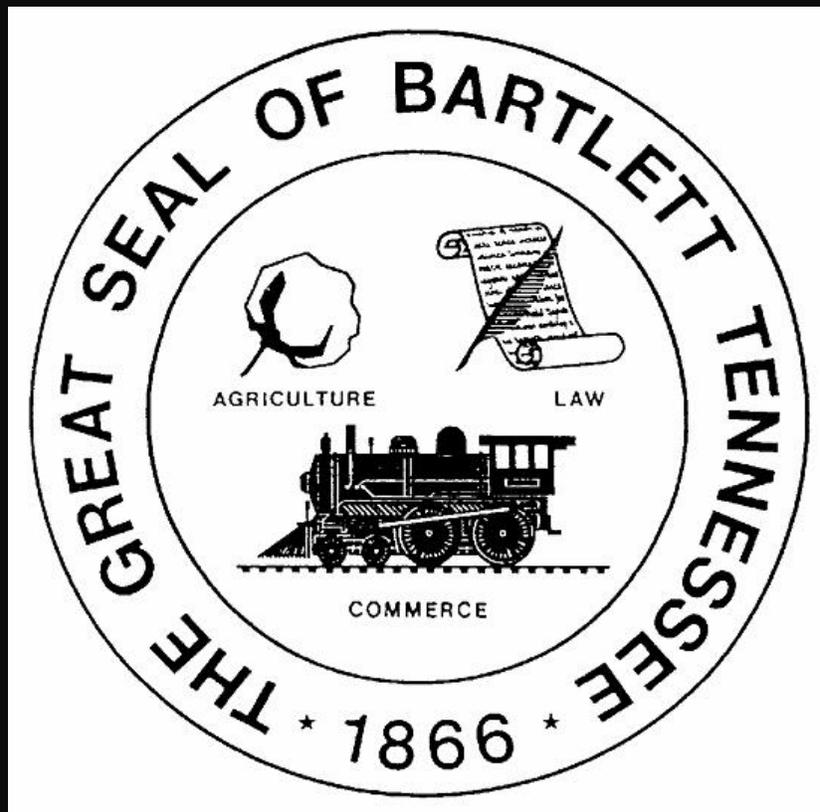


CITY OF BARTLETT TENNESSEE

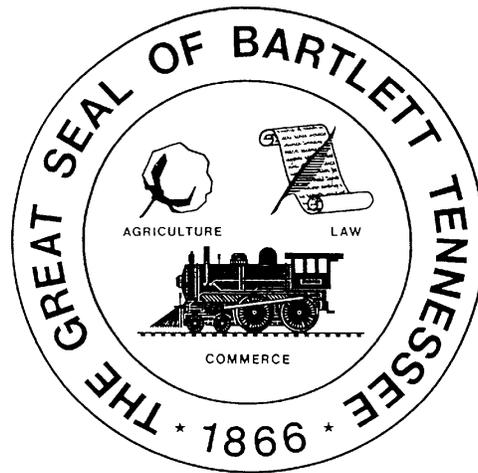
A GREAT PLACE TO
LIVE, WORK, RAISE A FAMILY
AND RETIRE...



A. Keith McDonald, Mayor

FISCAL 2015 BUDGET

CITY OF BARTLETT TENNESSEE



Adopted Budget
Fiscal Year Ending June 30, 2015
June 24, 2014

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, 2013

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, 2013**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a 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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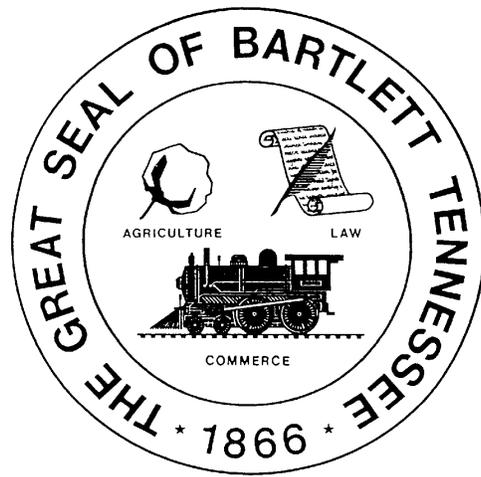
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CITY OF BARTLETT

T E N N E S S E E

INTRODUCTION



City of Bartlett

A. Keith McDonald, Mayor

June 10, 2014

Board of Mayor and Aldermen

Citizens of Bartlett

The annual operating budget represents the City's plans, policies, and strategies for maintaining a level of service to meet the needs and expectations of the citizens in the community. Bartlett is a corporation established in 1866 and has a population, according to the 2010 federal census and adjusted for 2012 annexation results, of 56,488. The City's charter was last amended on April 14, 1993 and operates under a Mayor and Aldermen form of government as provided for in Tennessee state statutes.

The City is located in the geographic center of Shelby County, Tennessee and is the second largest city in the county after Memphis. The Memphis MSA (Metropolitan Statistical Areas), in which the City is located, has a population of over one million people. The City covers over 32 square miles and has a reserve annexation area of about 9 square miles. Growth in the City, both population and commercial and residential development, has remained steady from the 1970's through the 2000's. While the City is home to many companies with regional and international operations it continues to maintain its small town atmosphere. Historic Bartlett Station, the Gotten House Museum, the Bartlett Performing Arts and Conference Center and many public parks provide year round cultural and recreational opportunities for the City's residents.

As required by the Bartlett City Charter this budget document is presented for your approval for the fiscal year 2015 operating and capital budgets. The State of Tennessee is experiencing a slow economic recovery which impacts cities across the state. One of the main revenue sources for the state is the state sales tax, an elastic tax which can vary substantially month to month and year to year depending upon consumers' discretionary income. Higher fuel and energy costs tend to lower sales tax revenue, a portion of which is shared with cities. The

local economy has seen an increase in economic activity in the last two years. The housing market is still not at 2003-2006 levels; however housing starts have increased steadily since 2010 and calendar year 2014 is on track to show the best performance since 2006. 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 recent recession our department directors and their staffs managed to continue to provide excellent services and control their costs. The budget contains a general salary increase of 2% of gross salary for full-time employees for FY 2015. The career ladder pay increase is included for scheduled and approved personnel.

The Board of Mayor and Aldermen was faced with several challenges in planning for future growth and development in the City. 2013 was a reappraisal year for Shelby County and all the municipalities in the county. Property values decreased in the City by about 7.3% overall which resulted in a certified tax rate calculation of \$1.62 per \$100 of assessed value. This rate was an increase from the prior year's tax rate of \$1.49 per \$100 assessed valuation; however it was determined to bring in the same amount of property taxes, less any growth or increase in assessments due to annexation, as the previous year. Growth from commercial and residential property assessments coupled with new assessments from the City's planned annexation in 2012 has allowed the City to maintain a property tax rate of \$1.62 per \$100 for the 2014 tax year.

Secondly, the City has addressed the rising health care costs for its employees in 2014 by entering into an Interlocal Health Benefit Plan. Members of the plan include employees of three municipalities and five municipal school systems in Shelby County. In an effort to mitigate the effects of rising costs, the City contracted with a third-party health consulting firm to provide guidance for the operation of the health insurance program. Through a more thorough competitive bid process and the establishment of a health insurance pool made up of the above mentioned employees, the City expects to maintain current premium levels for its employees while also saving several hundred thousand dollars in payments to its primary health insurance provider. In an atmosphere of significant cost increases for health insurance plans, the City is striving to contain spiraling cost increases and provide the same or similar levels of affordable health insurance for its employees. Health insurance coverage under this new plan is scheduled to begin July 1, 2014.

The City annexed by ordinance certain residential and business property effective December 31, 2012. The annexation covered 3,315 acres containing 927 parcels with an assessed valuation of over \$58 million. Approximately 850 households with a population of 1,875 residents are included in the annexed area. A key challenge for the City at that time was to begin providing services to this annexed territory beginning January 1, 2013. The FY 2014 budget provided resources associated with the annexation area and provides for police, fire, sanitation, and other city services expected by the residents. The current FY2015 Capital Improvement Program budget provides equipment and vehicles for police, fire, public works to service the annexed area as well as sewer upgrades where needed. Increased revenues from property tax assessments and state shared revenues based on population will provide needed resources to mitigate the costs of services to this area.

During the past year the City has been working toward the establishment of a municipal school district. Students are currently being educated through the Shelby County School System. The lack of local control as well as other issues caused the Board of Mayor and Aldermen to recognize the value of a local school district in providing a quality education for our children and an incentive for business and residential development. A City-wide referendum passed in August 2013 established the Bartlett Municipal School System. With the election of a municipal school board in November 2013 and subsequent appointment of a school superintendent in January 2014, an aggressive plan to open a municipal school district in August 2014 was formulated. In anticipation of this system being approved, the residents of the City approved an increase in the City's local option sales tax of 0.5% in August 2012. Revenues from this sales tax increase have generated approximately \$4.0 million annually. A portion of the proceeds have been used as necessary to fund in part the operational costs of the school system. The City's FY2014 budget was amended to provide for over \$1.7 million to the school system to cover operational expenditures from January 2014 through June 2014. The FY2015 budget appropriates \$1.6 million for the municipal school system and an additional \$608,000 appropriation to the Shelby County Board of Education to defray costs for the transfer of county school buildings to the municipal school system for its use. The City has positioned itself to meet the challenges of operating a successful school system and is confident the local school will provide incentives for future residential and commercial growth within Bartlett.

Another challenge for the Board of Mayor and Aldermen in the FY 2015 budget process was to maintain the sustainability of the City's pension plan for future retirees. The City has

administered a defined benefit plan since March 2001. With projected pension costs scheduled to exceed \$4 million annually, the administration is looking to curb these costs and still provide future employees with a sustainable pension plan. Effective June 30, 2014 the current defined benefit plan will be frozen. Employees hired after that date will be enrolled in a modified defined benefit plan that requires a 5% of gross payroll contribution by each employee, guarantees a 5% contribution from the city plus annual interest earnings of 5% on each individual account.

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 and maintain or improve its bond ratings from Standard & Poor's and Moody's rating agencies
- Limit annexations to areas that are economically feasible or where public safety needs must be met. Per change in state law, future annexation may be limited to referendums.
- Limit debt to no more than \$5 million each year.

Highlights of the FY2015 budget include:

- Current service levels are maintained for all departments of the city.
- The property tax rate will remain at \$1.62.
- Local sales tax budgeted reflects an estimated 3% increase over FY2014.
- A portion of the half-cent local option sales tax is budgeted to reimburse the City's costs for School Resource Officers, Crossing Guards, and DARE Programs for the Bartlett Municipal School System
- State shared taxes from the state petroleum tax will be allocated to the General Fund for street purposes in FY2015. This is a change in allocation in prior years from the State Street Aid Fund. The \$115,000 budgeted from this tax will provide needed resources to inflationary trends for General Fund expenditures.
- This budget includes a general salary increase of 2% for full-time approved employees; career ladder salary increases are also included for scheduled and approved personnel.
- Included in the capital improvement program budget are appropriations for \$10.6 million in vehicles, equipment, recreation improvements, road and bridge projects, and sewer upgrades. Over \$6 million is appropriated for road and bridge projects with

approximately \$4.7 million of that figure coming from state department of transportation funding. All but \$1.071 million of the City's portion is derived from balances in the City's CIP fund which represents unbudgeted or underspent funds from prior years. Using these balances the City will not have to issue municipal bonds to fund these projects in FY2015.

→ We are recommending that we continue our policy of maintaining our unassigned general fund balance at a level that is at least 20 percent of general fund expenditures and \$1,000,000 for emergencies and this budget does that.

The FY 2015 budget is balanced as required by the city charter and state statutes. The General Fund budget shows an increase over FY14 budget of \$1,960,525 or a 4.24% increase. The increase is due in part from the increased costs in providing services to the newly formed municipal school system. Transfers to the school system and payments on its behalf will amount to \$3,330,172, an increase of \$1,835,084 over FY2014. We anticipate not using any General Fund reserves to balance this budget.

Special Revenue Funds will increase to \$80,505,323 for FY2015. This is a significant increase from the revised FY2014 budget of \$8,196,865. The addition of the Bartlett Municipal School Fund as a special revenue fund will add \$71,397,213 in appropriations this year.

The Debt Service Fund is used to provide resources to pay the principal and interest on general obligation bonds and notes. Fiscal year 2015 shows a decrease in appropriations of \$205,135 from FY2014 resulting from payments on outstanding debt and the issuance of refunding bonds in September 2013 which lowered debt payments in future years. The Debt Service Fund will use \$187,710 of reserves to balance its budget. As explained above, the City does not expect to issue any general obligation bonds or tax and revenue bonds in FY2015. The City does plan in issuing \$1,071,000 in capital outlay notes to fund various projects and equipment as contained in the City's Capital Improvement Plan this year. The finance department is working with the City's financial advisor to determine if any current debt may qualify to be refunded. The City currently enjoys bond ratings of AAA from Standard & Poor's and Aa1 from Moody's rating services and will strive to maintain those ratings to qualify for the lowest possible interest rates on its long-term debt.

The City also operates an OPEB plan for retired employees covering certain health benefits. The Board is currently considering a change in the benefit structure for the purpose of reducing costs and to maintain sustainability. Efforts are underway to make possible changes beginning July 1, 2014.

The budget is an important plan which reflects the visions of the Board for providing excellent services to the citizens of the community. The city of Bartlett is planning for future growth due to its location and business friendly environment. The municipal school system in operation this year will also provide incentive for families to locate within Bartlett. To position the City for this expected growth we believe controlling costs along with a prudent use of reserve funds will allow us to continue to improve service levels for the citizens of Bartlett. During the last few years, with the support of the Board, we have built up our reserve funds to a level that has favorably positioned the City as economic conditions improve.

The budgeting process and this document are further efforts and commitments to transparency in the affairs of the community. Department head meetings, board work sessions, and open public participation has resulted in a document which we hope will build on and garner the public's trust in the operations of the City. We have attempted to cover some highlights in this letter. For a better understanding of the City's plan of operations for the coming fiscal year, the reader should review this document in its entirety. Inquiries or comments may be directed to Dick Phebus, Finance Director or Mark Brown, Chief Administrative Officer. The budget may be viewed on the City's website at www.cityofbartlett.org.

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

Dick Phebus
Director of Finance

ORDINANCE 14-01***As Amended*****AN ORDINANCE TO ADOPT THE 2014-2015 GENERAL FUND, STREET AID FUND, SOLID WASTE FUND, GENERAL IMPROVEMENT FUND, DRUG ENFORCEMENT FUND, DEA ENFORCEMENT FUND, DRAINAGE FUND, PARKS IMPROVEMENT FUND, UTILITY FUND, DEBT SERVICE FUND AND CAPITAL IMPROVEMENTS 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 2014-2015 Fiscal Year for the City of Bartlett are as follows:

GENERAL FUND EXPENDITURES:	Fiscal Year 14/15
ADMINISTRATIVE:	
Legislative Board	\$ 955,502
Mayor's Office	\$ 722,340
Community Affairs	\$ 249,987
Building and Grounds	\$ 297,077
Bartlett Station Municipal Center	\$ 422,131
Library	\$ 1,138,070
Finance and Administration	\$ 1,375,027
City Court	\$ 959,240
Personnel	\$ 438,367
Planning and Economic Development	\$ 358,397
Total Administrative	\$ 6,916,138
PUBLIC SAFETY:	
Police Department	\$ 13,638,500
Fire Department	\$ 6,833,515
Ambulance Department	\$ 2,409,956
Code Enforcement	\$ 814,252
Total Public Safety	\$ 23,696,223
PUBLIC WORKS:	
Administration	\$ 536,910
City Shop	\$ 944,183
General Maintenance	\$ 1,350,360
General Services	\$ 296,774
Grounds Maintenance	\$ 1,267,120
Animal Control	\$ 680,643
Engineering Administration	\$ 364,812
Engineering & Inspection	\$ 465,331
Total Public Works	\$ 5,906,133
PARKS AND RECREATION:	
Administration	\$ 388,263
Community Center	\$ 904,613
Athletics	\$ 707,987
Maintenance	\$ 1,259,181
School Ground Maintenance	\$ 205,108
Senior Citizen Center	\$ 358,809
Recreation Center	\$ 1,643,372
Total Parks and Recreation	\$ 5,467,333

PERFORMING ARTS:

Performing Arts Center	\$	550,916
Total Performing Arts	\$	550,916

OTHER GENERAL FUND ITEMS /TRANSFERS OUT

Transfer Out to Debt Service	\$	150,000
Transfer Out Bartlett School	\$	1,600,000
Transfer Out Shelby County Board of Education	\$	608,193
Transfer Out Balance of Sales Tax Half Cent	\$	1,121,999
Transfer Out DARE Program	\$	48,200
Transfer Out Bartlett Station	\$	100,000
Total Transfers Out	\$	3,628,392

TOTAL GENERAL FUND EXPENDITURES **\$ 46,165,135**

GENERAL FUND REVENUES/TRANSFERS:

Property Taxes	\$	19,525,000
Local Taxes	\$	12,981,750
Licenses & Privileges	\$	1,554,100
Intergovernmental	\$	5,217,750
General Charges for Services	\$	3,882,184
Department Revenues	\$	654,325
Court Charges	\$	1,950,000
Other Revenue	\$	145,026
Transfer In from General Improvement Fund	\$	255,000

TOTAL GENERAL FUND REVENUES/TRANSFERS **\$ 46,165,135**

SPECIAL REVENUE FUNDS EXPENDITURES

Street Aid Fund	\$	1,795,000
Solid Waste Fund	\$	5,948,729
General Improvement Fund	\$	640,000
Drug Enforcement Fund	\$	418,300
DEA Enforcement Fund	\$	151,900
Drainage Control Fund	\$	119,181
Park Improvement Fund	\$	35,000

TOTAL SPECIAL REVENUE FUNDS EXPENDITURES **\$ 9,108,110**

SPECIAL REVENUE FUNDS REVENUES/SOURCES

Special Revenue Funds Revenue	\$	8,309,200
Use of Fund Balance	\$	798,910

TOTAL SPECIAL REVENUE FUNDS REV./SOURCES **\$ 9,108,110**

UTILITY FUND EXPENDITURES

Administration	\$	2,372,288
Water & Wastewater Services	\$	1,796,878
Plant Operations	\$	1,754,806
Sewer Treatment	\$	849,184
Total Utility Operation Expenditures	\$	6,773,156

Utility Debt -- Principal	\$	1,255,000
Utility Debt -- Interest & Charges	\$	361,206
Total Utility Debt Expenditures	\$	1,616,206

Contribution to Fund Balance	\$	160,938
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TOTAL UTILITY FUND EXPENDITURES \$ 8,550,300

UTILITY FUND REVENUES/SOURCES

Utility Fund Revenues	\$	8,550,300
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TOTAL UTILITY FUND REVENUES/SOURCES \$ 8,550,300

GENERAL DEBT SERVICE FUND EXPENDITURES

Principal	\$	3,220,431
Interest and Other Charges	\$	856,529

TOTAL GENERAL DEBT SERVICE EXPENDITURES \$ 4,076,960

GENERAL DEBT SERVICE REVENUES/SOURCES

Debt Service Revenues	\$	3,889,250
Debt Service Use of Fund Balance	\$	187,710

TOTAL GENERAL DEBT SERVICE REV./SOURCES \$ 4,076,960

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 2015-2014 are to be included in the budget, while new projects in future years represent "Planned" expenditures, and will require formal appropriation in future years. Unexpended project revenues and expenditures/expenses for existing projects may be administratively transferred to other CIP projects by the Finance Director with the approval of the Mayor and/or the Chief Administrative Officer.

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: The CITY WATER RATE -- BE IT FURTHER ORDAINED the City Water Rates be assessed according to the following schedule:

	<u>Rates</u>
Residential -- City Customers -- The first 2,000 gallons	\$ 5.80
Residential -- City Customers -- Over 2,000 gallons, per 1,000 gallons	\$ 1.80
Residential -- Rural Customers -- The first 2,000 gallons	\$ 8.70
Residential -- Rural Customers -- Over 2,000 gallons, per 1,000 gallons	\$ 2.70
Commercial -- City Customers -- The first 2,000 gallons	\$ 10.88
Commercial -- City Customers -- Over 2,000 gallons, per 1,000 gallons	\$ 2.10
Commercial -- Rural Customers -- The first 2,000 gallons	\$ 15.59
Commercial -- Rural Customers -- Over 2,000 gallons, per 1,000 gallons	\$ 3.15

SECTION 5: The CITY SEWER RATE -- BE IT FURTHER ORDAINED the City Sewer Rates be assessed according to the following schedule:

	<u>Rates</u>
Residential -- City Customers -- The first 2,000 gallons	\$ 6.19
Residential -- City Customers -- each additional. 1,000 gallons	\$ 1.64
Residential -- Rural Customers -- The first 2,000 gallons	\$ 9.09
Residential -- Rural Customers -- each additional 1,000 gallons	\$ 1.79
Commercial -- City Customers -- The first 2,000 gallons	\$ 14.89
Commercial -- City Customers -- each additional 1,000 gallons	\$ 1.79
Commercial -- Rural Customers -- The first 2,000 gallons	\$ 22.14
Commercial -- Rural Customers -- each additional 1,000 gallons	\$ 1.93

SECTION 6: 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 7: CITY FEES SCHEDULE -- BE IT FURTHER ORDAINED, that "Exhibit B" represents the fiscal year 2014-2015 comprehensive fees schedule for the City of Bartlett, Tennessee and establishes the rates for fiscal year 2014-2015. Any rate or fee not included in the attached 2014-2015 schedule established by previous resolution, ordinance or administrative action will remain in effect.

SECTION 8: 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 9: OPERATING BUDGETS EXPIRE AT JUNE 30 -- BE IT FURTHER ORDAINED, that Operating budgets not spent or formally encumbered expire at June 30, 2014. Capital Projects are authorized on a "project" basis -- and the appropriation expires on completion of the project.

SECTION 10: NO APPROPRIATION EXCEEDED -- BE IT FURTHER ORDAINED, that no appropriation listed above may be exceeded without appropriate ordinance action to amend the budget.

SECTION 11: 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 2015 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, 2015.

SECTION 12: DETAILED LINE-ITEM -- BE IT FURTHER ORDAINED, that a detailed line-item financial plan shall be prepared in support of the budget.

SECTION 13: 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 14: 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 15: EFFECTIVE DATE -- BE IT FURTHER ORDAINED, that this Ordinance becomes effective July 1, 2014.

FIRST READING: May 13, 2014

SECOND READING: May 27, 2014

THIRD READING: June 10, 2014

W.C. Pleasant, Register to the
Board of Mayor and Aldermen

A. Keith McDonald, Mayor

Attest: _____
Stefanie McGee, City Clerk

ORDINANCE 14-06

AN ORDINANCE TO ADOPT THE 2014-2015 GENERAL PURPOSE SCHOOL FUND BUDGET

SECTION 1: BE IT ORDAINED by the Board of Mayor and Aldermen of the City of Bartlett that the following appropriations for the 2014-2015 Fiscal Year for the City of Bartlett General Purpose School Fund are as follows:

	Fiscal Year
GENERAL PURPOSE SCHOOL FUND	14/15
EXPENDITURES:	\$ 71,397,213
GENERAL PURPOSE SCHOOL FUND	
REVENUES:	\$ 71,397,213

SECTION 2: OPERATING BUDGET EXPIRES AT JUNE 30 -- BE IT FURTHER ORDAINED that Operating budgets not spent or formally encumbered expires at June 30, 2015.

SECTION 3: REVENUE ANTICIPATION NOTES – BE IT FURTHER ORDAINED, that should revenue anticipation note proceeds be required in the General Purpose School Fund for cash flow purposes during the fiscal year, any amounts borrowed by the City of Bartlett on behalf of the Bartlett City Board of Education and transferred to the General Purpose School Fund by the Bartlett General Fund shall be reported as a fund liability in the General Purpose School Fund and shall be repaid to the Bartlett General Fund no later than June 30, 2015.

SECTION 4: NO APPROPRIATION EXCEEDED -- BE IT FURTHER ORDAINED, that no appropriation listed above may be exceeded without appropriate ordinance action to amend the budget.

SECTION 5: DETAILED LINE-ITEM -- BE IT FURTHER ORDAINED, that a detailed line-item financial plan shall be prepared in support of the budget.

SECTION 6: 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.

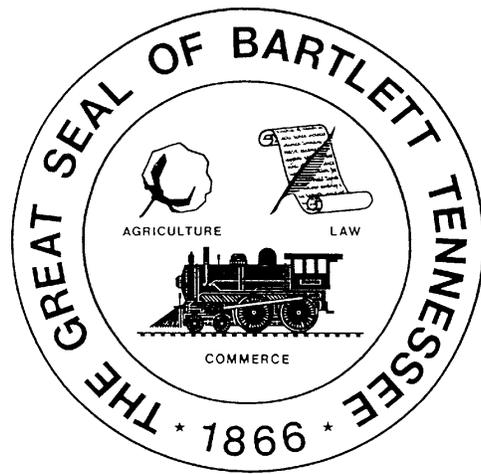
SECTION 7: EFFECTIVE DATE -- BE IT FURTHER ORDAINED, that this Ordinance shall become effective July 1, 2014.

FIRST READING: May 27, 2014
SECOND READING: June 3, 2014
THIRD READING: June 10, 2014

W.C. Pleasant, 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 2015 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, Capital Projects, Bartlett School and Utility are major funds while other funds are nonmajor funds.

Introduction

The Introduction section includes a letter from Director of Finance to 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, General Purpose School Fund 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, all funds summary by category, a summary of each fund by category, an organization chart, a Funds and Functions Organizational Structure 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 2015 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, general improvement, drug enforcement, drainage, park improvements and Bartlett school.



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 2015 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 unassigned 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 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 level of budgetary control is at the cost center and/or department level which is adopted by the Mayor and Board of Aldermen in the Budget Ordinance. 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. FY 2015 property tax revenues include growth, new constructions and assessment appeals. 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 budgeted to grow 3% over FY 2014 projection. All revenues based on



residential growth such as solid waste, water and sewer and other development fees are based on a few or no new residences this year.

Fund Balance

The cumulative excess of revenues over expenditures in a fund at a point in time. Fund balance is divided into 5 components; nonspendable, restricted, committed, assigned and unassigned. Nonspendable fund balance is not in a spendable form (such as inventory) or is required to be maintained intact (such as the corpus of an endowment fund). Restricted fund balance is constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation. Committed fund balance is constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint. Assigned fund balance is for a government to intend to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. Unassigned fund balance is available for any purpose; these amounts are reported only in the general fund. The City of Bartlett maintains our unassigned general fund balance at a level that is at least 20% of projected expenditures plus \$1 million for emergencies. In addition to the ability to generate interest income, fund balance aids our credit ratings which directly affect our cost of borrowing, provides stable property tax rate which allows for cash flow needs. 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 throughout 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. The modified accrual basis of accounting recognizes revenues when they are earned, measurable *and available to finance current fiscal period expenditures*. Budgets for the enterprise funds are presented on an accrual basis. The accrual basis recognizes transactions when they occur, regardless of when the actual cash flow related to these transactions occurs. Under this method of accounting, revenues are recognized in the accounting period when they are earned and become measurable.

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



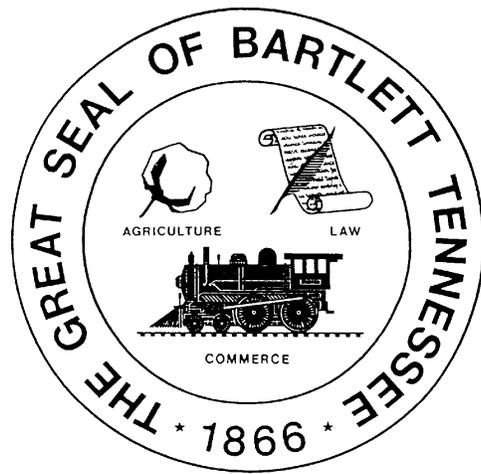
Department presents a summarized financial status report to the Board of Mayor and Aldermen each month in the form of a Treasurer's Report. Forecasts of projected annual revenues and expenditures are prepared by the Finance Department at the end of each quarter. Budget control is maintained by recording encumbrances as purchase orders are written. All open encumbrances are recorded as an assigned fund balance at year-end and unencumbered, unexpended appropriations lapse at year-end.



City of Bartlett Budget Calendar

Fiscal 2014-2015

Day	Date	Activity
Friday	January 31	Budget Instruction Memo Distributed to Departments
Friday	February 14	Operating & CIP budgets Forecasts/Requests Due (The budget coordinator met with each department and went over their budget)
Week of	March 10	Meet with Departments to Discuss Operating/CIP Budget Forecasts/Requests (The Mayor, the CAO, the Finance Director and the Budget Coordinator went over the budget with each department, examined each line item)
Tuesday	March - May	Board Work Sessions as needed (The Mayor presented a summary to the Board of Aldermen and addressed any concerns the Aldermen may have)
Tuesday	May 13	Board Meeting – Budget First Reading (Proposed budget copies were presented to the Board of Mayor and Aldermen)
Tuesday	May 27	Board Meeting – Budget Second Reading
Tuesday	June 10	Board Meeting – Budget Third Reading – Approved
Tuesday	June 24	Board Meeting – Approve the Minutes – Final Approval
Friday	June 27	Adopted budget copies were presented to the Board of Mayor and Aldermen





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.

