compensation Insurance	1,932	1,301	1,301	1,329
Retiree Health Insurance	2,353	2,348	2,373	3,037
FICA	12,732	14,720	13,623	14,781
Pension Contribution	16,819	16,435	16,435	17,008
Total Personnel	\$ 362,247	\$ 512,956	\$ 498,361	\$ 416,925

Staffing Level

<i>Full-Time</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.09</i>	<i>2.88</i>	<i>1.50</i>	<i>2.88</i>
Total Full-Time Equivalent (FTE)	3.09	4.88	3.50	4.88

Operations

Training	\$ 725	\$ 1,000	\$ 1,000	\$ 1,000
<i>Employee training, conference registration fees.</i>				
Volunteer Expense	163	1,099	800	800
<i>Special Advisory Board projects or volunteer incentives (i.e. receptions, hospitality, recognitions).</i>				
Travel	1,928	1,500	1,326	1,500
<i>Travel expenses for annual conferences, mileage for business use of employee vehicles.</i>				
Professional Services	0	22,010	16,000	16,000
<i>Creative services for marketing materials.</i>				
Other Professional Services	5,495	0	0	0
Postage & Freight	6,728	10,960	5,000	9,000
<i>Postage and handling of marketing materials and routine monthly mail.</i>				
Dues & Subscriptions	390	400	400	400
<i>Membership fees with professional affiliations.</i>				
Meetings	40	0	0	0
Utilities	40,630	40,000	40,000	40,000
<i>Monthly utility bills.</i>				
Phones - Local	996	1,000	1,000	1,000
<i>Monthly local telephone usage.</i>				
Long Distance Phone Calls	94	400	400	400
<i>Long distance telephone usage.</i>				
Cellular Phones	791	1,000	1,000	1,000
<i>Monthly cellular contract.</i>				
Data Processing - Software	368	759	0	0
Shop Allocation	300	300	300	300
<i>City shop work on city vehicle.</i>				
Vehicle Maintenance	961	1,000	1,000	1,000
<i>Additional city vehicle repair work by city shop.</i>				



**CITY OF BARTLETT
PERFORMING ARTS
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Equipment Maintenance <i>Service contracts and repair work on facility equipment.</i>	6,558	7,000	7,000	7,000
Grounds Maintenance <i>Basic grounds upkeep.</i>	0	700	770	700
Building Maintenance <i>Ongoing upkeep of facility.</i>	29,028	25,000	15,000	25,000
Office Supplies <i>Miscellaneous office products.</i>	1,571	1,500	1,500	1,500
Printing <i>Costs associated with miscellaneous printing projects.</i>	5,853	6,517	4,000	4,000
Special Designation Expense	289	0	0	0
Ticket Sales Expenditures <i>Payments made as part of special percentage-based of contracts.</i>	1,850	2,000	2,000	2,000
Petroleum Supplies <i>Fuel charges for city vehicle.</i>	3,841	3,000	3,000	3,000
Concession Supplies Client <i>Supplies for catering services for rental clients.</i>	3,249	4,500	2,000	4,500
Concession Supplies <i>Supplies for concessions sales and dinner show catering.</i>	8,036	7,500	7,500	7,500
Clothing & Uniforms <i>Staff shirts or special apparel.</i>	297	225	225	225
Operating Supplies <i>General operating supplies and expenses.</i>	6,092	10,322	8,000	10,000
Cleaning Supplies <i>Miscellaneous custodial supplies.</i>	822	2,000	2,000	2,000
Public Awareness <i>Sales Marketing and Public Relations expenses.</i>	22,634	24,500	24,500	24,500
Equipment Rental <i>Contracts for leased equipment and other specialized equipment needs.</i>	3,463	3,288	1,500	3,000
Copier Rental	15	0	900	0
Property Insurance <i>Allocation.</i>	6,510	6,600	6,949	6,949
Vehicle & Equip Insurance <i>Allocation.</i>	293	300	140	140
General Liability Insurance <i>Allocation.</i>	1,889	2,000	1,627	1,627
Credit Card Vendor Fees <i>Banking fees for credit card transactions.</i>	4,457	4,000	6,000	6,000
Total Operations	\$ 166,354	\$ 192,379	\$ 162,837	\$ 182,041
Capital				
Other Improvements	\$ 9,967	\$ 0	\$ 0	\$ 0
Communications Equipment	0	0	660	0
Data Equipment	827	(377)	0	0
Furniture	502	0	0	0
Other Equipment <i>Updating and replacement of audio and stage lighting equipment.</i>	0	3,000	2,000	3,000
Total Capital	\$ 11,295	\$ 2,623	\$ 2,660	\$ 3,000
TOTAL PERFORMING ARTS	\$ 539,896	\$ 707,959	\$ 663,858	\$ 601,966



City of Bartlett

SPECIAL REVENUE FUNDS

FY 2011 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	<u>37</u>

Drainage Control Fund

Construction Inspector	1
Total Drainage Control Fund	<u>1</u>

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 2011. FY 2011 budget included a 0.5% of payroll increase for Retiree's Health Insurance, a \$1,000 salary increase per full-time employee and step raise increases, and a 5% health insurance premium decrease. There were no staffing changes.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2009 Actual</u>	<u>FY 2010 Revised</u>	<u>FY 2010 Projection</u>	<u>FY 2011 Adopted</u>
Revenues	8,342,165	7,862,333	8,265,677	7,510,195
Salaries	1,526,022	1,556,607	1,619,876	1,648,767
Benefits	738,495	751,305	748,481	791,818
Other Personnel	137,462	130,000	138,000	165,000
Operations	4,305,677	4,132,460	4,206,963	3,618,625
Capital	1,209,356	1,368,550	1,352,853	990,450
Transfer Out	290,000	850,000	850,000	950,000
Net Income	<u>135,152</u>	<u>(926,589)</u>	<u>(650,496)</u>	<u>(654,465)</u>
Beg Fund Bal	<u>4,024,862</u>	<u>4,160,014</u>	<u>4,160,014</u>	<u>3,509,518</u>
End Fund Bal	<u>4,160,014</u>	<u>3,233,425</u>	<u>3,509,518</u>	<u>2,855,053</u>



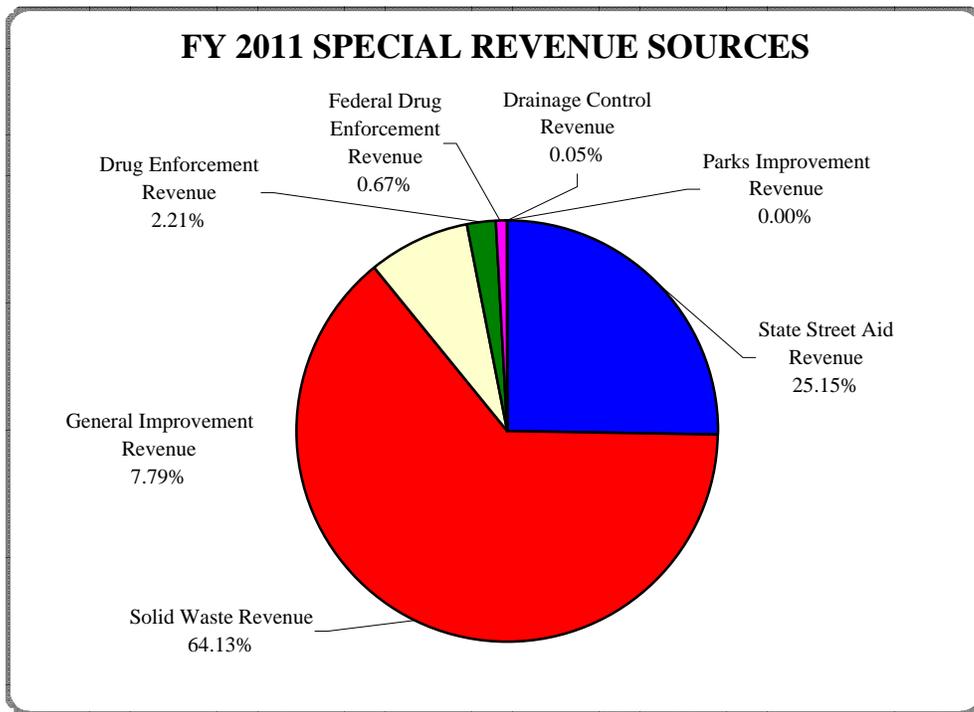
CITY OF BARTLETT
SUMMARY OF ALL SPECIAL REVENUE FUNDS
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Revenues				
State Street Aid Revenue	\$ 2,515,329	\$ 2,136,575	\$ 1,975,540	\$ 1,888,945
Solid Waste Revenue	4,833,722	4,850,808	5,455,762	4,816,500
General Improvement Revenue	594,226	600,250	583,000	585,000
Drug Enforcement Revenue	310,500	195,800	166,300	166,000
Federal Drug Enforcement Revenue	53,516	40,400	65,300	50,250
Drainage Control Revenue	14,581	18,500	4,500	3,500
Parks Improvement Revenue	20,292	20,000	15,275	0
Total Revenues	\$ 8,342,165	\$ 7,862,333	\$ 8,265,677	\$ 7,510,195
Expenditures				
Personnel				
Solid Waste Fund	\$ 2,312,161	\$ 2,351,462	\$ 2,392,495	\$ 2,465,790
Drug Enforcement Funds	35,108	30,000	97,000	43,000
Drainage Control Fund	54,711	56,450	16,862	96,795
Total Personnel	\$ 2,401,979	\$ 2,437,912	\$ 2,506,357	\$ 2,605,585
Staffing Level				
<i>Full-Time</i>	<i>37.88</i>	<i>38.00</i>	<i>36.78</i>	<i>38.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.41</i>	<i>1.60</i>	<i>1.82</i>	<i>1.73</i>
Total Full-Time Equivalent (FTE)	39.29	39.60	38.60	39.73
Operations				
State Street Aid Fund	\$ 2,370,189	\$ 2,081,992	\$ 1,960,400	\$ 1,505,000
Solid Waste Fund	1,843,066	1,739,328	1,914,813	1,710,625
General Improvement Fund	33,304	158,000	183,000	216,000
Drug Enforcement Funds	50,094	114,140	125,900	149,800
Federal Drug Enforcement Fund	3,999	19,200	8,950	17,400
Drainage Control Fund	5,026	19,800	13,900	19,800
Total Operations	\$ 4,305,677	\$ 4,132,460	\$ 4,206,963	\$ 3,618,625
Transfers Out				
Solid Waste to Debt Service	\$ 0	\$ 400,000	\$ 400,000	\$ 500,000
General Improvement Fund to General Fund	290,000	450,000	450,000	450,000
Total Transfers Out	\$ 290,000	\$ 850,000	\$ 850,000	\$ 950,000
Capital				
State Street Aid Fund	\$ 241,883	\$ 288,575	\$ 200,000	\$ 300,000
Solid Waste Fund	293,413	355,845	355,845	67,200
General Improvement Fund	93,401	224,980	184,980	185,000
Drug Enforcement Funds	29,163	397,000	412,000	35,500
Federal Drug Enforcement Fund	3,226	35,000	22,000	78,000
Drainage Control Fund	1,003	7,750	4,000	4,750
Parks Improvement Fund	547,267	59,400	174,028	320,000
Total Capital	\$ 1,209,356	\$ 1,368,550	\$ 1,352,853	\$ 990,450
Total Expenditures	\$ 8,207,013	\$ 8,788,922	\$ 8,916,173	\$ 8,164,660
Net From Operations	135,152	(926,589)	(650,496)	(654,465)
Beginning Fund Balance	\$ 4,024,862	\$ 4,160,014	\$ 4,160,014	\$ 3,509,518
Ending Fund Balance	\$ 4,160,014	\$ 3,233,425	\$ 3,509,518	\$ 2,855,053



**CITY OF BARTLETT
ANALYSIS OF SPECIAL REVENUE SOURCES
FY 2011 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)
2007	\$ 2,169,516	
2008	\$ 2,551,541	17.61%
2009	\$ 2,515,329	-1.42%
2010 (Proj)	\$ 1,975,540	-21.46%
2011 (Bdgt)	\$ 1,888,945	-4.38%

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 \$850,000 for FY 2008, \$904,605 for FY 2009, \$500,000 for FY 2010 and a budgeted \$400,000 transfer in for FY 2011 from the General Fund for street paving. Gas taxes are projected to decrease after peaking in FY 2008.

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. A big increase in FY 2010 projected and a similar a decrease in FY 2011 budget is caused by an seldom storm reimbursement. Beside that, Solid Waste revenues are budgeted to stay the same in FY 2011.

Solid Waste Fund

FY	Amount	% Inc (Dec)
2007	\$ 4,082,053	
2008	\$ 4,766,810	16.77%
2009	\$ 4,833,722	1.40%
2010 (Proj)	\$ 5,455,762	12.87%
2011 (Bdgt)	\$ 4,816,500	-11.72%



CITY OF BARTLETT
ANALYSIS OF SPECIAL REVENUE SOURCES
FY 2011 Adopted Budget



General Improvement Fund

FY	Amount	% Inc (Dec)
2007	\$ 619,094	
2008	\$ 601,424	-2.85%
2009	\$ 594,226	-1.20%
2010 (Proj)	\$ 583,000	-1.89%
2011 (Bdgt)	\$ 585,000	0.34%

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)
2007	\$ 245,729	
2008	\$ 170,449	-30.64%
2009	\$ 310,500	82.17%
2010 (Proj)	\$ 166,300	-46.44%
2011 (Bdgt)	\$ 166,000	-0.18%

Federal Drug Enforcement Fund

FY	Amount	% Inc (Dec)
2007	\$ 38,067	
2008	\$ 31,021	-18.51%
2009	\$ 53,516	72.52%
2010 (Proj)	\$ 65,300	22.02%
2011 (Bdgt)	\$ 50,250	-23.05%

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)
2007	\$ 125,928	
2008	\$ 52,246	-58.51%
2009	\$ 14,581	-72.09%
2010 (Proj)	\$ 4,500	-69.14%
2011 (Bdgt)	\$ 3,500	-22.22%

Parks Improvement Fund

FY	Amount	% Inc (Dec)
2007	\$ 306,474	
2008	\$ 89,474	-70.81%
2009	\$ 20,292	-77.32%
2010 (Proj)	\$ 15,275	-24.72%
2011 (Bdgt)	\$ 0	-100.00%

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 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Street Aid Fund Revenues				
Gas Taxes	\$ 1,338,771	\$ 1,336,075	\$ 1,340,540	\$ 1,353,945
Street Lighting Fee	198,327	100,000	50,000	50,000
Developer Paving Fee	55,705	100,000	75,000	75,000
Asphalt/Street Repair Fee	0	100,000	0	0
Interest	456	500	0	0
Transfer From Gen Fund	904,605	500,000	500,000	400,000
Other Revenues	17,465	0	10,000	10,000
Total Street Aid Revenues	\$ 2,515,329	\$ 2,136,575	\$ 1,975,540	\$ 1,888,945
Street Aid Expenditures				
Operations				
Signal Repair	\$ 22,886	\$ 31,592	\$ 30,000	\$ 30,000
Street Lighting	1,252,782	1,345,000	1,250,000	1,300,000
Street Paving	1,027,290	505,400	505,400	0
Street Paving Developer	55,705	100,000	75,000	75,000
Asphalt/Street Repairs	11,526	100,000	100,000	100,000
Total Operations	\$ 2,370,189	\$ 2,081,992	\$ 1,960,400	\$ 1,505,000
Capital				
Handicap Ramp At Curbs	\$ 108,144	\$ 110,413	\$ 75,000	\$ 100,000
S/D Bond Default	0	2,008	0	0
Curb Replacement	87,253	110,168	75,000	150,000
SW-Developer	9,582	2,352	0	0
Signal Maintenance	36,904	63,634	50,000	50,000
Total Capital	\$ 241,883	\$ 288,575	\$ 200,000	\$ 300,000
Total Street Aid Expenditures	\$ 2,612,071	\$ 2,370,567	\$ 2,160,400	\$ 1,805,000
Net From Operations	(96,743)	(233,992)	(184,860)	83,945
Beginning Fund Balance	\$ 404,614	\$ 307,871	\$ 307,871	\$ 123,011
Ending Fund Balance	\$ 307,871	\$ 73,879	\$ 123,011	\$ 206,956

Solid Waste Fund

City of Bartlett



FY 2011 Adopted Budget

Summary Revenue/Expenditure Type

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.

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
Revenues	4,833,722	4,850,808	5,455,762	4,816,500
Salaries	1,456,975	1,488,255	1,520,931	1,559,997
Benefits	717,723	733,207	733,564	765,793
Other Personnel	137,462	130,000	138,000	140,000
Operations	1,843,066	1,739,328	1,914,813	1,710,625
Capital	293,413	355,845	355,845	67,200
Transfer Out	0	400,000	400,000	500,000
Net Income	385,082	4,173	392,609	72,885
Beg Fund Bal	420,275	805,357	805,357	1,197,966
End Fund Bal	805,357	809,530	1,197,966	1,270,851

FY 2010 Performance Highlights

This division was deeply involved in the City's response to another federally declared disaster that struck the City in late FY09 and early FY10. Relief to residents was provided at a more rapid pace than in previous efforts. The leaf collection for FY10 was improved this year partially due to the addition of our 5th full sized leaf machine. This department's seasoned employees and leadership continue to improve each year!

Objective	Performance Measures	FY 2009 Actual	FY 2010 Forecast	FY 2011 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)	40%	41%	41%
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 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Solid Waste Revenues				
FEMA Disaster Reimbursement	\$ 0	\$ 0	\$ 569,474	\$ 0
TEMA Disaster Reimbursement	0	0	94,912	0
Sanitation Fee-Residential	4,757,220	4,767,050	4,715,445	4,750,000
Sanitation Fee-Commercial	17,333	15,000	17,876	17,500
Recycling Fee	12,264	10,000	12,592	12,500
Carts Commercial	755	525	500	500
Special Sanitation Pick Up	450	1,000	500	500
Carts Residential	25,516	30,000	16,550	20,000
Appliances	5,325	7,000	3,500	3,500
Interest	2,582	5,000	2,000	2,000
Other Revenue	12,276	15,233	22,413	10,000
Total Solid Waste Revenues	\$ 4,833,722	\$ 4,850,808	\$ 5,455,762	\$ 4,816,500

Solid Waste Expenditures

Personnel

Supervisor Salaries	\$ 66,813	\$ 68,442	\$ 68,442	\$ 70,811
Employee Wages	1,200,767	1,232,989	1,232,989	1,289,686
Overtime Wages	160,912	160,000	190,000	170,000
Contracted Services	137,462	130,000	138,000	140,000
Part-Time	28,483	26,824	29,500	29,500
Vacation Pay	9,919	0	0	0
Educational Bonus	690	720	720	720
Sick Pay	110	0	0	0
Longevity Pay	21,152	25,667	25,667	29,179
Christmas Bonus	3,445	3,780	3,359	3,480
Employee Health Insurance	312,382	326,544	326,544	335,575
Employee Life Insurance	7,228	7,028	7,221	7,347
Worker's Compensation Insurance	44,003	45,369	45,369	47,650
Retiree Health Insurance	25,351	26,029	26,028	34,012
FICA	109,150	115,870	116,456	117,360
Pension Contribution	184,295	182,200	182,200	190,470
Total Personnel	\$ 2,312,161	\$ 2,351,462	\$ 2,392,495	\$ 2,465,790

Staffing Level

<i>Full-Time</i>	<i>36.88</i>	<i>37.00</i>	<i>36.55</i>	<i>37.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.41</i>	<i>1.60</i>	<i>1.82</i>	<i>1.73</i>
Total Full-Time Equivalent (FTE)	38.29	38.60	38.37	38.73

Operations

Other Professional Services	\$ 137,143	\$ 0	\$ 143,309	\$ 0
Dues & Subscriptions	297	0	0	0
Utilities	15,505	13,500	12,000	12,500
<i>Electricity, water, sewer, propane.</i>				
Phone-Local	1,197	1,500	1,500	1,500
<i>Local telephone costs.</i>				
Long Distance	3	20	6	10
<i>Long distance telephone costs.</i>				
Cell Phone	618	600	600	600
<i>Cell phone monthly costs.</i>				



**CITY OF BARTLETT
SOLID WASTE FUND
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Shop Allocation <i>Shop labor allocation.</i>	100,000	100,000	100,000	100,000
Vehicle Maintenance <i>Parts for vehicle repairs.</i>	325,804	296,233	300,000	300,000
Equipment Maintenance <i>Parts for equipment repairs, leaf machines, loaders.</i>	65,029	45,000	30,000	35,000
Radio Maintenance <i>Repairs for communication radios.</i>	611	800	1,000	1,000
Building Maintenance <i>Paint, tiles, light bulbs, doors, windows, etc., add steel support structure in transfer station FY11.</i>	8,091	6,000	6,000	16,000
Street Paving	0	0	142,733	0
Office Supplies <i>Paper, pens, pencils, folders, envelopes, printer cartridges</i>	931	800	800	800
Printing <i>Cart hangers, fliers, Bartlett Express ad.</i>	0	700	700	700
Petroleum <i>Gas, diesel, oil, estimated 10% increase for FY11.</i>	284,676	250,000	275,000	285,000
Clothing <i>Clothes, uniforms, gloves, rain coats, etc.</i>	12,148	12,000	11,000	12,000
Operating Supplies <i>Wasp spray, gloves, rain suits, decals, vests.</i>	15,245	16,000	14,500	16,000
Clean Supplies <i>Wax, cleaning agents, rags, soap, toilet paper, paper towels</i>	4,691	5,000	3,750	4,000
Sand/Dirt <i>Sod, dirt, sand, gravel, limestone.</i>	2,740	3,000	3,000	3,000
Small Tools <i>Screw drivers, hammers, power and hand tools, vaccuum clean</i>	571	1,000	1,000	1,000
Copier Rent <i>Copy machine rental expense.</i>	281	200	400	500
Property Insurance <i>Property insurance.</i>	883	900	996	996
Vehicle Insurance <i>Vehicle and equipment insurance.</i>	24,589	25,000	24,321	24,321
Gen Liability Insurance <i>General liability insurance.</i>	11,042	11,500	11,198	11,198
Landfill Fee <i>27,500 tons x \$31.19(29.94+1.25) + 72,000*\$.25/cy=\$875,725.</i>	802,263	875,725	800,000	850,000
Disposal Fee Recycling <i>Hauling fees for all sites and rental on recycling bins locations.</i>	1,517	42,350	3,500	5,000
Damage Claims <i>Money paid for minor damage claims for SW workers doing job.</i>	6,193	10,000	6,000	8,000
Miscellaneous Expense <i>Shelby County Waste facility (\$20,000), \$1,000 for the fees for the Transfer Station.</i>	21,000	21,500	21,500	21,500
Total Operations	\$ 1,843,066	\$ 1,739,328	\$ 1,914,813	\$ 1,710,625
Transfers Out				
Transfer To Debt Service	\$ 0	\$ 400,000	\$ 400,000	\$ 500,000
Total Transfers Out	\$ 0	\$ 400,000	\$ 400,000	\$ 500,000