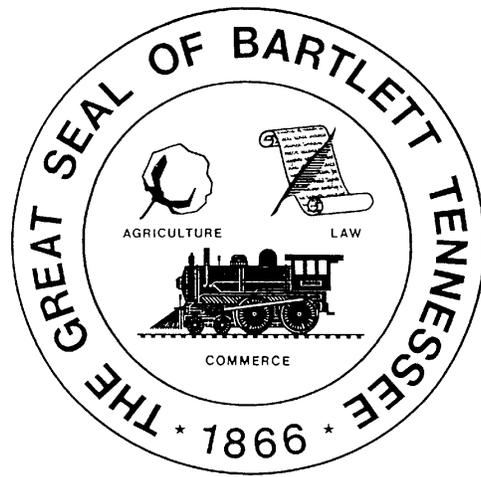
Reserve Policies

- 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. Throughout the year, we have monthly financial reports, quarterly financial updates, department head meetings, budget meetings, board work sessions, and open public participations. These have resulted in a budget document which we hope will build on and garner the public's trust in the operations of the City.

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

Bartlett City Schools will begin its operation in FY 2015. Bartlett City Schools is comprised of eleven schools and approximately 8,000 students located in Bartlett, Tennessee. The Bartlett School Fund will be presented as a special revenue fund. The school fund budget totaled \$71.4 million for FY 2015 and included \$2.2 million in contributions from the City's General Fund. We pay the total costs to operate the Bartlett library branch. We will also 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.

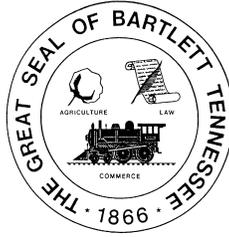
The Codes and Permits Office will continue to offer next day service for inspections. Continued expansion of the water and sewer system and planned, orderly expansions through annexation will be pursued. The Bartlett Station Commission will continue to promote re-development of the oldest part of Bartlett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

General Government

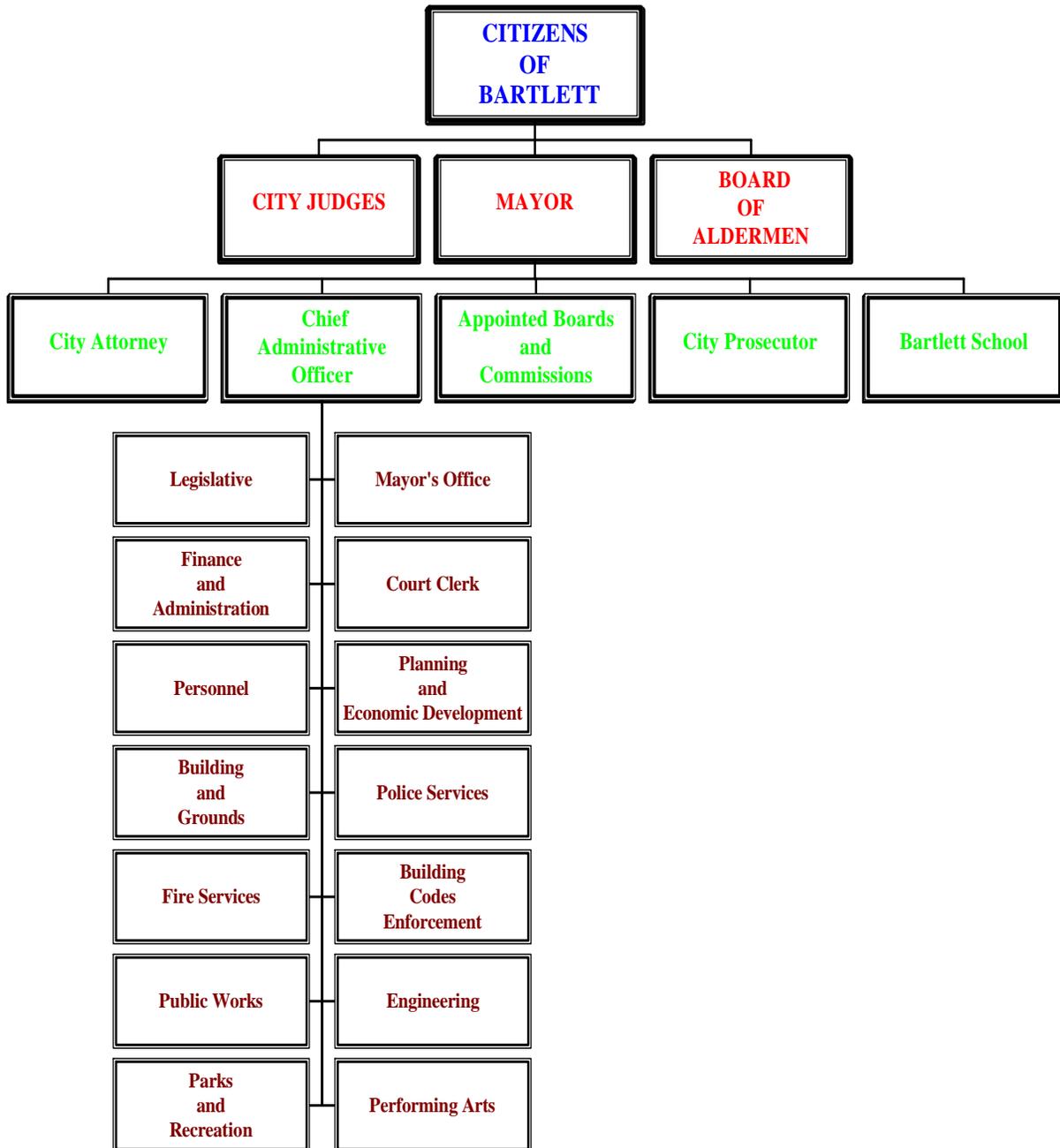
To provide for public safety, we will maintain the ratio of police officers to citizens of 2.25 officers per 1,000 citizens. We are continuing efforts to recruit and maintain enough paramedics to operate four ambulance units.

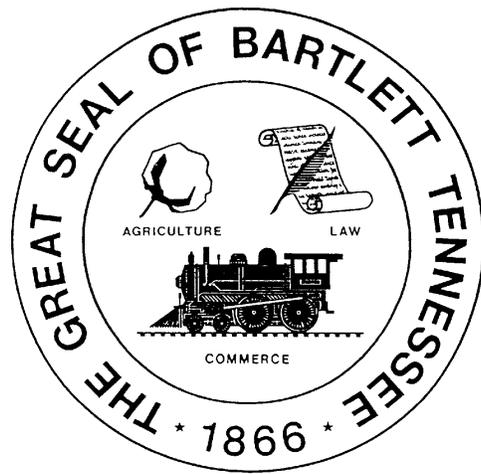
The Code Enforcement Office and Fire Marshall will continue to provide safety inspections for new construction, renovations and commercial facilities to ensure the safety of the structures and our citizens.

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

T E N N E S S E E

SUMMARY

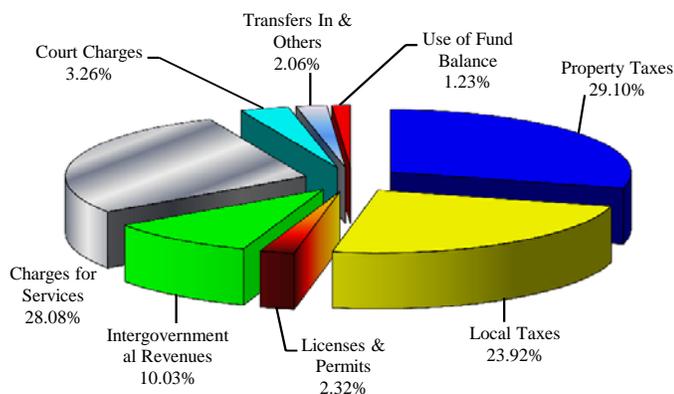


CITY OF BARTLETT ALL FUNDS - FUNCTION SUMMARY FY 2015 Adopted Budget

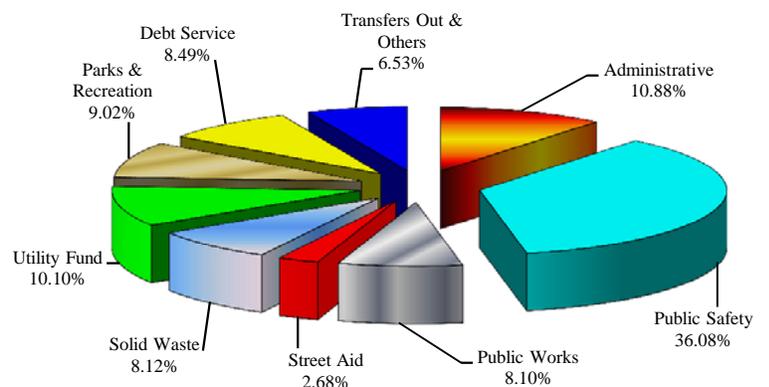


Description	General Fund	Special Revenue Funds	Utility Fund	Debt Service Fund	Total All Funds
Revenues					
Property Taxes	\$ 19,525,000	\$ 0	\$ 0	\$ 0	\$ 19,525,000
Local Taxes	12,981,750	0	0	3,064,250	16,046,000
Licenses & Permits	1,554,100	0	0	0	1,554,100
Intergovernmental Revenues	5,217,750	1,510,000	0	0	6,727,750
Charges for Services	3,882,184	6,508,000	8,444,300	0	18,834,484
Court Charges	1,950,000	237,500	0	0	2,187,500
Transfers In & Others	400,026	53,700	106,000	825,000	1,384,726
Bartlett School Fund Revenues	0	71,397,213	0	0	71,397,213
Total Revenues	\$ 45,510,810	\$ 79,706,413	\$ 8,550,300	\$ 3,889,250	\$ 137,656,773
Expenditures					
Administrative	\$ 6,916,138	\$ 385,000	\$ 0	\$ 0	\$ 7,301,138
Public Safety	23,631,223	570,200	0	0	24,201,423
Public Works	5,316,808	119,181	0	0	5,435,989
Street Aid	0	1,795,000	0	0	1,795,000
Solid Waste	0	5,448,729	0	0	5,448,729
Utility Fund	0	0	6,773,156	0	6,773,156
Parks & Recreation	6,018,249	35,000	0	0	6,053,249
Debt Service	0	0	1,616,206	4,076,960	5,693,166
Transfers Out & Others	3,628,392	755,000	0	0	4,383,392
Bartlett School Fund Expenditures	0	71,397,213	0	0	71,397,213
Total Expenditures	\$ 45,510,810	\$ 80,505,323	\$ 8,389,362	\$ 4,076,960	\$ 138,482,455
Contribution to (Use of) Fund Balance	\$ 0	\$ (798,910)	\$ 160,938	\$ (187,710)	\$ (825,682)
Beginning Fund Balance	\$ 21,243,776	\$ 5,049,904	\$ 11,488,269	\$ 674,847	\$ 38,456,796
Ending Fund Balance	\$ 21,243,776	\$ 4,250,994	\$ 11,649,207	\$ 487,137	\$ 37,631,114

WHERE THE \$ COMES FROM
(Does not include School)



WHERE THE \$ GOES
(Does not include School)



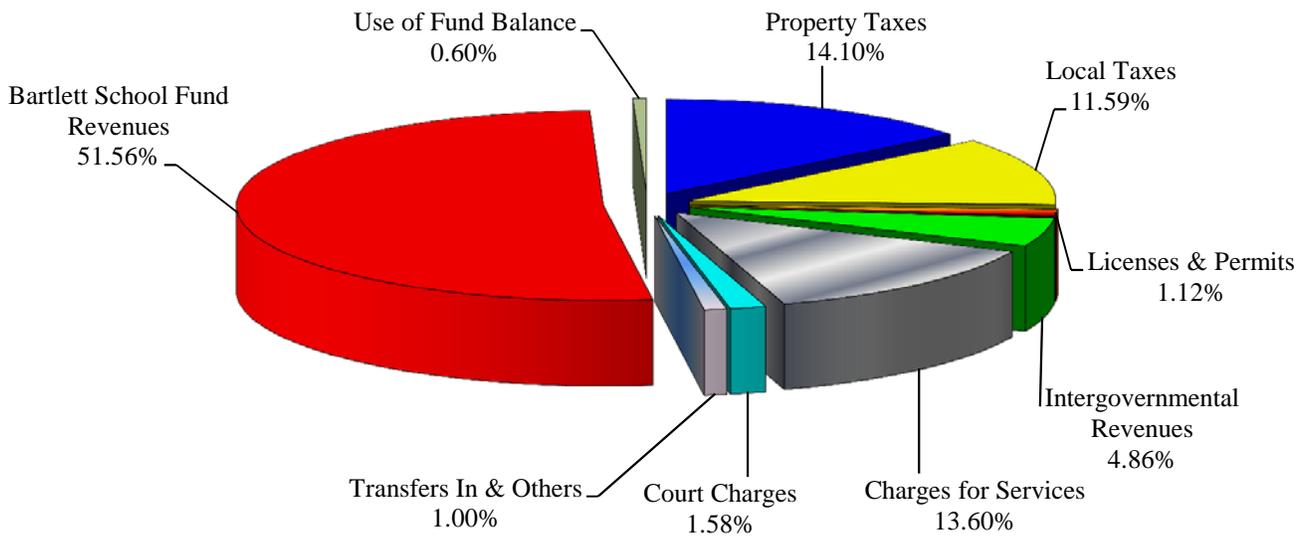


CITY OF BARTLETT ALL FUNDS FY 2015 Adopted Budget

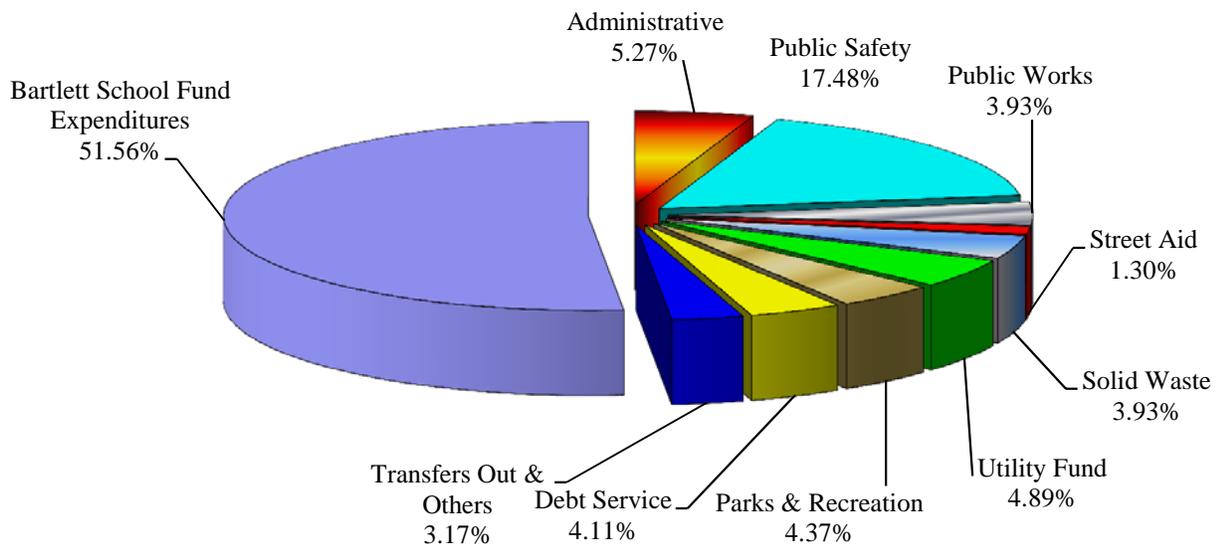


Bartlett Municipal School Fund (\$71,397,213) was added this year as a special revenue fund. Bartlett Municipal School Fund alone (51.56%) is more than all the other funds combined.

WHERE THE \$ COMES FROM



WHERE THE \$ GOES





CITY OF BARTLETT
ALL FUNDS SUMMARY - SUMMARY BY CATEGORY
FY 2015 Adopted Budget



The City of Bartlett operating funds are divided into four sections: General fund, Special Revenue funds, Utility fund and Debt Service fund. This is summary for all funds in these four sections showing only the total revenues and total expenditures in each section. The four subsequent pages show the summary by categories for all funds in each section. The fifth page shows the Capital Improvement Program summary.

	FY 2013 Actual	FY 2014 Revised Budget	FY 2014 Projection	FY 2015 Adopted Budget
General Fund				
Revenues	\$ 42,525,646	\$ 43,030,339	\$ 44,834,381	\$ 45,510,810
Expenditures	41,421,628	43,660,285	44,825,570	45,510,810
Total General Fund	\$ 1,104,018	\$ (629,946)	\$ 8,811	\$ 0
Undesignated Beginning Fund Balance	\$ 20,591,473	\$ 21,234,965	\$ 21,234,965	\$ 21,243,776
Reserves/Encumbrances	460,526			
Undesignated Ending Fund Balance	\$ 21,234,965	\$ 20,605,020	\$ 21,243,776	\$ 21,243,776
Special Revenue Funds				
Revenues	\$ 7,483,147	\$ 8,171,631	\$ 8,875,205	\$ 79,706,413
Expenditures	7,902,171	8,196,865	8,544,934	80,505,323
Total Special Revenue Funds	\$ (419,024)	\$ (25,234)	\$ 330,271	\$ (798,910)
Beginning Fund Balance	\$ 5,138,657	\$ 4,719,633	\$ 4,719,633	\$ 5,049,904
Ending Fund Balance	\$ 4,719,633	\$ 4,694,399	\$ 5,049,904	\$ 4,250,994
Utility Fund				
Revenues	\$ 8,552,001	\$ 8,849,100	\$ 8,440,800	\$ 8,550,300
Expenditures	6,920,292	7,860,957	7,363,610	8,389,362
Total Utility Fund	\$ 1,631,710	\$ 988,143	\$ 1,077,190	\$ 160,938
Undesignated Beginning Fund Balance	\$ 8,779,369	\$ 10,411,079	\$ 10,411,079	\$ 11,488,269
Undesignated Ending Fund Balance	\$ 10,411,079	\$ 11,399,222	\$ 11,488,269	\$ 11,649,207
Debt Service Fund				
Revenues	\$ 3,648,238	\$ 3,974,000	\$ 3,975,000	\$ 3,889,250
Expenditures	3,696,482	4,282,095	4,204,281	4,076,960
Total Debt Service Fund	\$ (48,244)	\$ (308,095)	\$ (229,281)	\$ (187,710)
Undesignated Beginning Fund Balance	\$ 952,372	\$ 904,128	\$ 904,128	\$ 674,847
Undesignated Ending Fund Balance	\$ 904,128	\$ 596,033	\$ 674,847	\$ 487,137
All Operating Funds				
Revenues	\$ 62,209,032	\$ 64,025,070	\$ 66,125,386	\$ 137,656,773
Expenditures	59,940,573	64,000,202	64,938,395	138,482,455
Total All Operating Funds	\$ 2,268,460	\$ 24,868	\$ 1,186,991	\$ (825,682)
Beginning Fund Balance	\$ 35,461,872	\$ 37,269,805	\$ 37,269,805	\$ 38,456,796
Ending Fund Balance	\$ 37,269,805	\$ 37,294,673	\$ 38,456,796	\$ 37,631,114



CITY OF BARTLETT
GENERAL FUND - SUMMARY BY CATEGORY
FY 2015 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 2013 Actual	FY 2014 Revised Budget	FY 2014 Projection	FY 2015 Adopted Budget
<u>Revenues</u>				
Property Taxes	\$ 18,733,191	\$ 18,931,000	\$ 19,193,367	\$ 19,525,000
Local Taxes	11,398,727	10,990,948	12,654,750	12,981,750
License & Permits	1,461,838	1,563,450	1,556,500	1,554,100
Intergovernmental	4,736,674	4,960,500	4,835,500	5,217,750
Charges for Services	3,622,349	3,765,384	3,782,738	3,882,184
Court Charges	1,904,088	1,945,000	1,943,000	1,950,000
Other Revenue	668,779	874,057	868,526	400,026
Total Revenues	\$ 42,525,646	\$ 43,030,339	\$ 44,834,381	\$ 45,510,810
<u>Expenditures</u>				
<i>Department Revenues/Recoveries</i>	\$ 792,005	\$ 644,524	\$ 748,125	\$ 654,325
Salaries	20,926,750	21,485,276	21,692,975	22,782,785
Benefits	10,785,948	11,479,344	11,346,744	11,381,061
Other Personnel	744,884	930,399	786,119	751,643
Operations	7,051,347	8,260,967	7,432,109	7,290,614
Capital	204,329	153,734	165,749	330,640
Transfer Out	2,500,375	1,995,088	4,150,000	3,628,392
Total Expenditures	\$ 41,421,628	\$ 43,660,285	\$ 44,825,570	\$ 45,510,810
Net From Operations	\$ 1,104,018	\$ (629,946)	\$ 8,811	\$ 0
Undesignated Beginning Fund Balance	\$ 20,591,473	\$ 21,234,965	\$ 21,234,965	\$ 21,243,776
Reserves/Encumbrances	460,526			
Undesignated Ending Fund Balance	\$ 21,234,965	\$ 20,605,020	\$ 21,243,776	\$ 21,243,776



CITY OF BARTLETT
SPECIAL REVENUE FUNDS - SUMMARY BY CATEGORY
FY 2015 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 one major special revenue fund, Bartlett School Fund, and seven nonmajor special revenue funds: State Street Aid Fund, Solid Waste fund, General Improvement Fund, Drug Enforcement Funds, DEA Enforcement Fund, Drainage Control Fund and Parks Improvement Fund. The Special Revenue Funds and the General Fund combine to make up the General Governmental Funds Group.

Category	FY 2013 Actual	FY 2014 Revised Budget	FY 2014 Projection	FY 2015 Adopted Budget
<u>Revenues</u>				
Intergovernmental Revenues	\$ 1,517,545	\$ 1,610,000	\$ 1,545,000	\$ 1,510,000
Charges for Services	5,694,502	6,077,182	6,934,000	6,508,000
Court Charges	262,650	293,500	208,000	237,500
Transfers In & Others	8,451	190,949	188,205	53,700
Bartlett School Fund Revenues	0	0	0	71,397,213
Total Revenues	\$ 7,483,147	\$ 8,171,631	\$ 8,875,205	\$ 79,706,413
<u>Expenditures</u>				
Salaries	\$ 1,626,086	\$ 1,798,895	\$ 1,756,218	\$ 1,846,392
Benefits	874,711	982,167	943,854	953,488
Other Personnel	125,277	198,000	151,000	170,000
Operations	3,555,684	3,725,028	4,313,093	4,060,230
Capital	770,413	742,776	630,769	1,323,000
Transfer Out	950,000	750,000	750,000	755,000
Bartlett School Fund Expenditures	0	0	0	71,397,213
Total Expenditures	7,902,171	8,196,865	8,544,934	80,505,323
Net from Operations	\$ (419,024)	\$ (25,234)	\$ 330,271	\$ (798,910)
Beginning Fund Balance	\$ 5,138,657	\$ 4,719,633	\$ 4,719,633	\$ 5,049,904
Ending Fund Balance	\$ 4,719,633	\$ 4,694,399	\$ 5,049,904	\$ 4,250,994



CITY OF BARTLETT
UTILITY FUND - SUMMARY BY CATEGORY
FY 2015 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.

Category	FY 2013 Actual	FY 2014 Revised Budget	FY 2014 Projection	FY 2015 Adopted Budget
<u>Revenues</u>				
Operating Revenues	\$ 8,432,753	\$ 8,736,100	\$ 8,345,300	\$ 8,444,300
Other Revenues	26,166	23,000	20,500	21,000
Non-Operating Revenues	93,082	90,000	75,000	85,000
Total Revenues	\$ 8,552,001	\$ 8,849,100	\$ 8,440,800	\$ 8,550,300
<u>Expenditures</u>				
<i>Department Revenues/Recoveries</i>	\$ 17,912	\$ 0	\$ 2,000	\$ 2,000
Salaries	1,469,528	1,544,843	1,477,938	1,592,723
Benefits	1,124,488	823,277	773,872	779,055
Other Personnel	0	500	500	500
Operations	2,774,192	3,206,545	2,936,998	3,510,778
Capital	15,469	656,960	590,960	892,100
Total Expenditures	\$ 5,365,766	\$ 6,232,125	\$ 5,778,267	\$ 6,773,156
Cash Flow	\$ 3,186,235	\$ 2,616,975	\$ 2,662,533	\$ 1,777,144
<u>Less:</u>				
Debt Service	1,554,525	1,628,832	1,585,343	1,616,206
Total	\$ 1,554,525	\$ 1,628,832	\$ 1,585,343	\$ 1,616,206
Net Cash Flow	\$ 1,631,710	\$ 988,143	\$ 1,077,190	\$ 160,938
Retained Earnings, Beginning of Year	\$ 8,779,369	\$ 10,411,079	\$ 10,411,079	\$ 11,488,269
Retained Earnings, End of Year	\$ 10,411,079	\$ 11,399,222	\$ 11,488,269	\$ 11,649,207



CITY OF BARTLETT
GENERAL DEBT SERVICE FUND - SUMMARY BY CAT.
FY 2015 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 transfers from the Solid Waste Fund and General Fund. This is a nonmajor fund.

Category	FY 2013 Actual	FY 2014 Revised Budget	FY 2014 Projection	FY 2015 Adopted Budget
<u>Revenues</u>				
Local Sales Tax	\$ 2,848,238	\$ 2,974,000	\$ 2,975,000	\$ 3,064,250
Transfers	800,000	1,000,000	1,000,000	825,000
Total Revenues	\$ 3,648,238	\$ 3,974,000	\$ 3,975,000	\$ 3,889,250
<u>Expenditures</u>				
Agent Fees	\$ 1,425	\$ 3,500	\$ 1,750	\$ 0
Issuance Cost	73,457	60,000	56,045	7,500
Bond Principal	2,814,000	3,164,000	3,164,000	3,041,431
Interest	807,600	1,054,595	982,486	1,028,029
Total Expenditures	\$ 3,696,482	\$ 4,282,095	\$ 4,204,281	\$ 4,076,960
Net from Operations	\$ (48,244)	\$ (308,095)	\$ (229,281)	\$ (187,710)
Beginning Fund Balance	\$ 952,372	\$ 904,128	\$ 904,128	\$ 674,847
Ending Fund Balance	\$ 904,128	\$ 596,033	\$ 674,847	\$ 487,137

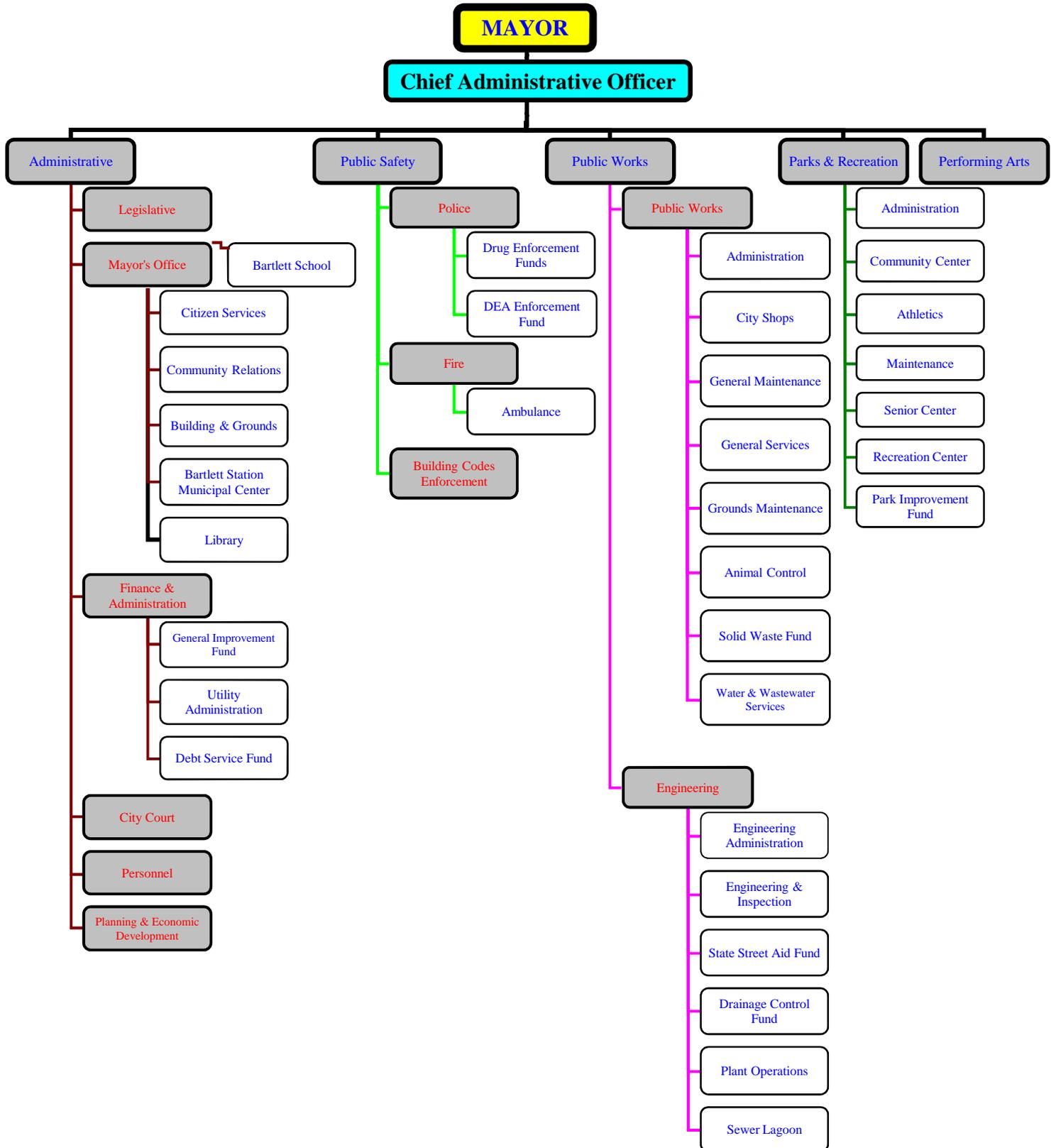


CITY OF BARTLETT
FY 2015-2019 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
<u>Revenues</u>						
G.O. Bonds	\$ 0	\$ 2,488,197	\$ 6,000,000	\$ 6,160,000	\$ 3,990,000	\$ 18,638,197
Capital Note	1,071,000	908,000	933,000	908,000	933,000	4,753,000
FD311 Transfers-unspent projects	1,942,164	0	0	0	0	1,942,164
FD311 Use of Fund Balance	1,494,836	0	0	0	0	1,494,836
TDOT 80% match	4,699,750	1,032,788	800,000	800,000	800,000	8,132,538
Utility Bonds	0	1,008,200	1,030,800	992,700	1,174,800	4,206,500
FD312 Transfers-unspent projects	818,000	0	0	0	0	818,000
FD312 Use of Fund Balance	536,000	0	0	0	0	536,000
Total Revenues	\$ 10,561,750	\$ 5,437,185	\$ 8,763,800	\$ 8,860,700	\$ 6,897,800	\$ 40,521,235
<u>Expenditures</u>						
<u>G.O. Bond/Other Funded</u>						
Administrative	\$ 205,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 325,000
Public Safety	1,482,000	625,000	490,000	625,000	490,000	3,712,000
Public Works	378,000	250,000	250,000	250,000	250,000	1,378,000
Engineering	6,355,750	3,283,985	6,723,000	6,723,000	3,713,000	26,798,735
Parks & Recreation	787,000	240,000	240,000	240,000	1,240,000	2,747,000
Total G.O. Bond/Other Funded	\$ 9,207,750	\$ 4,428,985	\$ 7,733,000	\$ 7,868,000	\$ 5,723,000	\$ 34,960,735
<u>Utility Bond/Other Funded</u>						
Water	\$ 460,000	\$ 408,200	\$ 430,800	\$ 392,700	\$ 274,800	\$ 1,966,500
Sewer	894,000	600,000	600,000	600,000	900,000	3,594,000
Total Utility Bond/Other Funded	\$ 1,354,000	\$ 1,008,200	\$ 1,030,800	\$ 992,700	\$ 1,174,800	\$ 5,560,500
Total Expenditures	\$ 10,561,750	\$ 5,437,185	\$ 8,763,800	\$ 8,860,700	\$ 6,897,800	\$ 40,521,235



CITY OF BARTLETT ORGANIZATION CHART - BY FUNCTION





CITY OF BARTLETT

Funds and Functions Organizational Structure

Major funds are in blue, nonmajor funds are in red. Budget for the utility fund is presented on an accrual basis while all other funds are presented on a modified-accrual basis.

	General Fund	Special Revenue Funds	Utility Fund	Debt Service Fund	Capital Improvement Fund
Administrative	Legislative				
	Mayor's Office	Bartlett School Fund			Administrative CIP
	Citizen Services				
	Community				
	Building & Grounds				
	Bartlett Station				
	Municipal Center				
	Library				
Finance	General Improvement Fund	Utility Administration	General Debt Service		
City Court					
Personnel					
Planning & Economic Development					
Public Safety	Police	Drug Enforcement Funds			Police CIP
		DEA Enforcement Fund			
	Fire				Fire CIP
	Ambulance				
	Building Codes Enforcement				Codes Enforcement CIP
Public Works	Public Works Administration	Solid Waste Fund	Water & Wastewater Services		Public Works CIP
	City Shops				
	General Maintenance				
	General Services				
	Grounds Maintenance				
	Animal Control				
	Engineering Administration	State Street Aid Fund	Plant Operations	Utility Fund Debt Service	Engineering CIP
	Engineering & Inspection	Drainage Control Fund	Sewer Lagoon		Utility Water CIP Utility Sewer CIP
Parks & Recreations	Parks Administration	Park Improvement Fund			Parks & Recreation CIP
	Community Center				
	Athletics				
	Parks Maintenance				
	Senior Center				
	Recreation Center				
Performing Arts	Performing Arts				



**CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2015 Adopted Budget**



Fiscal Year 2015 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. Bartlett City Municipal School Fund will be presented as a special revenue fund but their staffing level will not include in the City's staffing level schedule. The City, without Bartlett School, added 5 new full time positions. Police added 2 dispatchers and converted a part time jailer to a full time jailer. Public Works City Shop added a mechanic and Parks and Recreation Administration added an assistant director position.

Description	FY 2013 Actual	FY 2014 Revised Budget	FY 2014 Projection	FY 2015 Adopted Budget
<u>GENERAL FUND</u>				
Administrative				
Legislative Board				
Full Time	7.29	8.00	8.29	8.00
Part Time (converted to FTE)	1.19	0.00	0.37	0.75
Total Legislative Board FTE	8.48	8.00	8.66	8.75
Mayor's Office				
Full Time	6.00	6.00	6.00	6.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Mayor's Office FTE	6.00	6.00	6.00	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	2.00	2.00	2.00	2.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Buildings and Grounds FTE	2.00	2.00	2.00	2.00
Bartlett Station Community Center				
Full Time	3.00	3.00	3.00	3.00
Part Time (converted to FTE)	2.86	3.39	3.75	3.61
Total B.S. Community Center FTE	5.86	6.39	6.75	6.61
Finance and Administration				
Full Time	10.90	14.00	13.00	14.00
Part Time (converted to FTE)	1.71	1.85	1.79	1.85
Total Finance & Administration FTE	12.61	15.85	14.79	15.85
City Court				
Full Time	11.00	11.00	11.00	11.00
Part Time (converted to FTE)	0.79	0.00	0.84	0.85
Total City Court FTE	11.79	11.00	11.84	11.85



CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised Budget	FY 2014 Projection	FY 2015 Adopted Budget
Personnel				
Full Time	4.00	4.00	3.42	4.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Personnel FTE	4.00	4.00	3.42	4.00
Planning & Economic Development				
Full Time	3.00	4.00	4.00	4.00
Part Time (converted to FTE)	0.24	0.00	0.00	0.00
Total Planning & Eco Devpmnt FTE	3.24	4.00	4.00	4.00
Full Time	48.19	53.00	51.71	53.00
Part Time (converted to FTE)	6.79	5.24	6.75	7.06
Total Administrative FTE	54.98	58.24	58.46	60.06
Public Safety				
Police				
Full Time	142.51	150.00	145.34	153.00
Part Time (converted to FTE)	6.41	8.16	6.71	7.25
Total Police FTE	148.92	158.16	152.05	160.25
Fire				
Full Time	72.16	72.00	72.90	72.00
Part Time (converted to FTE)	0.61	0.72	0.00	0.00
Total Fire FTE	72.77	72.72	72.90	72.00
Ambulance Service				
Full Time	23.43	25.00	24.30	25.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Ambulance Service FTE	23.43	25.00	24.30	25.00
Building Codes Enforcement				
Full Time	8.62	9.00	9.00	9.00
Part Time (converted to FTE)	0.47	0.63	0.57	1.25
Total Bldg. Codes Enforcement FTE	9.09	9.63	9.57	10.25
Full Time	246.72	256.00	251.54	259.00
Part Time (converted to FTE)	7.49	9.51	7.28	8.50
Total Public Safety FTE	254.21	265.51	258.82	267.50
Public Works				
Administration				
Full Time	4.60	5.00	4.97	5.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Administration FTE	4.60	5.00	4.97	5.00
City Shops				
Full Time	10.00	11.00	10.17	12.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total City Shops FTE	10.00	11.00	10.17	12.00



CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised Budget	FY 2014 Projection	FY 2015 Adopted Budget
General Maintenance				
Full Time	16.50	18.00	16.57	18.00
Part Time (converted to FTE)	0.26	0.00	0.24	0.00
Total General Maintenance FTE	16.76	18.00	16.81	18.00
General Services				
Full Time	3.00	3.00	3.00	3.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total General Services FTE	3.00	3.00	3.00	3.00
Grounds Maintenance				
Full Time	11.19	14.00	12.77	14.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Grounds Maintenance FTE	11.19	14.00	12.77	14.00
Animal Control				
Full Time	7.00	8.00	7.71	8.00
Part Time (converted to FTE)	0.57	0.75	0.73	1.50
Total Animal Control FTE	7.57	8.75	8.44	9.50
Engineering 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 Engineering Administration FTE	3.00	3.00	3.00	3.00
Engineering & Inspection				
Full Time	4.95	5.00	5.00	5.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Engineering & Inspection FTE	4.95	5.00	5.00	5.00
Full Time	60.24	67.00	63.19	68.00
Part Time (converted to FTE)	0.83	0.75	0.97	1.50
Total Public Works FTE	61.07	67.75	64.16	69.50
Parks & Recreation				
Administration				
Full Time	3.00	3.00	3.00	4.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Administration FTE	3.00	3.00	3.00	4.00
Community Center				
Full Time	5.00	5.00	5.00	5.00
Part Time (converted to FTE)	11.40	12.02	10.86	12.02
Total Community Center FTE	16.40	17.02	15.86	17.02
Athletics				
Full Time	3.00	3.00	3.00	3.00
Part Time (converted to FTE)	6.64	6.41	6.34	7.00
Total Athletics FTE	9.64	9.41	9.34	10.00



**CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2015 Adopted Budget**



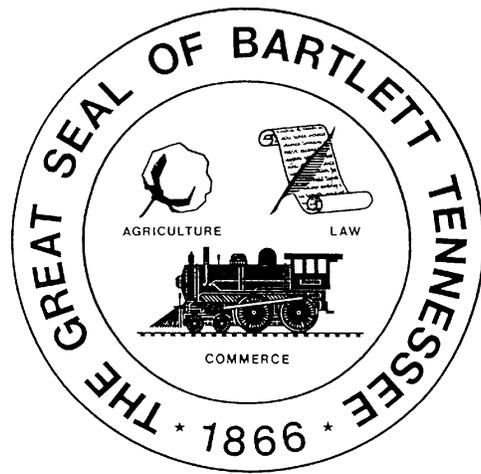
Description	FY 2013 Actual	FY 2014 Revised Budget	FY 2014 Projection	FY 2015 Adopted Budget
Maintenance				
Full Time	13.00	13.00	12.90	13.00
Part Time (converted to FTE)	1.18	1.49	0.53	1.40
Total Maintenance FTE	14.18	14.49	13.43	14.40
School Ground Maintenance				
Full Time	0.00	0.00	0.00	1.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.69
Total School Ground Maintenance FTE	0.00	0.00	0.00	1.69
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	11.00	11.00	11.00	11.00
Part Time (converted to FTE)	16.97	17.20	16.30	17.20
Total Recreation Center FTE	27.97	28.20	27.30	28.20
Full Time	39.00	39.00	38.90	41.00
Part Time (converted to FTE)	36.19	37.12	34.03	38.31
Total Parks FTE	75.19	76.12	72.93	79.31
Performing Arts				
Full Time	2.00	3.00	2.76	3.00
Part Time (converted to FTE)	1.16	1.41	0.69	1.00
Total Performing Arts FTE	3.16	4.41	3.45	4.00
FULL TIME	396.15	418.00	408.10	424.00
PART TIME (converted to FTE)	52.46	54.03	49.72	56.37
TOTAL GENERAL FUND FTE	448.61	472.03	457.82	480.37
SPECIAL REVENUE FUNDS				
Solid Waste Fund				
Full Time	37.17	41.00	40.08	41.00
Part Time (converted to FTE)	1.58	1.73	0.97	1.73
Total Solid Waste Fund FTE	38.75	42.73	41.05	42.73
Drainage Control Fund				
Full Time	1.00	1.00	1.00	1.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Drainage Control Fund FTE	1.00	1.00	1.00	1.00
FULL TIME	38.17	42.00	41.08	42.00
PART TIME (converted to FTE)	1.58	1.73	0.97	1.73
TOTAL SPECIAL REVENUE FUNDS FTE	39.75	43.73	42.05	43.73



**CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised Budget	FY 2014 Projection	FY 2015 Adopted Budget
UTILITY				
<i>Administration</i>				
Full Time	6.00	6.00	6.00	6.00
Part Time (converted to FTE)	0.73	0.63	0.73	0.73
Total Administration FTE	6.73	6.63	6.73	6.73
<i>Water & Wastewater Services</i>				
Full Time	19.24	20.00	19.28	20.00
Part Time (converted to FTE)	0.38	0.73	0.37	0.73
Total Water & Wastewater Services FTE	19.62	20.73	19.65	20.73
<i>Plant Operations</i>				
Full Time	6.00	6.00	4.98	6.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Plant Operations FTE	6.00	6.00	4.98	6.00
<i>Sewer Lagoon</i>				
Full Time	2.00	4.00	3.95	4.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Sewer Lagoon FTE	2.00	4.00	3.95	4.00
FULL TIME	33.24	36.00	34.21	36.00
PART TIME (converted to FTE)	1.11	1.36	1.10	1.46
TOTAL UTILITY FTE	34.35	37.36	35.31	37.46
ALL FUNDS				
FULL TIME	467.56	496.00	483.39	502.00
PART TIME (converted to FTE)	55.15	57.12	51.79	59.56
TOTAL ALL FUNDS FTE	522.71	553.12	535.18	561.56



CITY OF BARTLETT

T E N N E S S E E

GENERAL FUND

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



**CITY OF BARTLETT
GENERAL FUND SUMMARY
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Revenues				
Property Taxes	\$ 18,733,191	\$ 18,931,000	\$ 19,193,367	\$ 19,525,000
Local Taxes	11,398,727	10,990,948	12,654,750	12,981,750
License & Permits	1,461,838	1,563,450	1,556,500	1,554,100
Intergovernmental	4,736,674	4,960,500	4,835,500	5,217,750
Charges for Services	3,622,349	3,765,384	3,782,738	3,882,184
Court Charges	1,904,088	1,945,000	1,943,000	1,950,000
Other Revenue/Transfers	668,779	874,057	868,526	400,026
Total Revenues	\$ 42,525,646	\$ 43,030,339	\$ 44,834,381	\$ 45,510,810
Expenditures				
Legislative	\$ 1,079,238	\$ 1,984,918	\$ 1,322,794	\$ 955,502
Mayor's Office	684,822	721,106	691,533	722,340
Community Relations	226,870	271,551	224,255	249,987
Building & Grounds	273,004	294,437	290,883	297,077
Bartlett Station Municipal Center	407,200	427,094	417,136	422,131
Library	1,115,430	1,166,692	1,065,638	1,138,070
Finance	1,120,151	1,332,072	1,284,509	1,375,027
City Court	761,902	802,237	832,486	959,240
Personnel	415,947	425,573	398,866	438,367
Planning	294,380	343,120	342,771	358,397
Police	12,714,824	13,071,607	13,032,174	13,588,500
Fire Services and Ambulance	8,998,832	9,027,551	9,280,285	9,243,471
Codes Enforcement	726,373	778,665	764,294	799,252
Public Works	3,978,419	4,422,692	4,256,568	4,486,665
Engineering	792,324	824,934	821,366	830,143
Parks & Recreation	4,787,759	5,010,322	5,016,330	5,467,333
Performing Arts	543,777	760,625	633,684	550,916
Expenditures	\$ 38,921,253	\$ 41,665,197	\$ 40,675,570	\$ 41,882,418
Transfers Out				
Trfr. Out Debt Service	\$ 200,000	\$ 500,000	\$ 500,000	\$ 150,000
Trfr. Out Bartlett School	0	1,495,088	1,495,088	1,600,000
Trfr. Out Shelby County Board of Education	0	0	0	608,193
Trfr. Out Balance of Sales Tax Half Cent	2,200,375	0	2,154,912	1,121,999
Trfr. Out DARE Program	0	0	0	48,200
Trfr. Out Bartlett Station	100,000	0	0	100,000
Total Transfers Out	\$ 2,500,375	\$ 1,995,088	\$ 4,150,000	\$ 3,628,392
Total Expenditures	\$ 41,421,628	\$ 43,660,285	\$ 44,825,570	\$ 45,510,810
Net From Operations	1,104,018	(629,946)	8,811	0
Beginning Fund Balance	\$ 20,591,473	\$ 21,234,965	\$ 21,234,965	\$ 21,243,776
Reserves/Encumbrances	460,526			
Ending Fund Balance	\$ 21,234,965	\$ 20,605,020	\$ 21,243,776	\$ 21,243,776



CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Property Taxes				
Real Property Tax	\$ 15,962,044	\$ 16,846,000	\$ 17,270,000	\$ 17,250,000
Personalty Tax	675,227	630,000	760,000	775,000
Property Tax - Utility	187,439	200,000	200,000	200,000
In-Lieu Of Tax - Utility	292,164	300,000	308,367	610,000
In-Lieu Of Tax - Industry	658,196	20,000	85,000	85,000
In-Lieu Of Tax - MLG&W	250,169	245,000	170,000	170,000
Delinquent Tax	557,536	550,000	300,000	335,000
Interest & Penalty	150,416	140,000	100,000	100,000
Total Property Taxes	\$ 18,733,191	\$ 18,931,000	\$ 19,193,367	\$ 19,525,000
Local Taxes				
Local Sales Tax	\$ 5,696,475	\$ 5,948,000	\$ 5,950,000	\$ 6,128,500
Sales Tax Half Cent	2,891,333	2,395,088	3,950,000	4,068,500
Wholesale Beer Tax	756,266	800,000	780,000	800,000
Wholesale Liquor Tax	199,211	200,000	210,000	220,000
Beer Permits Application	2,750	1,750	2,750	2,750
Retail Liquor Licenses	12,440	14,000	15,000	15,000
Beer Privilege Tax	7,300	7,500	7,500	7,500
Liquor Compliance Fee	1,500	1,500	1,500	1,500
Gross Receipts Business	1,067,161	900,000	1,000,000	1,000,000
Business Licenses	2,550	3,000	3,000	3,000
Return Fee-Business License	15,260	15,000	15,000	15,000
Collection Fees - Business Tax	99,361	80,000	80,000	80,000
Misc Business Permits & Licenses	0	110	0	0
Catv Franchise Fees	309,032	305,000	305,000	305,000
AT&T Franchise Fee	156,212	150,000	155,000	155,000
Hotel/Motel Tax	181,876	170,000	180,000	180,000
Total Local Taxes	\$ 11,398,727	\$ 10,990,948	\$ 12,654,750	\$ 12,981,750
License & Permits				
Addition Building Fees	\$ 805	\$ 1,000	\$ 100	\$ 500
Addition Electrical Fees	820	700	100	500
Addition Plumbing Fees	369	700	100	500
Addition Mechanical Fe	630	2,000	100	500
Issuing Fees	12,574	12,000	13,000	14,000
New Building Permits	71,014	110,000	90,000	90,000
New Electrical Permits	45,671	60,000	60,000	60,000
New Plumbing Permits	36,694	45,000	45,000	45,000
New Mechanical Permits	55,479	60,000	60,000	60,000
Zoning Application Fees	1,460	2,000	6,000	2,000
Planning Fees	1,400	1,500	1,500	1,500
S/D Application Fees	2,060	2,000	2,000	2,000
Miscellaneous Building Permits	14,926	20,000	20,000	20,000
Board Of Zoning Appeals	1,500	1,400	1,500	1,500
Subdivision Inspection Fees	10,465	18,000	6,000	6,000
Subdivision Engineering Fees	18,764	23,000	10,000	10,000
Subdivision Sewer Review Fees	50	150	100	100
Road Cut & Boring Permit	9,530	9,000	6,000	6,000



CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Site Plan Review	4,000	4,000	4,000	4,000
Sign Review	7,700	6,000	7,000	7,000
Building Plan Review	6,600	10,000	10,000	10,000
Sign Inspection	3,235	15,000	14,000	13,000
Auto Reg Fee	1,156,092	1,160,000	1,200,000	1,200,000
Total License & Permits	\$ 1,461,838	\$ 1,563,450	\$ 1,556,500	\$ 1,554,100
Intergovernmental Revenues				
State Sales Tax	\$ 3,774,959	\$ 4,000,000	\$ 3,900,000	\$ 4,144,250
State Income Tax	234,763	230,000	235,000	235,000
State Beer Tax	27,001	28,000	26,000	28,000
State Liquor Tax	65,544	50,000	60,000	60,000
State Petroleum Tax	0	0	0	115,000
State Excise Tax	6,730	6,500	6,500	6,500
State TVA In Lieu Of Tax	622,796	643,000	604,000	625,000
STG Telecom Sales Tax	4,881	3,000	4,000	4,000
Total Intergovernmental Revenues	\$ 4,736,674	\$ 4,960,500	\$ 4,835,500	\$ 5,217,750
Misc Charges For Services				
City Service Fees	\$ 5,600	\$ 3,100	\$ 1,000	\$ 2,000
Ambulance Fees	666,674	750,000	850,000	850,000
Tow-In Fees	5,125	5,500	5,000	5,000
Publication Fees	1,240	1,000	1,000	1,000
Police Background Check	15,369	15,000	17,000	17,000
911 Fees	38,029	15,000	5,000	5,000
Bartlett Station Municipal Center Fees	142,089	140,000	160,000	175,000
Community Relations	30,367	24,000	27,000	23,700
Library Fees	89,598	100,000	88,000	88,000
Total Misc Charges For Services	\$ 994,092	\$ 1,053,600	\$ 1,154,000	\$ 1,166,700
Parks & Rec Charges				
Senior Citizens Center	\$ 52,215	\$ 68,200	\$ 56,500	\$ 76,700
Community Center	465,904	480,500	445,654	462,000
Athletics	313,888	325,200	329,700	334,400
Recreation Center	1,546,430	1,596,384	1,584,884	1,601,384
Total Parks & Rec Charges	\$ 2,378,437	\$ 2,470,284	\$ 2,416,738	\$ 2,474,484
BPACC Revenues	\$ 249,820	\$ 241,500	\$ 212,000	\$ 241,000
Court Fines & Costs				
City Court Fines	\$ 1,167,001	\$ 1,230,000	\$ 1,250,000	\$ 1,250,000
City Court Costs	579,233	580,000	575,000	575,000
State Tax On Court Fines	57,010	50,000	45,000	50,000
Bond Forfeitures	10,708	15,000	8,000	10,000
Fines Greater Than Cash	61,882	55,000	45,000	50,000
Other Court Costs	28,255	15,000	20,000	15,000
Total Court Fines & Costs	\$ 1,904,088	\$ 1,945,000	\$ 1,943,000	\$ 1,950,000
Other Revenues				
Interest	\$ 9,093	\$ 10,000	\$ 8,000	\$ 10,000
Sale Of Equipment	89,269	70,000	70,000	60,000



**CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2015 Adopted Budget**



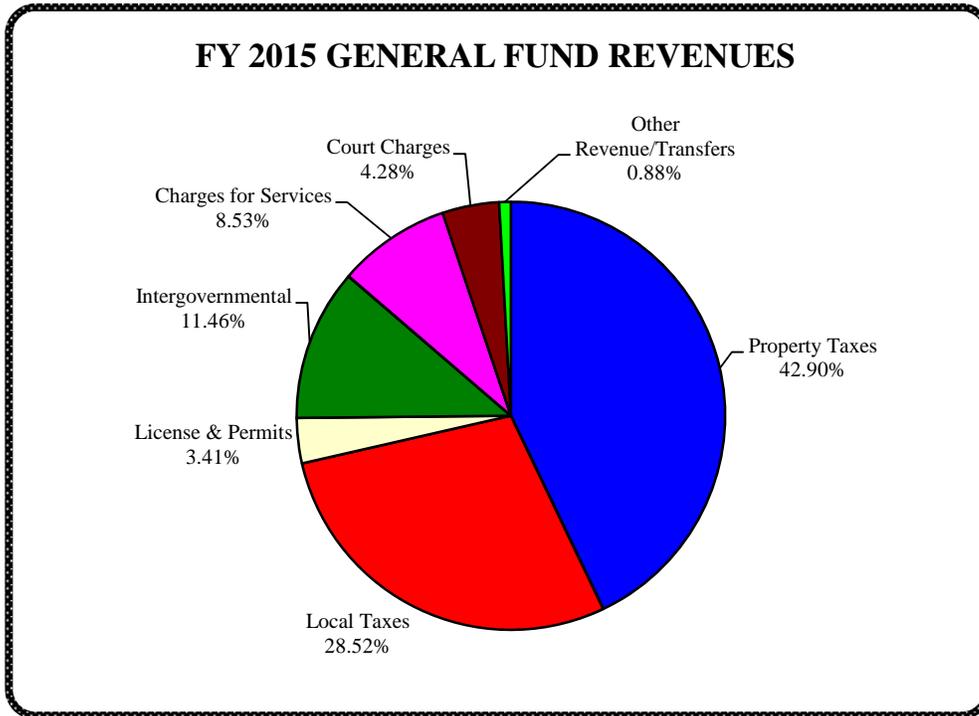
Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Other Revenues	112,205	83,531	80,000	75,026
Transfer In	458,211	250,000	250,000	255,000
Reserves/Encumbrances	0	460,526	460,526	0
Total Other Revenues	\$ 668,779	\$ 874,057	\$ 868,526	\$ 400,026
TOTAL GENERAL FUND REVENUES	\$ 42,525,646	\$ 43,030,339	\$ 44,834,381	\$ 45,510,810



CITY OF BARTLETT

ANALYSIS OF GENERAL FUND REVENUE SOURCES

FY 2015 Adopted Budget



General Fund (GF) 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 71.43% of all General Fund Revenues in FY 2015. The anticipated revenue growth in the 2015 budget is 2.56% (does not include reserves from previous year) since the overall economy has improved compared to the last few years.

<u>Property Taxes</u>		
FY	Amount	% Inc (Dec)
2011	\$ 18,280,692	
2012	\$ 18,064,487	-1.18%
2013	\$ 18,733,191	3.70%
2014 (Proj)	\$ 19,193,367	2.46%
2015 (Bdgt)	\$ 19,525,000	1.73%

Property Taxes represent the largest percentage (42.90%) of all GF Revenues. A small increase in FY 2014 property tax revenues includes the newly (January 1, 2013) annexes areas. 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 Certified Tax Rate is at 1.62. The property tax rate has increased only twice, 2003 (a 15 cent increase) and 2007 (a 23 cent increase), in the last 19 years. Taxes are due on February 28, 2015 and become delinquent March 1, 2015.

Local Taxes is the second largest source of revenue and represent 28.52% of all GF Revenues. They are comprised primarily of Local Sales Taxes (\$6,128,500), almost half of local taxes, Sales Tax School Reimbursement (\$4,068,500), Wholesale Beer Taxes (\$800,000), and Gross Receipts Business (\$1,000,000). The current local sales taxes rate is 2.75% of the first \$1,600 of the gross proceeds. However, 0.50% is designated for Bartlett Municipal School System. The Sales Tax School Reimbursement is budgeted, in FY 2013, 2014 & 2015, to reimburse legal expenses, election expenses, police school programs, school grounds maintenance, wages and benefits associated with the formation & operation of the School System.

<u>Local Taxes</u>		
FY	Amount	% Inc (Dec)
2011	\$ 7,807,888	
2012	\$ 8,411,893	7.74%
2013	\$ 11,398,727	35.51%
2014 (Proj)	\$ 12,654,750	11.02%
2015 (Bdgt)	\$ 12,981,750	2.58%



CITY OF BARTLETT

ANALYSIS OF GENERAL FUND REVENUE SOURCES

FY 2015 Adopted Budget



Licenses & Permits

FY	Amount	% Inc (Dec)
2011	\$ 1,498,476	
2012	\$ 1,515,808	1.16%
2013	\$ 1,461,838	-3.56%
2014 (Proj)	\$ 1,556,500	6.48%
2015 (Bdgt)	\$ 1,554,100	-0.15%

The Office of Code Enforcement sets, monitors and collects most of the **License and Permit** fees. FY 2015 budget for subdivision and new construction permit fees are based on no increase in commercial construction and residential construction. The biggest revenue in License and Permits is the \$25 Wheel Tax that generates over 3/4 of the total revenues.

Intergovernmental Revenues are state shared revenues, the largest being Bartlett's share of the State Sales Tax, 79.43%. The biggest increase (15.20%) is in FY 2012, on the state reallocation of our share based on our population increase (from 40k in 2000 to 54k in 2010). FY 2015 budget increases are based on a higher state per capita amount allocation, an increase in population (to 56,488) through special census, and a result of State Petroleum Tax allocation change from the Street Aid Fund to the General Fund for street purposes in FY 2015.

Intergovernmental Revenues

FY	Amount	% Inc (Dec)
2011	\$ 4,075,800	
2012	\$ 4,695,208	15.20%
2013	\$ 4,736,674	0.88%
2014 (Proj)	\$ 4,835,500	2.09%
2015 (Bdgt)	\$ 5,217,750	7.91%

Charges for Services

FY	Amount	% Inc (Dec)
2011	\$ 3,752,058	
2012	\$ 3,656,615	-2.54%
2013	\$ 3,622,349	-0.94%
2014 (Proj)	\$ 3,782,738	4.43%
2015 (Bdgt)	\$ 3,882,184	2.63%

Parks and Recreation fees account for the largest share (41.25%) of **Charges for Services**. The second largest share of Charges for Services is the ambulance fees (\$850,000). We budgeted a small increase (2.63%) in FY 2015.