**CITY OF BARTLETT
SOLID WASTE FUND
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Capital				
Building Improvements	\$ 0	\$ 10,000	\$ 10,000	\$ 0
Vehicles	206,994	286,375	286,375	0
Other Equipment	28,125	0	0	0
Carts	58,294	59,470	59,470	67,200
<i>Garbage cart purchases for distribution/sale to public, 1000 carts for replacement and 200 yard waste.</i>				
Total Capital	\$ 293,413	\$ 355,845	\$ 355,845	\$ 67,200
Total Solid Waste Expenditures	\$ 4,448,640	\$ 4,846,635	\$ 5,063,153	\$ 4,743,615
Net From Operations	385,082	4,173	392,609	72,885
Beginning Fund Balance	\$ 420,275	\$ 805,357	\$ 805,357	\$ 1,197,966
Ending Fund Balance	\$ 805,357	\$ 809,530	\$ 1,197,966	\$ 1,270,851



CITY OF BARTLETT
GENERAL IMPROVEMENT FUND
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
General Improvement Revenues				
City Service Fee	\$ 591,817	\$ 596,250	\$ 583,000	\$ 585,000
Interest	2,410	4,000	0	0
Other Revenues	0	0	0	0
Total General Improvement Revenues	\$ 594,226	\$ 600,250	\$ 583,000	\$ 585,000
General Improvement Expenditures				
Operations				
Rental	\$ 7,002	\$ 8,000	\$ 11,000	\$ 11,000
Software	7,226	50,000	50,000	65,000
Equipment Maintenance	0	0	15,000	10,000
Computer Maintenance	15,286	95,000	95,000	120,000
Miscellaneous Expense	3,790	5,000	12,000	10,000
Total Operations	\$ 33,304	\$ 158,000	\$ 183,000	\$ 216,000
Transfers Out				
Transfer To General Fund	\$ 290,000	\$ 450,000	\$ 450,000	\$ 450,000
Total Transfers Out	\$ 290,000	\$ 450,000	\$ 450,000	\$ 450,000
Capital				
Building Improvement	\$ 31,410	\$ 59,480	\$ 59,480	\$ 40,000
Communication Equipment	6,176	40,000	20,000	20,000
Data Equipment	49,479	75,000	75,000	95,000
Other Equipment	0	40,000	20,000	20,000
Curb Repair	6,336	10,500	10,500	10,000
Total Capital	\$ 93,401	\$ 224,980	\$ 184,980	\$ 185,000
Total Gen Improvement Expenditures	\$ 416,705	\$ 832,980	\$ 817,980	\$ 851,000
Net From Operations	177,521	(232,730)	(234,980)	(266,000)
Beginning Fund Balance	\$ 614,728	\$ 792,249	\$ 792,249	\$ 557,269
Ending Fund Balance	\$ 792,249	\$ 559,519	\$ 557,269	\$ 291,269



CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Drug Enforcement Funds Revenues				
TN Unauthorized Tax	\$ 11,074	\$ 10,000	\$ 0	\$ 0
Tow-In Fee	0	100	0	0
Drug Arrest Fees	4,541	4,000	4,000	4,000
Drug Enforcement Fines	21,891	15,000	25,000	25,000
Dare Donations	1,350	1,000	1,000	1,000
Restitution Payment	721	1,000	1,500	1,500
Other Court Fines	5,044	5,000	2,000	2,000
Confiscated DEA Sales	29,163	20,000	10,000	10,000
Interest	1,820	3,000	1,800	1,500
Sale Confiscated Property	66,419	45,000	30,000	30,000
Confiscated Cash	1,186	1,000	1,000	1,000
Civil Settlement	111,747	50,700	50,000	50,000
Other Revenues	55,544	40,000	40,000	40,000
Total Drug Enforcement Funds Revenues	\$ 310,500	\$ 195,800	\$ 166,300	\$ 166,000
Drug Enforcement Funds Expenditures				
Dare Program Expenditures				
Operations				
Training	\$ 450	\$ 2,000	\$ 2,000	\$ 2,000
Travel	1,263	2,500	2,500	2,500
Vehicle Maintenance	1,660	0	0	0
Office Supplies	0	500	500	500
Printing	484	1,200	1,000	1,200
Operating Supplies	12,176	13,180	13,000	15,000
Small Tools	3,868	6,500	4,000	6,500
Public Awareness	5,904	6,000	6,000	6,000
Total Operations	\$ 25,805	\$ 31,880	\$ 29,000	\$ 33,700
Capital				
Data Equipment	\$ 1,613	\$ 4,000	\$ 4,000	\$ 5,000
Total Capital	\$ 1,613	\$ 4,000	\$ 4,000	\$ 5,000
Total Dare Program Expenditures	\$ 27,418	\$ 35,880	\$ 33,000	\$ 38,700
Drug Enforcement Expenditures				
Personnel				
Overtime Wages	\$ 32,675	\$ 30,000	\$ 90,000	\$ 40,000
FICA	2,433	0	7,000	3,000
Total Personnel	\$ 35,108	\$ 30,000	\$ 97,000	\$ 43,000
Operations				
Training	\$ 30	\$ 12,000	\$ 8,000	\$ 12,000
Firearm Training	0	1,000	1,000	1,000
Travel	90	10,000	8,000	10,000
Professional Services	0	2,000	2,000	2,000
Contract Services	0	500	500	500
Notice Publication	0	3,000	3,000	3,000
Dues & Subscriptions	0	500	500	1,000



**CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Phone-Local	907	1,300	1,300	1,500
Long Distance	0	100	100	100
Cell Phone	1,856	5,000	4,000	8,000
Software	0	0	0	20,000
Vehicle Maintenance	5,054	7,860	7,500	10,000
Office Supplies	748	3,000	1,500	3,000
Clothing	588	2,500	36,000	10,000
Operating Supplies	712	5,000	5,000	5,000
Small Tools	3,251	4,000	3,000	4,000
Public Awareness	608	2,000	1,000	2,000
Drug Prevention	495	500	500	500
Equipment Rental	80	1,000	0	1,000
Copier Rental	963	2,500	2,500	2,500
Tow-In Fee	4,830	8,000	4,000	8,000
Informant Payments	4,062	10,000	7,000	10,000
Miscellaneous Expense	15	500	500	1,000
Total Operations	\$ 24,289	\$ 82,260	\$ 96,900	\$ 116,100
Capital				
Communication Equipment	\$ 1,834	\$ 6,000	\$ 6,000	\$ 6,000
Data Equipment	2,147	240,000	240,000	20,000
Office Equipment	295	2,500	2,500	2,500
Vehicles	18,095	142,500	142,500	0
Furniture	390	0	0	0
Other Equipment	4,789	2,000	17,000	2,000
Total Capital	\$ 27,550	\$ 393,000	\$ 408,000	\$ 30,500
Total Drug Enforcement Expenditures	\$ 86,947	\$ 505,260	\$ 601,900	\$ 189,600
Total Drug Enforcement Funds Expenditure	\$ 114,364	\$ 541,140	\$ 634,900	\$ 228,300
Net From Operations	196,136	(345,340)	(468,600)	(62,300)
Beginning Fund Balance	\$ 398,078	\$ 594,214	\$ 594,214	\$ 125,614
Ending Fund Balance	\$ 594,214	\$ 248,874	\$ 125,614	\$ 63,314



CITY OF BARTLETT
FEDERAL DRUG ENFORCEMENT FUND
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Fed Drug Enforcement Revenues				
DEA Funds	\$ 52,927	\$ 25,000	\$ 65,000	\$ 50,000
Interest	589	400	300	250
Other Revenues	0	15,000	0	0
Total Fed Drug Enforcement Revenues	\$ 53,516	\$ 40,400	\$ 65,300	\$ 50,250
Fed Drug Enforcement Expenditures				
Operations				
Training	\$ 0	\$ 2,000	\$ 1,000	\$ 2,000
Volunteer Expense	157	1,500	500	1,500
Travel	0	2,500	1,200	2,500
Dues & Subscription	0	500	250	500
Cell Phone	3,666	3,800	5,000	5,000
Vehicle Maintenance	0	2,000	1,000	2,000
Radio Maintenance	0	1,200	0	1,200
Office Supplies	0	1,000	0	1,000
Printing	60	200	0	200
Small Tools	0	1,000	0	1,000
Copier Rental	116	3,000	0	0
Miscellaneous Expense	0	500	0	500
Total Operations	\$ 3,999	\$ 19,200	\$ 8,950	\$ 17,400
Capital				
Data Equipment	\$ 3,226	\$ 5,000	\$ 2,000	\$ 8,000
Vehicles	0	0	0	50,000
Other Equipment	0	30,000	20,000	20,000
Total Capital	\$ 3,226	\$ 35,000	\$ 22,000	\$ 78,000
Total Fed Drug Enforcement Expenditures	\$ 7,225	\$ 54,200	\$ 30,950	\$ 95,400
Net From Operations	46,291	(13,800)	34,350	(45,150)
Beginning Fund Balance	\$ 152,291	\$ 198,582	\$ 198,582	\$ 232,932
Ending Fund Balance	\$ 198,582	\$ 184,782	\$ 232,932	\$ 187,782



**CITY OF BARTLETT
DRAINAGE FUND
FY 2011 Adopted Budget**

Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Drainage Control Revenues				
Drainage Fee Not Served Detention Basin	\$ 1,500	\$ 4,500	\$ 0	\$ 0
Drainage Fee Detention Basin	8,250	10,000	1,000	0
Interest/Other	4,831	4,000	3,500	3,500
Total Drainage Revenues	\$ 14,581	\$ 18,500	\$ 4,500	\$ 3,500
Drainage Control Expenditures				
Personnel				
Employee Wages	\$ 35,778	\$ 36,852	\$ 8,945	\$ 48,770
Overtime Wages	594	1,500	0	0
Contract Services	0	0	0	25,000
Vacation Pay	688	0	0	0
Longevity	0	0	0	975
Christmas Bonus	86	0	0	87
Employee Health Insurance	8,544	9,002	1,885	8,565
Employee Life Insurance	179	199	30	263
Worker's Compensation Insurance	67	66	33	1,392
Retiree Health Insurance	716	737	150	1,219
FICA	2,674	2,935	660	3,696
Pension Contribution	5,386	5,159	5,159	6,828
Total Personnel	\$ 54,711	\$ 56,450	\$ 16,862	\$ 96,795
Staffing Level				
<i>Full-Time</i>	<i>1.00</i>	<i>1.00</i>	<i>0.23</i>	<i>1.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	1.00	1.00	0.23	1.00
Operations				
Training	\$ 415	\$ 1,500	\$ 100	\$ 1,200
<i>Training to keep certification.</i>				
Travel	46	750	500	750
<i>Travel to keep certification.</i>				
Professional Services	0	1,500	0	1,500
<i>Various prof. service dollars.</i>				
Postage	5	150	100	150
<i>Stormwater mailings.</i>				
Dues & Subscription	145	400	200	400
<i>Stormwater and forestry subscriptions.</i>				
Printing	196	2,000	2,000	1,800
<i>Phamphlets.</i>				
Operating Supplies	184	2,500	2,500	2,500
<i>Paper ink pens misc stuff.</i>				
Public Awareness	1,535	8,000	5,000	8,000
<i>Waterworks ads.</i>				
State Fees	2,500	3,000	3,500	3,500
<i>Stromwater state fee.</i>				
Total Operations	\$ 5,026	\$ 19,800	\$ 13,900	\$ 19,800



**CITY OF BARTLETT
DRAINAGE FUND
FY 2011 Adopted Budget**

Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Capital				
Other Equipment	\$ 979	\$ 750	\$ 0	\$ 750
<i>Various small tools.</i>				
Drain Pipe	24	7,000	4,000	4,000
<i>Pipe cost for small in house drainage projects erosion materials.</i>				
Total Capital	\$ 1,003	\$ 7,750	\$ 4,000	\$ 4,750
Total Drainage Control Expenditures	\$ 60,740	\$ 84,000	\$ 34,762	\$ 121,345
Net From Operations	(46,159)	(65,500)	(30,262)	(117,845)
Beginning Fund Balance	\$ 410,995	\$ 364,836	\$ 364,836	\$ 334,574
Ending Fund Balance	\$ 364,836	\$ 299,336	\$ 334,574	\$ 216,729



CITY OF BARTLETT
PARK IMPROVEMENTS FUND
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Park Improvement Revenues				
Parks Dev Fee Dist1	\$ 2,100	\$ 0	\$ 9,575	\$ 0
Parks Dev Fee Dist2	0	0	0	0
Parks Dev Fee Dist3	0	0	0	0
Greenbelt	11,920	10,000	0	0
Interest/Other Revenues	6,272	10,000	5,700	0
Total Park Improvement Revenues	\$ 20,292	\$ 20,000	\$ 15,275	\$ 0
Park Improvement Expenditures				
Park Improvements Dist1	\$ 0	\$ 0	\$ 15,000	\$ 0
Park Improvements Dist2	82,010	0	81,075	90,000
Park Improvements Dist3	77,958	30,000	0	0
Greenbelt	105,619	29,400	77,953	0
Park Improvements Miscellaneous	281,679	0	0	230,000
Total Park Improvement Expenditures	\$ 547,267	\$ 59,400	\$ 174,028	\$ 320,000
Net From Operations				
Park Improvements Dist1	\$ 2,100	\$ 0	\$ (5,425)	\$ 0
Park Improvements Dist2	(82,010)	0	(81,075)	(90,000)
Park Improvements Dist3	(77,958)	(30,000)	0	0
Greenbelt	(93,699)	(19,400)	(77,953)	0
Park Improvements Undesignated	(275,408)	10,000	5,700	(230,000)
Total Net From Operations	\$ (526,975)	\$ (39,400)	\$ (158,753)	\$ (320,000)
Beginning Fund Balance				
Designated Beginning District 1	\$ 9,905	\$ 12,005	\$ 12,005	\$ 6,580
Designated Beginning District 2	257,527	175,517	175,517	94,442
Designated Beginning District 3	510,819	432,861	432,861	432,861
Designated Beginning Greenbelt	344,968	251,269	251,269	173,316
Unreserved Beginning Fund Balance	500,662	225,254	225,254	230,954
Total Beginning Fund Balance	\$ 1,623,881	\$ 1,096,906	\$ 1,096,906	\$ 938,153
Ending Fund Balance				
Designated Ending District 1	\$ 12,005	\$ 12,005	\$ 6,580	\$ 6,580
Designated Ending District 2	175,517	175,517	94,442	4,442
Designated Ending District 3	432,861	402,861	432,861	432,861
Designated Ending Greenbelt	251,269	231,869	173,316	173,316
Unreserved Ending Fund Balance	225,254	235,254	230,954	954
Total Ending Fund Balance	\$ 1,096,906	\$ 1,057,506	\$ 938,153	\$ 618,153



City of Bartlett

UTILITY FUND FY 2011 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	<u>11</u>

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	<u>15</u>

Plant Operations

Manager	1
Engineer	1
Utility Worker	1
Watertreat Operator	2
Total Plant Operations	<u>5</u>

Sewer Lagoon

Manager	1
Driver	1
Watertreat Operator	1
Utility Worker	1
Total Sewer Lagoon	<u>4</u>

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 \$454,882 (8.73%) over the FY 2010 Projection. Plant Operations added \$115,000 for water tank painting & maintenance and \$100,000 for water line upgrades. Sewer Lagoon added \$100,000 for sewer rehab. FY 2011 budget included a 0.5% of payroll increase for Retiree's Health Insurance, a \$1,000 salary increase per full-time employee and step raise increases, and a 5% health insurance premium decrease. There were no staffing changes.

<i>Summary Revenue/Expenditure Type</i>				
<u>Category</u>	<u>FY 2009 Actual</u>	<u>FY 2010 Revised</u>	<u>FY 2010 Projection</u>	<u>FY 2011 Adopted</u>
<i>Revenues</i>	6,367,648	6,630,000	6,202,620	6,359,300
<i>Salaries</i>	1,449,945	1,470,038	1,472,570	1,481,445
<i>Benefits</i>	828,101	688,079	684,372	689,179
<i>Other Personnel</i>	2,856	5,000	5,000	5,000
<i>Operations</i>	2,684,855	2,887,223	2,742,497	2,833,550
<i>Capital</i>	15,087	341,350	304,803	654,950
<i>Debt Service</i>	1,495,551	1,679,092	1,676,938	1,638,485
Net Income	<u>(108,747)</u>	<u>(440,782)</u>	<u>(683,560)</u>	<u>(943,309)</u>
Beg Ret Engs	<u>5,389,310</u>	<u>5,280,563</u>	<u>5,280,563</u>	<u>4,597,003</u>
End Ret Engs	<u>5,280,563</u>	<u>4,839,781</u>	<u>4,597,003</u>	<u>3,653,694</u>



**CITY OF BARTLETT
UTILITY FUND SUMMARY
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Utility Revenues				
Operating Revenues	\$ 6,044,954	\$ 6,330,000	\$ 6,083,420	\$ 6,100,300
Other Revenues	140,281	150,000	39,200	164,000
Non-Operating Revenues	179,931	150,000	80,000	95,000
Total Utility Revenues	\$ 6,365,166	\$ 6,630,000	\$ 6,202,620	\$ 6,359,300
Utility Expenditures				
Utility Administration	\$ 1,819,245	\$ 2,143,704	\$ 2,071,265	\$ 2,118,334
Water & Wastewater Services	1,204,132	1,281,451	1,242,592	1,250,415
Plant Operations	1,410,127	1,418,727	1,348,135	1,639,106
Sewer Lagoon	544,858	547,808	547,250	656,269
Total Utility Expenditures	\$ 4,978,362	\$ 5,391,690	\$ 5,209,242	\$ 5,664,124
Projected Cash Flow	\$ 1,386,804	\$ 1,238,310	\$ 993,378	\$ 695,176
Less:				
Debt Service	1,495,551	1,679,092	1,676,938	1,638,485
Total	\$ 1,495,551	\$ 1,679,092	\$ 1,676,938	\$ 1,638,485
Net From Operations	\$ (108,747)	\$ (440,782)	\$ (683,560)	\$ (943,309)
Beginning Fund Balance	\$ 5,389,310	\$ 5,280,563	\$ 5,280,563	\$ 4,597,003
Ending Fund Balance	\$ 5,280,563	\$ 4,839,781	\$ 4,597,003	\$ 3,653,694



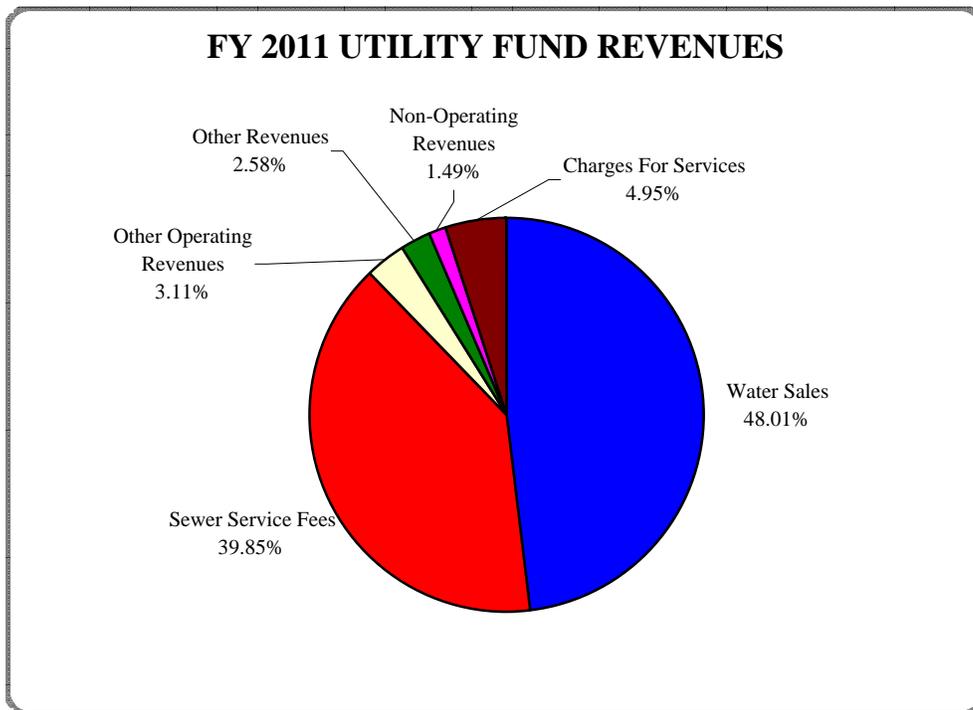
CITY OF BARTLETT
UTILITY FUND REVENUES
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Water Sales				
Metered Water Sales City Residential	\$ 2,187,897	\$ 2,345,000	\$ 2,222,000	\$ 2,225,000
Metered Water Sales City Commercial	566,990	595,000	581,000	585,000
Metered Water Sales Rural Residential	180,368	180,000	176,000	176,000
Metered Water Sales Rural Commercial	69,128	80,000	67,000	67,000
Total Water Sales	\$ 3,004,384	\$ 3,200,000	\$ 3,046,000	\$ 3,053,000
Sewer Service Fees				
Sewer Service Fees City Residential	\$ 1,373,339	\$ 1,422,400	\$ 1,374,000	\$ 1,375,000
Sewer Service Fees City Commercial	412,926	430,000	422,000	425,000
Sewer Service Fees Rural Residential	103	400	100	100
Sewer Service Fees Rural Commercial	38,084	45,000	40,000	40,000
North Sewer Service Fees City Res.	606,096	610,000	610,000	610,000
North Sewer Service Fees City Comm	22,649	18,000	27,500	27,500
North Sewer Service Fees Rural Res.	52,696	50,000	53,000	53,000
North Sewer Service Fees Rural Comm.	3,757	4,200	3,700	3,700
Total Sewer Service Fees	\$ 2,509,649	\$ 2,580,000	\$ 2,530,300	\$ 2,534,300
Other Operating Revenues				
Service Connection Fee	\$ 52,464	\$ 60,000	\$ 52,770	\$ 55,000
Disconnect/Reconnect Fee	18,310	20,000	16,375	18,000
Forfeited Discounts	126,380	150,000	125,000	125,000
Total Other Operating Revenues	\$ 197,154	\$ 230,000	\$ 194,145	\$ 198,000
Other Revenues				
Interest-Checking Account	\$ 3,240	\$ 12,500	\$ 4,200	\$ 4,000
Interest Income On LGIP	69,933	100,000	14,000	15,000
Other Revenues	15,088	20,000	15,000	15,000
Transfer from Utility CIP	0	0	0	125,000
Insurance Recoveries	0	2,500	0	0
Reimbursements For Damage	52,020	15,000	6,000	5,000
Total Other Revenues	\$ 140,281	\$ 150,000	\$ 39,200	\$ 164,000
Non-Operating Revenues				
Water Main Extensions	\$ 0	\$ 2,000	\$ 0	\$ 0
Sewer Main Extension Charge	0	3,000	0	0
Water Tap Fees South	45,800	35,000	10,000	25,000
Water Tap Fees North	7,500	15,000	10,000	15,000
Sewer Tap South Basin	71,033	35,000	15,000	25,000
Sewer Tap North Basin	17,441	40,000	40,000	20,000
Subdivision Development	38,157	20,000	5,000	10,000
Total Non-Operating Revenues	\$ 179,931	\$ 150,000	\$ 80,000	\$ 95,000
Charges For Services				
Tower Lease Payments	\$ 294,416	\$ 275,000	\$ 277,975	\$ 280,000
Water Meter Installation	38,335	45,000	35,000	35,000
Other Revenues	1,016	0	0	0
Total Charges For Services	\$ 333,768	\$ 320,000	\$ 312,975	\$ 315,000
TOTAL UTILITY FUND REVENUES	\$ 6,365,166	\$ 6,630,000	\$ 6,202,620	\$ 6,359,300



CITY OF BARTLETT ANALYSIS OF UTILITY REVENUE SOURCES FY 2011 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 on water and sewer connection fees.

<u>Water Sales</u>		
FY	Amount	% Inc (Dec)
2007	\$ 3,269,835	
2008	\$ 6,191,643	89.36%
2009	\$ 3,004,384	-51.48%
2010 (Proj)	\$ 3,046,000	1.39%
2011 (Bdgt)	\$ 3,053,000	0.23%

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 2011 is based on current user rates and an no additional 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 2011 revenue projection is based on current user rates and no additional residential users.

<u>Sewer Service</u>		
FY	Amount	% Inc (Dec)
2007	\$ 2,615,344	
2008	\$ 2,574,546	-1.56%
2009	\$ 2,509,649	-2.52%
2010 (Proj)	\$ 2,530,300	0.82%
2011 (Bdgt)	\$ 2,534,300	0.16%



CITY OF BARTLETT
ANALYSIS OF UTILITY REVENUE SOURCES
FY 2011 Adopted Budget



Other Operating Revenues

FY	Amount	% Inc (Dec)
2007	\$ 229,294	
2008	\$ 210,121	-8.36%
2009	\$ 197,154	-6.17%
2010 (Proj)	\$ 194,145	-1.53%
2011 (Bdgt)	\$ 198,000	1.99%

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)
2007	\$ 1,264,057	
2008	\$ 550,212	-56.47%
2009	\$ 179,931	-67.30%
2010 (Proj)	\$ 80,000	-55.54%
2011 (Bdgt)	\$ 95,000	18.75%

Other Revenues

FY	Amount	% Inc (Dec)
2007	\$ 271,267	
2008	\$ 231,287	-14.74%
2009	\$ 140,281	-39.35%
2010 (Proj)	\$ 39,200	-72.06%
2011 (Bdgt)	\$ 164,000	318.37%

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 antennae.

Charges for Services

FY	Amount	% Inc (Dec)
2007	\$ 475,852	
2008	\$ 372,967	-21.62%
2009	\$ 333,768	-10.51%
2010 (Proj)	\$ 312,975	-6.23%
2011 (Bdgt)	\$ 315,000	0.65%



CITY OF BARTLETT
UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Department Revenues				
Demand Response Program	\$ 2,482	\$ 0	\$ 0	\$ 0
Total Department Revenues	\$ 2,482	\$ 0	\$ 0	\$ 0
Personnel				
Supervisor Salaries	\$ 325,340	\$ 295,821	\$ 323,616	\$ 283,627
Employee Wages	1,038,916	1,077,498	1,052,854	1,100,426
Overtime Wages	49,433	54,500	55,081	55,700
Special Hours	21,193	22,400	21,200	22,400
Contracted Services	2,691	5,000	5,000	5,000
Part-Time	15,063	19,819	19,819	19,292
Vacation Pay	10,650	0	0	0
Sick Pay	(16,889)	0	0	0
Longevity Pay	18,133	19,998	20,023	21,001
Christmas Bonus	3,186	3,495	3,015	3,102
Other Personnel Costs	165	0	0	0
Employee Health Insurance	280,522	293,735	291,759	288,190
Employee Life Insurance	7,248	7,415	7,463	7,473
Worker's Compensation Insurance	30,025	29,719	29,719	29,763
Retiree Health Insurance	187,329	27,466	27,535	34,602
FICA	109,631	113,987	112,594	111,281
Pension Contribution	198,264	192,264	192,264	193,767
Total Personnel	\$ 2,280,902	\$ 2,163,117	\$ 2,161,942	\$ 2,175,624
Staffing Level				
<i>Full-Time</i>	<i>33.93</i>	<i>35.00</i>	<i>33.45</i>	<i>35.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.87</i>	<i>0.94</i>	<i>0.77</i>	<i>0.90</i>
Total Full-Time Equivalent (FTE)	34.80	35.94	34.22	35.90
Operations				
Training	\$ 1,736	\$ 4,175	\$ 3,575	\$ 5,700
Travel	979	3,000	3,600	6,100
Professional Services	1,800	3,000	2,800	2,800
Other Professional Service	37,607	49,000	35,000	40,000
Postage & Freight	60,167	65,950	63,108	66,450
Notice Publication	0	3,000	13,000	13,000
Dues & Subscriptions	7,463	9,175	1,745	8,025
Utilities	619,369	587,400	560,000	590,400
Water Purchased For Resale	22,039	22,000	22,000	22,000
Phones - Local	10,502	11,550	11,050	11,250
Long Distance Phone Calls	88	220	215	220
Cellular Phones	5,750	4,980	5,480	5,700
Data Processing - Software	35,944	56,117	55,400	5,400
Telecommunication Link	461	1,000	1,300	1,300
Shop Allocation	23,000	23,500	23,500	23,500
Vehicle Maintenance	28,874	30,000	31,000	33,500
Equipment Maintenance	187,157	231,835	227,000	227,000
Radio Maintenance	982	1,750	1,235	1,250
Computer Maintenance	22,718	15,250	21,750	22,250
Grounds Maintenance	2,096	3,700	3,650	3,900



CITY OF BARTLETT
UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Building Maintenance	11,929	20,750	13,300	15,500
Water & Sewer Line Maintenance	12,440	15,000	7,000	15,000
Waste Refuse	17,794	24,000	24,000	24,000
Office Supplies	4,424	5,750	5,400	6,650
Printing	9,753	10,500	10,000	10,200
Petroleum Supplies	70,318	62,500	64,000	71,000
Clothing & Uniforms	8,915	12,871	10,200	10,450
Operating Supplies	19,486	20,750	24,750	22,250
Cleaning Supplies	1,881	2,350	2,250	2,300
Chemical Supplies	99,029	106,500	111,500	116,750
Fill Sand, Dirt & Gravel	5,917	10,000	9,000	10,000
Concrete & Brick	12,315	14,000	9,500	12,000
Small Tools	2,479	4,700	3,100	4,000
Pipe & Materials-System Ma	63,487	75,000	65,000	70,000
Meters & Meter Boxes	19,244	5,000	6,500	7,000
Equipment Rental	0	900	900	700
Street Barricade & Equip Re	0	500	200	500
Property Insurance	122,158	128,300	131,222	131,222
Vehicle & Equip Insurance	7,532	7,700	7,204	7,204
General Liability Insurance	13,905	14,200	13,779	13,779
Bank Charges	0	0	50	0
Lab Testing	27,970	38,000	35,000	35,000
CSX Leases	1,101	2,500	1,500	2,500
Cash Over Or Short	(39)	100	100	100
Pollution Control Fees	43,229	51,250	45,500	45,500
In Lieu Of Tax Payments	321,033	327,500	300,184	310,000
Storage Fees	751	0	0	0
Sewer Service Fees	704,420	784,500	749,700	783,500
State Fees	0	0	0	1,200
Damage Claims	9,569	9,000	4,000	9,000
Miscellaneous Other Expenses	5,084	6,500	1,250	6,500
Total Operations	\$ 2,684,855	\$ 2,887,223	\$ 2,742,497	\$ 2,833,550
Capital				
Communications Equipment	\$ 1,010	\$ 1,650	\$ 1,350	\$ 2,850
Data Processing Equipment	11,041	11,500	10,753	8,500
Office Equipment	0	200	200	200
Vehicles	0	0	0	18,000
Furniture	0	0	0	400
Other Equipment	3,036	3,000	11,500	20,000
Sewer System Improvements	0	30,000	0	0
Water Mains & System Improvement	0	295,000	281,000	605,000
Total Capital	\$ 15,087	\$ 341,350	\$ 304,803	\$ 654,950
TOTAL UTILITY FUND EXPENDITURES	\$ 4,978,362	\$ 5,391,690	\$ 5,209,242	\$ 5,664,124

Utility Administration

City of Bartlett



FY 2011 Adopted Budget

Summary Revenue/Expenditure Type

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.

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
Salaries	379,642	397,764	388,923	413,143
Benefits	240,317	193,438	192,464	195,002
Operations	1,191,502	1,300,002	1,237,378	1,240,589
Capital	7,785	252,500	252,500	269,600
Total	1,819,245	2,143,704	2,071,265	2,118,334

FY 2010 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 2009 Actual	FY 2010 Forecast	FY 2011 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	20,250	20,500	20,750
Accurately read water meters monthly	% of meters read accurately	99%	99%	99%



**CITY OF BARTLETT
UTILITY ADMINISTRATION
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 96,066	\$ 98,212	\$ 98,212	\$ 102,188
Employee Wages	266,654	275,733	266,991	287,663
Overtime Wages	1,859	4,000	3,901	4,000
Part-Time	15,063	19,819	19,819	19,292
Vacation Pay	4,641	0	0	0
Sick Pay	(369)	0	0	0
Longevity Pay	2,919	3,677	3,677	3,976
Christmas Bonus	1,033	1,134	947	948
Employee Health Insurance	86,275	90,807	91,486	87,438
Employee Life Insurance	1,838	2,019	1,910	2,105
Worker's Compensation Insurance	5,163	5,260	5,260	5,409
Retiree Health Insurance	58,520	7,479	7,310	9,746
FICA	28,477	30,710	29,522	30,801
Pension Contribution	51,820	52,352	52,352	54,579
Total Personnel	\$ 619,959	\$ 591,202	\$ 581,387	\$ 608,145

Staffing Level

<i>Full-Time</i>	<i>10.17</i>	<i>11.00</i>	<i>10.45</i>	<i>11.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.87</i>	<i>0.94</i>	<i>0.77</i>	<i>0.90</i>
Total Full-Time Equivalent (FTE)	11.04	11.94	11.22	11.90

Operations

Training	\$ 841	\$ 875	\$ 875	\$ 2,000
<i>Training for employees.</i>				
Travel	0	0	0	2,000
<i>Travel related to training.</i>				
Postage & Freight	59,865	65,200	62,000	65,200
<i>Postage fees for mailing utility bills.</i>				
Dues & Subscriptions	30	100	100	100
<i>Anticipated cost of dues & subscriptions.</i>				
Phones - Local	1,212	1,350	1,250	1,350
<i>Local phone costs.</i>				
Long Distance Phone Calls	23	50	50	50
<i>Long distance charges.</i>				
Cellular Phones	868	780	780	800
<i>Service charges for one cell phone.</i>				
Data Processing - Software	28,185	55,317	55,000	5,000
<i>Cost of utility billing software-Munis.</i>				
Vehicle Maintenance	3,541	6,000	6,000	6,000
<i>Maintenance costs for 7 meter reading vehicles.</i>				
Equipment Maintenance	3,320	12,000	11,000	10,000
<i>Annual maintenance cost for meter reading devices and billing equipment..</i>				
Radio Maintenance	319	500	500	500
<i>Cost of maintenance of portable & truck mounted radios.</i>				
Computer Maintenance	22,110	15,000	21,500	22,000
<i>Utility software maintenance contract.</i>				
Office Supplies	2,922	3,500	3,000	3,500
<i>Paper, printer ribbons, and other office supplies.</i>				



**CITY OF BARTLETT
UTILITY ADMINISTRATION
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Printing <i>Paper, printer ribbons, and other office supplies.</i>	9,691	10,000	10,000	10,000
Petroleum Supplies <i>Fuel cost for 7 meter reading vehicles.</i>	12,125	11,000	11,000	12,500
Clothing & Uniforms <i>Uniform costs for 6 meter readers.</i>	2,411	3,330	3,000	3,000
Operating Supplies <i>Miscellaneous meter reading & office operating supplies.</i>	965	2,000	1,750	1,750
Small Tool <i>Small tools & locks used by meter readers.</i>	374	2,000	1,000	1,500
Meters & Meter Boxes <i>Cost of meters at City facilities.</i>	9,246	0	0	0
Vehicle Insurance <i>Vehicle insurance for 7 meter reading vehicles.</i>	1,179	1,200	1,128	1,128
General Liability Insurance <i>Department's portion of general liability insurance.</i>	5,094	5,200	5,111	5,111
Bank Charges	0	0	50	0
Cash Over Or Short <i>Overage or shortage of cash drawers.</i>	(39)	100	100	100
In Lieu Of Tax Payments <i>Transfers from the Utility Fund to the General Fund for In-lieu of property taxes.</i>	321,033	327,500	300,184	310,000
Storage Fees	751	0	0	0
Sewer Service Fees <i>Anticipated cost of sewer charges paid to City of Memphis.</i>	704,420	775,000	740,000	775,000
Damage Claims <i>Minor damage claims against department.</i>	500	1,000	1,000	1,000
Miscellaneous Other Expenses <i>Anticipated cost of any miscellaneous expenses.</i>	515	1,000	1,000	1,000
Total Operations	\$ 1,191,502	\$ 1,300,002	\$ 1,237,378	\$ 1,240,589
Capital				
Communications Equipment <i>Mobile radios.</i>	\$ 0	\$ 0	\$ 0	\$ 1,200
Data Processing Equipment <i>Computers, monitors and printers.</i>	7,785	7,500	7,500	5,000
Vehicles <i>Replacement of meter reading vehicles.</i>	0	0	0	18,000
Furniture <i>Office furniture.</i>	0	0	0	400
Other Equipment	0	0	9,000	0
Water Mains & System Improvement <i>Replacement of radio read meters.</i>	0	245,000	236,000	245,000
Total Capital	\$ 7,785	\$ 252,500	\$ 252,500	\$ 269,600
Total Utility Administration	\$ 1,819,245	\$ 2,143,704	\$ 2,071,265	\$ 2,118,334

Water & Wastewater Services

City of Bartlett



FY 2011 Adopted Budget

Summary Revenue/Expenditure Type

What We Do

Water/Wastewater Services is responsible for maintaining the City's water distribution and wastewater collections systems and infrastructure (meter setting, fire hydrants, valves, water services and mains, sewer services and mains, manholes, lift stations, and force mains. WWS also services the Bartlett reserve areas.

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
Salaries	611,748	638,771	658,002	619,303
Benefits	368,348	307,860	308,999	305,366
Other Personnel	165	0	0	0
Operations	223,242	253,620	229,691	261,546
Capital	630	81,200	45,900	64,200
Total	1,204,132	1,281,451	1,242,592	1,250,415

FY 2010 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 2009 Actual	FY 2010 Forecast	FY 2011 Projected
Reduce wastewater system inflow and infiltration problems in order to reduce system repair costs	Cost of lift station repairs	\$10,200	\$11,500	\$11,000
Reduce maintenance cost on radio read meters by changing over to Badger Orion AMR Systems.	Cost of labor and materials repairing radio read meters or transponders.	\$13,000	\$14,500	\$12,500
Maintain City's sewer and water lines, valves, manholes, and meters	Number of work tickets completed	3865	4650	5100



CITY OF BARTLETT
WATER & WASTEWATER SERVICES
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Personnel				
Supervisor Salaries	\$ 72,624	\$ 75,715	\$ 103,508	\$ 56,025
Employee Wages	506,783	527,856	519,294	528,078
Overtime Wages	27,140	30,000	30,000	30,000
Special Hours	5,200	5,200	5,200	5,200
Vacation Pay	4,672	0	0	0
Sick Pay	1,083	0	0	0
Longevity Pay	11,690	13,901	13,901	13,832
Christmas Bonus	1,292	1,416	1,292	1,378
Other Personnel Costs	165	0	0	0
Employee Health Insurance	119,089	126,283	126,283	127,791
Employee Life Insurance	3,162	3,259	3,340	3,154
Worker's Compensation Insurance	15,742	16,501	16,501	16,020
Retiree Health Insurance	82,048	12,071	12,456	14,603
FICA	46,030	49,929	50,726	46,814
Pension Contribution	83,539	84,500	84,500	81,774
Total Personnel	\$ 980,260	\$ 946,631	\$ 967,001	\$ 924,669

Staffing Level

<i>Full-Time</i>	<i>14.85</i>	<i>15.00</i>	<i>15.00</i>	<i>15.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	14.85	15.00	15.00	15.00

Operations

Training	\$ 515	\$ 300	\$ 300	\$ 300
<i>Employee training expense such as classes, books, and training aids.</i>				
Travel	70	0	700	700
<i>Travel expenses for seminars.</i>				
Other Professional Service	14,216	23,000	18,000	23,000
<i>Lift station repair/maintenance, TNICall service.</i>				
Postage & Freight	78	150	200	250
<i>Stamps and postage costs.</i>				
Dues & Subscriptions	811	1,000	600	850
<i>TCAPWA, AAWA and other membership and magazine fees.</i>				
Phones - Local	2,064	2,500	2,200	2,300
<i>Local telephone monthly costs.</i>				
Long Distance Phone Calls	9	20	15	20
<i>Long distance costs.</i>				
Cellular Phones	2,142	1,800	2,400	2,500
<i>Cell phone monthly fees.</i>				
Data Processing - Software	0	800	400	400
<i>Software for mapping.</i>				
Shop Allocation	14,000	14,000	14,000	14,000
<i>Shop inventory parts.</i>				
Vehicle Maintenance	17,097	15,000	20,000	21,000
<i>Parts for vehicle repairs and maintenance.</i>				
Equipment Maintenance	6,473	15,000	16,000	16,000
<i>Parts for equipment repairs and maintenance.</i>				
Radio Maintenance	663	500	500	750
<i>Communication radio maintenance.</i>				



CITY OF BARTLETT
WATER & WASTEWATER SERVICES
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Computer Maintenance <i>Computer repair parts and labor.</i>	607	250	250	250
Grounds Maintenance <i>Sod, seeds, fertilizer, landscaping materials.</i>	0	500	350	500
Building Maintenance <i>Paint, tiles, rugs, windows, ceiling tiles.</i>	0	750	300	500
Water & Sewer Line Maintenance <i>Lift station maintenance.</i>	12,440	15,000	7,000	15,000
Office Supplies <i>Dairies, paper, pens, pencils, paper, batteries, printer cartridges.</i>	320	750	600	750
Petroleum Supplies <i>Oil, gas, diesel.</i>	34,025	25,500	28,000	32,000
Clothing & Uniforms <i>Clothing purchases, uniform rentals, welcome mats.</i>	4,672	7,000	5,000	5,000
Operating Supplies <i>Paint for TN1-Call, grease for lift stations, batteries, water plug, traffic cones, barricade purchases.</i>	7,163	8,000	8,000	8,500
Cleaning Supplies <i>Wax, soap, rags, toilet paper, paper towels, mops, bucks.</i>	185	500	500	500
Chemical Supplies <i>Insecticide, lift station degreaser.</i>	0	1,500	1,500	1,750
Fill Sand, Dirt & Gravel <i>For road repairs, sewer/water projects, limestone, rip, ctb.</i>	5,917	10,000	9,000	10,000
Concrete & Brick <i>Setting meters, water valve & sewer repairs, manholes, replacing sidewalk and curb and gutter.</i>	12,315	14,000	9,500	12,000
Small Tools <i>Drills, hammers, shovels, wrenches, sockets, buckets, screw drivers, flash lights.</i>	1,154	1,200	1,200	1,500
Pipe & Materials-System Maintenance <i>Water and sewer pipe, couplings, fittings for fire hydrants, water valves, fire hydrant purchases needed for system repairs.</i>	63,487	75,000	65,000	70,000
Meters & Meter Boxes <i>Meter boxes and meter parts.</i>	9,997	5,000	6,500	7,000
Street Barricade & Equip Re <i>Barricade and other equipment rental expenses.</i>	0	500	200	500
Property Insurance <i>Property insurance.</i>	240	300	285	285
Vehicle & Equip Insurance <i>Vehicle and equipment insurance costs.</i>	4,860	4,900	4,646	4,646
General Liability Insurance <i>General liability insurance costs.</i>	3,389	3,400	3,295	3,295
Damage Claims <i>Payment of minor damage claims.</i>	4,069	5,000	3,000	5,000
Miscellaneous Other Expenses <i>Misc. expenses.</i>	267	500	250	500
Total Operations	\$ 223,242	\$ 253,620	\$ 229,691	\$ 261,546
Capital				
Communications Equipment <i>Purchase of cell phones, pagers and accessories.</i>	\$ 630	\$ 1,000	\$ 700	\$ 1,000
Office Equipment <i>Adding machines, vcr, TV, calculator.</i>	0	200	200	200



CITY OF BARTLETT
WATER & WASTEWATER SERVICES
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Other Equipment <i>Sewer portable video camera system.</i>	0	0	0	18,000
Sewer System Improvements <i>Slip lining pipes and major repairs.</i>	0	30,000	0	0
Water Mains & System Improvement <i>Water meters, special fittings, fitting kits.</i>	0	50,000	45,000	45,000
Total Capital	\$ 630	\$ 81,200	\$ 45,900	\$ 64,200
Total Water & Wastewater Services	\$ 1,204,132	\$ 1,281,451	\$ 1,242,592	\$ 1,250,415

Utility Plant Operations

FY 2011 Adopted Budget

City of Bartlett



Summary Revenue/Expenditure Type

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.