Court Charges are fees generated through fines for violations of City Ordinances and Court Costs. Thus, collection varies year by year.

Court Charges

FY	Amount	% Inc (Dec)
2011	\$ 1,793,935	
2012	\$ 1,899,649	5.89%
2013	\$ 1,904,088	0.23%
2014 (Proj)	\$ 1,943,000	2.04%
2015 (Bdgt)	\$ 1,950,000	0.36%

Other Revenue

FY	Amount	% Inc (Dec)
2011	\$ 576,317	
2012	\$ 424,311	-26.38%
2013	\$ 668,779	57.62%
2014 (Proj)	\$ 868,526	29.87%
2015 (Bdgt)	\$ 400,026	-53.94%

Sales of Equipment and a transfer from the General Improvement Fund make up the majority of the **Other Revenues**. The transfer from the General Improvement Fund to the General Fund (based on Bartlett's Ordinance and General Improvement Fund balance) decreased from \$450,000 in FY 2013 to \$250,000 in FY 2014 and stay the same for FY 2015. The big percentage decrease from FY 2014 to FY 2015 is the reserves from FY 2013 to spend in FY 2014. Without the reserves, there would be no change from FY 2014 to FY 2015.



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Department Revenues				
State Police Training Grant	\$ 64,200	\$ 0	\$ 66,600	\$ 0
State Fire Training Grant	46,200	0	0	0
Weed Cutting Fees	139,819	140,000	137,000	140,000
Transfer from Grants Fund	13,525	40,199	40,200	0
Intergovernment Reimbursement	76,713	0	40,000	50,000
Animal Shelter Donations	11,035	14,000	14,000	14,000
Animal Shelter Boarding	1,257	1,800	1,800	1,800
Animal Shelter Capture Fee	4,190	7,200	7,200	7,200
Animal Shelter Adoption	40,558	54,000	54,000	54,000
Animal Shelter City License	38,315	45,000	45,000	45,000
Animal Shelter Misc Revenues	20,703	17,000	17,000	17,000
Shop Expense Allocation	335,490	325,325	325,325	325,325
Total Department Revenues	\$ 792,005	\$ 644,524	\$ 748,125	\$ 654,325
Personnel				
Supervisor Salaries	\$ 3,278,462	\$ 3,359,320	\$ 3,372,487	\$ 3,647,374
Employee Wages	16,057,500	16,405,684	16,649,371	17,368,862
Overtime Wages	415,093	502,249	537,195	525,550
Special Hours	163,213	188,100	173,916	186,100
Holiday Pay	443,161	494,800	475,997	538,027
Contracted Services	700,787	869,649	722,634	685,293
Part-Time	993,708	1,029,923	960,006	1,054,899
Instructional Expense	8,072	7,500	7,075	7,500
Vacation Pay	75,593	25,000	34,461	25,000
Educational Bonus	116,660	121,040	125,980	136,440
Sick Pay	49,590	0	24,503	0
Longevity Pay	410,628	481,178	452,007	485,979
FLSA Wages	54,979	66,500	65,325	67,000
Bonus	271,920	455,322	426,302	47,745
Employee Incentive	9,470	11,654	10,393	11,136
Other Personnel Costs	7,804	13,250	8,759	11,350
Employee Health Insurance	3,491,745	3,608,510	3,615,182	3,703,928
Employee Life Insurance	89,875	106,112	107,071	112,510
Employee Testing	46,997	40,000	47,651	47,500
Worker's Compensation Insurance	433,436	446,876	446,876	461,915
Unemployment Compensation	4,075	10,600	3,430	10,000
Retiree Health Insurance	965,004	988,250	1,000,107	1,050,813
FICA	1,673,122	1,710,997	1,759,763	1,788,295
Pension Contribution	2,696,689	2,952,505	2,799,347	2,942,273
Total Personnel	\$ 32,457,583	\$ 33,895,019	\$ 33,825,838	\$ 34,915,489
Staffing Level				
<i>Full-Time</i>	<i>396.15</i>	<i>418.00</i>	<i>408.10</i>	<i>424.00</i>
<i>Part-Time (converted to FTE)</i>	<i>52.46</i>	<i>54.03</i>	<i>49.72</i>	<i>56.37</i>
Total Full-Time Equivalent (FTE)	448.61	472.03	457.82	480.37
Operations				
Training	\$ 77,805	\$ 91,950	\$ 98,630	\$ 113,680
State Training Salary Supplement	110,400	0	66,600	0
Firearms Training	3,062	28,996	26,000	30,000



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Volunteer Expense	11,052	16,300	14,650	18,300
Travel	88,868	110,250	80,998	107,365
Legal Fees	606,227	995,830	318,000	290,000
Mayor's Youth Council	2,006	2,500	2,500	2,500
Professional Services	159,536	156,250	129,814	135,000
Contracted Services	14,583	10,000	40,000	50,000
Advertising & Promotional Expenses	225	500	500	500
Other Professional Service	153,431	270,050	234,370	300,800
Boards & Commissions	74,422	85,759	76,300	84,400
DUI Testing Fees	3,180	4,000	4,000	4,000
Sexual Offender Register	1,574	1,500	1,500	2,000
Postage & Freight	60,210	73,874	68,585	71,507
Notice Publication	43,635	35,500	35,250	35,500
Dues & Subscriptions	54,595	54,165	50,619	66,060
Meetings	6,683	8,895	7,996	9,635
Employee Appreciation	0	1,800	1,754	2,000
Utilities	617,489	653,300	647,600	661,000
Phones-Local	119,775	122,140	154,042	157,178
Long Distance Phone Calls	2,193	2,455	2,221	2,369
Cellular Phones	92,907	83,252	86,368	95,378
Data Processing - Software	2,290	0	0	0
Telecommunication Link	54,179	61,589	52,000	61,000
Library Charge-Shelby Co.	1,032,330	1,080,000	985,000	1,040,000
Reappraisal Charge from County	0	200,000	198,523	0
Shop Allocation	205,932	211,890	211,890	211,490
Vehicle Maintenance	286,685	265,300	319,810	299,200
Equipment Maintenance	142,109	156,390	153,948	155,650
Radio Maintenance	40,251	62,275	51,996	52,775
Computer Maintenance	72,020	0	15,042	0
Grounds Maintenance	168,405	161,850	159,196	162,600
Building Maintenance	199,510	246,600	240,175	254,750
Pool Maintenance	50,435	20,000	23,000	20,000
Swim Competitions	41,984	40,000	40,000	40,000
Fuel System Maintenance	6,015	0	0	0
Street Painting & Signs	23,667	38,990	32,000	32,000
Automobile Allowance	245	600	111	350
Office Supplies	82,125	84,850	80,954	99,750
Printing	86,805	97,000	77,234	93,150
Christmas Expenses	1,029	2,800	1,631	2,600
Medical Supplies	109,338	112,175	112,300	117,100
Special Designation Expend	691	2,500	2,500	2,000
Ticket Sales Expenditures-BPAC	0	1,000	6,200	1,000
Petroleum Supplies	643,235	683,336	669,892	707,750
Special Events	2,353	7,000	7,000	7,000
Concession Supplies Client	1,706	2,400	1,720	1,400
Preschool Supplies	5,167	4,600	4,600	4,600
Recreation Supplies	47,861	64,225	64,525	65,300
Concession Supplies	81,386	79,790	80,000	80,000
Field Trips	14,737	15,000	15,000	16,000
Tournament Expenses	5,659	7,700	700	700
Cost of Goods Sold	312	4,000	3,000	4,000



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Clothing & Uniforms	183,141	197,311	194,244	202,135
Operating Supplies	258,227	261,346	238,042	246,800
Cleaning Supplies	43,767	66,922	61,288	61,300
Chemical Supplies	5,629	4,200	3,200	3,700
Air Service	7,790	7,200	7,200	7,100
Film & Developing	303	1,110	755	1,000
Fill Sand, Dirt & Gravel	20,996	30,000	28,000	20,000
Asphalt/Street Repairs	77,276	107,000	107,000	107,000
Concrete & Brick	12,683	14,000	13,000	14,000
Miscellaneous Shop Parts	1,660	2,200	2,200	2,400
Small Tools	21,667	36,250	34,768	33,100
Tournament Awards	11,748	15,700	12,200	13,700
Fire Hose	5,612	6,000	6,000	6,000
Pipe & Materials-System Maintenance	9,197	12,000	12,000	12,000
Miscellaneous Supplies	3,927	3,800	2,800	3,800
Jail Meals & Supplies	33,624	28,061	25,000	28,000
CERT Training Supplies	727	1,200	1,200	1,100
Public Awareness	31,158	35,000	35,000	35,000
Fire Prevention	6,884	6,000	6,000	5,800
Community Promotions	8,495	8,000	8,000	8,000
Travel Club	5,972	14,000	10,000	10,000
Health Fair Expense	2,539	2,600	0	0
Equipment Rental	16,831	27,080	27,800	30,150
Street Barricade & Equip Rental	1,340	1,900	1,600	1,800
Equipment Leasing	24,540	39,973	39,603	40,283
Property Insurance	115,774	115,774	119,269	133,585
Vehicle & Equip Insurance	72,149	72,546	74,648	78,644
General Liability Insurance	162,356	162,356	168,984	177,436
Other Insurance	5,555	5,855	5,850	5,900
Landfill Fees	282	500	444	444
Bank Charges	22,998	29,150	19,400	5,000
Credit Card Vendor Fees	42,176	37,800	38,300	38,300
Interest Refund	185	1,000	0	500
State Fees	5,426	6,800	6,650	6,900
Cash Over/Short	1,196	800	750	850
Tow-In Fees	6,740	11,300	11,700	11,750
License Fees	0	1,100	1,100	1,100
Animal Control Fees	1,458	1,800	1,600	1,800
Storage Fees	2,060	1,700	1,539	0
Election Expenses	0	150,000	150,000	0
Contingency	38,716	150,906	150,000	100,000
Damage Claims	37,227	27,900	23,228	29,000
Miscellaneous Other Expenses	29,000	31,700	23,502	33,900
Total Operations	\$ 7,051,347	\$ 8,260,967	\$ 7,432,109	\$ 7,290,614
Capital				
Fencing & Landscaping	\$ 836	\$ 800	\$ 800	\$ 800
Building Improvements	26,604	68,221	76,771	201,000
Communications Equipment	11,599	3,700	3,085	5,700
Data Processing Equipment	6,463	0	2,980	0
Office Equipment	2,101	4,500	3,000	11,500



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Vehicles	23,257	4,503	0	25,000
Furniture	20,908	20,686	18,210	18,600
Other Equipment	112,562	51,324	60,903	68,040
Total Capital	\$ 204,329	\$ 153,734	\$ 165,749	\$ 330,640
TOTAL GENERAL FUND EXPEND'S	\$ 38,921,253	\$ 41,665,197	\$ 40,675,570	\$ 41,882,418



City of Bartlett

ADMINISTRATIVE FY 2015 Adopted Budget

Full-Time Authorized Personnel Positions

Legislative Board

City Attorney	1
Legal Research Analyst	1
Alderman	<u>6</u>
Total Legislative Board	<u>8</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
Accountant	1
Tax/Revenue Supervisor	1
Senior Clerk	2
Skill Clerk	2
Computer Analyst	1
Computer Support Tech	<u>2</u>
Total Finance and Administration	<u>14</u>

City Court

Prosecutor	1
Judge	2
Court Clerk	1
Assistant Prosecutor	1
Senior Clerk	1
Skill Clerk	<u>5</u>
Total Court Clerk	<u>11</u>

Personnel

Personnel Director	1
Senior Personnel Coordinator	1
Benefit/Payroll 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 increase of \$45,268 (0.66%) over the FY 2014 Projection. FY 2015 budget included a career ladder pay increase and a general 2% salary increase for full-time employees. There were no staffing changes.

<i>Summary Revenue/Expenditure Type</i>				
<u>Category</u>	<u>FY 2013 Actual</u>	<u>FY 2014 Revised</u>	<u>FY 2014 Projection</u>	<u>FY 2015 Adopted</u>
Salaries	2,529,936	2,717,506	2,748,553	3,031,788
Benefits	1,022,080	1,195,364	1,169,082	1,202,552
Other Personnel	53,491	47,850	53,710	55,350
Operations	2,765,509	3,788,572	2,884,604	2,606,848
Capital	<u>7,928</u>	<u>19,507</u>	<u>14,921</u>	<u>19,600</u>
Total	<u>6,378,944</u>	<u>7,768,799</u>	<u>6,870,870</u>	<u>6,916,138</u>

Planning & Economic Development

Planning Director	1
Planner	1
Skill Clerk	1
Admin Secretary	<u>1</u>
Total Planning & Econ. Dev.	<u>4</u>

TOTAL ADMINISTRATIVE 53



CITY OF BARTLETT
ADMINISTRATIVE BUDGET SUMMARY
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 1,288,183	\$ 1,390,513	\$ 1,359,968	\$ 1,548,160
Employee Wages	1,039,731	1,182,427	1,242,761	1,332,602
Overtime Wages	9,849	16,800	11,896	13,800
Special Hours	5,000	5,200	5,200	5,200
Contracted Services	18,776	0	0	0
Part-Time	168,398	122,566	128,728	132,026
Vacation Pay	1,132	0	0	0
Educational Bonus	2,640	2,880	4,140	4,320
Longevity Pay	33,295	35,832	36,066	39,758
Bonus	25,683	53,484	46,590	5,289
Employee Incentives	9,470	11,654	10,393	11,136
Other Personnel Costs	6,494	7,850	6,059	7,850
Employee Health Insurance	299,059	343,758	338,460	337,687
Employee Life Insurance	9,620	13,273	12,718	14,578
Employee Testing	46,997	40,000	47,651	47,500
Worker's Compensation Insurance	10,404	10,705	10,705	11,325
Unemployment Compensation	1,434	600	2,814	0
Retiree Health Insurance	114,843	128,646	129,521	144,038
FICA	193,510	210,185	215,015	231,114
Pension Contribution	320,989	384,347	362,660	403,307
Total Personnel	\$ 3,605,507	\$ 3,960,720	\$ 3,971,345	\$ 4,289,690

Staffing Level

<i>Full-Time</i>	<i>48.19</i>	<i>53.00</i>	<i>51.71</i>	<i>53.00</i>
<i>Part-Time (converted to FTE)</i>	<i>6.79</i>	<i>5.24</i>	<i>6.75</i>	<i>7.06</i>
Total Full-Time Equivalent (FTE)	54.98	58.24	58.46	60.06

Operations

Training	\$ 15,264	\$ 22,250	\$ 19,545	\$ 33,310
Travel	45,542	56,950	38,838	58,570
Legal Fees	606,227	995,830	318,000	290,000
Mayor's Youth Council	2,006	2,500	2,500	2,500
Professional Service	69,523	98,300	78,814	81,000
Advertising & Promotional Expenses	225	500	500	500
Other Professional Service	93,588	104,250	83,780	92,700
Boards & Commissions	74,422	85,759	76,300	84,400
Postage & Freight	27,630	36,100	34,773	36,100
Notice Publication	43,068	35,000	35,000	35,000
Dues & Subscriptions	29,228	29,770	31,544	31,880
Meetings	4,904	5,050	4,721	5,750
Utilities	156,200	162,000	162,000	162,000
Phones - Local	42,251	46,904	52,049	52,240
Long Distance Phone Calls	524	490	410	455
Cellular Phones	21,947	20,760	24,951	26,460
Telecommunication Link	7,308	11,589	7,000	11,000
Library Charge-Shelby Co.	1,032,330	1,080,000	985,000	1,040,000
Reappraisal Charge from County	0	200,000	198,523	0
Shop Allocation	7,800	7,800	7,800	7,800
Vehicle Maintenance	4,680	7,900	5,410	7,800



CITY OF BARTLETT
ADMINISTRATIVE BUDGET SUMMARY
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Equipment Maintenance	8,673	13,350	13,084	14,200
Radio Maintenance	45	375	250	425
Computer Maintenance	17	0	42	0
Grounds Maintenance	9,973	11,500	10,670	12,500
Building Maintenance	65,689	64,500	56,000	59,500
Automobile Allowance	245	600	100	350
Office Supplies	35,808	34,100	31,604	34,000
Printing	60,532	62,200	46,684	61,200
Petroleum Supplies	10,993	18,600	15,006	18,700
Concession Supplies Client	374	400	400	400
Clothing & Uniforms	1,831	2,250	1,864	2,250
Operating Supplies	60,579	64,125	59,992	61,000
Cleaning Supplies	9,190	9,500	10,661	10,700
Film & Developing	186	550	275	450
Small Tools	76	550	168	550
Tournament Awards	1,997	2,500	1,500	2,000
Community Promotions	8,495	8,000	8,000	8,000
Equipment Rental	11,727	17,430	16,500	17,400
Equipment Leasing	7,471	10,500	8,810	9,200
Property Insurance	35,281	35,281	35,991	40,311
Vehicle & Equip Insurance	1,592	1,592	1,659	2,005
General Liability Insurance	64,111	64,111	61,133	64,192
Other Insurance	50	150	100	150
Bank Charges	22,998	29,000	19,400	5,000
Interest Refund	185	1,000	0	500
State Fees	0	400	400	400
Cash Over/Short	1,817	500	500	500
Storage Fees	2,060	1,700	1,539	0
Election Expenses	0	150,000	150,000	0
Contingency	38,716	150,906	150,000	100,000
Damage Claims	5,409	1,500	0	1,500
Miscellaneous Other Expenses	14,723	21,700	14,815	20,000
Total Operations	\$ 2,765,509	\$ 3,788,572	\$ 2,884,604	\$ 2,606,848
Capital				
Building Improvements	\$ 754	\$ 14,921	\$ 14,171	\$ 10,000
Data Processing Equipment	1,075	0	240	0
Office Equipment	1,017	1,500	0	8,500
Furniture	5,082	3,086	510	1,100
Total Capital	\$ 7,928	\$ 19,507	\$ 14,921	\$ 19,600
TOTAL ADMINISTRATIVE	\$ 6,378,944	\$ 7,768,799	\$ 6,870,870	\$ 6,916,138

Legislative Board

City of Bartlett



FY 2015 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 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Salaries	170,172	187,225	210,509	254,576
Benefits	47,564	70,173	83,576	97,577
Operations	860,961	1,725,242	1,028,709	603,349
Capital	540	2,278	0	0
Total	1,079,238	1,984,918	1,322,794	955,502

FY 2014 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 2013 Actual	FY 2014 Forecast	FY 2015 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 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 49,200	\$ 49,200	\$ 49,200	\$ 50,550
Employee Wages	85,163	138,025	161,309	204,026
Part-Time	35,810	0	0	0
Bonus	84	1,303	1,293	174
Employee Health Insurance	12,678	16,377	27,691	28,718
Employee Life Insurance	117	390	360	396
Worker's Compensation Insurance	527	573	573	819
Unemployment Compensation	351	0	0	0
Retiree Health Insurance	5,515	9,361	9,911	12,729
FICA	12,850	14,201	15,999	19,100
Pension Contribution	15,442	27,968	27,749	35,641
Total Personnel	\$ 217,736	\$ 257,398	\$ 294,085	\$ 352,153
Staffing Level				
<i>Full-Time</i>	<i>7.29</i>	<i>8.00</i>	<i>8.29</i>	<i>8.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.19</i>	<i>0.00</i>	<i>0.37</i>	<i>0.75</i>
Total Full-Time Equivalent (FTE)	8.48	8.00	8.66	8.75
Operations				
Training	\$ 2,889	\$ 5,000	\$ 3,950	\$ 5,000
Travel	16,530	20,000	14,500	20,000
Legal Fees	584,452	977,830	300,000	250,000
Other Professional Service	25,696	25,000	20,000	25,000
Boards & Commissions	73,822	84,859	75,500	83,500
<i>Chamber of Commerce \$60k Bartlett Arts Council \$7.5k Shelby County Books from Birth \$6k and others.</i>				
Postage & Freight	2,433	1,500	2,400	2,500
Notice Publication	43,068	35,000	35,000	35,000
Dues & Subscriptions	15,605	16,000	16,500	16,000
Meetings	1,208	1,000	1,200	1,500
Long Distance Phone Calls	131	25	50	50
Cellular Phones	1,052	800	4,044	4,100
Reappraisal Charge from County	0	200,000	198,523	0
Office Supplies	77	500	200	500
Printing	998	1,000	500	1,000
Operating Supplies	334	500	200	500
General Liability Insurance	50,321	50,321	51,142	53,699
Election Expenses	0	150,000	150,000	0
Contingency	38,716	150,906	150,000	100,000
Miscellaneous Other Expenses	3,630	5,000	5,000	5,000
Total Operations	\$ 860,961	\$ 1,725,242	\$ 1,028,709	\$ 603,349
Capital				
Furniture	\$ 540	\$ 2,278	\$ 0	\$ 0
Total Capital	\$ 540	\$ 2,278	\$ 0	\$ 0
Total Legislative Board	\$ 1,079,238	\$ 1,984,918	\$ 1,322,794	\$ 955,502

Mayor's Office

City of Bartlett



FY 2015 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

Category	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Salaries	737,483	752,574	755,677	778,028
Benefits	300,403	316,268	310,312	304,253
Operations	1,666,927	1,795,409	1,609,044	1,728,824
Capital	2,513	16,629	14,411	18,500
Total	2,707,326	2,880,880	2,689,444	2,829,605

responsible for the enforcement of the ordinances of the city and laws of the state within the City. The Mayor presides at all meetings of the Board. *Included in this summary are Citizen Services, Community Relations, Building and Grounds, Bartlett Station Municipal Center and the Library which are managed by the Mayor's Office.

FY 2014 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 2013 Actual	FY 2014 Forecast	FY 2015 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 Committed \$1,000,000 for emergencies	>20% Yes	>20% Yes	>20% Yes



**CITY OF BARTLETT
MAYOR'S OFFICE
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 318,584	\$ 321,841	\$ 324,543	\$ 333,338
Employee Wages	91,535	93,106	93,645	96,781
Overtime Wages	0	500	0	500
Longevity Pay	6,134	6,135	6,254	7,520
Bonus	3,418	7,145	7,030	522
Employee Health Insurance	39,348	38,171	38,172	38,171
Employee Life Insurance	1,847	2,241	2,194	2,323
Worker's Compensation Insurance	1,364	1,386	1,386	1,414
Retiree Health Insurance	20,506	20,747	20,909	21,506
FICA	31,581	32,282	32,832	33,042
Pension Contribution	57,416	61,985	58,546	60,217
Total Personnel	\$ 571,733	\$ 585,539	\$ 585,511	\$ 595,334
Staffing Level				
<i>Full-Time</i>	<i>6.00</i>	<i>6.00</i>	<i>6.00</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	6.00	6.00	6.00
Operations				
Training	\$ 5,563	\$ 4,700	\$ 4,800	\$ 8,000
Travel	15,499	18,000	11,500	18,000
Mayor's Youth Council	2,006	2,500	2,500	2,500
Other Professional Service	48,930	53,250	40,555	40,000
Postage & Freight	2,001	3,500	3,500	3,500
Dues & Subscriptions	1,965	2,500	3,750	3,800
Meetings	1,769	1,500	1,000	1,000
Phones - Local	801	1,200	900	1,000
Long Distance Phone Calls	59	50	50	50
Cellular Phones	6,195	6,500	6,700	8,000
Shop Allocation	4,000	4,000	4,000	4,000
Vehicle Maintenance	1,939	3,500	2,000	3,500
Equipment Maintenance	0	300	0	300
Radio Maintenance	0	200	60	200
Office Supplies	3,674	3,500	3,300	3,500
Printing	3,335	3,500	3,000	3,500
Petroleum Supplies	3,836	6,000	4,500	6,000
Clothing & Uniforms	500	500	0	500
Operating Supplies	3,223	6,000	4,000	6,000
Film & Developing	0	50	25	50
Small Tools	0	100	0	100
Equipment Leasing	1,064	1,100	1,160	1,200
Vehicle & Equip Insurance	358	358	420	441
General Liability Insurance	1,709	1,709	1,252	1,315
Other Insurance	50	50	50	50
Damage Claims	409	500	0	500
Miscellaneous Other Expenses	4,205	10,000	7,000	10,000
Total Operations	\$ 113,089	\$ 135,067	\$ 106,022	\$ 127,006



**CITY OF BARTLETT
MAYOR'S OFFICE
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Capital				
Office Equipment	\$ 0	\$ 500	\$ 0	\$ 0
Total Capital	\$ 0	\$ 500	\$ 0	\$ 0
Total Mayor's Office	\$ 684,822	\$ 721,106	\$ 691,533	\$ 722,340



**CITY OF BARTLETT
COMMUNITY RELATIONS
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 63,128	\$ 63,762	\$ 63,762	\$ 65,037
Longevity Pay	1,263	2,445	2,444	2,551
Bonus	684	1,366	1,361	87
Employee Health Insurance	4,036	4,036	4,036	4,036
Employee Life Insurance	285	344	337	351
Worker's Compensation Insurance	86	89	89	89
Retiree Health Insurance	3,156	3,188	3,188	3,252
FICA	4,920	5,115	5,144	5,123
Pension Contribution	8,838	9,525	8,927	9,105
Total Personnel	\$ 86,394	\$ 89,870	\$ 89,288	\$ 89,631
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	\$ 0	\$ 1,500	\$ 1,000	\$ 1,500
Travel	0	3,000	2,500	3,000
Professional Services	18,000	36,000	18,000	20,000
<i>Fireworks contract.</i>				
Other Professional Service	12,980	20,000	15,625	20,000
Postage & Freight	244	5,000	3,150	4,000
Dues & Subscriptions	597	1,000	800	1,000
Meetings	445	500	400	500
Long Distance Phone Calls	3	0	5	20
Cellular Phones	1,630	1,700	1,700	1,700
Shop Allocation	700	700	698	700
Vehicle Maintenance	1,887	1,000	1,000	1,000
Grounds Maintenance	2,897	4,000	3,950	4,000
Office Supplies	7,393	6,000	5,084	6,000
Printing	44,207	43,000	30,000	43,000
<i>City Informational Brochures.</i>				
Petroleum Supplies	1,143	2,500	1,700	2,500
Operating Supplies	32,285	33,325	30,000	30,000
Film & Developing	186	500	250	400
Tournament Awards	1,997	2,500	1,500	2,000
Community Promotions	8,495	8,000	8,000	8,000
Equipment Rental	3,945	9,430	8,500	9,400
Equipment Leasing	616	700	500	500
Vehicle & Equip Insurance	173	173	173	182
General Liability Insurance	653	653	432	454
Miscellaneous Other Expenses	0	500	0	500
Total Operations	\$ 140,476	\$ 181,681	\$ 134,967	\$ 160,356
Total Community Relations	\$ 226,870	\$ 271,551	\$ 224,255	\$ 249,987



**CITY OF BARTLETT
BUILDINGS AND GROUNDS
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Employee Wages	\$ 61,057	\$ 62,335	\$ 62,335	\$ 64,193
Overtime Wages	1,966	4,000	4,000	4,000
Longevity Pay	2,206	2,207	2,207	2,207
Bonus	1,367	1,429	1,407	174
Employee Health Insurance	16,377	16,377	16,377	16,377
Employee Life Insurance	291	337	343	347
Worker's Compensation Insurance	1,899	1,937	1,937	1,889
Retiree Health Insurance	3,053	3,117	3,117	3,210
FICA	4,866	5,132	5,227	5,178
Pension Contribution	8,548	9,312	8,727	8,987
Total Personnel	\$ 101,631	\$ 106,183	\$ 105,677	\$ 106,562
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>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	2.00	2.00	2.00	2.00
Operations				
Training	\$ 0	\$ 500	\$ 0	\$ 500
Other Professional Service	0	0	1,600	1,700
Dues & Subscriptions	35	50	45	50
Utilities	61,860	70,000	70,000	70,000
Phones - Local	27,346	31,500	33,300	33,300
Telecommunication Link	4,587	6,000	5,000	6,000
Shop Allocation	500	500	500	500
Vehicle Maintenance	565	2,000	1,000	2,000
Equipment Maintenance	1,277	5,000	3,500	3,500
Radio Maintenance	0	100	115	150
Grounds Maintenance	3,765	5,000	3,400	5,000
Building Maintenance	27,817	22,000	22,000	22,000
Petroleum Supplies	2,392	3,500	3,200	3,500
Clothing & Uniforms	499	1,000	1,000	1,000
Operating Supplies	14,085	15,000	15,000	16,000
Cleaning Supplies	1,237	2,000	2,000	2,000
Small Tools	0	200	100	200
Equipment Rental	7,782	8,000	8,000	8,000
Equipment Leasing	1,301	2,500	1,800	0
Property Insurance	11,412	11,412	11,796	13,212
Vehicle & Equip Insurance	536	536	537	564
General Liability Insurance	698	698	513	539
Miscellaneous Other Expenses	1,900	500	800	800
Total Operations	\$ 169,614	\$ 188,046	\$ 185,206	\$ 190,515
Capital				
Office Equipment	\$ 1,017	\$ 0	\$ 0	\$ 0
Furniture	742	208	0	0
Total Capital	\$ 1,759	\$ 208	\$ 0	\$ 0
Total Building & Grounds	\$ 273,004	\$ 294,437	\$ 290,883	\$ 297,077



CITY OF BARTLETT
BARTLETT STATION MUNICIPAL CENTER
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 53,633	\$ 54,916	\$ 54,916	\$ 56,014
Employee Wages	76,735	79,548	78,142	81,139
Part-Time	70,846	72,566	74,334	77,026
Longevity Pay	2,960	3,014	3,014	3,041
Bonus	2,971	3,963	3,839	1,218
Employee Health Insurance	25,912	25,830	25,830	25,830
Employee Life Insurance	592	726	700	741
Worker's Compensation Insurance	3,111	3,255	3,255	3,324
Unemployment Compensation	1,082	600	0	0
Retiree Health Insurance	6,531	6,723	6,653	6,858
FICA	15,467	16,023	16,202	16,362
Pension Contribution	18,288	20,086	18,628	19,201
Total Personnel	\$ 278,128	\$ 287,250	\$ 285,513	\$ 290,754
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>2.86</i>	<i>3.39</i>	<i>3.75</i>	<i>3.61</i>
Total Full-Time Equivalent (FTE)	5.86	6.39	6.75	6.61
Operations				
Advertising & Promotional Expenses	\$ 225	\$ 500	\$ 500	\$ 500
Postage & Freight	217	250	216	250
Dues & Subscriptions	86	70	80	80
Meetings	861	650	701	750
Utilities	52,233	46,000	46,000	46,000
Phones - Local	1,408	1,404	1,425	1,425
Long Distance Phone Calls	29	45	5	15
Cell Phone	958	850	689	750
Equipment Maintenance	6,118	4,100	6,584	6,500
Grounds Maintenance	3,311	2,500	3,320	3,500
Building Maintenance	23,852	35,000	29,000	30,000
Automobile Allowance	0	200	0	200
Office Supplies	623	600	500	500
Printing	0	500	250	500
Concession Supplies Client	374	400	400	400
Clothing & Uniforms	612	500	581	500
Operating Supplies	7,456	6,500	5,000	4,000
Cleaning Supplies	7,953	7,500	8,661	8,700
Small Tools	76	250	26	250
Property Insurance	11,046	11,046	11,431	12,803
General Liability Insurance	1,058	1,058	718	754
Damage Claims	5,000	0	0	0
Miscellaneous Other Expenses	4,820	5,000	1,365	3,000
Total Operations	\$ 128,318	\$ 124,923	\$ 117,452	\$ 121,377
Capital				
Building Improvements	\$ 754	\$ 14,921	\$ 14,171	\$ 10,000
Total Capital	\$ 754	\$ 14,921	\$ 14,171	\$ 10,000
Total Bartlett Station Municipal Center	\$ 407,200	\$ 427,094	\$ 417,136	\$ 422,131



**CITY OF BARTLETT
LIBRARY
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Operations				
Utilities	\$ 42,107	\$ 46,000	\$ 46,000	\$ 46,000
Phones - Local	6,045	6,000	9,460	9,500
Long Distance Phone Calls	8	20	20	20
Telecommunication Link	2,721	5,589	2,000	5,000
Library Charge-City of Memphis	1,032,330	1,080,000	985,000	1,040,000
Equipment Maintenance	903	2,000	2,000	2,000
Building Maintenance	14,019	7,500	5,000	7,500
Office Supplies	2,862	3,000	2,000	3,000
Operating Supplies	821	1,000	800	1,000
Property Insurance	10,795	10,795	11,083	12,413
General Liability Insurance	2,788	2,788	2,035	2,137
Cash Over/Short	31	0	0	0
Damage Claims	0	1,000	0	1,000
Total Operations	\$ 1,115,430	\$ 1,165,692	\$ 1,065,398	\$ 1,129,570
Capital				
Data Processing Equipment	\$ 0	\$ 0	\$ 240	\$ 0
Office Equipment	0	1,000	0	8,500
<i>\$7,500 for new Library camera system; \$1,000 for other equipment.</i>				
Total Capital	\$ 0	\$ 1,000	\$ 240	\$ 8,500
Total Library	\$ 1,115,430	\$ 1,166,692	\$ 1,065,638	\$ 1,138,070

Finance and Administration

City of Bartlett



FY 2015 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 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Salaries	703,339	811,467	797,318	890,007
Benefits	256,853	344,234	327,275	335,645
Operations	156,160	175,771	159,406	149,375
Capital	3,800	600	510	0
Total	1,120,151	1,332,072	1,284,509	1,375,027

FY 2014 Performance Highlights

Awarded the Fiscal Year 2014 GFOA Distinguished Budget Presentation Award for the 12th straight year and the Certificate of Achievement for Excellence in Financial Reporting for the 23th straight year. Received rating from Moody's Investor Service (Aa1, second highest possible) and Standard & Poor's (AAA, the highest possible).

Objective	Performance Measures	FY 2013 Actual	FY 2014 Forecast	FY 2015 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



CITY OF BARTLETT
FINANCE AND ADMINISTRATION
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 315,623	\$ 373,406	\$ 308,096	\$ 393,681
Employee Wages	317,037	388,061	434,349	441,326
Overtime Wages	0	0	479	0
Contract Services	18,776	0	0	0
Part-Time	51,903	50,000	54,394	55,000
Vacation Pay	1,132	0	0	0
Education Bonus	840	1,440	1,440	1,440
Longevity Pay	9,386	10,485	10,458	11,713
Bonus	7,171	17,578	16,264	1,464
Employee Health Insurance	62,822	94,319	90,044	88,248
Employee Life Insurance	2,827	4,112	3,904	4,509
Worker's Compensation Insurance	1,539	1,532	1,532	1,641
Retiree Health Insurance	31,271	38,073	37,122	41,750
FICA	52,878	62,947	62,569	67,979
Pension Contribution	86,987	113,748	103,942	116,901
Total Personnel	\$ 960,191	\$ 1,155,701	\$ 1,124,593	\$ 1,225,652

Staffing Level

<i>Full-Time</i>	<i>10.90</i>	<i>14.00</i>	<i>13.00</i>	<i>14.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.71</i>	<i>1.85</i>	<i>1.79</i>	<i>1.85</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>12.61</i>	<i>15.85</i>	<i>14.79</i>	<i>15.85</i>

Operations

Training	\$ 4,898	\$ 6,000	\$ 6,000	\$ 6,000
Travel	8,806	10,000	5,000	10,000
Professional Services	48,522	60,000	58,000	58,000
<i>Audit contract and financial consultant contract.</i>				
Postage & Freight	15,909	17,000	17,000	17,000
Dues & Subscriptions	7,078	6,100	6,300	6,300
Meetings	6	150	150	150
Phones - Local	4,081	4,100	4,250	4,300
Long Distance Phone Calls	86	100	100	100
Cellular Phones	7,951	6,800	7,825	7,800
Shop Allocation	1,000	1,000	1,000	1,000
Vehicle Maintenance	0	0	100	100
Equipment Maintenance	234	450	0	400
Computer Maintenance	17	0	42	0
Automobile Allowance	163	300	100	150
Office Supplies	12,266	11,000	11,000	11,000
Printing	10,193	11,500	10,500	10,500
Petroleum Supplies	195	1,000	1,500	1,500
Clothing & Uniforms	220	250	283	250
Operating Supplies	1,961	1,100	4,000	2,500
Small Tools	0	0	42	0
Equipment Leasing	1,343	2,000	1,650	1,800
Property Insurance	2,028	2,028	1,681	1,883
Vehicle & Equip Insurance	0	0	0	263
General Liability Insurance	3,193	3,193	2,313	2,429
Other Insurance	0	50	0	50



**CITY OF BARTLETT
FINANCE AND ADMINISTRATION
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Bank Charges	22,998	29,000	19,400	5,000
Interest Refund	185	1,000	0	500
State Fees	0	400	400	400
Cash Over/Short	1,801	0	0	0
Storage Fees	1,027	1,250	770	0
Total Operations	\$ 156,160	\$ 175,771	\$ 159,406	\$ 149,375
Capital				
Furniture	\$ 3,800	\$ 600	\$ 510	\$ 0
Total Capital	\$ 3,800	\$ 600	\$ 510	\$ 0
Total Finance and Administration	\$ 1,120,151	\$ 1,332,072	\$ 1,284,509	\$ 1,375,027

City Court

City of Bartlett



FY 2015 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 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Salaries	490,935	511,412	541,454	629,500
Benefits	223,438	238,483	240,872	256,802
Operations	47,530	52,342	50,160	72,938
Total	761,902	802,237	832,486	959,240

FY 2014 Performance Highlights

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

Objective	Performance Measures	FY 2013 Actual	FY 2014 Forecast	FY 2015 Projected
Enhanced training for Court personnel	# of seminars attended	2	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 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 264,567	\$ 300,514	\$ 330,298	\$ 411,856
Employee Wages	217,886	197,698	202,122	207,444
Overtime Wages	3,482	8,000	3,834	5,000
Special Hours	5,000	5,200	5,200	5,200
Educational Bonus	1,440	1,440	1,440	1,440
Longevity Pay	4,525	4,591	4,591	5,435
Bonus	5,120	10,965	6,396	957
Employee Health Insurance	80,811	79,230	79,233	79,230
Employee Life Insurance	1,773	2,690	2,556	3,344
Worker's Compensation Insurance	866	881	881	1,044
Unemployment Compensation	0	0	2,814	0
Retiree Health Insurance	24,122	24,911	26,621	30,965
FICA	37,237	39,352	41,801	47,685
Pension Contribution	67,543	74,423	74,539	86,702
Total Personnel	\$ 714,373	\$ 749,895	\$ 782,326	\$ 886,302
Staffing Level				
<i>Full-Time</i>	<i>11.00</i>	<i>11.00</i>	<i>11.00</i>	<i>11.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.79</i>	<i>0.00</i>	<i>0.84</i>	<i>0.85</i>
Total Full-Time Equivalent (FTE)	11.79	11.00	11.84	11.85
Operations				
Training	\$ 0	\$ 1,500	\$ 1,000	\$ 1,000
Travel	1,637	1,750	1,500	1,500
Legal Fees	21,775	18,000	18,000	40,000
<i>Public Defender.</i>				
Other Professional Service	5,982	6,000	6,000	6,000
Postage & Freight	5,002	6,500	6,500	6,500
Dues & Subscriptions	695	800	800	800
Phones - Local	759	900	900	900
Long Distance Phone Calls	32	50	50	50
Cellular Phones	1,066	1,050	1,050	1,050
Shop Allocation	700	700	700	700
Vehicle Maintenance	0	500	500	500
Equipment Maintenance	0	600	600	600
Office Supplies	3,062	4,000	4,000	4,000
Printing	1,323	1,500	1,500	1,500
Petroleum Supplies	937	2,200	1,500	2,200
Operating Supplies	293	200	500	500
Equipment Leasing	2,022	3,000	2,500	2,500
Vehicle & Equip Insurance	166	166	167	175
General Liability Insurance	1,926	1,926	1,393	1,463
Cash Over/Short	(15)	500	500	500
Miscellaneous Other Expenses	168	500	500	500
Total Operations	\$ 47,530	\$ 52,342	\$ 50,160	\$ 72,938
Total City Court	\$ 761,902	\$ 802,237	\$ 832,486	\$ 959,240

Personnel



FY 2015 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 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Salaries	217,099	222,619	208,857	230,968
Benefits	122,348	129,484	112,297	112,517
Other Personnel	53,491	47,850	53,710	55,350
Operations	23,008	25,620	24,002	38,432
Capital	0	0	0	1,100
Total	415,947	425,573	398,866	438,367

FY 2014 Performance Highlights

The Personnel Department's computer operating systems were upgraded to Windows 7 and Office 2010. The Munis HRIS system was upgraded to version 9.3; United Way campaign donations were \$28,488; hired new employee benefits consultant - Sherrill Morgan; renewed coverage with group medical insurance provider, BlueCrossBlueShield and changed health plan design to \$2,000 deductible plan with \$1,500 HRA, employee premiums remained the same, savings to City costs estimated \$200,000 to \$300,000. We continued our employee assistance program with CONCERN EAP and the employ turnover rate fell to 2.0%.

Objective	Performance Measures	FY 2013 Actual	FY 2014 Forecast	FY 2015 Projected
Maintain employee turnover rate at 10% or below.	Actual turnover rate	2%	4%	4%
Revise/update job descriptions for all City positions.	Complete revisions of all job descriptions.	0%	10%	50%
Implement the E-verify system to verify employment eligibility of all City employees.	All Personnel Dept. employees trained and the E-verify system implemented and in operation.	0%	0%	100%
Implement the Employee Actions software within the MUNIS system.	Complete training of Pers. Dept. employees and use Emp. Actions for all entries in HR system.	N/A	50%	100%



**CITY OF BARTLETT
PERSONNEL
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 133,872	\$ 136,203	\$ 138,481	\$ 144,285
Employee Wages	83,227	86,116	70,376	86,383
Overtime Wages	0	300	0	300
Educational Bonus	360	0	0	0
Longevity Pay	6,002	6,114	6,256	6,412
Bonus	2,735	4,807	4,677	345
Employee Incentives	9,470	11,654	10,393	11,136
Other Personnel Costs	6,494	7,850	6,059	7,850
Employee Health Insurance	43,588	43,588	32,790	31,247
Employee Life Insurance	991	1,201	1,099	1,246
Employee Testing	46,997	40,000	47,651	47,500
Worker's Compensation Insurance	504	518	518	540
Retiree Health Insurance	10,855	11,116	10,442	11,533
FICA	17,448	17,276	16,882	17,764
Pension Contribution	30,394	33,210	29,240	32,294
Total Personnel	\$ 392,938	\$ 399,953	\$ 374,864	\$ 398,835
Staffing Level				
<i>Full-Time</i>	<i>4.00</i>	<i>4.00</i>	<i>3.42</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	3.42	4.00
Operations				
Training	\$ 1,914	\$ 2,300	\$ 2,045	\$ 10,560
Travel	3,065	3,700	3,338	5,570
Professional Services	3,001	2,300	2,814	3,000
Postage & Freight	1,796	2,250	1,907	2,250
Dues & Subscriptions	2,467	2,400	2,419	2,650
Meetings	229	750	770	1,350
Phones - Local	805	800	814	815
Long Distance Phone Calls	78	50	30	50
Cellular Phones	1,631	1,500	1,383	1,500
Shop Allocation	500	500	502	500
Vehicle Maintenance	209	700	610	500
Equipment Maintenance	140	500	0	500
Radio Maintenance	45	75	75	75
Office Supplies	3,507	3,000	3,020	3,000
Printing	476	1,200	934	1,200
Petroleum Supplies	796	1,200	1,006	1,200
Operating Supplies	122	500	450	500
Equipment Leasing	0	0	0	2,000
Vehicle & Equip Insurance	177	177	176	185
General Liability Insurance	1,018	1,018	740	777
Other Insurance	0	50	50	50
Storage Fees	1,033	450	769	0
Miscellaneous Other Expenses	0	200	150	200
Total Operations	\$ 23,008	\$ 25,620	\$ 24,002	\$ 38,432



**CITY OF BARTLETT
PERSONNEL
FY 2015 Adopted Budget**

Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Capital				
Office Equipment <i>New file cabinet.</i>	\$ 0	\$ 0	\$ 0	\$ 1,100
Total Capital	\$ 0	\$ 0	\$ 0	\$ 1,100
Total Personnel	\$ 415,947	\$ 425,573	\$ 398,866	\$ 438,367

Planning & Economic Development

City of Bartlett



FY 2015 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 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Salaries	210,907	232,209	234,738	248,709
Benefits	71,475	96,722	94,750	95,758
Operations	10,923	14,189	13,283	13,930
Capital	1,075	0	0	0
Total	294,380	343,120	342,771	358,397

FY 2014 Performance Highlights

Processed 17 Signs DRC/59 Admin Approval Signs/17 site plans to date for the Planning Commission and Design Review Commission; 5 BZA applications and one Industrial Development Board PILOT; worked two Bartlett Station Facade Grants; updated Foreclosure Report, updated population records; arranged required training for commission members; assisted other departments with ordinance related issues; provided zoning information and approval for approximately 190 business licenses; boundary survey, zoning letters, reviewed construction plans, miscellaneous research; coordinated economic development and local business assistance with the BACC. New Sign Ordinance and DRC Ordinance approved. Working on new sign ordinance.

Objective	Performance Measures	FY 2013 Actual	FY 2014 Forecast	FY 2015 Projected
Improve Regulations through Amendments	Submit Ordinance Amendments	5	2	2
Improve the Development Review Process	Maximum 10 day review of Construction Plans by Planning	Done	Monitor for Accomplishment	Monitor for Accomplishment
Improve Staff Support for Boards and Commissions	Improve Staff Report Content; increase Historic Commission Activity; maintain required level of training.	Fulfilled	Fulfilled	Improved



**CITY OF BARTLETT
PLANNING & ECONOMIC DEVELOPMENT
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 89,577	\$ 90,671	\$ 90,672	\$ 93,399
Employee Wages	107,091	137,538	140,483	151,310
Overtime Wages	4,401	4,000	3,583	4,000
Part-Time	9,839	0	0	0
Educational Bonus	0	0	1,260	1,440
Longevity Pay	818	841	842	879
Bonus	2,135	4,928	4,323	348
Employee Health Insurance	13,488	25,830	24,287	25,830
Employee Life Insurance	897	1,232	1,225	1,321
Worker's Compensation Insurance	508	534	534	565
Retiree Health Insurance	9,833	11,410	11,558	12,235
FICA	16,262	17,857	18,359	18,881
Pension Contribution	27,534	34,090	32,362	34,259
Total Personnel	\$ 282,382	\$ 328,931	\$ 329,488	\$ 344,467
Staffing Level				
<i>Full-Time</i>	<i>3.00</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.24</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	3.24	4.00	4.00	4.00
Operations				
Training	\$ 0	\$ 750	\$ 750	\$ 750
Travel	6	500	500	500
Boards & Commissions	600	900	800	900
Postage & Freight	9	100	100	100
Dues & Subscriptions	700	850	850	1,200
Meetings	386	500	500	500
Phones - Local	1,006	1,000	1,000	1,000
Long Distance Phone Calls	98	100	100	100
Cellular Phones	1,464	1,560	1,560	1,560
Shop Allocation	400	400	400	400
Vehicle Maintenance	80	200	200	200
Equipment Maintenance	0	400	400	400
Automobile Allowance	82	100	0	0
Office Supplies	2,345	2,500	2,500	2,500
Petroleum Supplies	1,694	2,200	1,600	1,800
Operating Supplies	0	0	42	0
Equipment Rental	1,124	1,200	1,200	1,200
Vehicle & Equip Insurance	182	182	186	195
General Liability Insurance	747	747	595	625
Total Operations	\$ 10,923	\$ 14,189	\$ 13,283	\$ 13,930
Capital				
Data Processing Equipment	\$ 1,075	\$ 0	\$ 0	\$ 0
Total Capital	\$ 1,075	\$ 0	\$ 0	\$ 0
Total Planning & Economic Development	\$ 294,380	\$ 343,120	\$ 342,771	\$ 358,397



City of Bartlett

PUBLIC SAFETY FY 2015 Adopted Budget

Full-Time Authorized Personnel Positions

Police

Police Director	1
Assistant Police Director	1
Police Inspector	3
Admin Secretary	1
Building Service	1
Custodial	1
Dispatcher	18
Jailer	10
Patrolman	81
Captain	6
Detective	13
Lieutenant	11
Skill clerk	5
Supervisor of Records	1
Total Police	<u>153</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>21</u>
Total Ambulance Service	<u>25</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 \$554,470 (2.40%) over the FY 2014 Projection. Police added two dispatcher positions and converted a part-time jailer to a full-time jailer position. There were no other staffing changes. FY 2015 budget included a career ladder pay increase and a general 2% salary increase for full-time employees.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2013 Actual</u>	<u>FY 2014 Revised</u>	<u>FY 2014 Projection</u>	<u>FY 2015 Adopted</u>
<i>Revenues</i>	200,638	55,199	158,800	65,000
Salaries	13,127,480	13,230,156	13,449,796	13,883,988
Benefits	7,324,001	7,672,909	7,623,457	7,574,101
Other Personnel	1,553	5,400	2,700	3,500
Operations	2,024,823	1,940,055	2,080,600	2,075,934
Capital	162,810	84,503	79,000	158,700
Total	<u>22,440,029</u>	<u>22,877,824</u>	<u>23,076,753</u>	<u>23,631,223</u>

TOTAL PUBLIC SAFETY 259



CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Department Revenues/Grants				
State Police Training Grant	\$ 64,200	\$ 0	\$ 66,600	\$ 0
State Fire Training Grant	46,200	0	0	0
Intergovernment Reimbursement	76,713	0	40,000	50,000
Weed Cutting Fees	0	15,000	12,000	15,000
Transfer From Grants Fund	13,525	40,199	40,200	0
Total Department Revenues/Grants	\$ 200,638	\$ 55,199	\$ 158,800	\$ 65,000
Personnel				
Supervisor Salaries	\$ 1,165,955	\$ 1,136,539	\$ 1,183,953	\$ 1,179,857
Employee Wages	11,425,162	11,464,566	11,661,360	12,083,875
Overtime Wages	326,480	375,599	408,886	394,200
Special Hours	31,116	48,300	33,868	45,300
Holiday Pay	443,161	494,800	475,997	538,027
Contracted Services	683	0	0	0
Part-Time	178,767	205,152	161,729	180,756
Vacation Pay	55,487	25,000	27,772	25,000
Educational Bonus	112,100	116,240	119,920	130,200
Sick Pay	49,590	0	24,503	0
Longevity Pay	284,191	335,457	310,115	330,975
FLSA Wages	54,979	66,500	65,325	67,000
Bonus	169,664	288,372	272,624	25,317
Other Personnel Costs	870	5,400	2,700	3,500
Employee Health Insurance	2,334,586	2,371,480	2,394,162	2,422,959
Employee Life Insurance	59,894	68,046	69,959	71,624
Worker's Compensation Insurance	304,614	311,748	311,748	321,655
Unemployment Compensation	(369)	10,000	594	10,000
Retiree Health Insurance	629,033	630,056	642,054	663,187
FICA	1,069,617	1,072,853	1,111,549	1,111,235
Pension Contribution	1,757,453	1,882,357	1,797,135	1,856,922
Total Personnel	\$ 20,453,034	\$ 20,908,465	\$ 21,075,953	\$ 21,461,589
Staffing Level				
<i>Full-Time</i>	<i>246.72</i>	<i>256.00</i>	<i>251.54</i>	<i>259.00</i>
<i>Part-Time (converted to FTE)</i>	<i>7.49</i>	<i>9.51</i>	<i>7.28</i>	<i>8.50</i>
Total Full-Time Equivalent (FTE)	254.21	265.51	258.82	267.50
Operations				
Training	\$ 54,631	\$ 55,000	\$ 69,500	\$ 65,000
State Training Salary Supp	110,400	0	66,600	0
Firearms Training	3,062	28,996	26,000	30,000
Volunteer Expense	10,468	15,500	14,000	17,500
Travel	40,826	46,250	35,900	41,100
Contracted Services	14,583	10,000	40,000	50,000
Other Professional Service	12,192	12,800	9,800	12,800
Dui Testing Fees	3,180	4,000	4,000	4,000
Sexual Offender Reg.	1,574	1,500	1,500	2,000
Postage & Freight	18,260	18,050	16,250	18,000
Notice Publication	567	500	250	500



CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Dues & Subscriptions	11,033	12,380	7,000	12,200
Meetings	1,645	3,770	3,150	3,710
Utilities	141,921	142,000	138,800	145,000
Phones - Local	52,757	49,600	76,100	78,100
Long Distance Phone Calls	859	1,060	1,009	1,009
Cellular Phones	49,736	44,100	42,400	47,900
Telecommunication Link	46,803	50,000	45,000	50,000
Shop Allocation	82,700	82,700	82,700	82,700
Vehicle Maintenance	211,744	168,000	224,000	194,000
Equipment Maintenance	22,102	40,200	35,000	35,100
Radio Maintenance	39,119	60,500	50,500	50,900
Computer Maintenance	71,911	0	15,000	0
Grounds Maintenance	5,921	23,000	19,500	23,000
Building Maintenance	53,912	69,000	69,000	60,000
Office Supplies	21,032	21,500	21,200	36,300
Printing	15,281	15,800	13,500	15,600
Christmas Expenses	1,029	2,800	1,631	2,600
Medical Supplies	65,584	59,075	62,000	64,000
Petroleum Supplies	430,770	436,136	428,000	446,000
Clothing & Uniforms	148,224	161,286	156,160	163,160
Operating Supplies	30,561	38,000	38,000	38,950
Cleaning Supplies	2,808	5,000	5,000	5,000
Chemical Supplies	849	700	700	700
Air Service	7,790	7,200	7,200	7,100
Film & Developing	88	360	350	350
Small Tools	5,959	12,500	12,500	12,500
Fire Hose	5,612	6,000	6,000	6,000
Jail Meals & Supplies	33,624	28,061	25,000	28,000
CERT Training Supplies	727	1,200	1,200	1,100
Public Awareness	5,421	6,000	6,000	6,000
Fire Prevention	6,884	6,000	6,000	5,800
Equipment Rental	413	750	500	750
Equipment Leasing	6,881	12,500	13,500	13,500
Property Insurance	23,177	23,177	23,879	26,745
Vehicle & Equip Insurance	51,750	51,750	54,136	56,843
General Liability Insurance	70,653	70,653	75,635	79,417
Other Insurance	1,900	2,100	2,050	2,050
Cash Over/Short	4	0	0	0
Tow-In Fees	6,740	11,300	11,700	11,750
Damage Claims	19,158	18,900	13,900	18,900
Miscellaneous Other Expenses	0	2,400	1,900	2,300
Total Operations	\$ 2,024,823	\$ 1,940,055	\$ 2,080,600	\$ 2,075,934
Capital				
Building Improvements	\$ 1,290	\$ 20,000	\$ 20,000	\$ 100,000
Communications Equipment	7,661	1,500	1,500	1,500
Data Processing Equipment	2,004	0	1,000	0
Office Equipment	1,084	3,000	3,000	3,000
Vehicles	23,257	4,503	0	0



CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Furniture	14,952	15,500	15,500	15,200
Other Equipment	112,562	40,000	38,000	39,000
Total Capital	\$ 162,810	\$ 84,503	\$ 79,000	\$ 158,700
TOTAL PUBLIC SAFETY	\$ 22,440,029	\$ 22,877,824	\$ 23,076,753	\$ 23,631,223

Police Department

City of Bartlett



FY 2015 Adopted Budget

Summary Revenue/Expenditure Type

What We Do

The Bartlett Police Department continues to be committed to providing the highest level of service for the safety and security of the citizens and visitors of Bartlett, TN. The department will remain highly visible and approachable, uphold all laws and ordinances and continue to be proactive to prevent crime that impacts the well being of the community. The department will continually train and implement the latest trends in law enforcement to reduce the likelihood that crime will negatively impact the citizens of Bartlett, TN and there quality of life.

Category	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Revenues	154,438	40,199	146,800	50,000
Salaries	7,484,528	7,586,667	7,659,444	8,058,685
Benefits	4,039,363	4,277,433	4,230,017	4,286,137
Other Personnel	1,058	2,000	1,200	2,000
Operations	1,299,672	1,223,203	1,272,313	1,273,678
Capital	44,641	22,503	16,000	18,000
Total	12,714,824	13,071,607	13,032,174	13,588,500

FY 2014 Performance Highlights

During the calendar year 2013 the Bartlett Police Department was able to upgrade and implement the records management system which was funded by the Shelby County 911 commission. Although the police department is currently utilizing the new and upgraded record management system, there are two areas that have yet to be upgraded. Those two areas are the jail records and the court records. These two areas have a deadline of late spring 2014. The department was also able to increase its number of sworn officers to 115 during the calendar year 2013. These new officers are currently in the police academy with a graduation date of early spring 2014. One of the new recruits was previously certified and has been released to work a regular shift thus making an immediate impact. Call for service increased to 60,595 from 55,081. Traffic crashes increased slightly from 1,078 to 1,082 with fatalities staying the same with one. Traffic citations decreased from 17,187 to 15,405 and warning citations increased from 12,096 to 13,252. Arrests increased from 3,463 to 3,789.