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
Revs/Recvrs	2,099	0	0	0
Salaries	286,454	256,959	254,736	273,029
Benefits	126,135	104,483	104,154	107,482
Other Personnel	2,691	5,000	5,000	5,000
Operations	996,866	1,049,785	982,745	1,036,595
Capital	80	2,500	1,500	217,000
Total	1,410,127	1,418,727	1,348,135	1,639,106

FY 2010 Performance Highlights

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

Objective	Performance Measures	FY 2009 Actual	FY 2010 Forecast	FY 2011 Projected
Upgrade Various water lines in the city	Install upgrades within the fiscal year	Completed	Completed	Completed
Completed repair to Germantown Road reservoir	Low leakage upon repair	Under design	Completed	Completed
Continue the Cities tank Maintenance program	Maintain highly visible tanks in good condition	Completed	Completed	Completed



CITY OF BARTLETT PLANT OPERATIONS FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Department Revenues				
Demand Response Program	\$ 2,099	\$ 0	\$ 0	\$ 0
Total Department Revenues	\$ 2,099	\$ 0	\$ 0	\$ 0
Personnel				
Supervisor Salaries	\$ 97,149	\$ 61,493	\$ 61,497	\$ 63,128
Employee Wages	164,209	167,466	167,466	181,901
Overtime Wages	14,302	16,000	14,973	16,000
Special Hours	10,793	12,000	10,800	12,000
Contract Services	2,691	5,000	5,000	5,000
Vacation Pay	444	0	0	0
Sick Pay	(17,603)	0	0	0
Longevity Pay	2,333	1,230	1,255	1,280
Christmas Bonus	517	567	431	431
Employee Health Insurance	42,049	40,244	40,402	38,307
Employee Life Insurance	1,398	1,236	1,244	1,323
Worker's Compensation Insurance	6,084	4,822	4,822	5,211
Retiree Health Insurance	29,203	4,579	4,579	6,126
FICA	22,272	19,751	19,367	20,500
Pension Contribution	39,437	32,054	32,054	34,304
Total Personnel	\$ 415,280	\$ 366,442	\$ 363,890	\$ 385,511
Staffing Level				
<i>Full-Time</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	5.00	5.00	5.00	5.00
Operations				
Training	\$ 380	\$ 2,000	\$ 1,500	\$ 2,000
<i>Employee training expense such as classes, books and other training aids.</i>				
Travel	909	2,000	2,000	2,000
<i>Travel expenses for seminars.</i>				
Other Professional Service	22,491	26,000	17,000	17,000
<i>U of M groundwater institute well head protection.</i>				
Postage & Freight	225	600	900	1,000
<i>Postage for mailing water samples to laboratories for analysis.</i>				
Notice Publication	0	3,000	13,000	13,000
<i>EPA required publication cost and consumer confidence report.</i>				
Dues & Subscriptions	6,572	8,000	1,000	7,000
<i>TAUD and operators dues.</i>				
Utilities	476,232	455,400	425,000	455,400
<i>Electric and gas to run 4 water plants.</i>				
Water Purchased For Resale	22,039	22,000	22,000	22,000
<i>Minimum payments to have connections to Memphis.</i>				
Phones - Local	5,610	6,000	6,000	6,000
<i>Phone service for four water plants.</i>				
Long Distance Phone Calls	56	100	100	100
<i>Long distance for vendors and equipment.</i>				
Cellular Phones	2,464	2,000	2,000	2,000
<i>5 cellular phones for operators and base.</i>				



**CITY OF BARTLETT
PLANT OPERATIONS
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Telecommunication Link <i>Leased lines to connect water plants.</i>	461	1,000	1,300	1,300
Shop Allocation <i>Repair costs of five water vehicles.</i>	7,500	8,000	8,000	8,000
Vehicle Maintenance <i>Parts replacement for repairing of four water vehicles.</i>	6,781	7,000	4,000	5,000
Equipment Maintenance <i>Repair and replace waterplant equipment.</i>	157,082	172,835	170,000	170,000
Radio Maintenance <i>Repair radios.</i>	0	750	0	0
Grounds Maintenance <i>Upkeep of four water plants.</i>	852	1,300	1,500	1,500
Building Maintenance <i>Air, heating & plumbing repair.</i>	9,273	17,000	10,000	12,000
Office Supplies <i>Supplies for offices at Germantown Road.</i>	997	1,000	1,500	2,000
Printing <i>Outside print jobs and/or ink toners.</i>	62	500	0	200
Petroleum Supplies <i>Gas for five water vehicles.</i>	20,177	21,000	21,000	22,000
Clothing & Uniforms <i>Shirts and pants for water operators.</i>	505	750	700	750
Operating Supplies <i>Miscellaneous supplies.</i>	4,670	4,750	9,000	6,000
Cleaning Supplies <i>Miscellaneous cleaning supplies for four water plants.</i>	1,696	1,600	1,500	1,600
Chemical Supplies <i>Chlorine, lime, fluoride, and phosphate for 4 water treatment plants.</i>	89,252	105,000	100,000	105,000
Small Tools <i>Various small tools plants and trucks.</i>	44	500	0	0
Property Insurance <i>Insurance on four waterplants and 8 water tanks.</i>	94,187	100,000	101,195	101,195
Vehicle & Equip Insurance <i>Insurance for four vehicles.</i>	1,179	1,200	967	967
General Liability Insurance <i>Allocation.</i>	3,905	4,000	3,883	3,883
Lab Testing <i>State and Federal mandated water analysis.</i>	12,884	17,000	15,000	16,000
CSX Leases <i>CSX crossing permits.</i>	1,101	2,500	1,500	2,500
Pollution Control Fees <i>Groundwater control fees and state annual fees.</i>	37,979	46,000	40,000	40,000
Sewer Service Fees <i>State delegation for sewer review.</i>	0	1,000	1,200	0
State Fees	0	0	0	1,200
Damage Claims <i>Possible damage claims.</i>	5,000	3,000	0	3,000



**CITY OF BARTLETT
PLANT OPERATIONS
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Miscellaneous Other Expenses <i>Miscellaneous expenses.</i>	4,302	5,000	0	5,000
Total Operations	\$ 996,866	\$ 1,049,785	\$ 982,745	\$ 1,036,595
Capital				
Data Processing Equipment <i>Repair or replacement computers used in controls.</i>	\$ 80	\$ 2,500	\$ 1,500	\$ 2,000
Water Mains & System Improvement <i>Tank painting & maint. (115k) & Water line upgrades (100k).</i>	0	0	0	215,000
Total Capital	\$ 80	\$ 2,500	\$ 1,500	\$ 217,000
Total Plant Operations	\$ 1,410,127	\$ 1,418,727	\$ 1,348,135	\$ 1,639,106

Utility Sewer Lagoon

City of Bartlett



FY 2011 Adopted Budget

Summary Revenue/Expenditure Type

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.

Category	FY 2009 Actual	FY 2010 Revised	FY 2010 Projection	FY 2011 Adopted
<i>Revs/Recvrs</i>	383	0	0	0
Salaries	172,102	176,544	170,909	175,970
Benefits	93,301	82,298	78,755	81,329
Operations	273,245	283,816	292,683	294,820
Capital	6,593	5,150	4,903	104,150
Total	544,858	547,808	547,250	656,269

FY 2010 Performance Highlights

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

Objective	Performance Measures	FY 2009 Actual	FY 2010 Forecast	FY 2011 Projected
Provide optimal gallons treated at permitted levels	Meet all Permit limits without violation	only 2 violation	Attained	Attained
Participate in TVA energy conservation program	Save money for the utility in peak demand conditions	2 events%	unknown events	unknown events



**CITY OF BARTLETT
SEWER LAGOON
FY 2011 Adopted Budget**

Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Department Revenues				
Demand Response Program	\$ 383	\$ 0	\$ 0	\$ 0
Total Department Revenues	\$ 383	\$ 0	\$ 0	\$ 0

Personnel				
Supervisor Salaries	\$ 59,501	\$ 60,401	\$ 60,399	\$ 62,286
Employee Wages	101,269	106,443	99,103	102,784
Overtime Wages	6,131	4,500	6,207	5,700
Special Hours	5,200	5,200	5,200	5,200
Vacation Pay	893	0	0	0
Longevity	1,190	1,190	1,190	1,913
Christmas Bonus	344	378	345	345
Employee Health Insurance	33,109	36,401	33,588	34,654
Employee Life Insurance	851	901	969	891
Worker's Compensation Insurance	3,036	3,136	3,136	3,123
Retiree Health Insurance	17,558	3,337	3,190	4,127
FICA	12,851	13,597	12,979	13,166
Pension Contribution	23,468	23,358	23,358	23,110
Total Personnel	\$ 265,403	\$ 258,842	\$ 249,664	\$ 257,299

Staffing Level

<i>Full-Time</i>	<i>3.91</i>	<i>4.00</i>	<i>3.00</i>	<i>4.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>3.91</i>	<i>4.00</i>	<i>3.00</i>	<i>4.00</i>

Operations

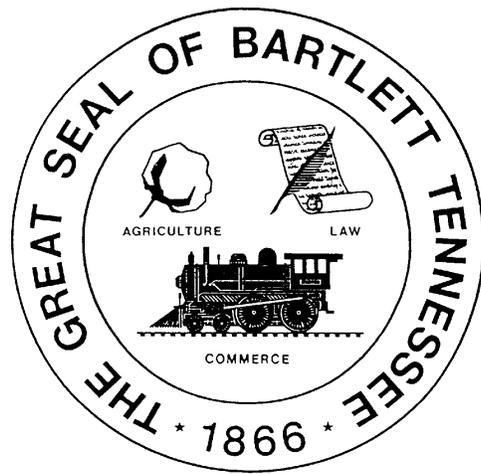
Training	\$ 0	\$ 1,000	\$ 900	\$ 1,400
<i>Employee training expense such as class training aids.</i>				
Travel	0	1,000	900	1,400
<i>Travel to Jackson and Nashville for training.</i>				
Professional Services	1,800	3,000	2,800	2,800
<i>Software contract services.</i>				
Other Professional Service	900	0	0	0
Dues & Subscriptions	50	75	53	75
<i>Licensing fees for Operators.</i>				
Utilities	143,137	132,000	135,000	135,000
<i>Wastewater and pump station utility costs.</i>				
Phones - Local	1,616	1,700	1,600	1,600
<i>Local phones charges.</i>				
Long Distance Phone Calls	0	50	50	50
<i>Long distance phone charges.</i>				
Cellular Phones	276	400	300	400
<i>1 cell phone service charges.</i>				
Data Processing - Software	7,759	0	0	0
Shop Allocation	1,500	1,500	1,500	1,500
<i>Mechanic labor.</i>				
Vehicle Maintenance	1,455	2,000	1,000	1,500
<i>Vehicle repairs.</i>				
Equipment Maintenance	20,283	32,000	30,000	31,000
<i>Repair equipment in wastewater plants.</i>				



**CITY OF BARTLETT
SEWER LAGOON
FY 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
Radio Maintenance	0	0	235	0
Grounds Maintenance <i>Shrubs and plantings around wastewater plants.</i>	1,244	1,900	1,800	1,900
Building Maintenance <i>Building repair.</i>	2,655	3,000	3,000	3,000
Waste Refuse <i>Sludge disposal costs.</i>	17,794	24,000	24,000	24,000
Office Supplies <i>Normal office supplies.</i>	185	500	300	400
Petroleum Supplies <i>Gas for vehicles and lubricants for wastewater plant equipment.</i>	3,991	5,000	4,000	4,500
Clothing & Uniforms <i>Uniforms for four workers.</i>	1,327	1,791	1,500	1,700
Operating Supplies <i>Miscellaneous supplies or daily operations of two wastewater plants and one sludge disposal facility.</i>	6,689	6,000	6,000	6,000
Cleaning Supplies <i>Various cleaning supplies.</i>	0	250	250	200
Chemical Supplies <i>Polymer costs and chlorine costs.</i>	9,777	0	10,000	10,000
Small Tools <i>Various small tools for wastewater treatment plants.</i>	908	1,000	900	1,000
Equipment Rental <i>Water pump Rental.</i>	0	900	900	700
Property Insurance <i>Insurance on two Wastewater Treatment Plants and one Sludge Facility.</i>	27,731	28,000	29,742	29,742
Vehicle & Equip Insurance <i>Insurance on two vehicles.</i>	315	400	463	463
General Liability Insurance <i>Allocation.</i>	1,517	1,600	1,490	1,490
Lab Testing <i>NPDES testing for two treatment plants and one sludge facility.</i>	15,086	21,000	20,000	19,000
Pollution Control Fees <i>State yearly permit fees.</i>	5,250	5,250	5,500	5,500
Sewer Service Fees <i>Annual pretreatment cost.</i>	0	8,500	8,500	8,500
Total Operations	\$ 273,245	\$ 283,816	\$ 292,683	\$ 294,820
Capital				
Communications Equipment <i>Replacement radios.</i>	\$ 380	\$ 650	\$ 650	\$ 650
Data Processing Equipment <i>Replacement computer and hardwares.</i>	3,177	1,500	1,753	1,500
Other Equipment <i>Sampler repair and replacement.</i>	3,036	3,000	2,500	2,000
Water Mains & System Improvement <i>Sewer rehab.</i>	0	0	0	100,000
Total Capital	\$ 6,593	\$ 5,150	\$ 4,903	\$ 104,150
Total Sewer Lagoon	\$ 544,858	\$ 547,808	\$ 547,250	\$ 656,269





City of Bartlett

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 2011 Adopted Budget**



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
<u>General Debt Service Revenues</u>				
Local Sales Tax	\$ 2,699,944	\$ 2,661,868	\$ 2,639,731	\$ 2,692,526
Interest	478	1,500	500	500
Transfer From General Fund	0	400,000	400,000	0
Transfer From Solid Waste Fund	0	400,000	400,000	500,000
Transfer From CIP	0	0	0	340,000
Total General Debt Service Revenues	\$ 2,700,422	\$ 3,463,368	\$ 3,440,231	\$ 3,533,026
<u>General Debt Service Expenditures</u>				
Paying Agent Fee	\$ 2,571	\$ 3,500	\$ 3,500	\$ 3,500
Go Bond Issuance Expense	0	30,000	30,000	30,000
TML Note Issuance Expense	1,830	0	2,216	2,500
1997A Principal	50,000	55,000	55,000	0
1998A Principal	365,000	380,000	380,000	400,000
2001A Principal	310,000	85,000	85,000	90,000
2002A Principal	655,000	675,000	675,000	605,000
2003A Principal	215,000	220,000	220,000	285,000
2004A Principal	70,000	70,000	70,000	75,000
2005A Principal	195,000	205,000	205,000	215,000
2006A Principal	100,000	105,000	105,000	110,000
2007A Principal	95,000	105,000	105,000	110,000
2008A Principal	0	43,000	43,000	45,000
2009A Principal	0	0	0	85,000
2004 Capital Note Principal	214,800	222,680	222,680	230,850
2006 Capital Note Principal	251,000	262,000	262,000	0
2008 Capital Note Principal	0	134,500	134,500	144,000
1997A Interest	5,250	2,750	2,750	0
1998A Interest	51,933	35,690	35,690	18,400
2001A Interest	73,666	66,119	66,119	62,639
2002A Interest	128,194	109,063	109,063	89,484
2003A Interest	96,900	90,375	90,375	82,800
2004A Interest	57,053	55,215	55,215	53,128
2005A Interest	282,353	276,097	276,097	269,271
2006A Interest	102,200	98,200	98,200	94,000
2007A Interest	119,025	115,026	115,026	110,725
2008A Interest	71	60,750	67,500	65,350
2009A Interest	0	30,000	32,837	67,970
2010A Interest	0	0	0	80,000
2004 Capital Note Interest	29,348	21,342	21,342	13,020
2006 Capital Note Interest	16,498	5,607	5,607	0
2008 Capital Note Interest	9,624	21,140	21,140	16,768
2009 Capital Note Interest	0	20,000	0	0
Total General Debt Service Expenditures	\$ 3,497,314	\$ 3,603,054	\$ 3,594,857	\$ 3,454,405
Net General Debt Service	\$ (796,892)	\$ (139,686)	\$ (154,626)	\$ 78,621
Beginning Fund Balance	\$ 1,287,085	\$ 490,193	\$ 490,193	\$ 335,567
Ending Fund Balance	\$ 490,193	\$ 350,507	\$ 335,567	\$ 414,188



City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - General Long-Term Debt
August 31, 2010

Fiscal Year	Series 2010 Bonds		Series 2009 Bonds		Series 2008 Bonds		2008 Capital Note		Series 2007 Bonds		Series 2006 Bonds		Series 2005 Bonds		2004 Capital Note		Series 2004 Bonds		Series 2003 Bonds		Series 2002 Bonds		Series 2001A Bonds		Series 1998A 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
2011	0	131,475	85,000	67,878	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	9,453	90,000	34,202	400,000	18,400	2,394,850	965,493
2012	530,000	166,813	90,000	66,128	47,000	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			95,000	1,971			1,960,330	896,000
2013	635,000	155,163	90,000	64,328	49,000	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							2,178,000	832,773
2014	650,000	142,313	90,000	62,528	51,000	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							2,250,000	765,629
2015	660,000	129,213	95,000	60,678	54,000	55,000			125,000	92,225	125,000	75,800	680,000	201,028			85,000	42,833	330,000	41,258							2,154,000	698,033
2016	670,000	115,913	95,000	58,754	56,000	52,375			130,000	87,125	130,000	70,800	705,000	176,614			90,000	39,770	340,000	29,028							2,216,000	630,378
2017	685,000	102,363	95,000	56,688	59,000	49,625			135,000	81,825	135,000	65,600	730,000	150,778			90,000	36,575	130,000	20,268							2,059,000	563,720
2018	705,000	88,463	100,000	54,345	61,000	46,750			140,000	76,325	140,000	60,200	760,000	123,395			95,000	33,198	55,000	16,725							2,056,000	499,400
2019	720,000	74,213	100,000	51,745	64,000	43,625			145,000	70,625	150,000	54,600	785,000	94,616			100,000	29,540	55,000	14,553							2,119,000	433,516
2020	735,000	59,203	105,000	48,820	67,000	40,375			155,000	64,586	155,000	48,600	255,000	75,053			100,000	25,715	60,000	12,223							1,632,000	374,574
2021	745,000	42,547	110,000	45,513	70,000	37,000			160,000	58,168	160,000	42,400	265,000	65,106			105,000	21,690	60,000	9,748							1,675,000	322,171
2022	390,000	28,825	110,000	41,965	73,000	33,375			165,000	51,505	165,000	36,000	275,000	54,643			110,000	17,390	65,000	7,138							1,353,000	270,840
2023	245,000	20,734	115,000	38,166	76,000	29,625			170,000	44,595	175,000	29,400	285,000	43,580			115,000	12,833	65,000	4,391							1,246,000	223,324
2024	60,000	16,694	120,000	34,053	80,000	25,750			180,000	37,333	180,000	22,400	300,000	31,880			120,000	7,925	70,000	1,505							1,110,000	177,539
2025	65,000	14,894	125,000	29,641	83,000	21,625			185,000	29,713	185,000	15,200	310,000	19,603			125,000	2,688									1,078,000	133,363
2026	65,000	12,944	130,000	24,923	87,000	17,250			195,000	21,733	195,000	7,800	325,000	6,663													997,000	91,311
2027	70,000	10,875	130,000	19,983	91,000	12,625			205,000	13,281																	496,000	56,764
2028	70,000	8,688	140,000	14,715	95,000	7,750			210,000	4,463																	515,000	35,615
2029	75,000	6,375	145,000	9,050	99,000	2,625																					319,000	18,050
2030	75,000	3,891	150,000	3,075																							225,000	6,966
2031	75,000	1,313																									75,000	1,313
	\$ 7,925,000	\$ 1,332,906	\$ 2,220,000	\$ 852,971	\$ 1,307,000	\$ 719,250	\$ 606,000	\$ 38,842	\$ 2,755,000	\$ 1,149,500	\$ 2,350,000	\$ 878,400	\$ 7,400,000	\$ 2,045,510	\$ 470,180	\$ 17,411	\$ 1,445,000	\$ 468,124	\$ 2,440,000	\$ 429,830	\$ 605,000	\$ 9,453	\$ 185,000	\$ 36,173	\$ 400,000	\$ 18,400	\$ 30,108,180	\$ 7,996,770

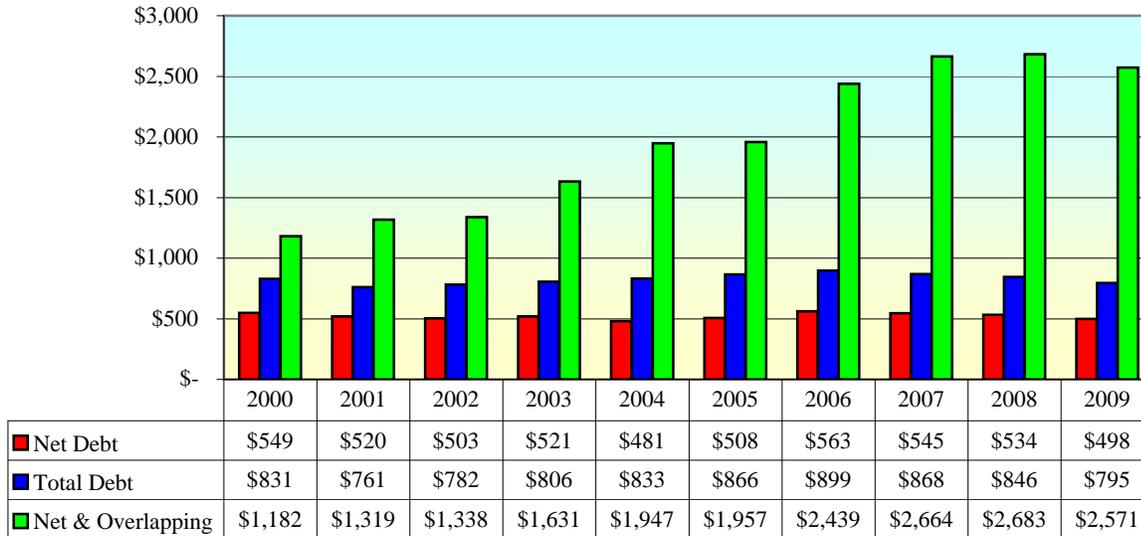


CITY OF BARTLETT ANALYSIS OF GENERAL DEBT SERVICE Last 10 Years



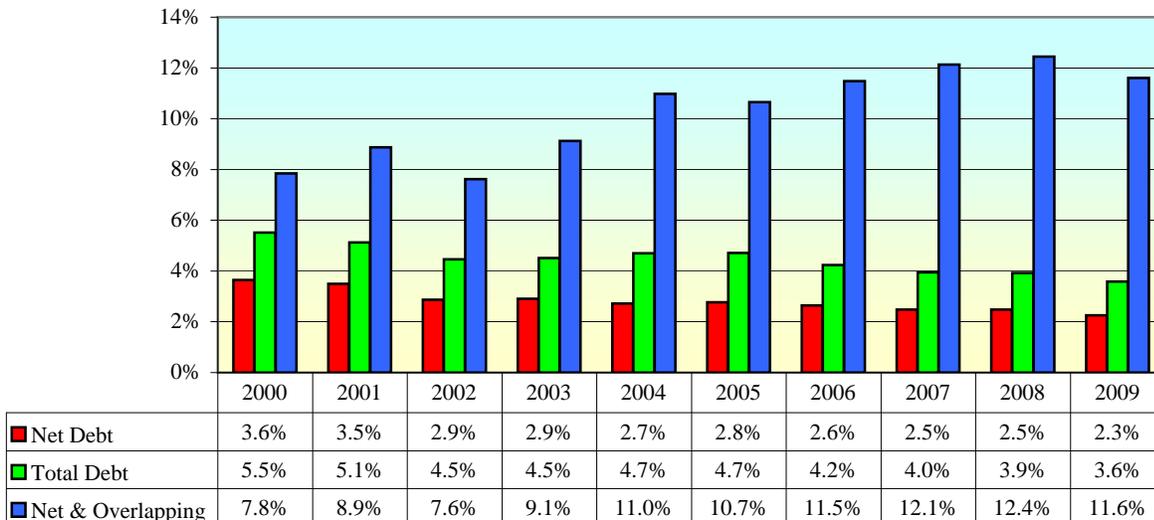
Debt per Capita (FY 2000 - FY 2009)

One of the measures of the capacity of a local government to service debt is Debt per Capita. The City of Bartlett's net debt and total debt per capita have slowly decrease.