Objective	Performance Measures	FY 2013 Actual	FY 2014 Forecast	FY 2015 Projected
Reduce the # of total traffic crashes through enforcement and education	Number of vehicle crashes based on calendar year.	1082	1028 (5%)	977 (5%)
Reduce the # of auto burglaries using special enforcement techniques	Number of auto burglaries & percentage reduced	237	214 (10%)	193 (10%)
Continue to monitor domestic violence arrests and calls	Number of domestic violence & percentage reduced	102 00%	92 (10%)	83 (10%)



**CITY OF BARTLETT
POLICE DEPARTMENT
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Department Revenues/Grants				
State Police Training Grant	\$ 64,200	\$ 0	\$ 66,600	\$ 0
Intergovernmental Reimbursement	76,713	0	40,000	50,000
Transfer from Grants Fund	13,525	40,199	40,200	0
Total Department Revenues/Grants	\$ 154,438	\$ 40,199	\$ 146,800	\$ 50,000

Personnel				
Supervisor Salaries	\$ 415,108	\$ 399,522	\$ 420,550	\$ 416,091
Employee Wages	6,648,697	6,660,311	6,775,259	7,137,026
Overtime Wages	265,199	345,199	310,000	345,000
Special Hours	6,910	12,000	8,000	12,000
Holiday Pay	244,314	285,000	270,000	328,000
Contracted Services	683	0	0	0
Part-Time	148,614	169,635	145,635	148,568
Vacation Pay	32,631	25,000	25,000	25,000
Educational Bonus	36,220	38,000	38,000	45,000
Sick Pay	31,405	0	24,503	0
Longevity Pay	146,495	179,322	160,000	175,000
Bonus	97,799	163,628	156,400	15,921
Other Personnel Costs	375	2,000	1,200	2,000
Employee Health Insurance	1,298,236	1,342,538	1,342,538	1,382,894
Employee Life Insurance	33,945	38,123	39,311	40,787
Worker's Compensation Insurance	176,481	179,713	179,713	187,771
Unemployment Compensation	(369)	10,000	594	10,000
Retiree Health Insurance	352,649	352,992	359,579	377,656
FICA	604,553	608,517	628,176	640,672
Pension Contribution	985,004	1,054,600	1,006,203	1,057,436
Total Personnel	\$ 11,524,949	\$ 11,866,100	\$ 11,890,661	\$ 12,346,822

Staffing Level

<i>Full-Time</i>	<i>142.51</i>	<i>150.00</i>	<i>145.34</i>	<i>153.00</i>
<i>Part-Time (converted to FTE)</i>	<i>6.41</i>	<i>8.16</i>	<i>6.71</i>	<i>7.25</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>148.92</i>	<i>158.16</i>	<i>152.05</i>	<i>160.25</i>

Operations

Training	\$ 39,598	\$ 30,000	\$ 48,000	\$ 40,000
State Training Salary Supp	64,200	0	66,600	0
Firearms Training	3,062	28,996	26,000	30,000
Volunteer Expense	0	5,000	4,000	7,500
Travel	36,268	40,000	30,000	35,000
Other Professional Service	4,448	5,000	2,000	5,000
DUI Testing Fees	3,180	4,000	4,000	4,000
Sexual Offender Reg.	1,574	1,500	1,500	2,000
Postage & Freight	2,454	3,250	2,000	3,000
Notice Publication	567	500	250	500
Dues & Subscriptions	8,609	10,000	5,000	10,000
Meetings	1,093	2,500	2,000	2,500
Utilities	81,062	78,000	75,000	80,000
Phones - Local	45,244	42,000	68,000	70,000
Long Distance Phone Calls	645	500	500	500



**CITY OF BARTLETT
POLICE DEPARTMENT
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Cellular Phones	33,908	26,000	25,000	28,000
Telecommunication Link	46,803	50,000	45,000	50,000
Shop Allocation	50,000	50,000	50,000	50,000
Vehicle Maintenance	136,815	100,000	100,000	110,000
Equipment Maintenance	11,049	20,000	10,000	12,000
Radio Maintenance	26,690	40,000	30,000	30,000
Computer Maintenance	71,911	0	15,000	0
Grounds Maintenance	2,196	3,000	2,500	3,000
Building Maintenance	16,864	40,000	40,000	30,000
Office Supplies	10,018	10,000	10,000	25,000
Printing	10,529	10,000	8,000	10,000
Medical Supplies	2,400	4,000	2,000	4,000
Petroleum Supplies	321,963	332,136	320,000	330,000
Clothing & Uniforms	89,069	95,126	90,000	97,000
Operating Supplies	11,302	18,000	18,000	18,000
Cleaning Supplies	2,808	5,000	5,000	5,000
Small Tools	2,451	8,000	8,000	8,000
Jail Meals & Supplies	33,624	28,061	25,000	28,000
Public Awareness	5,421	6,000	6,000	6,000
Equipment Rental	0	250	0	250
Equipment Leasing	4,434	7,500	7,500	7,500
Property Insurance	13,767	13,767	14,157	15,856
Vehicle & Equip Insurance	31,401	31,401	33,910	35,606
General Liability Insurance	47,166	47,166	51,396	53,966
Other Insurance	0	50	0	0
Tow-In Fees	6,740	10,000	10,000	10,000
Damage Claims	18,340	15,000	10,000	15,000
Miscellaneous Other Expenses	0	1,500	1,000	1,500
Total Operations	\$ 1,299,672	\$ 1,223,203	\$ 1,272,313	\$ 1,273,678
Capital				
Communications Equipment	\$ 6,474	\$ 0	\$ 0	\$ 0
Office Equipment	1,084	3,000	3,000	3,000
Vehicles	23,257	4,503	0	0
Furniture	11,495	10,000	10,000	10,000
Other Equipment	2,331	5,000	3,000	5,000
Total Capital	\$ 44,641	\$ 22,503	\$ 16,000	\$ 18,000
Total Police Department	\$ 12,714,824	\$ 13,071,607	\$ 13,032,174	\$ 13,588,500



Fire & Ambulance Department

City of Bartlett

FY 2015 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 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Revenues	46,200	0	0	0
Salaries	5,187,491	5,160,020	5,315,280	5,315,342
Benefits	3,075,540	3,164,975	3,169,192	3,064,283
Other Personnel	495	3,100	1,500	1,500
Operations	664,680	639,456	733,313	723,646
Capital	116,826	60,000	61,000	138,700
Total	8,998,832	9,027,551	9,280,285	9,243,471

FY 2014 Performance Highlights

In 2013 - 2014 the Bartlett Fire Department entered into the concept phase for the development of a Training Center. We have a suitable location and are currently finishing the engineering and planning on this project. In 2014 - 2015 we desire to move forward into the implementation of the first phase of this vital project. The Fire Department continues to participate in several approved charitable events such as the Annual Pancake Breakfast to raise money for several charitable initiatives and the Pink Heals program to benefit breast cancer awareness through the Wings Foundation. The Fire Department strives to continue quality services to our citizens through emergency response as well as public education in safety and disaster preparedness.

Objective	Performance Measures	FY 2013 Actual	FY 2014 Forecast	FY 2015 Projected
Maintain present levels of response times as call loads continue to increase	Average response time 4:30 to 5 minutes	4:37 minutes	less than 5 minutes	less than 5 minutes
Development of the Bartlett Fire Department Training Facility Phase I	Move from concept and planning into implementation	Concept and Planning	Begin Implementation	Complete Phase I
Continue to offer disaster preparedness initiatives, CERT and TEEN CERT training to the Citizens of Bartlett.	Maintain the classes in CERT training each year	Certified 133 citizens	Certify 121 citizens	Certify 130 citizens
Have all personnel certified as EMT-B or greater	Percent compliance	98%	99%	100%



**CITY OF BARTLETT
FIRE DEPARTMENT
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Department Revenues/Grants				
State Fire Training Grant	\$ 36,600	\$ 0	\$ 0	\$ 0
Total Department Revenues/Grants	\$ 36,600	\$ 0	\$ 0	\$ 0

Personnel				
Supervisor Salaries	\$ 598,805	\$ 585,040	\$ 609,418	\$ 607,144
Employee Wages	3,175,515	3,165,684	3,265,403	3,277,622
Overtime Wages	44,627	21,000	89,487	40,000
Special Hours	22,572	34,000	22,884	30,000
Holiday Pay	143,468	149,730	145,973	150,547
Part-Time	13,882	19,423	0	0
Vacation Pay	18,035	0	0	0
Educational Bonus	63,460	67,200	70,880	72,720
Sick Pay	18,186	0	0	0
Longevity Pay	121,101	135,630	130,048	132,630
FLSA Wages	40,285	49,000	47,764	48,000
Bonus	48,538	84,783	82,235	6,264
Other Personnel Costs	495	2,200	1,000	1,000
Employee Health Insurance	721,980	720,649	740,894	725,355
Employee Life Insurance	17,966	20,254	21,225	20,978
Worker's Compensation Insurance	72,416	73,715	73,715	74,912
Retiree Health Insurance	188,734	187,536	193,740	194,238
FICA	322,269	318,423	336,361	323,002
Pension Contribution	528,004	560,284	542,476	543,867
Total Personnel	\$ 6,160,340	\$ 6,194,551	\$ 6,373,503	\$ 6,248,279

Staffing Level

<i>Full-Time</i>	<i>72.16</i>	<i>72.00</i>	<i>72.90</i>	<i>72.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.61</i>	<i>0.72</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>72.77</i>	<i>72.72</i>	<i>72.90</i>	<i>72.00</i>

Operations

Training	\$ 6,223	\$ 12,500	\$ 9,000	\$ 12,000
State Training Salary Supp	36,600	0	0	0
Volunteer Expense	10,468	10,500	10,000	10,000
Travel	1,601	2,500	2,400	2,400
Postage & Freight	475	1,000	750	900
Dues & Subscriptions	1,154	1,400	1,000	1,200
Meetings	210	600	500	550
Utilities	60,858	64,000	63,800	65,000
Phones - Local	5,320	5,400	5,900	5,900
Long Distance Phone Calls	155	350	300	300
Cellular Phones	6,393	7,700	7,000	9,500
Shop Allocation	19,000	19,000	19,000	19,000
Vehicle Maintenance	40,135	45,000	90,000	50,000
Equipment Maintenance	8,300	8,200	10,000	8,100
Radio Maintenance	9,669	16,500	16,500	17,000
Grounds Maintenance	1,320	5,000	5,000	5,000
Building Maintenance	37,048	29,000	29,000	30,000
Office Supplies	7,040	6,200	6,000	6,100



**CITY OF BARTLETT
FIRE DEPARTMENT
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Printing	749	1,000	800	900
Christmas Expenses	1,029	2,800	1,631	2,600
Petroleum Supplies	59,173	57,000	57,000	60,000
Clothing & Uniforms	43,604	49,500	49,500	49,000
Operating Supplies	17,930	18,000	18,000	19,000
Chemical Supplies	849	700	700	700
Air Service	2,817	2,700	2,700	2,600
Film & Developing	88	260	250	250
Small Tools	3,233	4,000	4,000	4,000
Fire Hose	5,612	6,000	6,000	6,000
CERT Training Supplies	727	1,200	1,200	1,100
Fire Prevention	6,884	6,000	6,000	5,800
Equipment Leasing	1,523	3,000	4,000	4,000
Property Insurance	9,410	9,410	9,722	10,889
Vehicle & Equip Insurance	15,110	15,110	14,861	15,604
General Liability Insurance.	16,031	16,031	16,898	17,743
Other Insurance	1,900	1,900	1,900	1,900
Tow-In Fees	0	1,100	1,500	1,500
Damage Claims	0	1,400	1,400	1,400
Miscellaneous Other Expenses	0	900	900	800
Total Operations	\$ 438,638	\$ 432,861	\$ 475,112	\$ 448,736
Capital				
Building Improvements	\$ 1,290	\$ 20,000	\$ 20,000	\$ 100,000
<i>Yearly Fire buildings improvements.</i>				
Data Processing Equipment	2,004	0	1,000	0
Furniture	330	2,700	2,700	2,500
Other Equipment	76,486	35,000	35,000	34,000
Total Capital	\$ 80,110	\$ 57,700	\$ 58,700	\$ 136,500
Total Fire Department	\$ 6,642,488	\$ 6,685,112	\$ 6,907,315	\$ 6,833,515



**CITY OF BARTLETT
AMBULANCE
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Department Revenues/Grants				
State Fire Training Grant	\$ 9,600	\$ 0	\$ 0	\$ 0
Total Department Revenues/Grants	\$ 9,600	\$ 0	\$ 0	\$ 0
Personnel				
Supervisor Salaries	\$ 71,317	\$ 69,308	\$ 71,316	\$ 72,300
Employee Wages	1,242,897	1,254,565	1,245,089	1,276,476
Overtime Wages	16,243	9,000	8,999	8,800
Special Hours	1,633	2,000	2,684	3,000
Holiday Pay	55,378	60,070	60,024	59,480
Vacation Pay	4,821	0	2,772	0
Educational Bonus	9,540	8,160	8,160	9,600
Longevity Pay	10,317	12,649	12,038	12,805
FLSA Wages	14,694	17,500	17,561	19,000
Bonus	17,091	29,765	23,971	2,175
Other Personnel Costs	0	900	500	500
Employee Health Insurance	248,746	240,257	242,694	246,674
Employee Life Insurance	5,998	7,149	7,011	7,283
Worker's Compensation Insurance	48,123	50,022	50,022	50,117
Retiree Health Insurance	65,711	66,194	65,821	67,439
FICA	107,661	108,245	109,510	108,368
Pension Contribution	183,016	197,760	184,297	188,829
Total Personnel	\$ 2,103,186	\$ 2,133,544	\$ 2,112,469	\$ 2,132,846
Staffing Level				
<i>Full-Time</i>	<i>23.43</i>	<i>25.00</i>	<i>24.30</i>	<i>25.00</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)	23.43	25.00	24.30	25.00
Operations				
Training	\$ 7,129	\$ 11,000	\$ 11,000	\$ 11,500
State Training Salary Supp	9,600	0	0	0
Travel	1,347	1,750	1,500	1,700
Contracted Services	14,583	10,000	40,000	50,000
<i>Ambulance billing service.</i>				
Other Professional Services	7,500	7,500	7,500	7,500
Postage & Freight	3,925	2,800	2,500	2,600
Dues & Subscriptions	640	380	400	400
Meetings	0	170	150	160
Long Distance Phone Calls	9	10	9	9
Cellular Phones	5,718	6,500	6,500	6,500
Shop Allocation	10,000	10,000	10,000	10,000
Vehicle Maintenance	30,774	19,000	30,000	30,000
Equipment Maintenance	2,753	12,000	15,000	15,000
Radio Maintenance	2,410	3,500	3,500	3,400
Office Supplies	1,290	1,300	1,200	1,200
Printing	462	800	700	700
Medical Supplies	63,184	55,075	60,000	60,000
Petroleum Supplies	33,597	32,000	35,000	40,000
Clothing & Uniforms	14,657	15,000	15,000	15,500



**CITY OF BARTLETT
AMBULANCE
FY 2015 Adopted Budget**

Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Operating Supplies	1,085	1,700	1,700	1,650
Air Service	4,973	4,500	4,500	4,500
Film & Developing	0	100	100	100
Small Tools	28	200	200	200
Vehicle & Equip Insurance	3,972	3,972	4,026	4,227
General Liability Insurance	5,588	5,588	5,966	6,264
Other Insurance	0	50	50	50
Tow-In Fee	0	200	200	250
Damage Claims	818	1,500	1,500	1,500
Total Operations	\$ 226,042	\$ 206,595	\$ 258,201	\$ 274,910
Capital				
Furniture	\$ 2,971	\$ 2,300	\$ 2,300	\$ 2,200
Other Equipment	33,745	0	0	0
Total Capital	\$ 36,716	\$ 2,300	\$ 2,300	\$ 2,200
Total Ambulance	\$ 2,356,344	\$ 2,342,439	\$ 2,372,970	\$ 2,409,956

Building Codes Enforcement

City of Bartlett



FY 2015 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 International Code Council 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 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Revenues	0	15,000	12,000	15,000
Salaries	455,461	483,469	475,072	509,961
Benefits	209,098	230,501	224,248	223,681
Other Personnel	0	300	0	0
Operations	60,471	77,395	74,974	78,610
Capital	1,344	2,000	2,000	2,000
Total	726,373	778,665	764,294	799,252

FY 2014 Performance Highlights

Code Enforcement has seen an increase in new house permits. In 2013, 159 new house permits were issued. As of early February 2014, there have been 11 new house permits issued for this year so far. St. Francis Hospital-3rd Floor Finish is now complete & ready for occupancy. Code Enforcement personnel is 100% certified in each of their respected fields through the International Code Council.

Objective	Performance Measures	FY 2013 Actual	FY 2014 Forecast	FY 2015 Projected
Work with contractors and homeowners to perform inspections at a time most convenient to all concerned.	98% satisfaction	100%	100%	100%
Make annual sign inspections and enforce sign ordinances to bring all commercial signage into compliance.	100% of sign inspections completed annually and all violators have been notified	90%	100%	100%
Code Compliance works closely with the Citizen Services Center to enforce all City Ordinances in a professional and timely manner.	Enforces all City Ordinances within 10 working days	90%	100%	100%



**CITY OF BARTLETT
BUILDING CODES ENFORCEMENT
FY 2015 Adopted Budget**

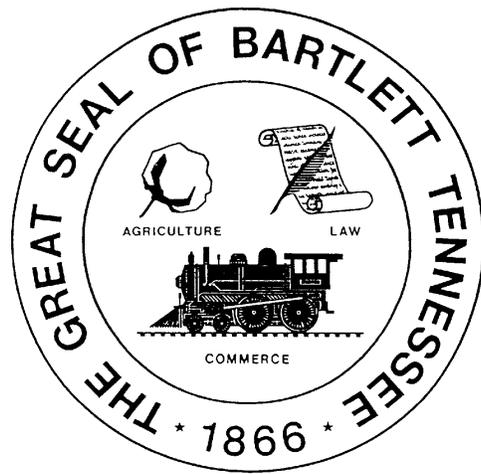
Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Department Revenues/Grants				
Vacant Lot Weed Cutting Fees	\$ 0	\$ 15,000	\$ 12,000	\$ 15,000
Total Department Revenues/Grants	\$ 0	\$ 15,000	\$ 12,000	\$ 15,000
Personnel				
Supervisor Salaries	\$ 80,724	\$ 82,669	\$ 82,669	\$ 84,322
Employee Wages	358,054	384,006	375,609	392,751
Overtime Wages	411	400	400	400
Special Hours	0	300	300	300
Part-Time	16,271	16,094	16,094	32,188
Educational Bonus	2,880	2,880	2,880	2,880
Longevity Pay	6,278	7,856	8,029	10,540
Bonus	6,236	10,196	10,018	957
Other Personnel Costs	0	300	0	0
Employee Health Insurance	65,623	68,036	68,036	68,036
Employee Life Insurance	1,985	2,520	2,412	2,576
Worker's Compensation Insurance	7,594	8,298	8,298	8,855
Retiree Health Insurance	21,939	23,334	22,914	23,854
FICA	35,134	37,668	37,502	39,193
Pension Contribution	61,429	69,713	64,159	66,790
Total Personnel	\$ 664,559	\$ 714,270	\$ 699,320	\$ 733,642
Staffing Level				
<i>Full-Time</i>	<i>8.62</i>	<i>9.00</i>	<i>9.00</i>	<i>9.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.47</i>	<i>0.63</i>	<i>0.57</i>	<i>1.25</i>
Total Full-Time Equivalent (FTE)	9.09	9.63	9.57	10.25
Operations				
Training	\$ 1,682	\$ 1,500	\$ 1,500	\$ 1,500
Travel	1,610	2,000	2,000	2,000
Other Professional Service	244	300	300	300
Postage & Freight	11,405	11,000	11,000	11,500
Dues & Subscriptions	630	600	600	600
Meetings	342	500	500	500
Phones - Local	2,194	2,200	2,200	2,200
Long Distance Phone Calls	50	200	200	200
Cellular Phones	3,718	3,900	3,900	3,900
Shop Allocation	3,700	3,700	3,700	3,700
Vehicle Maintenance	4,019	4,000	4,000	4,000
Radio Maintenance	350	500	500	500
Grounds Maintenance	2,405	15,000	12,000	15,000
Office Supplies	2,683	4,000	4,000	4,000
Printing	3,541	4,000	4,000	4,000
Petroleum Supplies	16,036	15,000	16,000	16,000
Clothing & Uniforms	894	1,660	1,660	1,660
Operating Supplies	245	300	300	300
Small Tools	247	300	300	300
Equipment Rental	413	500	500	500
Equipment Leasing	923	2,000	2,000	2,000
Vehicle & Equip Insurance	1,267	1,267	1,339	1,406



CITY OF BARTLETT
BUILDING CODES ENFORCEMENT
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
General Liability Insurance	1,868	1,868	1,375	1,444
Other Insurance	0	100	100	100
Cash Over/Short	4	0	0	0
Damage Claims	0	1,000	1,000	1,000
Total Operations	\$ 60,471	\$ 77,395	\$ 74,974	\$ 78,610
Capital				
Communications Equipment	\$ 1,187	\$ 1,500	\$ 1,500	\$ 1,500
Furniture	157	500	500	500
Total Capital	\$ 1,344	\$ 2,000	\$ 2,000	\$ 2,000
Total Building Codes Enforcement	\$ 726,373	\$ 778,665	\$ 764,294	\$ 799,252





City of Bartlett

PUBLIC WORKS/ ENGINEERING FY 2015 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	8
Parts Manager	1
Skill Clerk	1
Senior Mechanic	<u>1</u>
Total P.W. City Shop	<u>12</u>

Public Works General Maintenance

Supervisor	1
Custodial	1
Driver	8
Foreman	3
Sign Technician	1
Utility Worker	<u>4</u>
Total P.W. General Maintenance	<u>18</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	7
Foreman	5
Supervisor	<u>1</u>
Total P.W. Grounds Maintenance	<u>14</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 \$238,874 (4.70%) over the FY 2014 Projection. City Shop added one Mechanic position. Otherwise, there were no other staffing changes. FY 2015 budget included a career ladder pay increase and a general 2% salary increase for full-time employees.

<i>Summary Revenue/Expenditure Type</i>				
<u>Category</u>	<u>FY 2013 Actual</u>	<u>FY 2014 Revised</u>	<u>FY 2014 Projection</u>	<u>FY 2015 Adopted</u>
Revs/Recvrs	591,367	589,325	589,325	589,325
Salaries	2,733,318	2,905,656	2,863,673	3,025,549
Benefits	1,431,934	1,560,509	1,515,295	1,533,213
Other Personnel	210,562	286,259	244,000	228,000
Operations	958,008	1,078,427	1,039,049	1,102,171
Capital	<u>28,289</u>	<u>6,100</u>	<u>5,242</u>	<u>17,200</u>
Total	<u>4,770,744</u>	<u>5,247,626</u>	<u>5,077,934</u>	<u>5,316,808</u>

Engineering and Inspection

Engineer	1
Traffic Engineer	1
Construction Inspector	1
Lead Construction Inspector	1
Manger GIS	<u>1</u>
Total Engin. and Inspection	<u>5</u>

TOTAL PUBLIC WORKS/ENGINEERING	<u>68</u>
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Public Works Summary

FY 2015 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, reading water meters and drainage systems. General Services (building maintenance), Animal Control, and Solid Waste services are also provided.

Category	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Revs/Recvrs	591,367	589,325	589,325	589,325
Salaries	2,226,977	2,391,384	2,348,366	2,496,509
Benefits	1,200,958	1,316,629	1,275,793	1,300,427
Other Personnel	210,562	286,259	244,000	228,000
Operations	903,001	1,011,645	972,492	1,033,854
Capital	28,289	6,100	5,242	17,200
Total	3,978,419	4,422,692	4,256,568	4,486,665

FY 2014 Performance Highlights

We just completed our first year of service to the annexation area of 1/1/13. Based upon the number of complaints, we believe that our new residents are very happy to be a part of Bartlett. 2013 saw BPW hire twenty three new employees! That's more than we hired in the previous 5 years put together! Eight of those will be used to meet the needs of the annexation. The other fifteen replaced former workers. We are hopeful that our new hires will be quick learners because they now made up 20% of our department staff.

Objective	Performance Measures	FY 2013 Actual	FY 2014 Forecast	FY 2015 Projected
Maintain the City's water and sewer infrastructure.	# of work tickets for Water/Wastewater Services	3001	3100	3200
To establish standards by cleaning streets and maintain right-of-ways	Miles of roadway in Bartlett	301	310	320
Maintain the City's street, drainage systems, and traffic signs.	# of repairs to Drainage structures, streets, and traffic signs.	1741	1750	1760
Provide a safe and harmonious coexistence for pets and residents.	# of animals adopted out or returned to their owners	1104	1110	1120



CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Department Revenues				
Shop Expense Allocation	\$ 335,490	\$ 325,325	\$ 325,325	\$ 325,325
Weed Cutting Fees	139,819	125,000	125,000	125,000
Animal Shelter Donations	11,035	14,000	14,000	14,000
Animal Shelter Boarding	1,257	1,800	1,800	1,800
Animal Shelter Capture Fee	4,190	7,200	7,200	7,200
Animal Shelter Adoption	40,558	54,000	54,000	54,000
Animal Shelter City License	38,315	45,000	45,000	45,000
Animal Shelter Miscellaneous Revenues	20,703	17,000	17,000	17,000
Total Department Revenues	\$ 591,367	\$ 589,325	\$ 589,325	\$ 589,325
Personnel				
Supervisor Salaries	\$ 409,347	\$ 410,083	\$ 406,382	\$ 415,106
Employee Wages	1,745,785	1,892,239	1,842,220	1,969,977
Overtime Wages	43,696	57,800	69,350	64,500
Special Hours	15,400	15,600	15,600	15,600
Contracted Services	210,122	286,259	244,000	228,000
Part-Time	12,748	15,662	14,814	31,326
Vacation Pay	7,147	0	6,689	0
Sick Pay	42,688	49,249	46,586	50,238
Longevity Pay	36,149	52,769	49,097	5,307
Bonus	440	0	0	0
Other Personnel Costs	454,408	482,193	473,755	511,647
Employee Health Insurance	9,928	12,434	12,005	12,880
Employee Life Insurance	71,409	77,167	77,167	79,090
Worker's Compensation Insurance	(36)	0	0	0
Retiree Health Insurance	107,730	115,116	112,271	119,255
FICA	170,570	183,778	184,201	188,098
Pension Contribution	300,965	343,923	314,022	333,912
Total Personnel	\$ 3,638,497	\$ 3,994,272	\$ 3,868,159	\$ 4,024,936
Staffing Level				
<i>Full-Time</i>	<i>52.29</i>	<i>59.00</i>	<i>55.19</i>	<i>60.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.83</i>	<i>0.75</i>	<i>0.97</i>	<i>1.50</i>
Total Full-Time Equivalent (FTE)	53.12	59.75	56.16	61.50
Operations				
Training	\$ 4,732	\$ 5,150	\$ 2,440	\$ 6,320
Travel	451	2,200	1,610	2,845
Professional Services	78,633	26,000	24,000	26,000
Other Professional Service	3,479	69,500	64,300	69,000
Postage & Freight	456	350	310	350
Dues & Subscriptions	3,689	785	795	10,650
Employee Appreciation	0	1,800	1,754	2,000
Utilities	37,987	40,500	38,000	42,200
Phones - Local	4,122	4,600	4,543	4,600
Long Distance Phone Calls	72	80	77	80
Cellular Phones	8,873	7,650	7,900	8,930
Data Processing Software	538	0	0	0
Telecommunication Link	68	0	0	0



CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Shop Allocation	92,542	97,500	97,500	97,500
Vehicle Maintenance	49,397	67,500	69,800	75,000
Equipment Maintenance	50,393	46,800	48,109	48,810
Radio Maintenance	1,087	1,400	1,246	1,450
Computer Maintenance	93	0	0	0
Grounds Maintenance	36,834	51,650	51,200	51,400
Building Maintenance	18,598	14,950	18,375	32,450
Fuel System Maintenance	6,015	0	0	0
Street Painting & Signs	23,667	38,990	32,000	32,000
Office Supplies	6,179	6,550	6,150	7,250
Printing	869	1,400	1,350	1,400
Medical Supplies	43,754	52,500	50,000	52,500
Petroleum Supplies	144,771	166,500	166,500	176,800
Clothing & Uniforms	17,126	16,800	16,550	17,850
Operating Supplies	83,809	50,000	37,000	42,600
Cleaning Supplies	4,673	8,100	7,800	7,600
Chemical Supplies	1,367	2,000	1,500	1,500
Fill Sand, Dirt & Gravel	12,442	20,000	20,000	10,000
Asphalt	77,276	107,000	107,000	107,000
Concrete & Brick	12,683	14,000	13,000	14,000
Miscellaneous Shop Parts	1,660	2,200	2,200	2,400
Small Tools	11,976	18,500	18,400	13,000
Pipe & Materials-System Ma	9,197	12,000	12,000	12,000
Miscellaneous Supplies	3,927	3,800	2,800	3,800
Equipment Rental	0	1,500	0	1,500
Street Barricade & Equip. Rental	1,340	1,900	1,600	1,800
Equipment Leasing	2,408	3,450	3,370	3,560
Property Insurance	7,342	7,342	7,756	8,688
Vehicle & Equip Insurance	13,389	13,389	13,614	14,295
General Liability Insurance	11,709	11,709	8,692	9,126
Credit Card Vendor Fees	1,674	2,300	2,300	2,300
State Fees	3,405	4,400	4,200	4,400
Cash Over/Short	(5)	100	0	100
Animal Control Fees	1,458	1,800	1,600	1,800
Damage Claims	6,628	4,000	3,000	4,000
Miscellaneous Other Expenses	220	1,000	150	1,000
Total Operations	\$ 903,001	\$ 1,011,645	\$ 972,492	\$ 1,033,854
Capital				
Fencing & Landscaping	\$ 836	\$ 800	\$ 800	\$ 800
Building Improvements	21,105	0	0	0
Communications Equipment	3,938	2,200	1,585	4,200
Data Processing Equipment	2,193	0	757	0
Furniture	218	2,100	1,500	1,700
Other Equipment	0	1,000	600	10,500
Total Capital	\$ 28,289	\$ 6,100	\$ 5,242	\$ 17,200
TOTAL PUBLIC WORKS	\$ 3,978,419	\$ 4,422,692	\$ 4,256,568	\$ 4,486,665



CITY OF BARTLETT
PUBLIC WORKS ADMINISTRATION
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 165,960	\$ 169,451	\$ 169,451	\$ 172,840
Employee Wages	90,748	109,916	96,643	100,414
Overtime Wages	427	800	350	500
Longevity Pay	9,704	12,625	11,417	11,932
Bonus	3,418	6,018	5,753	435
Employee Health Insurance	31,247	31,247	31,247	31,247
Employee Life Insurance	1,181	1,509	1,411	1,476
Worker's Compensation Insurance	815	839	839	829
Retiree Health Insurance	12,809	13,968	13,305	13,663
FICA	20,266	22,437	21,515	21,466
Pension Contribution	35,865	41,732	37,253	38,256
Total Personnel	\$ 372,440	\$ 410,542	\$ 389,184	\$ 393,058
Staffing Level				
<i>Full-Time</i>	<i>4.60</i>	<i>5.00</i>	<i>4.97</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)	4.60	5.00	4.97	5.00
Operations				
Training	\$ 1,145	\$ 600	\$ 590	\$ 350
Travel	401	1,300	1,610	765
Postage & Freight	456	350	310	350
Dues & Subscriptions	543	450	435	450
Employee Appreciation	0	1,800	1,754	2,000
Utilities	12,382	14,000	12,000	14,000
Phones - Local	3,770	4,200	4,143	4,200
Long Distance Phone Calls	35	35	35	35
Cellular Phones	3,360	2,800	2,800	2,800
Telecommunication Link	68	0	0	0
Shop Allocation	92,542	97,500	97,500	97,500
Vehicle Maintenance	1,086	2,000	2,800	2,000
Equipment Maintenance	309	300	309	310
Radio Maintenance	0	200	0	200
Building Maintenance	528	450	375	450
Office Supplies	2,617	2,500	2,400	2,500
Printing	340	400	350	400
Petroleum Supplies	64,989	6,900	6,000	6,900
Clothing & Uniforms	11,573	800	550	550
Operating Supplies	741	1,000	300	600
Equipment Leasing	690	800	710	800
Property Insurance	2,754	2,754	3,034	3,398
Vehicle & Equip Insurance	560	560	553	581
General Liability Insurance	1,515	1,515	965	1,013
Damage Claims	0	500	0	500
Miscellaneous Other Expenses	220	1,000	150	1,000
Total Operations	\$ 202,624	\$ 144,714	\$ 139,673	\$ 143,652
Capital				
Communications Equipment	\$ 0	\$ 200	\$ 0	\$ 200



**CITY OF BARTLETT
PUBLIC WORKS ADMINISTRATION
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Data Processing Equipment	1,009	0	0	0
Furniture	0	500	0	0
Total Capital	\$ 1,009	\$ 700	\$ 0	\$ 200
Total Public Works Administration	\$ 576,073	\$ 555,956	\$ 528,858	\$ 536,910



**CITY OF BARTLETT
CITY SHOP
FY 2015 Adopted Budget**

Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Department Revenues				
Shop Expense Allocation	\$ 335,490	\$ 325,325	\$ 325,325	\$ 325,325
Total Department Revenues	\$ 335,490	\$ 325,325	\$ 325,325	\$ 325,325
Personnel				
Supervisor Salaries	\$ 57,073	\$ 55,025	\$ 57,920	\$ 58,145
Employee Wages	384,386	406,943	407,568	466,932
Overtime Wages	19,111	20,000	36,000	30,000
Special Hours	5,100	5,200	5,200	5,200
Contracted Services	22,163	32,000	19,000	23,000
Longevity Pay	8,134	10,171	9,761	10,228
Bonus	6,836	10,588	9,081	1,044
Other Personnel Costs	81,525	89,173	82,356	105,823
Employee Health Insurance	2,069	2,495	2,534	2,835
Employee Life Insurance	9,639	10,737	10,737	12,168
Worker's Compensation Insurance	(36)	0	0	0
Retiree Health Insurance	22,073	23,098	23,114	26,254
FICA	35,618	37,476	39,625	42,187
Pension Contribution	61,804	69,009	64,720	73,511
Total Personnel	\$ 715,496	\$ 771,915	\$ 767,616	\$ 857,327
Staffing Level				
<i>Full-Time</i>	<i>10.00</i>	<i>11.00</i>	<i>10.17</i>	<i>12.00</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)	10.00	11.00	10.17	12.00
Operations				
Training	\$ 2,427	\$ 2,000	\$ 1,000	\$ 2,000
Dues & Subscriptions	3,029	0	0	9,800
<i>Annual subscriptions for diagnostic software for Ford & Dodge, All Data, Identifix, Diamond Iris.</i>				
Utilities	9,385	9,000	8,000	9,000
Long Distance Phone Calls	35	40	40	40
Cellular Phones	1,087	850	850	1,080
Data Processing Software	538	0	0	0
Vehicle Maintenance	5,092	5,500	6,500	7,000
Equipment Maintenance	3,474	4,000	2,800	3,000
Radio Maintenance	56	200	200	200
Computer Maintenance	55	0	0	0
Building Maintenance	7,407	4,500	3,500	4,500
Fuel System Maintenance	6,015	0	0	0
Office Supplies	1,497	1,500	1,400	1,500
Petroleum Supplies	0	9,200	9,000	10,000
Clothing & Uniforms	4,723	4,000	4,000	4,600
Operating Supplies	6,689	6,500	6,200	6,500
Cleaning Supplies	975	1,600	1,400	1,600
Miscellaneous Shop Parts	1,660	2,200	2,200	2,400
Small Tools	2,669	5,000	5,000	2,700
Miscellaneous Supplies	2,702	3,000	2,600	3,250
Equipment Leasing	1,275	2,000	1,900	2,000
Property Insurance	2,473	2,473	2,538	2,843



**CITY OF BARTLETT
CITY SHOP
FY 2015 Adopted Budget**

Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Vehicle & Equip Insurance	1,296	1,296	1,250	1,313
General Liability Insurance	1,958	1,958	1,457	1,530
Total Operations	\$ 66,514	\$ 66,817	\$ 61,835	\$ 76,856
Capital				
Building Improvements	\$ 21,105	\$ 0	\$ 0	\$ 0
Furniture	218	500	500	500
Other Equipment	0	0	0	9,500
<i>DBR scanner \$2,500, VCMII scanner \$4,000, Encore mobile scanner for service calls out in the field - \$3,000.</i>				
Total Capital	\$ 21,323	\$ 500	\$ 500	\$ 10,000
Total City Shop	\$ 467,843	\$ 513,907	\$ 504,626	\$ 618,858



**CITY OF BARTLETT
GENERAL MAINTENANCE
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Employee Wages	\$ 560,518	\$ 608,342	\$ 584,715	\$ 622,371
Overtime Wages	11,253	15,000	15,000	15,000
Special Hours	5,200	5,200	5,200	5,200
Vacation Pay	5,745	0	0	0
Longevity Pay	11,183	12,557	11,495	12,008
Bonus	10,771	14,358	13,064	1,566
Other Personnel Costs	440	0	0	0
Employee Health Insurance	136,172	138,249	145,312	158,386
Employee Life Insurance	2,554	3,285	3,102	3,361
Worker's Compensation Insurance	25,536	27,957	27,957	28,022
Retiree Health Insurance	28,026	30,417	29,236	31,119
FICA	44,314	48,095	47,120	47,978
Pension Contribution	77,995	90,874	81,860	87,132
Total Personnel	\$ 919,708	\$ 994,334	\$ 964,061	\$ 1,012,143
Staffing Level				
<i>Full-Time</i>	<i>16.50</i>	<i>18.00</i>	<i>16.57</i>	<i>18.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.26</i>	<i>0.00</i>	<i>0.24</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	16.76	18.00	16.81	18.00
Operations				
Training	\$ 255	\$ 400	\$ 0	\$ 1,950
Travel	51	100	0	200
Other Professional Service	2,337	6,000	5,000	6,000
Dues & Subscriptions	35	200	200	200
Cellular Phones	736	900	850	900
Vehicle Maintenance	18,089	29,000	35,000	35,000
Equipment Maintenance	15,447	17,000	20,000	20,000
Radio Maintenance	338	500	526	500
Grounds Maintenance	40	250	0	0
Building Maintenance	1,804	3,500	2,000	2,500
Street Painting & Signs	23,667	38,990	32,000	32,000
Office Supplies	643	850	850	850
Petroleum Supplies	0	45,500	52,000	55,000
Clothing & Uniforms	33	5,800	6,000	6,000
Operating Supplies	55,145	18,000	12,000	15,000
Cleaning Supplies	1,010	1,500	2,400	1,000
Fill Sand, Dirt & Gravel	12,442	20,000	20,000	10,000
Asphalt	77,276	107,000	107,000	107,000
Concrete & Brick	12,683	14,000	13,000	14,000
Small Tools	1,450	1,500	1,500	1,500
Pipe & Materials-System Maintenance	9,197	12,000	12,000	12,000
Equipment Rental	0	1,500	0	1,500
Street Barricade & Equip. Rental	1,340	1,900	1,600	1,800
Equipment Leasing	104	150	160	160
Vehicle & Equip Insurance	5,394	5,394	5,943	6,240
General Liability Insurance	3,027	3,027	2,302	2,417



**CITY OF BARTLETT
GENERAL MAINTENANCE
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Damage Claims	4,226	1,500	1,500	1,500
Total Operations	\$ 246,769	\$ 336,461	\$ 333,831	\$ 335,217
Capital				
Fencing & Landscaping	\$ 836	\$ 800	\$ 800	\$ 800
Communications Equipment	690	1,000	785	1,000
Data Processing Equipment	175	0	757	0
Furniture	0	0	0	1,200
Total Capital	\$ 1,700	\$ 1,800	\$ 2,342	\$ 3,000
Total General Maintenance	\$ 1,168,177	\$ 1,332,595	\$ 1,300,234	\$ 1,350,360



**CITY OF BARTLETT
GENERAL SERVICES
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 73,247	\$ 74,315	\$ 74,315	\$ 76,922
Employee Wages	86,580	87,918	88,536	91,392
Overtime Wages	3,643	5,000	5,000	5,000
Contracted Services	0	7,000	3,000	5,000
Longevity Pay	4,395	4,459	4,459	4,525
Bonus	2,051	3,504	3,503	261
Employee Health Insurance	34,617	34,135	37,024	37,024
Employee Life Insurance	751	876	868	909
Worker's Compensation Insurance	7,439	7,611	7,611	7,738
Retiree Health Insurance	7,991	8,112	8,143	8,416
FICA	12,526	12,941	13,206	13,123
Pension Contribution	22,376	24,235	22,799	23,564
Total Personnel	\$ 255,616	\$ 270,106	\$ 268,464	\$ 273,874
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>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	3.00	3.00	3.00	3.00
Operations				
Training	\$ 215	\$ 700	\$ 350	\$ 700
Dues & Subscriptions	0	35	0	0
Cellular Phones	1,318	1,000	1,200	1,650
Vehicle Maintenance	1,284	3,000	3,000	3,000
Radio Maintenance	122	100	100	100
Office Supplies	0	0	0	600
Petroleum Supplies	0	8,400	7,500	8,400
Clothing & Uniforms	0	1,000	800	800
Operating Supplies	2,356	2,500	2,500	2,500
Small Tools	1,554	1,800	1,800	1,800
Vehicle & Equip Insurance	562	562	782	821
General Liability Insurance	681	681	504	529
Total Operations	\$ 8,093	\$ 19,778	\$ 18,536	\$ 20,900
Capital				
Communications Equipment	\$ 0	\$ 0	\$ 0	\$ 1,000
Other Equipment	0	1,000	600	1,000
Total Capital	\$ 0	\$ 1,000	\$ 600	\$ 2,000
Total General Services	\$ 263,709	\$ 290,884	\$ 287,600	\$ 296,774



**CITY OF BARTLETT
GROUND MAINTENANCE
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Department Revenues				
Weed Cutting Fees	\$ 139,819	\$ 125,000	\$ 125,000	\$ 125,000
Total Department Revenues	\$ 139,819	\$ 125,000	\$ 125,000	\$ 125,000
Personnel				
Supervisor Salaries	\$ 57,073	\$ 54,219	\$ 57,073	\$ 57,307
Employee Wages	397,048	431,443	445,443	451,051
Overtime Wages	657	5,000	1,000	4,000
Contracted Services	162,947	222,259	200,000	200,000
Vacation Pay	1,402	0	0	0
Longevity Pay	8,396	8,552	8,539	10,567
Bonus	7,520	11,430	11,066	1,131
Employee Health Insurance	113,780	130,805	113,734	109,389
Employee Life Insurance	2,040	2,623	2,639	2,745
Worker's Compensation Insurance	20,452	22,273	22,273	22,908
Retiree Health Insurance	22,706	24,283	25,126	25,418
FICA	34,471	37,200	39,201	38,577
Pension Contribution	63,375	72,549	70,352	71,170
Total Personnel	\$ 891,866	\$ 1,022,636	\$ 996,446	\$ 994,263
Staffing Level				
<i>Full-Time</i>	<i>11.19</i>	<i>14.00</i>	<i>12.77</i>	<i>14.00</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)	11.19	14.00	12.77	14.00
Operations				
Training	\$ 430	\$ 700	\$ 500	\$ 500
Professional Services	55,458	0	0	0
Other Professional Services	0	61,500	58,000	61,500
Dues & Subscriptions	82	100	0	0
Utilities	6,828	6,500	7,000	7,200
Phones-Local	226	250	250	250
Cellular Phones	1,402	1,200	1,200	1,200
Vehicle Maintenance	22,417	25,000	20,000	25,000
Equipment Maintenance	29,919	25,000	25,000	25,000
Radio Maintenance	397	200	270	250
Computer Maintenance	38	0	0	0
Grounds Maintenance	35,858	50,000	50,000	50,000
Building Maintenance	5,230	2,500	4,700	7,000
<i>Replace roof and wood on small supply building - \$4,000, electrical service for tractor shed \$1,500, \$1,500 for routine maint.</i>				
Office Supplies	233	0	0	300
Petroleum Supplies	51,253	66,500	64,000	66,500
Clothing & Uniforms	0	4,000	4,000	4,000
Operating Supplies	7,140	9,000	8,000	9,000
Small Tools	6,303	7,000	7,000	7,000
Equipment Leasing	80	100	100	100
Property Insurance	861	861	888	995
Vehicle & Equip Insurance	3,361	3,361	3,529	3,705
General Liability Insurance	2,866	2,866	2,245	2,357



**CITY OF BARTLETT
GROUND MAINTENANCE
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Damage Claims	2,402	1,000	1,000	1,000
Total Operations	\$ 232,783	\$ 267,638	\$ 257,682	\$ 272,857
Capital				
Communications Equipment	\$ 3,248	\$ 800	\$ 800	\$ 0
Data Processing Equipment	1,009	0	0	0
Furniture	0	1,100	1,000	0
Total Capital	\$ 4,257	\$ 1,900	\$ 1,800	\$ 0
Total Ground Maintenance	\$ 989,086	\$ 1,167,174	\$ 1,130,928	\$ 1,142,120



CITY OF BARTLETT ANIMAL CONTROL FY 2015 Adopted Budget

Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Department Revenues				
Animal Shelter Donations	\$ 11,035	\$ 14,000	\$ 14,000	\$ 14,000
Animal Shelter Boarding	1,257	1,800	1,800	1,800
Animal Shelter Capture Fee	4,190	7,200	7,200	7,200
Animal Shelter Adoption	40,558	54,000	54,000	54,000
Animal Shelter City License	38,315	45,000	45,000	45,000
Animal Shelter Miscellaneous Revenues	20,703	17,000	17,000	17,000
Total Department Revenues	\$ 116,058	\$ 139,000	\$ 139,000	\$ 139,000
Personnel				
Supervisor Salaries	\$ 55,995	\$ 57,073	\$ 47,623	\$ 49,892
Employee Wages	226,505	247,677	219,315	237,817
Overtime Wages	8,605	12,000	12,000	10,000
Special Hours	5,100	5,200	5,200	5,200
Contracted Services	25,012	25,000	22,000	0
Part-Time	12,748	15,662	14,814	31,326
Vacation Pay	0	0	6,689	0
Longevity Pay	876	885	915	978
Bonus	5,553	6,871	6,630	870
Employee Health Insurance	57,067	58,584	64,082	69,778
Employee Life Insurance	1,332	1,646	1,451	1,554
Worker's Compensation Insurance	7,528	7,750	7,750	7,425
Retiree Health Insurance	14,125	15,238	13,347	14,385
FICA	23,375	25,629	23,534	24,767
Pension Contribution	39,550	45,524	37,038	40,279
Total Personnel	\$ 483,372	\$ 524,739	\$ 482,388	\$ 494,271
Staffing Level				
<i>Full-Time</i>	<i>7.00</i>	<i>8.00</i>	<i>7.71</i>	<i>8.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.57</i>	<i>0.75</i>	<i>0.73</i>	<i>1.50</i>
Total Full-Time Equivalent (FTE)	7.57	8.75	8.44	9.50
Operations				
Training	\$ 260	\$ 750	\$ 0	\$ 820
Travel	0	800	0	1,880
Professional Services	23,175	26,000	24,000	26,000
Other Professional Service	1,142	2,000	1,300	1,500
Dues & Subscriptions	0	0	160	200
Utilities	9,391	11,000	11,000	12,000
Phones - Local	126	150	150	150
Long Distance Phone Calls	3	5	2	5
Cellular Phones	970	900	1,000	1,300
Vehicle Maintenance	1,429	3,000	2,500	3,000
Equipment Maintenance	1,244	500	0	500
Radio Maintenance	173	200	150	200
Grounds Maintenance	937	1,400	1,200	1,400
Building Maintenance	3,628	4,000	7,800	18,000
<i>\$3k rodent control, \$4k paint building, \$600 UV lights replacement, \$300 repair guillotine doors, \$800 move dryer, \$3,800 repair/replace kennel walls, \$5,500 replace air unit for isolation room.</i>				
Office Supplies	1,188	1,700	1,500	1,500



**CITY OF BARTLETT
ANIMAL CONTROL
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Printing	530	1,000	1,000	1,000
Medical Supplies	43,754	52,500	50,000	52,500
Petroleum Supplies	28,529	30,000	28,000	30,000
Clothing & Uniforms	798	1,200	1,200	1,900
Operating Supplies	11,739	13,000	8,000	9,000
Cleaning Supplies	2,688	5,000	4,000	5,000
Chemical Supplies	1,367	2,000	1,500	1,500
Small Tools	0	3,200	3,100	0
Miscellaneous Supplies	1,225	800	200	550
Equipment Leasing	259	400	500	500
Property Insurance	1,254	1,254	1,296	1,452
Vehicle & Equip Insurance	2,216	2,216	1,557	1,635
General Liability Insurance	1,662	1,662	1,219	1,280
Credit Card Vendor Fees	1,674	2,300	2,300	2,300
State Fees	3,405	4,400	4,200	4,400
Cash Over/Short	(5)	100	0	100
Animal Control Fees	1,458	1,800	1,600	1,800
Damage Claims	0	1,000	500	1,000
Total Operations	\$ 146,219	\$ 176,237	\$ 160,934	\$ 184,372
Capital				
Communications Equipment	\$ 0	\$ 200	\$ 0	\$ 2,000
Total Capital	\$ 0	\$ 200	\$ 0	\$ 2,000
Total Animal Control	\$ 513,532	\$ 562,176	\$ 504,322	\$ 541,643

Engineering Summary

FY 2015 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 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Salaries	506,341	514,272	515,307	529,040
Benefits	230,976	243,880	239,502	232,786
Operations	55,007	66,782	66,557	68,317
Total	792,324	824,934	821,366	830,143

FY 2014 Performance Highlights

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

Objective	Performance Measures	FY 2013 Actual	FY 2014 Forecast	FY 2015 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	Most Projects	Most Projects	All Projects
Oversee repaving of various streets in the city limits	Complete on time and in budget.	started project	completed project	All Projects



**CITY OF BARTLETT
ENGINEERING BUDGET SUMMARY
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 246,413	\$ 252,244	\$ 252,242	\$ 257,288
Employee Wages	259,928	260,178	260,178	268,902
Overtime Wages	0	1,850	2,887	2,850
Vacation Pay	6,993	0	0	0
Education Bonus	1,920	1,920	1,920	1,920
Longevity Pay	15,173	18,394	18,311	19,277
Bonus	5,469	10,927	10,889	696
Employee Health Insurance	58,790	62,619	62,619	62,619
Employee Life Insurance	2,298	2,767	2,730	2,842
Worker's Compensation Insurance	4,283	4,200	4,200	4,155
Retiree Health Insurance	25,191	25,621	25,621	26,309
FICA	40,325	40,886	41,473	41,301
Pension Contribution	70,535	76,546	71,739	73,667
Total Personnel	\$ 737,318	\$ 758,152	\$ 754,809	\$ 761,826
Staffing Level				
<i>Full-Time</i>	<i>7.95</i>	<i>8.00</i>	<i>8.00</i>	<i>8.00</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)	7.95	8.00	8.00	8.00
Operations				
Training	\$ 535	\$ 1,700	\$ 1,700	\$ 1,700
Travel	308	1,550	1,550	1,550
Other Professional Service	4,254	7,500	6,700	7,500
Postage & Freight	740	1,100	900	1,100
Dues & Subscriptions	2,022	2,000	2,100	2,100
Meetings	48	75	125	175
Phones - Local	3,067	3,200	3,514	3,550
Long Distance Phone Calls	415	325	275	325
Cellular Phones	5,072	4,150	4,525	4,550
Shop Allocation	3,840	3,840	3,840	3,840
Vehicle Maintenance	2,236	3,700	3,000	3,700
Equipment Maintenance	3,408	3,700	6,415	4,200
Building Maintenance	2,021	1,450	1,800	1,800
Office Supplies	1,144	2,400	2,400	2,400
Printing	1,542	2,600	2,100	2,550
Petroleum Supplies	11,569	13,000	12,386	13,000
Clothing & Uniforms	876	1,150	1,050	1,150
Operating Supplies	1,174	1,800	1,550	1,800
Equipment Leasing	1,640	2,000	1,900	2,000
Property Insurance	3,387	3,387	3,506	3,927
Vehicle & Equip Insurance	1,153	1,550	1,138	1,195
General Liability Insurance	2,005	2,005	1,433	1,505
State Fees	2,021	2,000	2,050	2,100
License Fees	0	600	600	600
Miscellaneous Other Expenses	234	0	0	0
Total Operations	\$ 55,007	\$ 66,782	\$ 66,557	\$ 68,317
TOTAL ENGINEERING	\$ 792,324	\$ 824,934	\$ 821,366	\$ 830,143



CITY OF BARTLETT
ENGINEERING ADMINISTRATION
FY 2015 Adopted Budget



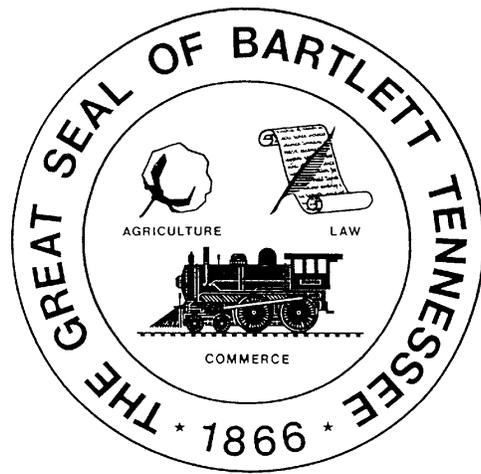
Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 176,842	\$ 182,673	\$ 182,672	\$ 186,326
Employee Wages	40,908	42,070	42,070	43,959
Overtime Wages	0	350	0	350
Education Bonus	720	720	720	720
Longevity Pay	7,096	8,494	8,496	9,377
Bonus	2,051	4,755	4,753	261
Employee Health Insurance	20,412	20,412	20,412	20,412
Employee Life Insurance	1,003	1,214	1,195	1,244
Worker's Compensation Insurance	749	783	783	796
Retiree Health Insurance	10,888	11,237	11,237	11,514
FICA	17,265	18,013	18,208	18,161
Pension Contribution	30,485	33,572	31,464	32,240
Total Personnel	\$ 308,418	\$ 324,293	\$ 322,010	\$ 325,360
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>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	3.00	3.00	3.00	3.00
Operations				
Training	\$ 450	\$ 1,000	\$ 1,000	\$ 1,000
Travel	15	800	800	800
Other Professional Service	3,989	4,500	4,200	4,500
Postage & Freight	727	1,100	900	1,100
Dues & Subscriptions	953	1,100	1,100	1,100
Meetings	48	75	75	75
Phones - Local	1,861	1,900	2,150	2,150
Long Distance Phone Calls	3	25	25	25
Cellular Phones	2,313	1,700	2,075	2,100
Shop Allocation	840	840	840	840
Vehicle Maintenance	632	1,500	1,000	1,500
Equipment Maintenance	2,923	3,000	3,000	3,000
Building Maintenance	1,149	750	1,100	1,000
Office Supplies	33	400	400	400
Printing	296	600	500	550
Petroleum Supplies	11,569	13,000	12,386	13,000
Clothing & Uniforms	210	250	250	250
Operating Supplies	14	0	50	100
Equipment Leasing	1,640	2,000	1,900	2,000
Vehicle & Equip Insurance	582	979	570	599
General Liability Insurance	860	860	631	663
State Fees	2,021	2,000	2,050	2,100
License Fees	0	600	600	600
Miscellaneous Other Expenses	234	0	0	0
Total Operations	\$ 33,363	\$ 38,979	\$ 37,602	\$ 39,452
Total Engineering Administration	\$ 341,781	\$ 363,272	\$ 359,612	\$ 364,812



**CITY OF BARTLETT
ENGINEERING & INSPECTION
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 69,571	\$ 69,571	\$ 69,570	\$ 70,962
Employee Wages	219,021	218,108	218,108	224,943
Overtime Wages	0	1,500	2,887	2,500
Vacation Pay	6,993	0	0	0
Educational Bonus	1,200	1,200	1,200	1,200
Longevity Pay	8,077	9,900	9,815	9,900
Bonus	3,418	6,172	6,136	435
Employee Health Insurance	38,377	42,207	42,207	42,207
Employee Life Insurance	1,295	1,553	1,535	1,598
Worker's Compensation Insurance	3,534	3,417	3,417	3,359
Retiree Health Insurance	14,303	14,384	14,384	14,795
FICA	23,061	22,873	23,265	23,140
Pension Contribution	40,050	42,974	40,275	41,427
Total Personnel	\$ 428,899	\$ 433,859	\$ 432,799	\$ 436,466
Staffing Level				
<i>Full-Time</i>	<i>4.95</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)	4.95	5.00	5.00	5.00
Operations				
Training	\$ 85	\$ 700	\$ 700	\$ 700
Travel	293	750	750	750
Other Professional Service	265	3,000	2,500	3,000
Postage & Freight	13	0	0	0
Dues & Subscriptions	1,069	900	1,000	1,000
Meetings	0	0	50	100
Phones - Local	1,206	1,300	1,364	1,400
Long Distance Phone Calls	412	300	250	300
Cellular Phones	2,758	2,450	2,450	2,450
Shop Allocation	3,000	3,000	3,000	3,000
Vehicle Maintenance	1,604	2,200	2,000	2,200
Equipment Maintenance	485	700	3,415	1,200
Building Maintenance	872	700	700	800
Office Supplies	1,111	2,000	2,000	2,000
Printing	1,246	2,000	1,600	2,000
Clothing & Uniforms	666	900	800	900
Operating Supplies	1,161	1,800	1,500	1,700
Small Tools	296	0	0	0
Property Insurance	3,387	3,387	3,506	3,927
Vehicle & Equip Insurance	571	571	568	596
General Liability Insurance	1,145	1,145	802	842
Total Operations	\$ 21,644	\$ 27,803	\$ 28,955	\$ 28,865
Total Engineering & Inspection	\$ 450,544	\$ 461,662	\$ 461,754	\$ 465,331





City of Bartlett

PARKS & RECREATION FY 2015 Adopted Budget

Full-Time Authorized Personnel Positions

Parks & Rec Administration

Parks & Recreation Director	1
<i>Parks & Recreation Assistant Director</i>	<i>1</i>
Administrative Secretary	1
Skill Clerk	<u>1</u>
Total P&R Administration	<u>4</u>

Parks & Rec Community Center

Preschool Coordinator	1
Manager	1
Building Service	2
Assistant Manager	<u>1</u>
Total P&R Community Center	<u>5</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	4
Manager	<u>1</u>
Total P&R Maintenance	<u>13</u>

School Ground Maintenance

<i>Supervisor</i>	<i><u>1</u></i>
Total School Ground Maintenance	<u>1</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 I	1
Manager	4
Building Tech	1
Custodial	2
Personal Trainer	<u>2</u>
Total P&R Recreation Ctr	<u>11</u>

The Parks and Recreation function has seven cost centers; Administration, Singleton Community Center, Athletics, Parks Maintenance, School Ground Maintenance, Senior Center and Recreation Center. School Ground Maintenance cost center was added to maintain the school grounds for the newly established Bartlett School System. The Parks and Recreation function budget increased by \$451,003 (8.99%) over the FY 2014 Projection. School Ground Maintenance alone added over \$200,000 to the increase (1 full-time field supervisor, a part-time utility worker, operation and capital costs). Parks Administration also added an assistant director position. FY 2015 budget included a career ladder pay increase and a general 2% salary increase for full-time employees.