Debt to Assessed Values (FY 2000 - FY 2009)

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.





CITY OF BARTLETT
UTILITY FUND DEBT SERVICE
FY 2011 Adopted Budget



Description	FY 2009 Actual	FY 2010 Revised Budget	FY 2010 Projection	FY 2011 Adopted Budget
<u>Utility Debt Expenditures</u>				
Paying Agent Fee	\$ 3,178	\$ 3,000	\$ 3,400	\$ 3,400
Debt Issuance Expense	40,170	10,000	20,000	20,000
1997B Principal	180,000	190,000	190,000	0
2001B Principal	125,000	130,000	130,000	135,000
2002B Principal	160,000	165,000	165,000	80,000
2003B Principal	245,000	255,000	255,000	460,000
2004B Principal	55,000	55,000	55,000	55,000
2005B Principal	20,000	120,000	120,000	115,000
2006B Principal	60,000	60,000	60,000	65,000
2007B Principal	35,000	35,000	35,000	35,000
2008B Principal	0	45,000	32,000	33,000
2009B Principal	0	0	0	35,000
1997B Interest	16,250	9,500	9,500	0
2001B Interest	102,024	99,093	99,093	93,824
2002B Interest	56,225	52,650	52,650	48,925
2003B Interest	203,040	197,990	197,990	187,265
2004B Interest	42,779	41,679	41,679	40,098
2005B Interest	53,455	51,405	51,405	47,586
2006B Interest	57,541	56,142	56,142	54,041
2007B Interest	40,566	39,633	39,633	38,233
2008B Interest	323	40,000	49,250	47,750
2009B Interest	0	23,000	14,196	29,363
2010B Interest	0	0	0	15,000
Total Utility Debt Expenditures	\$ 1,495,551	\$ 1,679,092	\$ 1,676,938	\$ 1,638,485



City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - Water and Sewer Fund
August 31, 2010

Fiscal Year	Series 2010 Bonds		Series 2009 Bonds		Series 2008 Bonds		Series 2007 Bonds		Series 2006 Bonds		Series 2005 Bonds		Series 2004 Bonds		Series 2003 Bonds		Series 2002 Bonds		Series 2001 Bonds		Total		
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	
2011	0	50,469	35,000	29,363	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	1,250	135,000	51,184	1,013,000	547,888	
2012	120,000	64,869	40,000	28,613	35,000	46,750	40,000	36,733	65,000	51,701	125,000	43,530	60,000	38,328	475,000	172,646			140,000	2,905	1,100,000	486,074	
2013	265,000	61,019	40,000	27,813	36,000	45,000	40,000	35,133	70,000	49,345	130,000	39,068	60,000	36,408	500,000	156,428					1,141,000	450,211	
2014	265,000	55,719	40,000	27,013	38,000	43,200	40,000	33,533	70,000	46,790	135,000	34,430	60,000	34,413	515,000	138,915					1,163,000	414,011	
2015	280,000	50,269	40,000	26,213	40,000	41,300	45,000	31,833	75,000	44,200	135,000	29,705	65,000	32,255	525,000	120,453					1,205,000	376,226	
2016	275,000	44,719	40,000	25,403	42,000	39,300	45,000	30,033	75,000	41,200	140,000	24,858	65,000	29,980	550,000	100,828					1,232,000	336,319	
2017	285,000	39,119	40,000	24,533	43,000	37,200	45,000	28,233	80,000	38,200	150,000	19,635	70,000	27,583	485,000	81,438					1,198,000	295,939	
2018	295,000	33,319	45,000	23,510	45,000	35,050	50,000	26,333	85,000	35,000	155,000	14,030	70,000	25,028	220,000	67,933					965,000	260,201	
2019	295,000	27,419	45,000	22,340	47,000	32,800	50,000	24,320	85,000	31,600	155,000	8,256	75,000	22,308	230,000	59,043					982,000	228,085	
2020	305,000	21,228	45,000	21,058	50,000	30,450	50,000	22,270	90,000	28,200	15,000	5,065	75,000	19,439	240,000	49,523					870,000	197,232	
2021	310,000	14,306	45,000	19,674	52,000	27,950	55,000	20,091	95,000	24,600	20,000	4,395	80,000	16,395	245,000	39,519					902,000	166,930	
2022	320,000	6,625	50,000	18,140	54,000	25,350	55,000	17,809	95,000	20,800	20,000	3,620	85,000	13,095	260,000	28,975					939,000	134,414	
2023	100,000	1,313	50,000	16,453	57,000	22,650	60,000	15,423	100,000	17,000	20,000	2,830	85,000	9,653	270,000	17,778					742,000	103,098	
2024			50,000	14,703	59,000	19,800	60,000	12,933	105,000	13,000	20,000	2,030	90,000	5,998	280,000	6,020					664,000	74,483	
2025			55,000	12,811	62,000	16,850	65,000	10,306	110,000	8,800	20,000	1,225	95,000	2,043								407,000	52,035
2026			55,000	10,776	64,000	13,750	65,000	7,544	110,000	4,400	20,000	410										314,000	36,880
2027			60,000	8,590	67,000	10,550	70,000	4,675														197,000	23,815
2028			60,000	6,250	70,000	7,200	75,000	1,594														205,000	15,044
2029			60,000	3,865	74,000	3,700																134,000	7,565
2030			65,000	1,333																		65,000	1,333
	<u>\$ 3,115,000</u>	<u>\$ 470,391</u>	<u>\$ 960,000</u>	<u>\$ 368,449</u>	<u>\$ 968,000</u>	<u>\$ 547,250</u>	<u>\$ 945,000</u>	<u>\$ 397,024</u>	<u>\$ 1,375,000</u>	<u>\$ 508,878</u>	<u>\$ 1,375,000</u>	<u>\$ 280,673</u>	<u>\$ 1,090,000</u>	<u>\$ 353,019</u>	<u>\$ 5,255,000</u>	<u>\$ 1,226,760</u>	<u>\$ 80,000</u>	<u>\$ 1,250</u>	<u>\$ 275,000</u>	<u>\$ 54,089</u>	<u>\$ 15,438,000</u>	<u>\$ 4,207,781</u>	



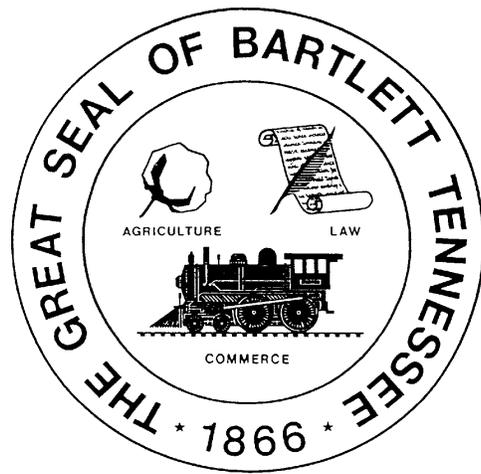
CITY OF BARTLETT, TENNESSEE
Water and Sewer Revenue Coverage
Last Ten Fiscal Years



Fiscal Year	Utility Service Charges	Less: Operating Expenses (1)	Net Available Revenue	Debt Service			Coverage
				Principal	Interest	Total	
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
2009	6,830,594	4,662,988	2,167,606	880,000	581,992	1,461,992	1.48

(1) Excludes depreciation expense.

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





City of Bartlett

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 2011 - 2015 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

Four significant nonroutine capital expenditures projects are the City Hall Improvement project, the purchase of the Fire Pumper, the Appling Road Widening project, and the City Wide Overlay project. The City Hall Improvement project is to remodel and relocate part of City Hall to improve office efficiency. A Fire Pumper usually last about 20 years. The Appling Road Widening project is to widen existing Appling Road and add shoulders and bike lanes. The revenue sources are from the use of General Fund balance (\$70,000 in FY 2009) and G.O. bond (\$625,000 in FY 2010 and \$500,000 in FY 2011). The City Wide Overlay project is to pave various street throughout the City. This is a 4 year plan, \$3,200,000 in FY 2011, \$2,300,000 in FY 2012, \$1,800,000 in FY 2013 and \$800,000 in FY 2014. The operating costs and savings from these projects are minimal.



CITY OF BARTLETT
FY 2011-2015 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION

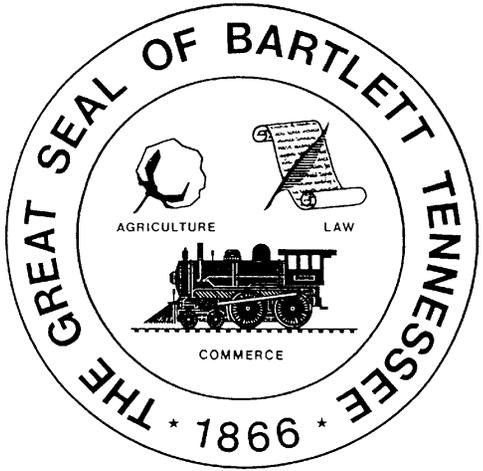
	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>TOTAL</u>
<u>Revenues</u>						
G.O. Bonds	\$ 4,390,000	\$ 3,000,000	\$ 2,950,000	\$ 3,030,000	\$ 3,150,000	\$ 16,520,000
Utility Bonds	\$ 0	\$ 765,000	\$ 1,123,000	\$ 973,000	\$ 1,153,000	\$ 4,014,000
Capital Note	\$ 474,500	\$ 949,500	\$ 927,000	\$ 927,000	\$ 902,000	\$ 4,180,000
General Fund Transfer In	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000
Total Revenues	\$ 4,964,500	\$ 4,714,500	\$ 5,000,000	\$ 4,930,000	\$ 5,205,000	\$ 24,814,000
<u>Expenditures</u>						
<u>G.O. Bond/Other Funded</u>						
Administrative	\$ 278,000	\$ 28,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 396,000
Public Safety	\$ 665,000	\$ 640,000	\$ 1,285,000	\$ 615,000	\$ 460,000	\$ 3,665,000
Public Works	\$ 70,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,070,000
Engineering	\$ 3,811,500	\$ 2,891,500	\$ 2,172,000	\$ 1,922,000	\$ 3,172,000	\$ 13,969,000
Parks & Recreation	\$ 140,000	\$ 140,000	\$ 140,000	\$ 1,140,000	\$ 140,000	\$ 1,700,000
Total G.O. Bond/Other Funded	\$ 4,964,500	\$ 3,949,500	\$ 3,877,000	\$ 3,957,000	\$ 4,052,000	\$ 20,800,000
<u>Utility Bond/Other Funded</u>						
Water	\$ 0	\$ 165,000	\$ 223,000	\$ 373,000	\$ 253,000	\$ 1,014,000
Sewer	\$ 0	\$ 600,000	\$ 900,000	\$ 600,000	\$ 900,000	\$ 3,000,000
Total Utility Bond/Other Funded	\$ 0	\$ 765,000	\$ 1,123,000	\$ 973,000	\$ 1,153,000	\$ 4,014,000
Total Expenditures	\$ 4,964,500	\$ 4,714,500	\$ 5,000,000	\$ 4,930,000	\$ 5,205,000	\$ 24,814,000



CITY OF BARTLETT
FY 2011-2015 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY CATEGORY



	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>TOTAL</u>
GENERAL FUND						
Source of Funds						
G.O. Bonds	\$ 4,390,000	\$ 3,000,000	\$ 2,950,000	\$ 3,030,000	\$ 3,150,000	\$ 16,520,000
Capital Note	\$ 474,500	\$ 949,500	\$ 927,000	\$ 927,000	\$ 902,000	\$ 4,180,000
General Fund Transfer In	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000
Total Source	\$ 4,964,500	\$ 3,949,500	\$ 3,877,000	\$ 3,957,000	\$ 4,052,000	\$ 20,800,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	\$ 90,000	\$ 20,000	\$ 50,000	\$ 200,000	\$ 0	\$ 360,000
Utility Relocation	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Construction	\$ 3,850,000	\$ 2,850,000	\$ 2,100,000	\$ 2,700,000	\$ 3,150,000	\$ 14,650,000
Landscaping	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Equipment/Furnishings	\$ 924,500	\$ 1,079,500	\$ 1,727,000	\$ 1,057,000	\$ 902,000	\$ 5,690,000
Other	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000
Total Project Costs	\$ 4,964,500	\$ 3,949,500	\$ 3,877,000	\$ 3,957,000	\$ 4,052,000	\$ 20,800,000
UTILITY FUND						
Source of Funds						
Capital Note	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Utility Bonds	\$ 0	\$ 765,000	\$ 1,123,000	\$ 973,000	\$ 1,153,000	\$ 4,014,000
Total Source	\$ 0	\$ 765,000	\$ 1,123,000	\$ 973,000	\$ 1,153,000	\$ 4,014,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 300,000	\$ 300,000
Design/Engineering	\$ 0	\$ 0	\$ 50,000	\$ 200,000	\$ 0	\$ 250,000
Utility Relocation	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Construction	\$ 0	\$ 650,000	\$ 950,000	\$ 650,000	\$ 730,000	\$ 2,980,000
Landscaping	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Equipment/Furnishings	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other	\$ 0	\$ 115,000	\$ 123,000	\$ 123,000	\$ 123,000	\$ 484,000
Total Project Costs	\$ 0	\$ 765,000	\$ 1,123,000	\$ 973,000	\$ 1,153,000	\$ 4,014,000
TOTAL CIP COSTS	\$ 4,964,500	\$ 4,714,500	\$ 5,000,000	\$ 4,930,000	\$ 5,205,000	\$ 24,814,000





CIP PROJECT SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2011 - FY 2015

PROJECT	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
<u>FUNDING SOURCES</u>						
General Obligation Bonds	\$ 4,390,000	\$ 3,000,000	\$ 2,950,000	\$ 3,030,000	\$ 3,150,000	\$ 16,520,000
Utility Bonds	\$ 0	\$ 765,000	\$ 1,123,000	\$ 973,000	\$ 1,153,000	\$ 4,014,000
Capital Note	\$ 474,500	\$ 949,500	\$ 927,000	\$ 927,000	\$ 902,000	\$ 4,180,000
General Fund Transfer In	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000
Total Funding Sources	\$ 4,964,500	\$ 4,714,500	\$ 5,000,000	\$ 4,930,000	\$ 5,205,000	\$ 24,814,000
<u>PROJECT COST</u>						
<u>Administrative</u>						
Vehicles	\$ 28,000	\$ 28,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 146,000
Bartlett Station Commission	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000
City Hall Improvements	\$ 150,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 150,000
Total Administrative	\$ 278,000	\$ 28,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 396,000
<u>Police</u>						
Police Vehicles	\$ 215,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 1,955,000
Total Police	\$ 215,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 1,955,000
<u>Fire</u>						
Fire - Pumper	\$ 450,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 450,000
Fire Vehicles	\$ 0	\$ 25,000	\$ 25,000	\$ 0	\$ 0	\$ 50,000
Fire Ambulances	\$ 0	\$ 130,000	\$ 0	\$ 130,000	\$ 0	\$ 260,000
Fire - Aerial Truck	\$ 0	\$ 0	\$ 800,000	\$ 0	\$ 0	\$ 800,000
Total Fire	\$ 450,000	\$ 155,000	\$ 825,000	\$ 130,000	\$ 0	\$ 1,560,000
<u>Code Enforcement</u>						
Code Enforcement Vehicles	\$ 0	\$ 50,000	\$ 25,000	\$ 50,000	\$ 25,000	\$ 150,000
Total Code Inspection	\$ 0	\$ 50,000	\$ 25,000	\$ 50,000	\$ 25,000	\$ 150,000
<u>Public Works</u>						
Public Works Vehicles & Equip	\$ 70,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,070,000
Total Public Works	\$ 70,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,070,000
<u>Engineering</u>						
Engineering Vehicle	\$ 21,500	\$ 21,500	\$ 22,000	\$ 22,000	\$ 22,000	\$ 109,000
Applying Road Construction	\$ 500,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 500,000
City Wide Overlay	\$ 3,200,000	\$ 2,300,000	\$ 1,800,000	\$ 800,000	\$ 0	\$ 8,100,000



CIP PROJECT SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2011 - FY 2015

PROJECT	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Frank Creek Bridge Rehab	\$ 90,000	\$ 0	\$ 0	\$ 500,000	\$ 0	\$ 590,000
Bartlett Road Bridge	\$ 0	\$ 250,000	\$ 0	\$ 0	\$ 0	\$ 250,000
Brother & Stage Left Signal	\$ 0	\$ 20,000	\$ 0	\$ 0	\$ 150,000	\$ 170,000
Old Brownsville West	\$ 0	\$ 300,000	\$ 0	\$ 0	\$ 3,000,000	\$ 3,300,000
Taper Inlet	\$ 0	\$ 0	\$ 50,000	\$ 500,000	\$ 0	\$ 550,000
Elmore Box	\$ 0	\$ 0	\$ 300,000	\$ 0	\$ 0	\$ 300,000
Old Brownsville East	\$ 0	\$ 0	\$ 0	\$ 100,000	\$ 0	\$ 100,000
Total Engineering	\$ 3,811,500	\$ 2,891,500	\$ 2,172,000	\$ 1,922,000	\$ 3,172,000	\$ 13,969,000
Parks						
Parks Vehicles & Equipment	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 325,000
Recreation Vehicles & Equipment	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 375,000
Water Park & Outdoor Pool	\$ 0	\$ 0	\$ 0	\$ 1,000,000	\$ 0	\$ 1,000,000
Total Parks	\$ 140,000	\$ 140,000	\$ 140,000	\$ 1,140,000	\$ 140,000	\$ 1,700,000
Water						
Tank Maint. & Paint	\$ 0	\$ 115,000	\$ 123,000	\$ 123,000	\$ 123,000	\$ 484,000
Water Line Upgrades	\$ 0	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000
Water Plant Well - Ardie	\$ 0	\$ 0	\$ 50,000	\$ 0	\$ 0	\$ 50,000
Retrofit Reservoir - Germantown	\$ 0	\$ 0	\$ 0	\$ 200,000	\$ 0	\$ 200,000
Austin Peay Xing	\$ 0	\$ 0	\$ 0	\$ 0	\$ 80,000	\$ 80,000
Total Water	\$ 0	\$ 165,000	\$ 223,000	\$ 373,000	\$ 253,000	\$ 1,014,000
Sewers						
Sewer Rehab	\$ 0	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
Sewers in Annexation Area	\$ 0	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000
Sewer Line Upgrades	\$ 0	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
Sludge Digestion Upgrade	\$ 0	\$ 0	\$ 300,000	\$ 0	\$ 0	\$ 300,000
Upgrade Sewage Plant #2	\$ 0	\$ 0	\$ 0	\$ 0	\$ 300,000	\$ 300,000
Total Sewers	\$ 0	\$ 600,000	\$ 900,000	\$ 600,000	\$ 900,000	\$ 3,000,000
TOTAL CIP	\$ 4,964,500	\$ 4,714,500	\$ 5,000,000	\$ 4,930,000	\$ 5,205,000	\$ 24,814,000



ADMINISTRATIVE SUMMARY

**BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2011 - FY 2015**

PROJECT	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
<u>Administrative</u>						
Vehicles	\$ 28,000	\$ 28,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 146,000
Bartlett Station Commission	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000
City Hall Improvements	\$ 150,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 150,000
Total Administrative	\$ 278,000	\$ 28,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 396,000
<u>Source of Funds</u>						
G.O. Bonds	\$ 150,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 150,000
Capital Note	\$ 28,000	\$ 28,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 146,000
General Fund Transfer In	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000
Other Funds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 278,000	\$ 28,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 396,000
<u>Project Costs</u>						
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	\$ 28,000	\$ 28,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 146,000
Other	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000
Total Project Costs	\$ 278,000	\$ 28,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 396,000

ADMINISTRATIVE

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2011 - FY 2015

Project No.: 10611

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	07/10	06/15
Total Project	07/10	06/15

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



Impact on Operating Budget	FY 2011	FY 2012	FY 2013
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 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	\$ 28,000	\$ 28,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 146,000
General Fund Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Funds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 28,000	\$ 28,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 146,000
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	\$ 28,000	\$ 28,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 146,000
Other	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Project Costs	\$ 28,000	\$ 28,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 146,000

ADMINISTRATIVE

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2011 - FY 2015

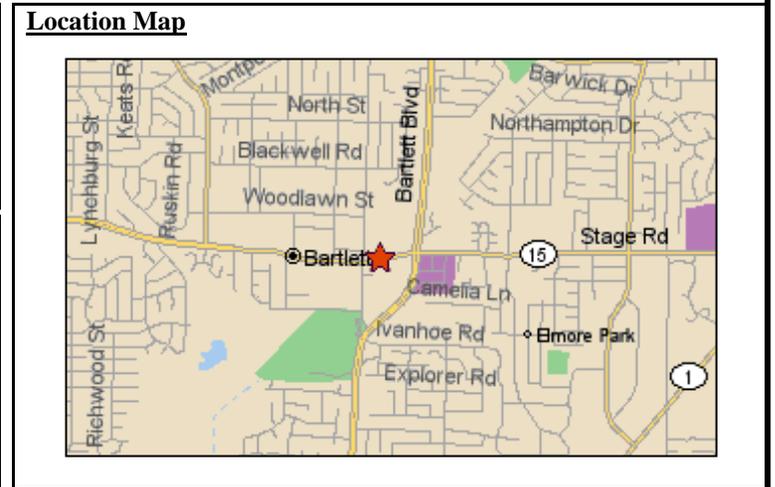
Project No.: N/A

Project Name: Bartlett Station Commission

Project Description
Transfer \$100k to Bartlett Station Commission.

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	N/A	N/A
Total Project	07/10	07/10

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



Impact on Operating Budget	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Costs on Oper. Budget	\$ 0	\$ 0	\$ 0
<i>Future Years and explanations:</i>			

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
General Fund Transfer In	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000
Other Funds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000
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	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000
Total Project Costs	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000

ADMINISTRATIVE

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2011 - FY 2015

Project No.: 110

Project Name: City Hall Improvements

Project Description

Remodel and relocate part of City Hall to improve office efficiency.

Project Schedule

Start

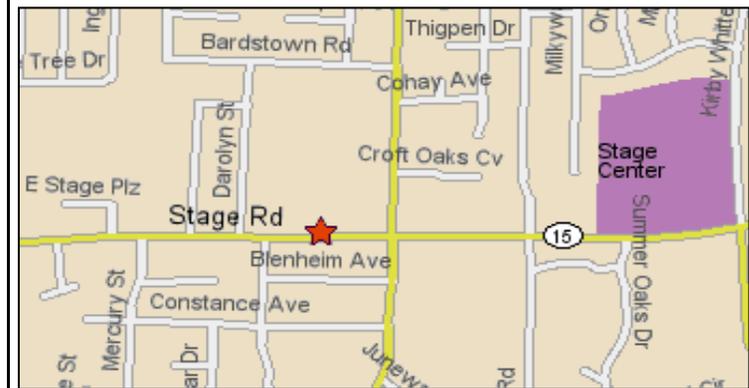
Finish

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

Location

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

Location Map



Impact on Operating Budget

FY 2011 FY 2012 FY 2013

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 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 150,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 150,000
Capital Note	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
General 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



PUBLIC SAFETY SUMMARY

**BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2011 - FY 2015**

PROJECT	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
<u>Police</u>						
Police Vehicles & Equipment	\$ 215,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 1,955,000
Total Police	\$ 215,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 1,955,000
<u>Fire</u>						
Fire - Pumper	\$ 450,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 450,000
Fire Vehicles	\$ 0	\$ 25,000	\$ 25,000	\$ 0	\$ 0	\$ 50,000
Fire Ambulances	\$ 0	\$ 130,000	\$ 0	\$ 130,000	\$ 0	\$ 260,000
Fire - Aerial Truck	\$ 0	\$ 0	\$ 800,000	\$ 0	\$ 0	\$ 800,000
Total Fire	\$ 450,000	\$ 155,000	\$ 825,000	\$ 130,000	\$ 0	\$ 1,560,000
<u>Code Enforcement</u>						
Code Enforcement Vehicles	\$ 0	\$ 50,000	\$ 25,000	\$ 50,000	\$ 25,000	\$ 150,000
Total Code Enforcement	\$ 0	\$ 50,000	\$ 25,000	\$ 50,000	\$ 25,000	\$ 150,000
<u>Source of Funds</u>						
G.O. Bonds	\$ 450,000	\$ 130,000	\$ 800,000	\$ 130,000	\$ 0	\$ 1,510,000
Capital Note	\$ 215,000	\$ 510,000	\$ 485,000	\$ 485,000	\$ 460,000	\$ 2,155,000
Drainage Fund Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Funds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 665,000	\$ 640,000	\$ 1,285,000	\$ 615,000	\$ 460,000	\$ 3,665,000
<u>Project Costs</u>						
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	\$ 665,000	\$ 640,000	\$ 1,285,000	\$ 615,000	\$ 460,000	\$ 3,665,000
Other	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Project Costs	\$ 665,000	\$ 640,000	\$ 1,285,000	\$ 615,000	\$ 460,000	\$ 3,665,000

Department: POLICE

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2011 - FY 2015

Project No.: 20311

Project Name: Police Vehicles & Equipment

Project Description

In FY 2011, replace six (6) equipped patrol cars(\$32,500 each) and forty (40) mobile e-ticket printers(\$500 each).

Project Schedule

Start

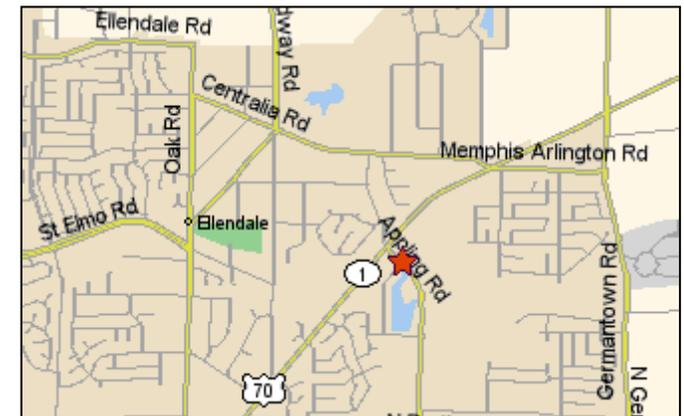
Finish

Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Equipment/Furnishings	07/10	06/15
Total Project	N/A	N/A

Location

3730 Appling Rd.

Location Map



Impact on Operating Budget

	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations:

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	\$ 215,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 1,955,000
Drainage Fund Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Funds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 215,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 1,955,000
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	\$ 215,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 1,955,000
Other	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Project Costs	\$ 215,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 1,955,000

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2011 - FY 2015

Project No.: 25211

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 1978 pumper currently used a reserve pumper.

Project Schedule

Start

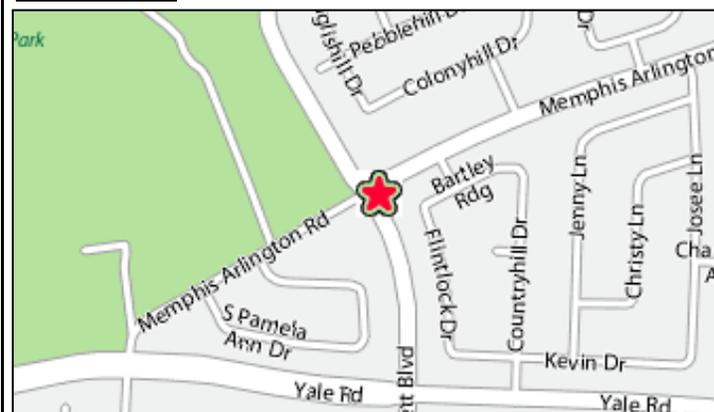
Finish

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

Location

Fire Station 2, 5996 Memphis Arlington.

Location Map



Impact on Operating Budget

	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations:

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 450,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 450,000
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	\$ 450,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 450,000
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	\$ 450,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 450,000
Other	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Project Costs	\$ 450,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 450,000

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2011 - FY 2015

Project No.: 25712

Project Name: Fire Vehicles

Project Description

A new vehicle for the replacement of aging staff vehicles and Shift Battalion Car.

Project Schedule

Start

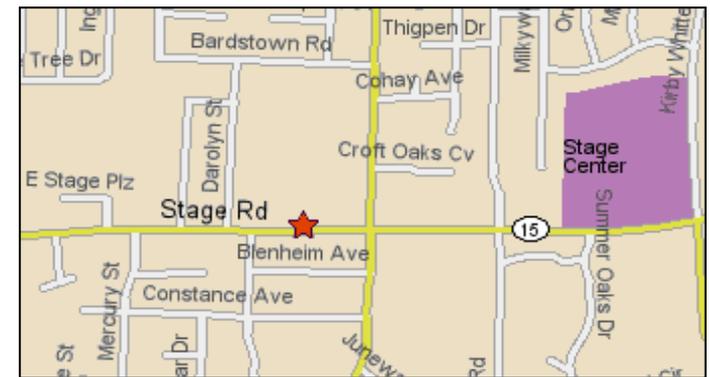
Finish

Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/11	06/13
Total Project	07/11	06/13

Location

2939 Altruria Road.

Location Map



Impact on Operating Budget

	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations:

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	\$ 0	\$ 25,000	\$ 25,000	\$ 0	\$ 0	\$ 50,000
Drainage Fund Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Funds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 0	\$ 25,000	\$ 25,000	\$ 0	\$ 0	\$ 50,000
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	\$ 25,000	\$ 0	\$ 0	\$ 50,000
Other	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Project Costs	\$ 0	\$ 25,000	\$ 25,000	\$ 0	\$ 0	\$ 50,000

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2011 - FY 2015

Project No.: 25612

Project Name: Fire Ambulances

Project Description

New ambulance to replace high milage ambulances.

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	07/11	06/14
Total Project	07/11	06/14

Location

Station 3, 7855 Memphis Arlington.

Location Map



Impact on Operating Budget

FY 2011 FY 2012 FY 2013

Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations:

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 130,000	\$ 0	\$ 130,000	\$ 0	\$ 260,000
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	\$ 130,000	\$ 0	\$ 130,000	\$ 0	\$ 260,000
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	\$ 130,000	\$ 0	\$ 130,000	\$ 0	\$ 260,000
Other	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Project Costs	\$ 0	\$ 130,000	\$ 0	\$ 130,000	\$ 0	\$ 260,000

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2011 - FY 2015

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	07/12	12/13
Total Project	07/12	12/13

Location

Fire station #3, 7855 Memphis Arlington.

Location Map



Impact on Operating Budget

	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations:

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 800,000	\$ 0	\$ 0	\$ 800,000
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	\$ 800,000	\$ 0	\$ 0	\$ 800,000
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	\$ 800,000	\$ 0	\$ 0	\$ 800,000
Other	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Project Costs	\$ 0	\$ 0	\$ 800,000	\$ 0	\$ 0	\$ 800,000

Department: CODE ENFORCEMENT

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2011 - FY 2015

Project No.: 29112

Project Name: Code Enforcement Vehicles

Project Description

Requesting replacement of the 1998 Ford Explorer, with 111,080 miles.

Project Schedule

Start

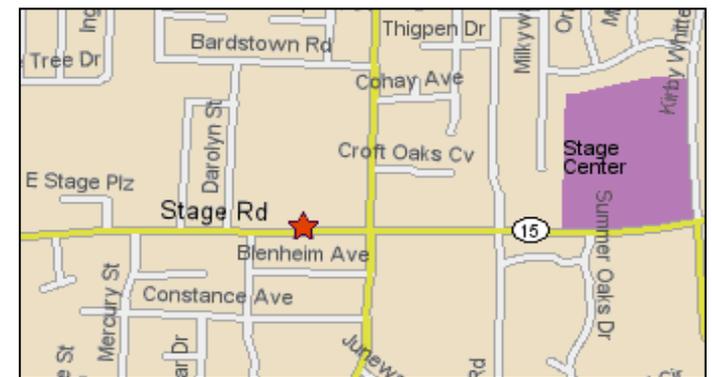
Finish

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

6382 Stage Road, Bartlett.

Location Map

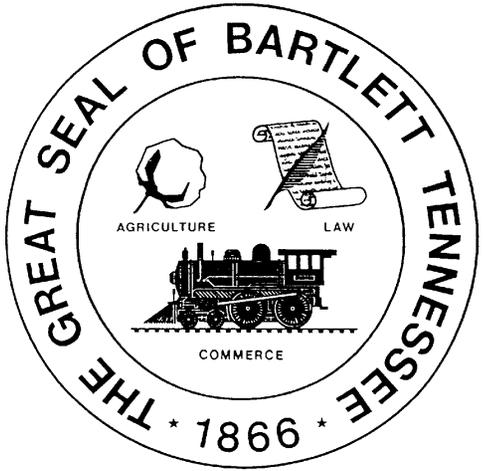


Impact on Operating Budget

	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations:

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	\$ 0	\$ 50,000	\$ 25,000	\$ 50,000	\$ 25,000	\$ 150,000
Drainage Fund Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Funds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 0	\$ 50,000	\$ 25,000	\$ 50,000	\$ 25,000	\$ 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	\$ 50,000	\$ 25,000	\$ 50,000	\$ 25,000	\$ 150,000
Other	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Project Costs	\$ 0	\$ 50,000	\$ 25,000	\$ 50,000	\$ 25,000	\$ 150,000





PUBLIC WORKS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2011 - FY 2015

<u>PROJECT</u>	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>TOTAL</u>
<u>Public Works</u>						
Public Works Vehicles & Equip	\$ 70,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,070,000
Total Public Works	\$ 70,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,070,000
<u>Engineering</u>						
Engineering Vehicle	\$ 21,500	\$ 21,500	\$ 22,000	\$ 22,000	\$ 22,000	\$ 109,000
Appling Road Construction	\$ 500,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 500,000
City Wide Overlay	\$ 3,200,000	\$ 2,300,000	\$ 1,800,000	\$ 800,000	\$ 0	\$ 8,100,000
Frank Creek Bridge Rehab	\$ 90,000	\$ 0	\$ 0	\$ 500,000	\$ 0	\$ 590,000
Bartlett Road Bridge	\$ 0	\$ 250,000	\$ 0	\$ 0	\$ 0	\$ 250,000
Brother & Stage Left Signal	\$ 0	\$ 20,000	\$ 0	\$ 0	\$ 150,000	\$ 170,000
Old Brownsville West	\$ 0	\$ 300,000	\$ 0	\$ 0	\$ 3,000,000	\$ 3,300,000
Taper Inlet	\$ 0	\$ 0	\$ 50,000	\$ 500,000	\$ 0	\$ 550,000
Elmore Box	\$ 0	\$ 0	\$ 300,000	\$ 0	\$ 0	\$ 300,000
Old Brownsville East	\$ 0	\$ 0	\$ 0	\$ 100,000	\$ 0	\$ 100,000
Total Engineering	\$ 3,811,500	\$ 2,891,500	\$ 2,172,000	\$ 1,922,000	\$ 3,172,000	\$ 13,969,000
<u>Source of Funds</u>						
G.O. Bonds	\$ 3,790,000	\$ 2,870,000	\$ 2,150,000	\$ 1,900,000	\$ 3,150,000	\$ 13,860,000
Capital Note	\$ 91,500	\$ 271,500	\$ 272,000	\$ 272,000	\$ 272,000	\$ 1,179,000
Drainage Fund Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Funds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 3,881,500	\$ 3,141,500	\$ 2,422,000	\$ 2,172,000	\$ 3,422,000	\$ 15,039,000
<u>Project Costs</u>						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	\$ 90,000	\$ 20,000	\$ 50,000	\$ 100,000	\$ 0	\$ 260,000
Utility Relocation	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Construction	\$ 3,700,000	\$ 2,850,000	\$ 2,100,000	\$ 1,800,000	\$ 3,150,000	\$ 13,600,000
Landscaping	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Equipment/Furnishings	\$ 91,500	\$ 271,500	\$ 272,000	\$ 272,000	\$ 272,000	\$ 1,179,000
Other	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Project Costs	\$ 3,881,500	\$ 3,141,500	\$ 2,422,000	\$ 2,172,000	\$ 3,422,000	\$ 15,039,000

Department: PUBLIC WORKS

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 30711

FY 2011 - FY 2015

Project Name: Public Works Vehicles & Equipment

<p>Project Description Admin, FY11 vehicle (\$25k) to replace Adam's explorer 100k plus miles. City Shop, used oil burner \$12K, wheel balancer \$8,000. General Maintenance, a pot hole patcher \$25k.</p>	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

<p>Location Public Works buildings around the City.</p>	<p>Location Map At various locations throughout the City.</p>
--	--

Impact on Operating Budget	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0
<i>Future Years and explanations:</i>			

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	\$ 70,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,070,000
Drainage Fund Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Funds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 70,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,070,000
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	\$ 70,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,070,000
Other	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Project Costs	\$ 70,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,070,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 42011

FY 2011 - FY 2015

Project Name: Engineering Vehicle

Project Description

Vehicle replacement.

Project Schedule

Start

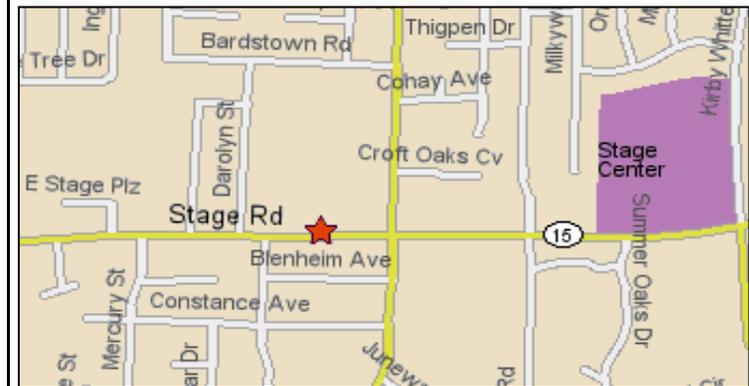
Finish

Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/10	06/15
Total Project	07/10	06/15

Location

6382 Stage Road, Bartlett.

Location Map



Impact on Operating Budget

	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations:

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	\$ 21,500	\$ 21,500	\$ 22,000	\$ 22,000	\$ 22,000	\$ 109,000
Drainage Fund Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Funds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 21,500	\$ 21,500	\$ 22,000	\$ 22,000	\$ 22,000	\$ 109,000
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	\$ 21,500	\$ 21,500	\$ 22,000	\$ 22,000	\$ 22,000	\$ 109,000
Other	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Project Costs	\$ 21,500	\$ 21,500	\$ 22,000	\$ 22,000	\$ 22,000	\$ 109,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 444

FY 2011 - FY 2015

Project Name: Appling Road Construction

Project Description
Construct and widen Appling 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
Appling road.



Impact on Operating Budget	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0
<i>Future Years and explanations:</i>			

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	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

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 442

FY 2011 - FY 2015

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	07/10	06/11
Utility Relocation	N/A	N/A
Construction	07/13	06/14
Total Project	07/10	06/14

Location

Franks Creek and Old Brownsville Road.

Location Map



Impact on Operating Budget

	FY 2011	FY 2012	FY 2013
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 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 90,000	\$ 0	\$ 0	\$ 500,000	\$ 0	\$ 590,000
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	\$ 90,000	\$ 0	\$ 0	\$ 500,000	\$ 0	\$ 590,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	\$ 90,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 90,000
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	\$ 90,000	\$ 0	\$ 0	\$ 500,000	\$ 0	\$ 590,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 426

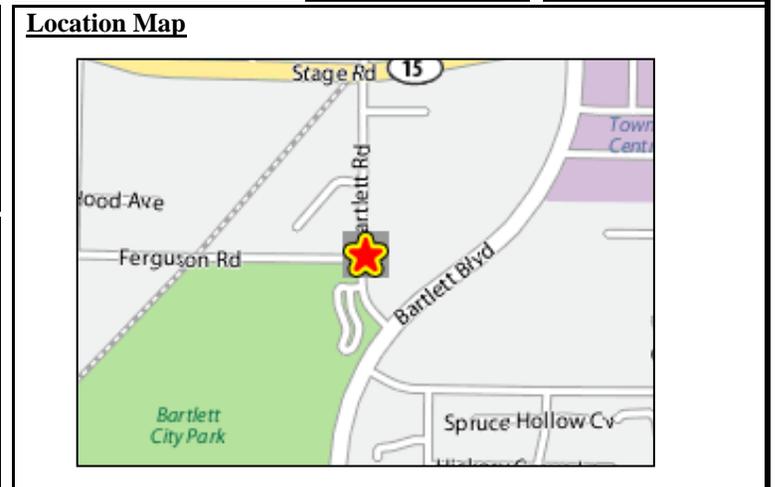
FY 2011 - FY 2015

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	08/11	06/12
Total Project	08/11	06/12

Location
Bartlett Road and Harrington creek.



Impact on Operating Budget	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0
<i>Future Years and explanations:</i>			

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	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 2011 - FY 2015

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

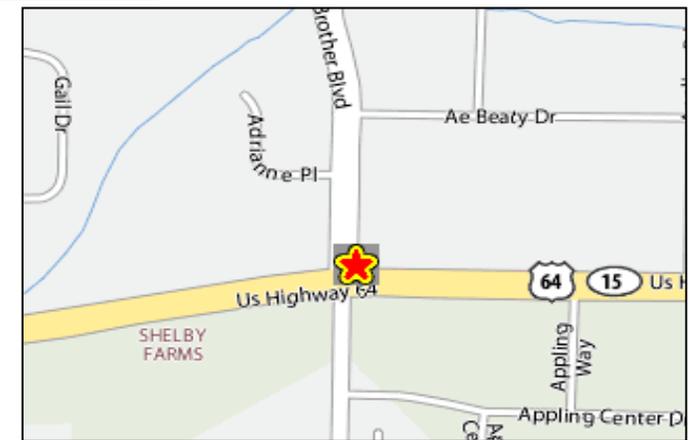
Finish

Land/Right of Way	N/A	N/A
Design/Engineering	07/11	09/12
Utility Relocation	N/A	N/A
Construction	07/14	06/15
Total Project	07/11	06/15

Location

Brother and Stage.

Location Map



Impact on Operating Budget

FY 2011 **FY 2012** **FY 2013**

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 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 20,000	\$ 0	\$ 0	\$ 150,000	\$ 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	\$ 0	\$ 0	\$ 150,000	\$ 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	\$ 0	\$ 0	\$ 150,000	\$ 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	\$ 0	\$ 0	\$ 150,000	\$ 170,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 421

FY 2011 - FY 2015

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.

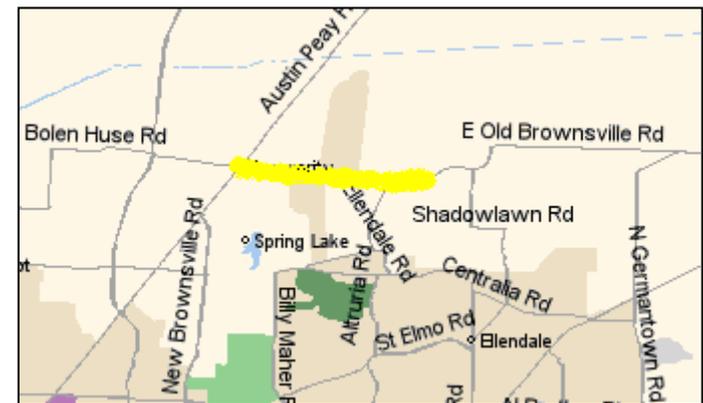
Project Schedule

	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/04	12/11
Utility Relocation	N/A	N/A
Construction	07/11	06/15
Total Project	07/04	06/15

Location

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

Location Map



Impact on Operating Budget

	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations:

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 300,000	\$ 0	\$ 0	\$ 3,000,000	\$ 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	\$ 300,000	\$ 0	\$ 0	\$ 3,000,000	\$ 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	\$ 0	\$ 0	\$ 0	\$ 0
Construction	\$ 0	\$ 300,000	\$ 0	\$ 0	\$ 3,000,000	\$ 3,300,000
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	\$ 3,000,000	\$ 3,300,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 445

FY 2011 - FY 2015

Project Name: Stage Slope Taper Inlet

Project Description

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

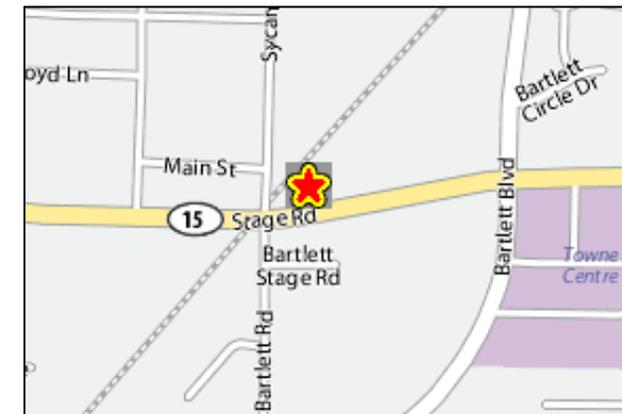
Project Schedule

	Start	Finish
Land/Right of Way	07/09	12/09
Design/Engineering	07/12	06/13
Utility Relocation	N/A	N/A
Construction	07/13	06/14
Total Project	07/09	06/14

Location

Stage and Bartlett Municipal Center.

Location Map



Impact on Operating Budget

	FY 2011	FY 2012	FY 2013
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 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 50,000	\$ 500,000	\$ 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	\$ 0	\$ 0	\$ 50,000	\$ 500,000	\$ 0	\$ 550,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	\$ 0	\$ 0	\$ 50,000	\$ 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	\$ 0	\$ 0	\$ 50,000	\$ 500,000	\$ 0	\$ 550,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2011 - FY 2015

Project No.: to be determined
Project Name: Elmore Box

Project Description

Replace a corrugated metal pipe under Elmore Road.

Project Schedule

Start

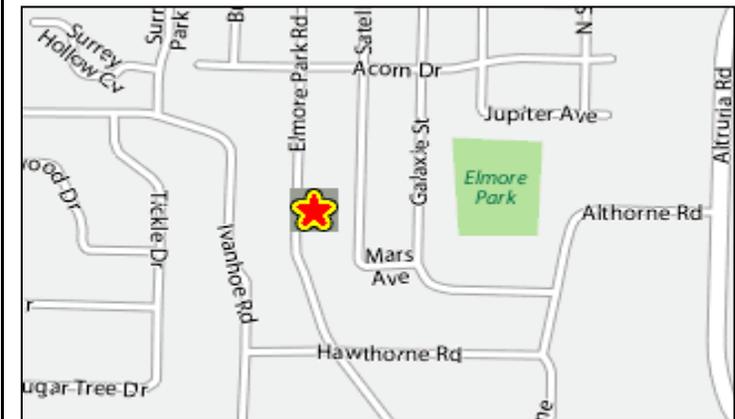
Finish

Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/12	06/13
Total Project	07/12	06/13

Location

Elmore Road between Acorn and Hawthorne.

Location Map



Impact on Operating Budget

	FY 2011	FY 2012	FY 2013
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 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 300,000	\$ 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	\$ 0	\$ 300,000	\$ 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	\$ 0	\$ 300,000	\$ 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	\$ 0	\$ 300,000	\$ 0	\$ 0	\$ 300,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2011 - FY 2015

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	07/13	06/14
Utility Relocation	N/A	N/A
Construction	N/A	N/A
Total Project	07/13	06/14

Location

Old Brownsville - Kirby Whitten Road to Germantown Parkway.

Location Map



Impact on Operating Budget

	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations:

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 100,000	\$ 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	\$ 0	\$ 100,000	\$ 0	\$ 100,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	\$ 0	\$ 0	\$ 0	\$ 100,000	\$ 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	\$ 0	\$ 100,000	\$ 0	\$ 100,000



PARKS AND RECREATION SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2011 - FY 2015

PROJECT	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
<u>Parks and Recreation</u>						
Parks Vehicles & Equipment	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 325,000
Recreation Vehicles & Equipment	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 375,000
Water Park & Outdoor Pool	\$ 0	\$ 0	\$ 0	\$ 1,000,000	\$ 0	\$ 1,000,000
Total Parks and Recreation	\$ 140,000	\$ 140,000	\$ 140,000	\$ 1,140,000	\$ 140,000	\$ 1,700,000
<u>Source of Funds</u>						
G. O. Bonds	\$ 0	\$ 0	\$ 0	\$ 1,000,000	\$ 0	\$ 1,000,000
Capital Note	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 700,000
Drainage Fund Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Funds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 140,000	\$ 140,000	\$ 140,000	\$ 1,140,000	\$ 140,000	\$ 1,700,000
<u>Project Costs</u>						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	\$ 0	\$ 0	\$ 0	\$ 100,000	\$ 0	\$ 100,000
Utility Relocation	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Construction	\$ 0	\$ 0	\$ 0	\$ 900,000	\$ 0	\$ 900,000
Landscaping	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Equipment/Furnishings	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 700,000
Other	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Project Costs	\$ 140,000	\$ 140,000	\$ 140,000	\$ 1,140,000	\$ 140,000	\$ 1,700,000

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 50711

FY 2011 - FY 2015

Project Name: Parks Vehicles & Equipment

Project Description

Replace a truck and mowers in 2011 and replace equipment in following years.

Project Schedule

Start

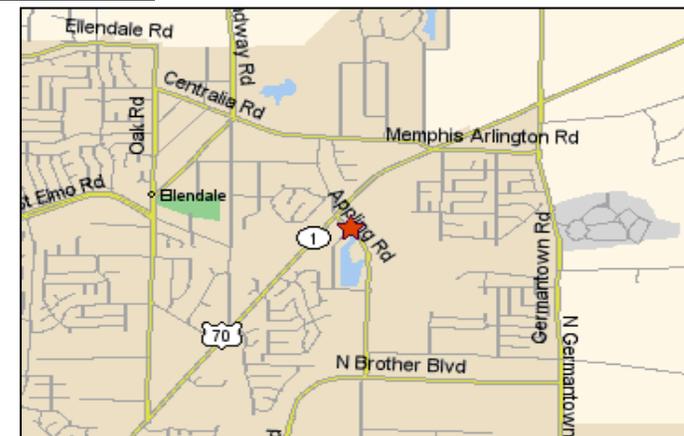
Finish

Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/10	06/15
Total Project	07/10	06/15

Location

7700 Flaherty Place.

Location Map



Impact on Operating Budget

	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations:

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 325,000
Drainage Fund Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Funds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 65,000	\$ 325,000				
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	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 325,000
Other	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Project Costs	\$ 65,000	\$ 325,000				

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 54311

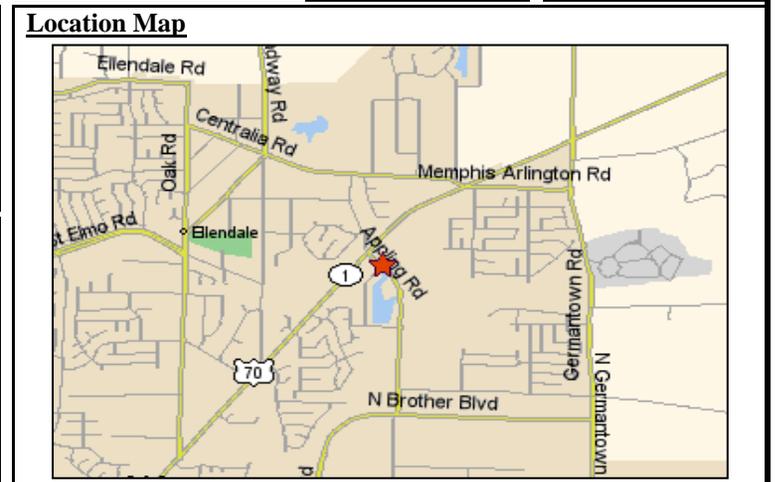
FY 2011 - FY 2015

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	07/13	12/14
Construction	N/A	N/A
Equipment/Furnishings	07/10	06/15
Total Project	07/10	06/15

Location
 7700 Flaherty Place.



Impact on Operating Budget	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations:

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 375,000
Drainage Fund Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Funds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 75,000	\$ 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	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 375,000
Other	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Project Costs	\$ 75,000	\$ 375,000				

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: To be determined

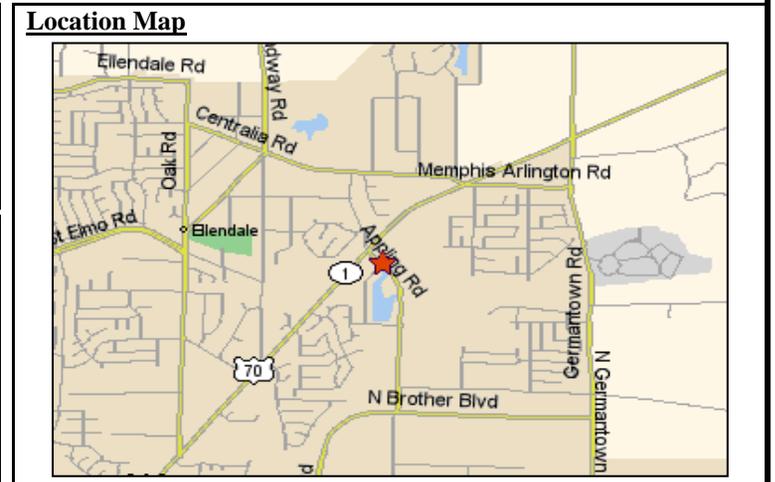
FY 2011 - FY 2015

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.



Impact on Operating Budget	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations:

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 1,000,000	\$ 0	\$ 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	\$ 1,000,000	\$ 0	\$ 1,000,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	\$ 0	\$ 0	\$ 0	\$ 100,000	\$ 0	\$ 100,000
Utility Relocation	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Construction	\$ 0	\$ 0	\$ 0	\$ 900,000	\$ 0	\$ 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	\$ 1,000,000	\$ 0	\$ 1,000,000



UTILITY FUND SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2011 - FY 2015

PROJECT	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Water						
Tank Maint. & Paint	\$ 0	\$ 115,000	\$ 123,000	\$ 123,000	\$ 123,000	\$ 484,000
Water Line Upgrades	\$ 0	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000
Water Plant Well - Ardie	\$ 0	\$ 0	\$ 50,000	\$ 0	\$ 0	\$ 50,000
Retrofit Reservoir - Germantown	\$ 0	\$ 0	\$ 0	\$ 200,000	\$ 0	\$ 200,000
Austin Peay Xing	\$ 0	\$ 0	\$ 0	\$ 0	\$ 80,000	\$ 80,000
Total Water	\$ 0	\$ 165,000	\$ 223,000	\$ 373,000	\$ 253,000	\$ 1,014,000
Sewers						
Sewer Rehab	\$ 0	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
Sewers in Annexation Area	\$ 0	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000
Sewer Line Upgrades	\$ 0	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
Sludge Digestion Upgrade	\$ 0	\$ 0	\$ 300,000	\$ 0	\$ 0	\$ 300,000
Upgrade Sewage Plant #2	\$ 0	\$ 0	\$ 0	\$ 0	\$ 300,000	\$ 300,000
Total Sewers	\$ 0	\$ 600,000	\$ 900,000	\$ 600,000	\$ 900,000	\$ 3,000,000
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Utility Bonds	\$ 0	\$ 765,000	\$ 1,123,000	\$ 973,000	\$ 1,153,000	\$ 4,014,000
Utility Operating Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 0	\$ 765,000	\$ 1,123,000	\$ 973,000	\$ 1,153,000	\$ 4,014,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 300,000	\$ 300,000
Design/Engineering	\$ 0	\$ 0	\$ 50,000	\$ 200,000	\$ 0	\$ 250,000
Utility Relocation	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Construction	\$ 0	\$ 650,000	\$ 950,000	\$ 650,000	\$ 730,000	\$ 2,980,000
Landscaping	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Equipment/Furnishings	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other	\$ 0	\$ 115,000	\$ 123,000	\$ 123,000	\$ 123,000	\$ 484,000
Total Project Costs	\$ 0	\$ 765,000	\$ 1,123,000	\$ 973,000	\$ 1,153,000	\$ 4,014,000

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 70111

FY 2011 - FY 2015

Project Name: Tank Maintenance & Paint

<u>Project Description</u> To paint and clean water tanks.				<u>Project Schedule</u>			Start	Finish		
				Land/Right of Way	N/A	N/A	N/A			
				Design/Engineering	N/A	N/A	N/A			
				Utility Relocation	N/A	N/A	N/A			
				Construction	07/11	06/15				
				Total Project	N/A	N/A	N/A			
<u>Location</u> All water tanks located in the City of Bartlett.				<u>Location Map</u> All water tanks located in the City of Bartlett.						
<u>Impact on Operating Budget</u>				FY 2011	FY 2012	FY 2013				
Personnel	\$	0	\$	0	\$	0				
Operations	\$	0	\$	0	\$	0				
Capital	\$	0	\$	0	\$	0				
Total Impact Oper. Budget	\$	0	\$	0	\$	0				
<u>Future Years and explanations:</u>										
<u>Source of Funds</u>				FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL	
G.O. Bonds	\$	0	\$	0	\$	0	\$	0	\$	0
Capital Note	\$	0	\$	0	\$	0	\$	0	\$	0
Utility Bonds	\$	0	\$	115,000	\$	123,000	\$	123,000	\$	123,000
Utility Operating Transfer In	\$	0	\$	0	\$	0	\$	0	\$	0
Total Source	\$	0	\$	115,000	\$	123,000	\$	123,000	\$	123,000
<u>Project Costs</u>										
Land/Right of Way	\$	0	\$	0	\$	0	\$	0	\$	0
Design/Engineering	\$	0	\$	0	\$	0	\$	0	\$	0
Utility Relocation	\$	0	\$	0	\$	0	\$	0	\$	0
Construction	\$	0	\$	0	\$	0	\$	0	\$	0
Landscaping	\$	0	\$	0	\$	0	\$	0	\$	0
Equipment/Furnishings	\$	0	\$	0	\$	0	\$	0	\$	0
Other	\$	0	\$	115,000	\$	123,000	\$	123,000	\$	123,000
Total Project Costs	\$	0	\$	115,000	\$	123,000	\$	123,000	\$	123,000

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 70211

FY 2011 - FY 2015

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		07/11	06/15
	Total Project		07/11	06/15

Location Various locations around the City.	Location Map Various locations around the City.
---	---

Impact on Operating Budget	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0
<i>Future Years and explanations:</i>			

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Utility Bonds	\$ 0	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000
Utility Operating Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 0	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000
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	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000
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	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2011 - FY 2015

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

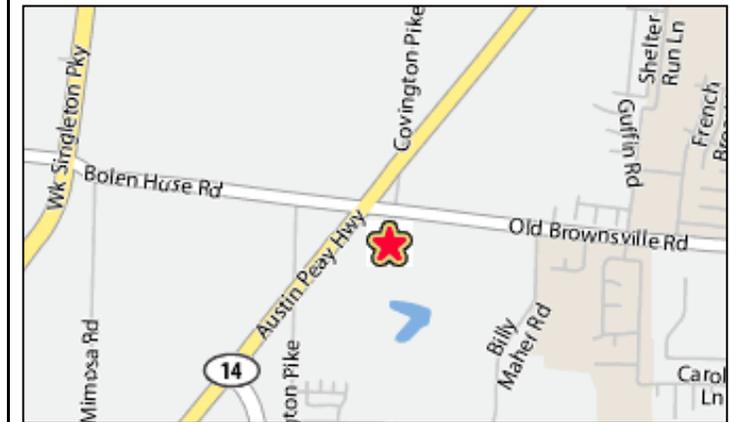
Finish

Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/14	06/15
Total Project	07/14	06/15

Location

Austin Peay Highway and Old Brownsville.

Location Map



Impact on Operating Budget

	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations:

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	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	\$ 80,000	\$ 80,000
Utility Operating Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 0	\$ 0	\$ 0	\$ 0	\$ 80,000	\$ 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	\$ 0	\$ 0	\$ 80,000	\$ 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	\$ 0	\$ 0	\$ 80,000	\$ 80,000

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: To be determined

FY 2011 - FY 2015

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	07/12	06/13
Utility Relocation	N/A	N/A
Construction	N/A	N/A
Total Project	07/12	06/13

Location

Ardie and Old Brownsville Road.

Location Map



Impact on Operating Budget

FY 2011 FY 2012 FY 2013

Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations:

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	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	\$ 50,000	\$ 0	\$ 0	\$ 50,000
Utility Operating Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 0	\$ 0	\$ 50,000	\$ 0	\$ 0	\$ 50,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	\$ 0	\$ 0	\$ 50,000	\$ 0	\$ 0	\$ 50,000
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	\$ 50,000	\$ 0	\$ 0	\$ 50,000

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 715

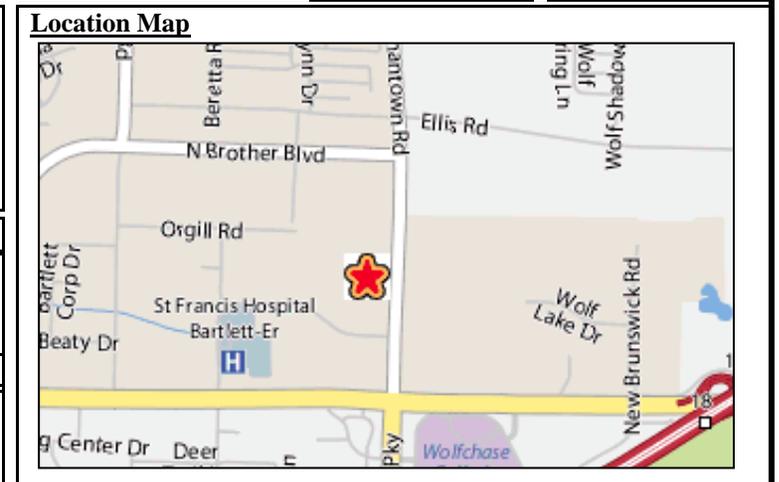
FY 2011 - FY 2015

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	07/13	06/14
Utility Relocation	N/A	N/A
Construction	N/A	N/A
Total Project	07/13	06/14

Location
Germantown water plant.



Impact on Operating Budget	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0
<i>Future Years and explanations:</i>			

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	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	\$ 200,000	\$ 0	\$ 200,000
Utility Operating Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 0	\$ 0	\$ 0	\$ 200,000	\$ 0	\$ 200,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	\$ 0	\$ 0	\$ 0	\$ 200,000	\$ 0	\$ 200,000
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	\$ 200,000	\$ 0	\$ 200,000

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 81611

FY 2011 - FY 2015

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	07/11	06/15
Total Project	07/11	06/15

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 2011

FY 2012

FY 2013

Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations:

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>TOTAL</u>
<u>Source of Funds</u>						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Utility Bonds	\$ 0	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
Utility Operating Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 0	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
<u>Project Costs</u>						
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	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
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	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 81111

FY 2011 - FY 2015

Project Name: Sewers in Annexation Area

<p>Project Description Funds for extending sewers in our annexed areas.</p>	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	06/15
	Total Project		07/11	06/15

<p>Location These projects are located at various locations around the City.</p>	<p>Location Map These projects are located at various locations around the City.</p>
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Impact on Operating Budget	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0
<i>Future Years and explanations:</i>			

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Utility Bonds	\$ 0	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000
Utility Operating Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 0	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000
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	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000
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	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 81811

FY 2011 - FY 2015

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		07/11	06/15
	Total Project		07/11	06/15

Location Various locations around the City.	Location Map These projects are located at various locations around the City.
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Impact on Operating Budget	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0
<i>Future Years and explanations:</i>			

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Utility Bonds	\$ 0	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
Utility Operating Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 0	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
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	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
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	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2011 - FY 2015

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

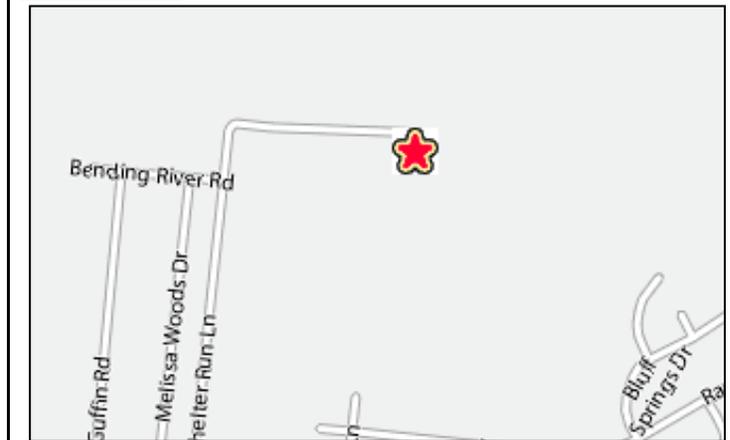
Finish

Land/Right of Way	N/A	N/A
Design/Engineering	07/12	12/12
Utility Relocation	N/A	N/A
Construction	01/12	12/13
Total Project	01/12	12/13

Location

Shelter Run Lane.

Location Map



Impact on Operating Budget

	FY 2011	FY 2012	FY 2013
Personnel	\$ 0	\$ 0	\$ 0
Operations	\$ 0	\$ 0	\$ 0
Capital	\$ 0	\$ 0	\$ 0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations:

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	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	\$ 300,000	\$ 0	\$ 0	\$ 300,000
Utility Operating Transfer In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Source	\$ 0	\$ 0	\$ 300,000	\$ 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	\$ 0	\$ 300,000	\$ 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	\$ 0	\$ 300,000	\$ 0	\$ 0	\$ 300,000

Department: ENGINEERING - SEWER

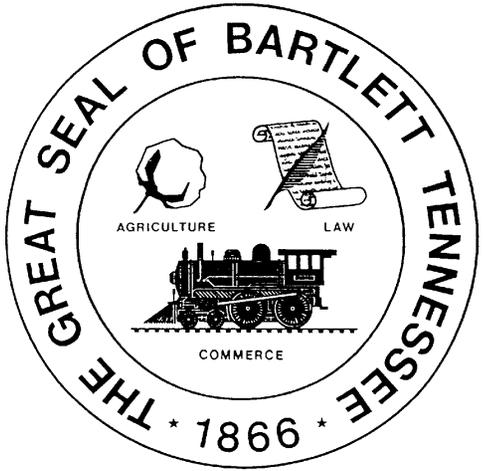
BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2011 - FY 2015

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	07/14	06/15				
				Design/Engineering	N/A	N/A				
				Utility Relocation	N/A	N/A				
				Construction	N/A	N/A				
				Total Project	07/14	06/15				
Location Area north of the river				Location Map Exact location to be determined.						
Impact on Operating Budget				FY 2011	FY 2012	FY 2013				
Personnel	\$	0	\$	0	\$	0				
Operations	\$	0	\$	0	\$	0				
Capital	\$	0	\$	0	\$	0				
Total Impact Oper. Budget	\$	0	\$	0	\$	0				
<i>Future Years and explanations:</i>										
				FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL	
Source of Funds										
G.O. Bonds	\$	0	\$	0	\$	0	\$	0	\$	0
Capital Note	\$	0	\$	0	\$	0	\$	0	\$	0
Utility Bonds	\$	0	\$	0	\$	0	\$	300,000	\$	300,000
Utility Operating Transfer In	\$	0	\$	0	\$	0	\$	0	\$	0
Total Source	\$	0	\$	0	\$	0	\$	300,000	\$	300,000
Project Costs										
Land/Right of Way	\$	0	\$	0	\$	0	\$	300,000	\$	300,000
Design/Engineering	\$	0	\$	0	\$	0	\$	0	\$	0
Utility Relocation	\$	0	\$	0	\$	0	\$	0	\$	0
Construction	\$	0	\$	0	\$	0	\$	0	\$	0
Landscaping	\$	0	\$	0	\$	0	\$	0	\$	0
Equipment/Furnishings	\$	0	\$	0	\$	0	\$	0	\$	0
Other	\$	0	\$	0	\$	0	\$	0	\$	0
Total Project Costs	\$	0	\$	0	\$	0	\$	300,000	\$	300,000



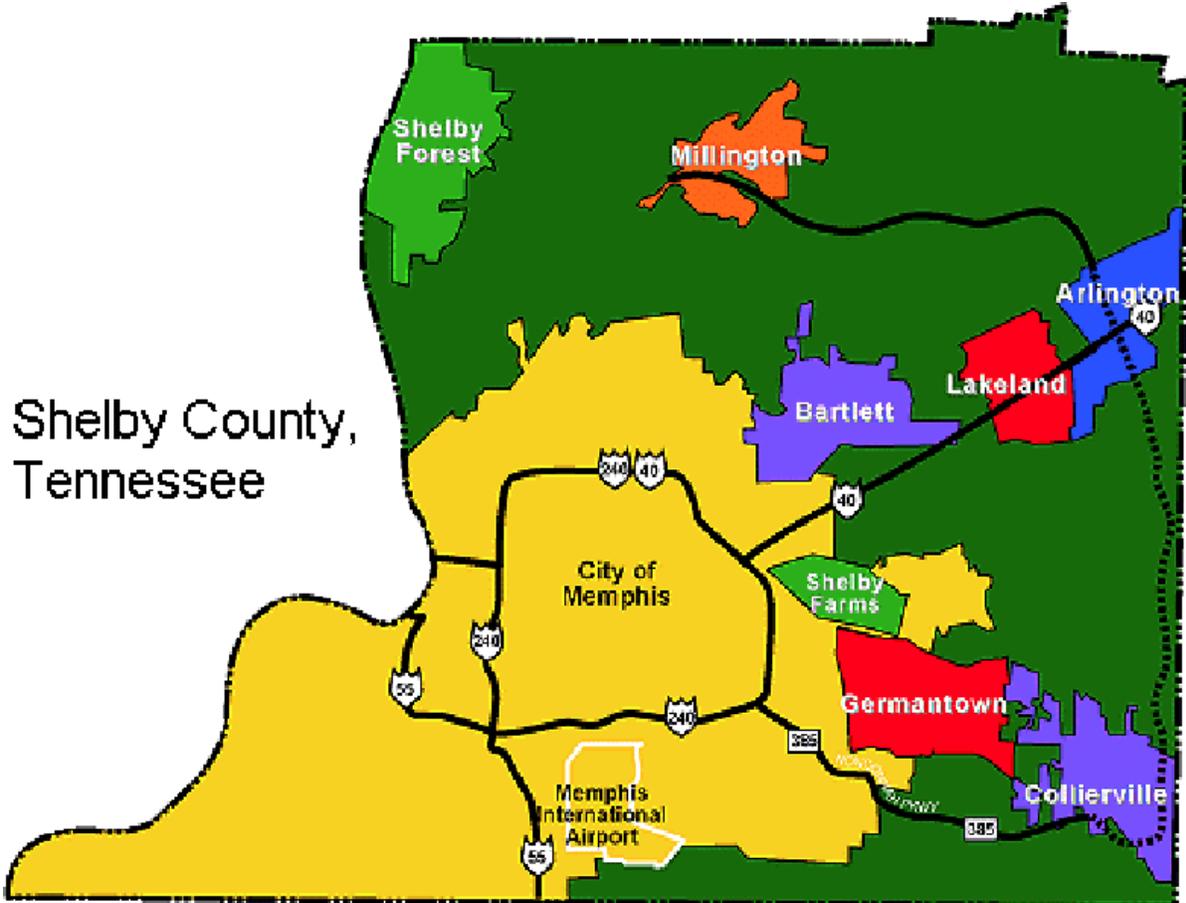


Date of Incorporation – 1866
Date Charter Adopted – April 14, 1993
Form of Government – Mayor and Aldermen

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.





GEOGRAPHIC

Total Square Miles in City Limits	26.6
Miles of Streets	277
City Lane Miles	605
State Highway Lane Miles	18.75
Total Lane Miles	624

SEWER SYSTEM

Miles of Sewer Lines	349
Number of Sewer Connections	18,757
Pump Stations	29
Capacity of Bartlett System (Gallons/day)	2,700,000

WATER SYSTEM

Miles of Water Lines	371
Number of Water Connections	20,041
Number of Water Plants	4
Number of Storage Tanks	9
Capacity of Bartlett System (max gallon/day)	17,000,000

RECREATION

Number of Parks	28
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 (2009)

<u>Customer Name</u>	<u>Assessed Value</u>
Brother Industries	\$ 29,938,150
Saint Francis Hospital	20,819,000
Bartlett Logistics One LLC	11,268,000
Bristol Park at Wolfchase GP	9,413,560
Bell South Telecommunication	9,328,921
Weingarten Nostat Inc	7,400,000

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

2006	358
2007	215
2008	107
2009	89

COMMERCIAL INDUSTRIAL/PERMITS

2006	131
2007	97
2008	89
2009	60

HOUSING UNITS

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

2010 TAX YEAR

Property Tax Rate	1.49
Local Sales Tax	2.25%
State Sales Tax	7.00%

Bond Ratings

Standard and Poor's	AAA
Moody's	Aa1

Exhibit A



CIP PROJECT SUMMARY

**BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2011 - FY 2015**

PROJECT	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
<u>FUNDING SOURCES</u>						
General Obligation Bonds	\$ 4,390,000	\$ 3,000,000	\$ 2,950,000	\$ 3,030,000	\$ 3,150,000	\$ 16,520,000
Utility Bonds	\$ 0	\$ 765,000	\$ 1,123,000	\$ 973,000	\$ 1,153,000	\$ 4,014,000
Capital Note	\$ 474,500	\$ 949,500	\$ 927,000	\$ 927,000	\$ 902,000	\$ 4,180,000
General Fund Transfer In	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000
Total Funding Sources	\$ 4,964,500	\$ 4,714,500	\$ 5,000,000	\$ 4,930,000	\$ 5,205,000	\$ 24,814,000
<u>PROJECT COST</u>						
<u>Administrative</u>						
Vehicles	\$ 28,000	\$ 28,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 146,000
Bartlett Station Commission	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000
City Hall Improvements	\$ 150,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 150,000
Total Administrative	\$ 278,000	\$ 28,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 396,000
<u>Police</u>						
Police Vehicles & Equipment	\$ 215,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 1,955,000
Total Police	\$ 215,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 1,955,000
<u>Fire</u>						
Fire - Pumper	\$ 450,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 450,000
Fire Vehicles	\$ 0	\$ 25,000	\$ 25,000	\$ 0	\$ 0	\$ 50,000
Fire Ambulances	\$ 0	\$ 130,000	\$ 0	\$ 130,000	\$ 0	\$ 260,000
Fire - Aerial Truck	\$ 0	\$ 0	\$ 800,000	\$ 0	\$ 0	\$ 800,000
Total Fire	\$ 450,000	\$ 155,000	\$ 825,000	\$ 130,000	\$ 0	\$ 1,560,000
<u>Code Enforcement</u>						
Code Enforcement Vehicles	\$ 0	\$ 50,000	\$ 25,000	\$ 50,000	\$ 25,000	\$ 150,000
Total Code Inspection	\$ 0	\$ 50,000	\$ 25,000	\$ 50,000	\$ 25,000	\$ 150,000
<u>Public Works</u>						
Public Works Vehicles & Equip	\$ 70,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,070,000
Total Public Works	\$ 70,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,070,000
<u>Engineering</u>						
Engineering Vehicle	\$ 21,500	\$ 21,500	\$ 22,000	\$ 22,000	\$ 22,000	\$ 109,000
Appling Road Construction	\$ 500,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 500,000

Exhibit A



CIP PROJECT SUMMARY

**BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2011 - FY 2015**

PROJECT	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	TOTAL
City Wide Overlay	\$ 3,200,000	\$ 2,300,000	\$ 1,800,000	\$ 800,000	\$ 0	\$ 8,100,000
Frank Creek Bridge Rehab	\$ 90,000	\$ 0	\$ 0	\$ 500,000	\$ 0	\$ 590,000
Bartlett Road Bridge	\$ 0	\$ 250,000	\$ 0	\$ 0	\$ 0	\$ 250,000
Brother & Stage Left Signal	\$ 0	\$ 20,000	\$ 0	\$ 0	\$ 150,000	\$ 170,000
Old Brownsville West	\$ 0	\$ 300,000	\$ 0	\$ 0	\$ 3,000,000	\$ 3,300,000
Taper Inlet	\$ 0	\$ 0	\$ 50,000	\$ 500,000	\$ 0	\$ 550,000
Elmore Box	\$ 0	\$ 0	\$ 300,000	\$ 0	\$ 0	\$ 300,000
Old Brownsville East	\$ 0	\$ 0	\$ 0	\$ 100,000	\$ 0	\$ 100,000
Total Engineering	\$ 3,811,500	\$ 2,891,500	\$ 2,172,000	\$ 1,922,000	\$ 3,172,000	\$ 13,969,000
Parks						
Parks Vehicles & Equipment	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 325,000
Recreation Vehicles & Equipment	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 375,000
Water Park & Outdoor Pool	\$ 0	\$ 0	\$ 0	\$ 1,000,000	\$ 0	\$ 1,000,000
Total Parks	\$ 140,000	\$ 140,000	\$ 140,000	\$ 1,140,000	\$ 140,000	\$ 1,700,000
Water						
Tank Maint. & Paint	\$ 0	\$ 115,000	\$ 123,000	\$ 123,000	\$ 123,000	\$ 484,000
Water Line Upgrades	\$ 0	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 200,000
Water Plant Well - Ardie	\$ 0	\$ 0	\$ 50,000	\$ 0	\$ 0	\$ 50,000
Retrofit Reservoir - Germantown	\$ 0	\$ 0	\$ 0	\$ 200,000	\$ 0	\$ 200,000
Austin Peay Xing	\$ 0	\$ 0	\$ 0	\$ 0	\$ 80,000	\$ 80,000
Total Water	\$ 0	\$ 165,000	\$ 223,000	\$ 373,000	\$ 253,000	\$ 1,014,000
Sewers						
Sewer Rehab	\$ 0	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
Sewers in Annexation Area	\$ 0	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000
Sewer Line Upgrades	\$ 0	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
Sludge Digestion Upgrade	\$ 0	\$ 0	\$ 300,000	\$ 0	\$ 0	\$ 300,000
Upgrade Sewage Plant #2	\$ 0	\$ 0	\$ 0	\$ 0	\$ 300,000	\$ 300,000
Total Sewers	\$ 0	\$ 600,000	\$ 900,000	\$ 600,000	\$ 900,000	\$ 3,000,000
TOTAL CIP	\$ 4,964,500	\$ 4,714,500	\$ 5,000,000	\$ 4,930,000	\$ 5,205,000	\$ 24,814,000

City of Bartlett
Fees Schedule
Fiscal Year 2010-2011

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 3-hr minimum
	Chapel (all day)	\$ 350.00	\$70/hr with 4-hr minimum
	Meeting Room (all day)	\$ 150.00	\$30/hr with 3-hr minimum
	Reception Hall (all day)	\$ 250.00	\$50/hr with 3-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 3-hr minimum
	Chapel (all day)	\$ 425.00	\$85/hr with 4-hr minimum
	Meeting Room (all day)	\$ 175.00	\$35/hr with 3-hr minimum
	Reception Hall (all day)	\$ 325.00	\$65/hr with 3-hr minimum
	Equipment Rental		
	Sound Equipment (include 2hrs Tech.)	\$ 150.00	All day (includes sound tech)
	Sound Techincian	\$ 15.00	Per hour with 4-hr minimum
	Stage Risers (3-5) panels	\$ 200.00	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 2010-2011

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
	Expungement Fee-City	\$ 100.00	Set by City
	Expungement Fee-State	\$50 or \$100	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
	Sexual Assault Fee	\$ 200.00	Set by State
	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	\$15 or \$30	Set by State
Planning	11 X 17 COLOR MAPS Copy Fee	\$ 3.00	Each
	Article V – Schedule Of District Regulations Copy Fee	\$ 1.75	Each
	Handbook Copy Fee	\$ 6.00	Each
	Landscape/Tree Ordinance Copy Fee	\$ 3.50	Each
	Re-Record Plat Fees	\$ 50.00	Each
	Sign Ordinance Copy Fee	\$ 2.75	Each
	Sign Summary, Appendix 5 & Chart 1 Copy Fee	\$ 1.25	Each
	Subdivision Ordinance Copy Fee	\$ 7.00	Each
	Zoning Ordinance W/ New Ordinances Copy Fee	\$ 28.50	Each

City of Bartlett
Fees Schedule
Fiscal Year 2010-2011

Department	Type	Amount	Frequency/Notes/Description
	Board of Zoning Appeals		
	Administrative Review	\$ 200.00	Each
	Special Exceptions	\$ 300.00	Each
	Variances	\$ 300.00	Each
	Design Review Fees		
	Sign Review	\$ 100.00	Each
	Site Plan Review	\$ 200.00	Each
	Site Plan - Planning Commission		
	Site Plan Review (without contract)	\$ 200.00	Each
	Site Plan Review (with contract)	\$ 300.00	Each
	Subdivision		
	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
	Master Plan	\$ 300.00	Each
	Plus	\$ 20.00	Per lot
	Rerecording	\$ 50.00	Each
	Revocations	\$ 300.00	Each
	Street Name Change	\$ 300.00	Each
	Street, Alley Closure	\$ 300.00	Each
	Zoning		
	Planned Development: Outline Plan	\$ 300.00	Five acres or less, \$30 per acre after first five and maximum fee of \$2,000
	Rerecording	\$ 50.00	Each
	Renotification Fee	\$ 100.00	Up to 100 labels and \$1.00 per label over first 100
		\$ 1.00	
	Reprocessing of Applications	\$ 150.00	Five acres or less, \$15 per acre after first five and maximum fee of \$1,000
	Rezoning and Special Use Permits	\$ 500.00	Five acres or less, \$50 per acre after first five and maximum fee of \$3,000
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

City of Bartlett
Fees Schedule
Fiscal Year 2010-2011

Department	Type	Amount	Frequency/Notes/Description
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
	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	
	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		

City of Bartlett
Fees Schedule
Fiscal Year 2010-2011

Department	Type	Amount	Frequency/Notes/Description
	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	
	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

City of Bartlett
Fees Schedule
Fiscal Year 2010-2011

Department	Type	Amount	Frequency/Notes/Description
	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	
	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	

City of Bartlett
Fees Schedule
Fiscal Year 2010-2011

Department	Type	Amount	Frequency/Notes/Description
	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	
	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	

City of Bartlett
Fees Schedule
Fiscal Year 2010-2011

Department	Type	Amount	Frequency/Notes/Description
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
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 Additional 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
	Refundable User Fee for Fire Hydrant Meter	\$ 1,000.00	Each
	Rental for Fire Hydrant Meter	\$ 25.00	Monthly
	Water useage of Fire Hydrant Meter		Current City rates for water useage
	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

City of Bartlett
Fees Schedule
Fiscal Year 2010-2011

Department	Type	Amount	Frequency/Notes/Description
	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
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		
	Minimum, 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 detention basin	\$ 500.00	Per half acre
	For those lots served by a detention 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		
	Minimum	\$ 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		
	Minimum	\$ 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		
	Minimum, per lot	\$ 300.00	Whichever is greater
	Or % of Development Cost	3.0%	Whichever is greater

City of Bartlett
Fees Schedule
Fiscal Year 2010-2011

Department	Type	Amount	Frequency/Notes/Description
	Drainage Control Fee		
	For those lots not served by a detention basin	\$ 500.00	Per lot
	For those lots served by a detention 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	
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/Cricket & non BPRD group	\$ 10.00	Per player
	Tournament Fees	\$ 200.00	Per team
	Youth Sports-per person	\$ 75.00	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

City of Bartlett
Fees Schedule
Fiscal Year 2010-2011

Department	Type	Amount	Frequency/Notes/Description
	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
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	Resident & 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
		\$ 100.00	Nonresident per After Hours
	Flamingo's	\$ 45.00	
	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			
	Taekwondo	\$ 75.00	Resident per month
		\$ 80.00	Nonresident per month
	Kendo	\$ 20.00	Per month

City of Bartlett
Fees Schedule
Fiscal Year 2010-2011

Department	Type	Amount	Frequency/Notes/Description
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	\$ 65.00	Resident per month
		\$ 70.00	Nonresident per month
	Preschool Summer Funtime - 4-5 yrs old	\$ 60.00	Resident per month
		\$ 65.00	Nonresident per month
Special Events			
	Garage Sale	\$ 30.00	Each
	Halloween	\$ 1.00	Per adult
	Pet Show	\$ 10.00	Each pet
	Run	\$ 20.00	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	\$ 50.00	Per session
	Beginner Guitar	\$ 20.00	Per 1/2 hr session
	Cheerleading	\$ 7.00	Per Week
	Crafty Creations	\$ 30.00	Resident per session
		\$ 35.00	Non-Resident per session
	Driver Education	\$ 385.00	Resident per session
		\$ 390.00	Nonresident per session
	Kid's in Kitchen	\$ 70.00	Resident per session
		\$ 75.00	Non-Resident 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

City of Bartlett
Fees Schedule
Fiscal Year 2010-2011

Department	Type	Amount	Frequency/Notes/Description
	Storytime & Craft	\$ 30.00	Resident per session
		\$ 35.00	Non-Resident per session
	Tutoring/Elementary	\$ 300.00	per semester
	Tutoring/Middle School	\$ 300.00	per semester
	Tutoring/High School	\$ 300.00	per semester
Senior Center	Ballroom Dance	\$ 3.00	Per class
	Ceramics	\$ 10.00	Per month
	Computer Workshop	\$ 40.00	4-8 hours
	Computer Workshop	\$ 25.00	4 hours or less
	Duplicate Bridge	\$ 0.50	Per session
	Duplicate Bridge Additional Fee	\$ 1.00	Non-Members per Session
	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

City of Bartlett
Fees Schedule
Fiscal Year 2010-2011

Department	Type	Amount	Frequency/Notes/Description
	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 lesson per mem	\$ 30.00	
	1 student 1 lesson per non-mem	\$ 55.00	
	1 student 4 lessons per mem	\$ 80.00	
	1 student 4 lessons per non-mem	\$ 105.00	
	Lifeguard Instructor mem	\$ 195.00	
	Lifeguard Instructor non- mem	\$ 220.00	
	Lifeguard recert mem fee	\$ 65.00	
	Lifeguard recert non-mem fee	\$ 90.00	
	Lifeguard training mem fee	\$ 175.00	
	Lifeguard training non-mem fee	\$ 200.00	
	Masters swim mem daily	free	
	Masters swim non-mem daily	\$ 25.00	
	Recert fee	\$ 10.00	
	Swim class member fee	\$ 75.00	
	Swim class non-member fee	\$ 100.00	
	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	\$ 6.00	
	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	

City of Bartlett
Fees Schedule
Fiscal Year 2010-2011

Department	Type	Amount	Frequency/Notes/Description
	Pool Lane Rental member	\$ 15.00	
	Pool Lane Rental nonmember	\$ 20.00	
	Racquetball court rental	\$ 25.00	
	Scuba	\$ 10.00	
	Volleyball court rental	\$ 90.00	
	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	
	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	
	Quest 4 Fitness member	\$ 65.00	
	Quest 4 Fitness nonmember	\$ 85.00	
	Sports Conditioning member	\$ 65.00	
	Sports Conditioning nonmember	\$ 85.00	
	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	

City of Bartlett
Fees Schedule
Fiscal Year 2010-2011

Department	Type	Amount	Frequency/Notes/Description
	Team Training 2 Non-mem 8 sessions	\$ 480.00	
	Team Training 2 Non-mem 12 sessions	\$ 600.00	
	Martial Arts Contract Monthly	\$ 400.00	New contract
	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	
	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	

City of Bartlett
Fees Schedule
Fiscal Year 2010-2011

Department	Type	Amount	Frequency/Notes/Description
	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		
	Late fee	\$ 10.00	
	Black team mem	\$ 45.00	
	Black team non-mem	\$ 70.00	
	Black 2nd swimmer mem	\$ 35.00	
	Black 2nd swimmer non-mem	\$ 60.00	
	Red team mem	\$ 55.00	
	Red team non-mem	\$ 80.00	
	Red 2nd swimmer mem	\$ 45.00	
	Red 2nd swimmer non-mem	\$ 70.00	
	Senior member	\$ 65.00	
	Senior non-mem	\$ 90.00	
	Senior 2nd swimmer mem	\$ 55.00	
	Senior 2nd swimmer non-mem	\$ 80.00	
	USS transfer fee in LSC	\$ 5.00	
	USS transfer fee in LSC non-mem	\$ 10.00	
	White team mem	\$ 35.00	
	White team non-mem	\$ 60.00	
	White 2nd swimmer mem	\$ 25.00	
	White 2nd swimmer non-mem	\$ 50.00	
	Yearly registration fee	\$ 56.00	
	Yearly US reg fee	\$ 55.00	
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	

City of Bartlett
Fees Schedule
Fiscal Year 2010-2011

Department	Type	Amount	Frequency/Notes/Description
	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	
	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 manager
	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, expenses incurred, and /or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