<i>Summary Revenue/Expenditure Type</i>				
<u>Category</u>	<u>FY 2013 Actual</u>	<u>FY 2014 Revised</u>	<u>FY 2014 Projection</u>	<u>FY 2015 Adopted</u>
Salaries	2,383,213	2,443,383	2,457,653	2,652,324
Benefits	942,012	958,028	960,941	991,810
Other Personnel	305,204	318,200	307,255	367,293
Operations	1,152,682	1,252,087	1,228,895	1,320,766
Capital	<u>4,647</u>	<u>38,624</u>	<u>61,586</u>	<u>135,140</u>
Total	<u>4,787,759</u>	<u>5,010,322</u>	<u>5,016,330</u>	<u>5,467,333</u>

TOTAL PARKS & REC **41**

Parks & Recreation Summary

City of Bartlett



FY 2015 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 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Salaries	2,383,213	2,443,383	2,457,653	2,652,324
Benefits	942,012	958,028	960,941	991,810
Other Personnel	305,204	318,200	307,255	367,293
Operations	1,152,682	1,252,087	1,228,895	1,320,766
Capital	4,647	38,624	61,586	135,140
Total	4,787,759	5,010,322	5,016,330	5,467,333

FY 2014 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 2013 Actual	FY 2014 Forecast	FY 2015 Projected
Develop a 5-year plan for Parks facilities.	Plan updated annually	In Progress	In Progress	In Progress
Continue to increase (enhance) landscaping in Parks.	# of Parks maintained	24	27	27



CITY OF BARTLETT
PARKS & RECREATION BUDGET SUMMARY
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 91,568	\$ 92,464	\$ 92,464	\$ 167,936
Employee Wages	1,541,039	1,521,614	1,565,818	1,625,835
Overtime Wages	35,068	50,200	44,176	50,200
Special Hours	111,697	119,000	119,248	120,000
Contracted Services	305,204	318,200	307,255	367,293
Part-Time	603,842	660,105	635,947	688,353
Vacation Pay	4,834	0	0	0
Longevity Pay	32,201	39,147	37,830	40,989
Bonus	33,421	45,981	44,016	10,614
Employee Health Insurance	320,220	311,436	319,151	343,186
Employee Life Insurance	7,575	8,716	8,831	9,686
Worker's Compensation Insurance	41,826	42,089	42,089	44,495
Unemployment Compensation	2,991	0	0	0
Retiree Health Insurance	82,064	80,704	82,914	89,689
FICA	187,332	188,843	193,951	202,024
Pension Contribution	229,548	241,112	232,159	251,127
Total Personnel	\$ 3,630,430	\$ 3,719,611	\$ 3,725,849	\$ 4,011,427

Staffing Level

<i>Full-Time</i>	<i>39.00</i>	<i>39.00</i>	<i>38.90</i>	<i>41.00</i>
<i>Part-Time (converted to FTE)</i>	<i>36.19</i>	<i>37.12</i>	<i>34.03</i>	<i>38.31</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>75.19</i>	<i>76.12</i>	<i>72.93</i>	<i>79.31</i>

Operations

Training	\$ 2,479	\$ 6,850	\$ 4,645	\$ 6,350
Travel	1,042	1,800	1,800	1,800
Professional Services	8,368	20,000	20,000	20,000
Other Professional Service	39,919	76,000	69,790	118,800
Postage & Freight	6,835	8,952	8,352	8,457
Dues & Subscriptions	8,119	8,830	8,780	8,830
Meetings	78	0	0	0
Utilities	245,373	268,800	268,800	271,800
Phones - Local	16,572	16,736	16,736	17,588
Long Distance Phone Calls	165	200	200	200
Cellular Phones	4,513	3,792	3,792	4,738
Data Processing - Software	1,500	0	0	0
Shop Allocation	18,750	19,750	19,750	19,350
Vehicle Maintenance	15,683	16,200	15,800	16,700
Equipment Maintenance	54,581	47,340	46,340	48,340
Grounds Maintenance	115,032	75,000	77,126	75,000
Building Maintenance	50,744	70,200	70,000	76,000
Pool Maintenance	50,435	20,000	23,000	20,000
Swim Competitions	41,984	40,000	40,000	40,000
Office Supplies	16,800	18,300	17,700	17,800
Printing	2,352	7,250	6,350	6,400
Medical Supplies	0	600	300	600
Special Designation Expense	691	2,500	2,500	2,000
Petroleum Supplies	40,840	45,100	44,100	49,250
Special Events	2,353	7,000	7,000	7,000



CITY OF BARTLETT
PARKS & RECREATION BUDGET SUMMARY
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Preschool Supplies	5,167	4,600	4,600	4,600
Recreation Supplies	47,861	64,225	64,525	65,300
Concession Supplies	70,755	71,790	72,000	72,000
Field Trips	14,737	15,000	15,000	16,000
Tournament Expenses	5,659	7,700	700	700
Cost of Goods Sold	312	4,000	3,000	4,000
Clothing & Uniforms	14,875	15,600	18,395	17,500
Operating Supplies	71,460	87,050	82,000	90,250
Cleaning Supplies	25,879	42,322	35,827	36,000
Chemical Supplies	3,413	1,500	1,000	1,500
Film & Developing	29	200	130	200
Fill Sand, Dirt & Gravel	8,554	10,000	8,000	10,000
Small Tools	3,360	4,700	3,700	7,050
Tournament Awards	9,750	13,200	10,700	11,700
Travel Club	5,972	14,000	10,000	10,000
Health Fair Expense	2,539	2,600	0	0
Equipment Rental	3,321	6,200	9,300	9,300
Equipment Leasing	5,689	10,723	11,223	11,223
Property Insurance	34,715	34,715	35,892	40,200
Vehicle & Equip Insurance	4,088	4,088	3,934	4,131
General Liability Insurance	12,119	12,119	20,966	22,015
Other Insurance	3,605	3,605	3,700	3,700
Landfill Fees	282	500	444	444
Bank Charges	0	150	0	0
Credit Card Vendor Fees	34,101	29,500	30,000	30,000
Cash Over (Short)	(621)	200	250	250
License Fees	0	500	500	500
Damage Claims	6,032	3,500	3,600	4,600
Miscellaneous Other Expenses	13,823	6,600	6,649	10,600
Total Operations	\$ 1,152,682	\$ 1,252,087	\$ 1,228,895	\$ 1,320,766
Capital				
Building Improvements	\$ 3,455	\$ 33,300	\$ 42,600	\$ 91,000
Data Processing Equipment	1,192	0	983	0
Vehicles	0	0	0	25,000
Furniture	0	0	700	600
Other Equipment	0	5,324	17,303	18,540
Total Capital	\$ 4,647	\$ 38,624	\$ 61,586	\$ 135,140
TOTAL PARKS & RECREATION	\$ 4,787,759	\$ 5,010,322	\$ 5,016,330	\$ 5,467,333



**CITY OF BARTLETT
PARKS ADMINISTRATION
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 91,568	\$ 92,464	\$ 92,464	\$ 167,936
Employee Wages	78,006	79,671	79,670	82,831
Longevity Pay	2,907	3,699	3,699	4,615
Bonus	2,051	3,701	3,684	348
Employee Health Insurance	31,247	31,247	31,247	40,700
Employee Life Insurance	766	930	906	1,354
Worker's Compensation Insurance	457	472	472	759
Retiree Health Insurance	8,479	8,607	8,607	12,538
FICA	12,996	13,312	13,581	19,014
Pension Contribution	23,740	25,714	24,099	35,107
Total Personnel	\$ 252,216	\$ 259,817	\$ 258,429	\$ 365,202
Staffing Level				
<i>Full-Time</i>	<i>3.00</i>	<i>3.00</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>
Total Full-Time Equivalent (FTE)	3.00	3.00	3.00	4.00
Operations				
Postage & Freight	\$ 70	\$ 75	\$ 75	\$ 80
Dues & Subscriptions	965	930	930	930
Phones - Local	3,305	3,086	3,086	3,938
Long Distance Phone Calls	51	50	50	50
Cellular Phones	336	350	350	696
Shop Allocation	750	750	750	350
Vehicle Maintenance	364	700	300	200
Office Supplies	66	500	500	500
Printing	369	0	0	0
Petroleum Supplies	6,689	5,250	5,250	5,250
Operating Supplies	648	550	500	500
Equipment Leasing	254	500	500	500
Property Insurance	6,902	6,902	7,143	8,000
Vehicle & Equip Insurance	337	337	338	355
General Liability Insurance	675	675	1,154	1,212
Damage Claims	0	0	0	0
Miscellaneous Other Expenses	0	500	500	500
Total Operations	\$ 21,781	\$ 21,155	\$ 21,426	\$ 23,061
Total Parks Administration	\$ 273,997	\$ 280,972	\$ 279,855	\$ 388,263



**CITY OF BARTLETT
SINGLETON COMMUNITY CENTER
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Employee Wages	\$ 226,011	\$ 222,685	\$ 218,451	\$ 224,931
Special Hours	603	1,000	1,000	1,000
Contracted Services	98,834	105,000	103,000	105,000
Part-Time	211,595	225,000	221,000	225,000
Vacation Pay	4,577	0	0	0
Longevity Pay	6,902	7,064	7,932	7,932
Bonus	5,342	7,366	6,415	2,175
Employee Health Insurance	45,532	45,095	45,095	50,512
Employee Life Insurance	1,007	1,202	1,153	1,215
Worker's Compensation Insurance	6,037	6,311	6,311	6,306
Retiree Health Insurance	11,111	11,134	10,923	11,247
FICA	34,199	34,819	34,446	34,586
Pension Contribution	30,880	33,265	30,583	31,490
Total Personnel	\$ 682,628	\$ 699,941	\$ 686,309	\$ 701,394

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>11.40</i>	<i>12.02</i>	<i>10.86</i>	<i>12.02</i>
Total Full-Time Equivalent (FTE)	16.40	17.02	15.86	17.02

Operations

Training	\$ 610	\$ 1,500	\$ 295	\$ 1,000
Travel	1,034	1,500	1,500	1,500
Other Professional Service	2,766	2,000	2,790	2,800
Postage & Freight	883	1,000	400	500
Dues & Subscriptions	371	600	550	600
Meetings	78	0	0	0
Utilities	43,623	50,000	50,000	50,000
Phones - Local	2,774	3,000	3,000	3,000
Long Distance Phone Calls	26	30	30	30
Cellular Phones	423	500	500	500
Equipment Maintenance	3,848	5,000	5,000	5,000
Grounds Maintenance	415	0	0	0
Building Maintenance	13,568	19,000	19,000	19,000
Office Supplies	3,360	3,600	3,600	3,600
Printing	993	2,000	1,100	1,000
Preschool Supplies	5,167	4,600	4,600	4,600
Recreation Supplies	15,367	15,000	15,000	16,000
Concession Supplies	7,313	7,000	7,000	7,000
Field Trips	14,737	15,000	15,000	16,000
Tournament Expenses	5,361	7,000	0	0
Clothing & Uniforms	8,987	7,000	8,500	8,500
Operating Supplies	7,395	8,000	8,000	8,000
Cleaning Supplies	4,662	4,000	5,000	4,000
Film & Developing	29	200	130	200
Tournament Awards	1,351	2,500	2,500	2,500
Equipment Leasing	3,029	4,500	4,500	4,500
Property Insurance	6,444	6,444	6,664	7,464
Vehicle & Equip Insurance	166	166	117	123



CITY OF BARTLETT
SINGLETON COMMUNITY CENTER
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
General Liability Insurance	2,112	2,112	3,621	3,802
Credit Card Vendor Fees	5,231	3,500	4,000	4,000
Cash Over or Short	5	0	0	0
Miscellaneous Other Expenses	5,952	2,000	2,000	2,000
Total Operations	\$ 168,078	\$ 178,752	\$ 174,397	\$ 177,219
Capital				
Building Improvements	\$ 3,455	\$ 25,300	\$ 34,600	\$ 26,000
<i>Change Fusebox to breaker box \$3k, Sand and refinish stage in auditorium \$3k, Sand and recoat up 2 - \$4k, New air conditioner unit \$5k, New lighting in gymnasium - \$11k.</i>				
Data Processing Equipment	399	0	767	0
Total Capital	\$ 3,854	\$ 25,300	\$ 35,367	\$ 26,000
Total Singleton Community Center	\$ 854,560	\$ 903,993	\$ 896,073	\$ 904,613



**CITY OF BARTLETT
ATHLETICS
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Employee Wages	\$ 140,605	\$ 142,504	\$ 142,584	\$ 147,453
Overtime Wages	0	400	200	400
Special Hours	109,404	115,000	115,000	115,000
Contracted Services	0	0	1,055	1,055
Part-Time	92,924	100,000	96,000	115,000
Longevity Pay	4,167	7,532	4,527	4,708
Bonus	4,058	5,108	5,051	2,175
Employee Health Insurance	28,727	28,718	28,930	28,718
Employee Life Insurance	640	770	758	796
Worker's Compensation Insurance	6,784	6,910	6,910	7,179
Unemployment Compensation	2	0	0	0
Retiree Health Insurance	7,030	7,125	7,129	7,373
FICA	26,429	27,958	27,578	29,044
Pension Contribution	19,685	21,287	19,962	20,643
Total Personnel	\$ 440,455	\$ 463,312	\$ 455,684	\$ 479,544
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>6.64</i>	<i>6.41</i>	<i>6.34</i>	<i>7.00</i>
Total Full-Time Equivalent (FTE)	9.64	9.41	9.34	10.00
Operations				
Training	\$ 70	\$ 150	\$ 150	\$ 150
Professional Services	3,599	5,000	5,000	5,000
Postage & Freight	218	125	125	125
Dues & Subscriptions	5,172	5,500	5,500	5,500
Utilities	53,874	60,000	60,000	60,000
Phones - Local	1,119	800	800	800
Long Distance Phone Calls	7	10	10	10
Cellular Phones	2,223	1,920	1,920	1,920
Equipment Maintenance	21,514	8,500	8,500	8,500
Grounds Maintenance	10,425	10,000	10,026	10,000
Building Maintenance	0	200	0	200
Office Supplies	1,590	2,500	2,000	2,000
Printing	0	550	550	700
Medical Supplies	0	100	50	100
Recreation Supplies	18,588	35,000	35,000	35,000
Concession Supplies	63,442	64,790	65,000	65,000
Clothing & Uniforms	1,642	1,000	1,408	1,200
Operating Supplies	9,249	7,200	6,500	6,500
Tournament Awards	8,230	10,000	8,000	9,000
Equipment Rental	1,635	300	3,400	3,400
Equipment Leasing	592	1,200	1,200	1,200
Property Insurance	2,555	2,555	2,643	2,960
General Liability Insurance	1,656	1,656	3,360	3,528
Other Insurance	3,605	3,605	3,700	3,700
Cash Over (Short)	(651)	200	250	250
Damage Claims	0	0	100	100



**CITY OF BARTLETT
ATHLETICS
FY 2015 Adopted Budget**

Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Miscellaneous Other Expenses	5,278	1,000	1,000	1,000
Total Operations	\$ 215,631	\$ 223,861	\$ 226,192	\$ 227,843
Capital				
Furniture	\$ 0	\$ 0	\$ 700	\$ 600
Total Capital	\$ 0	\$ 0	\$ 700	\$ 600
Total Athletics	\$ 656,086	\$ 687,173	\$ 682,576	\$ 707,987



CITY OF BARTLETT PARKS MAINTENANCE FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Employee Wages	\$ 516,537	\$ 497,122	\$ 522,868	\$ 522,095
Overtime Wages	34,920	49,800	43,800	49,800
Special Hours	1,458	2,000	2,000	2,000
Contracted Services	35,851	42,200	37,200	42,200
Part-Time	10,603	31,000	20,000	31,000
Vacation Pay	257	0	0	0
Longevity Pay	14,539	16,491	17,195	18,927
Bonus	8,287	11,597	11,563	1,131
Employee Health Insurance	108,627	103,300	108,736	105,474
Employee Life Insurance	2,477	2,684	2,842	2,819
Worker's Compensation Insurance	12,480	12,024	12,024	12,414
Unemployment Compensation	2,990	0	0	0
Retiree Health Insurance	25,841	24,856	26,143	26,105
FICA	43,376	44,812	46,485	46,219
Pension Contribution	72,356	74,260	73,201	73,093
Total Personnel	\$ 890,599	\$ 912,146	\$ 924,057	\$ 933,277
Staffing Level				
<i>Full-Time</i>	<i>13.00</i>	<i>13.00</i>	<i>12.90</i>	<i>13.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.18</i>	<i>1.49</i>	<i>0.53</i>	<i>1.40</i>
Total Full-Time Equivalent (FTE)	14.18	14.49	13.43	14.40
Operations				
Other Professional Service	\$ 32,713	\$ 57,000	\$ 50,000	\$ 57,000
Dues & Subscriptions	70	100	100	100
Utilities	3,851	3,800	3,800	3,800
Phones - Local	805	900	900	900
Cellular Phones.	1,194	1,022	1,022	1,022
Shop Allocation	18,000	18,000	18,000	18,000
Vehicle Maintenance	15,271	15,000	15,000	15,000
Equipment Maintenance	20,543	22,000	21,000	22,000
Grounds Maintenance	103,292	65,000	64,100	65,000
Building Maintenance	6,153	10,000	10,000	15,000
Office Supplies	33	200	100	200
Petroleum Supplies	33,715	38,850	36,850	38,850
Clothing & Uniforms	2,292	3,000	3,987	3,000
Operating Supplies	23,619	40,000	35,000	42,250
Cleaning Supplies	6,802	8,327	8,327	9,000
Chemical Supplies	3,413	1,500	1,000	1,500
Fill Sand, Dirt & Gravel	8,554	10,000	8,000	10,000
Small Tools	3,360	4,000	3,000	4,000
Equipment Rental	1,221	4,900	4,900	4,900
Equipment Leasing	7	223	223	223
Property Insurance	816	816	841	942
Vehicle & Equip Insurance	3,414	3,414	3,303	3,468
General Liability Insurance	3,042	3,042	5,052	5,305
Landfill Fees	282	500	444	444
Damage Claims	5,375	3,000	3,000	3,000



**CITY OF BARTLETT
PARKS MAINTENANCE
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Miscellaneous Other Expenses	1,413	1,000	1,000	1,000
Total Operations	\$ 299,250	\$ 315,594	\$ 298,949	\$ 325,904
Total Parks Maintenance	\$ 1,189,850	\$ 1,227,740	\$ 1,223,006	\$ 1,259,181



CITY OF BARTLETT
SCHOOL GROUND MAINTENANCE
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Employee Wages	\$ 0	\$ 0	\$ 0	\$ 40,520
Contracted Svcs	0	0	0	48,038
Part-Time	0	0	0	13,248
Bonus	0	0	0	87
Health Insurance	0	0	0	12,341
Life Insurance	0	0	0	219
Workman's Comp.	0	0	0	1,103
Retiree H.I.	0	0	0	2,026
FICA	0	0	0	3,953
Pension	0	0	0	5,673
Total Personnel	\$ 0	\$ 0	\$ 0	\$ 127,208
Staffing Level				
<i>Full-Time</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</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>0.69</i>
Total Full-Time Equivalent (FTE)	0.00	0.00	0.00	1.69
Operations				
Other Professional Service	\$ 0	\$ 0	\$ 0	\$ 38,000
Cellular Phones	0	0	0	600
Vehicle Maintenance	0	0	0	1,000
Equipment Maintenance	0	0	0	1,000
Petroleum Supplies	0	0	0	3,650
Clothing & Uniforms	0	0	0	300
Operating Supplies	0	0	0	1,000
Small Tools	0	0	0	2,350
Damage Claims	0	0	0	1,000
Miscellaneous Other Expenses	0	0	0	4,000
Total Operations	\$ 0	\$ 0	\$ 0	\$ 52,900
Capital				
Vehicles	\$ 0	\$ 0	\$ 0	\$ 25,000
<i>F150 truck with crew cab.</i>				
Total Capital	\$ 0	\$ 0	\$ 0	\$ 25,000
Total School Ground Maintenance	\$ 0	\$ 0	\$ 0	\$ 205,108



**CITY OF BARTLETT
SENIOR CENTER
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Employee Wages	\$ 146,814	\$ 150,000	\$ 150,000	\$ 154,535
Overtime Wages	148	0	0	0
Contracted Services	28,460	21,000	21,000	21,000
Longevity Pay	0	675	338	338
Bonus	2,735	3,364	3,291	348
Employee Health Insurance	43,588	43,588	43,226	43,588
Employee Life Insurance	649	810	781	834
Worker's Compensation Insurance	1,162	1,224	1,224	1,149
Retiree Health Insurance	7,341	7,500	7,500	7,727
FICA	10,827	11,195	11,436	11,285
Pension Contribution	20,554	22,407	21,000	21,635
Total Personnel	\$ 262,278	\$ 261,763	\$ 259,796	\$ 262,439
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	\$ 0	\$ 200	\$ 200	\$ 200
Travel	8	300	300	300
Other Professional Services	4,440	17,000	17,000	21,000
Postage & Freight	3,156	3,752	3,752	3,752
Dues & Subscriptions	620	700	700	700
Utilities	15,081	15,000	15,000	18,000
Phones - Local	1,257	1,450	1,450	1,450
Long Distance Phone Calls	1	10	10	10
Equipment Maintenance	1,924	1,840	1,840	1,840
Building Maintenance	3,490	4,000	4,000	4,800
Office Supplies	5,899	5,500	5,500	5,500
Printing	403	200	200	200
Special Designation Expense	691	2,500	2,500	2,000
Recreation Supplies	1,130	1,000	1,300	1,300
Tournament Expenses	298	700	700	700
Clothing & Uniforms	307	500	500	500
Operating Supplies	4,674	4,300	5,000	5,000
Cleaning Supplies	2,807	2,500	2,500	3,000
Small Tools	0	200	200	200
Tournament Awards	169	200	200	200
Travels by Seniors	5,972	14,000	10,000	10,000
Health Fair Expense	2,539	2,600	0	0
Equipment Leasing	308	300	800	800
Property Insurance	2,954	2,954	3,055	3,422
General Liability Insurance	867	867	1,425	1,496
Miscellaneous Other Expenses	1,180	2,000	2,011	2,000
Total Operations	\$ 60,177	\$ 84,573	\$ 80,143	\$ 88,370
Capital				
Building Improvements	\$ 0	\$ 8,000	\$ 8,000	\$ 8,000



**CITY OF BARTLETT
SENIOR CENTER
FY 2015 Adopted Budget**

Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Data Processing Equipment	793	0	0	0
Other Equipment	0	5,324	5,324	0
Total Capital	\$ 793	\$ 13,324	\$ 13,324	\$ 8,000
Total Senior Center	\$ 323,248	\$ 359,660	\$ 353,263	\$ 358,809



CITY OF BARTLETT RECREATION CENTER FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Employee Wages	\$ 433,065	\$ 429,632	\$ 452,245	\$ 453,470
Overtime Wages	0	0	176	0
Special Hours	233	1,000	1,248	2,000
Contracted Services	142,060	150,000	145,000	150,000
Part-Time	288,720	304,105	298,947	304,105
Longevity Pay	3,687	3,686	4,139	4,469
Bonus	10,949	14,845	14,012	4,350
Employee Health Insurance	62,499	59,488	61,917	61,853
Employee Life Insurance	2,036	2,320	2,391	2,449
Worker's Compensation Insurance	14,906	15,148	15,148	15,585
Unemployment Compensation	0	0	0	0
Retiree Health Insurance	22,262	21,482	22,612	22,673
FICA	59,505	56,747	60,425	57,923
Pension Contribution	62,332	64,179	63,314	63,486
Total Personnel	\$ 1,102,253	\$ 1,122,632	\$ 1,141,574	\$ 1,142,363
Staffing Level				
<i>Full-Time</i>	<i>11.00</i>	<i>11.00</i>	<i>11.00</i>	<i>11.00</i>
<i>Part-Time (converted to FTE)</i>	<i>16.97</i>	<i>17.20</i>	<i>16.30</i>	<i>17.20</i>
Total Full-Time Equivalent (FTE)	27.97	28.20	27.30	28.20
Operations				
Training	\$ 1,799	\$ 5,000	\$ 4,000	\$ 5,000
Professional Services	4,769	15,000	15,000	15,000
Postage & Freight	2,509	4,000	4,000	4,000
Dues & Subscriptions	921	1,000	1,000	1,000
Utilities	128,944	140,000	140,000	140,000
Phones - Local	7,313	7,500	7,500	7,500
Long Distance Phone Calls	80	100	100	100
Cellular Phones	336	0	0	0
Data Processing Software	1,500	0	0	0
Shop Allocation	0	1,000	1,000	1,000
Vehicle Maintenance	48	500	500	500
Equipment Maintenance	6,751	10,000	10,000	10,000
Grounds Maintenance	900	0	3,000	0
Building Maintenance	27,533	37,000	37,000	37,000
Pool Maintenance	50,435	20,000	23,000	20,000
Swim Competitions	41,984	40,000	40,000	40,000
Office Supplies	5,852	6,000	6,000	6,000
Printing	587	4,500	4,500	4,500
Medical Supplies	0	500	250	500
Petroleum Supplies	435	1,000	2,000	1,500
Special Events	2,353	7,000	7,000	7,000
Recreation Supplies	12,776	13,225	13,225	13,000
Cost of Goods Sold	312	4,000	3,000	4,000
Clothing & Uniforms	1,647	4,100	4,000	4,000
Operating Supplies	25,875	27,000	27,000	27,000
Cleaning Supplies	11,608	27,495	20,000	20,000
Small Tools	0	500	500	500



**CITY OF BARTLETT
RECREATION CENTER
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Tournament Awards	0	500	0	0
Equipment Rental	465	1,000	1,000	1,000
Equipment Leasing	1,498	4,000	4,000	4,000
Property Insurance	15,044	15,044	15,546	17,412
Vehicle & Equip Insurance	171	171	176	185
General Liability Insurance	3,767	3,767	6,354	6,672
Bank Charges	0	150	0	0
Credit Card Vendor Fees	28,870	26,000	26,000	26,000
Cash Over (Short)	25	0	0	0
License Fees	0	500	500	500
Damage Claims	657	500	500	500
Miscellaneous Other Expenses	0	100	138	100
Total Operations	\$ 387,765	\$ 428,152	\$ 427,789	\$ 425,469
Capital				
Building Improvements	\$ 0	\$ 0	\$ 0	\$ 57,000
<i>Resurface Brc pool.</i>				
Data Processing Equipment	0	0	216	0
Other Equipment	0	0	11,979	18,540
<i>5 LifeFitness Achieve Cross Trainers 95X.</i>				
Total Capital	\$ 0	\$ 0	\$ 12,195	\$ 75,540
Total Recreation Center	\$ 1,490,018	\$ 1,550,784	\$ 1,581,557	\$ 1,643,372



City of Bartlett

PERFORMING ARTS

FY 2014 Adopted Budget

Full-Time Authorized Personnel Positions

Performing Arts

Performing Arts Director	1
Operation Manager	1
Sales & Marketing Coordinator	1
TOTAL PERFORMING ARTS	<u>3</u>

The Performing Arts Center budget shows a decrease of \$82,768 (13.06%) over the FY 2014 Projection. However, the decrease is just a result of the timing difference in the way we carry out our purchase orders for our performer contracts this year. After next year, the Performing Arts Center budget will show a more balance and consistent budget. FY 2015 budget included a career ladder pay increase and a general 2% salary increase for full-time employees. There were no staffing changes.

Summary Revenue/Expenditure Type

Category	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Salaries	152,803	188,575	173,300	189,136
Benefits	65,920	92,534	77,970	79,385
Other Personnel	174,074	272,690	178,454	97,500
Operations	150,324	201,826	198,960	184,895
Capital	655	5,000	5,000	0
Total	543,777	760,625	633,684	550,916

Performing Arts Center

FY 2015 Adopted Budget

City of Bartlett



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 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Salaries	152,803	188,575	173,300	189,136
Benefits	65,920	92,534	77,970	79,385
Other Personnel	174,074	272,690	178,454	97,500
Operations	150,324	201,826	198,960	184,895
Capital	655	5,000	5,000	0
Total	543,777	760,625	633,684	550,916

FY 2014 Performance Highlights

For The 2013-2014 Season we sold the highest number of subscriptions than in any recent season. The cost of a season subscription ticket was increased from \$150 to \$180 beginning July 1 with the beginning of the new fiscal year. The majority of those subscriptions were purchased prior to the price increase and likely stimulated the increase in total subscription business. Our list of sold out performances included country legend Clint Black and jazz vocal legend Manhattan Transfer. We also enjoyed full houses for our night of The Temptations, BJ Thomas, two performances of the Johnny Cash touring Broadway production of "Ring of Fire", Jim Witter's Christmas concert, AJ Croce, Livingston Taylor, Blues Brothers Revue, Andy Childs, Chris Mann and our finale Ricky Nelson Remembered. Several of these were completely taken by subscribers and most were sold out many months in advance. Both of our two dinner shows featuring Alexis Grace and Anna Marie Hartman were complete sell-outs as well. Our brand new in-house theatre Repertory Company mounted an very well done production of Tennessee Williams' "Streetcar Named Desire".

Objective	Performance Measures	FY 2013 Actual	FY 2014 Forecast	FY 2015 Projected
Maximize ticket revenue, continue to sell-out events, increase subscriptions, and add performances when feasible.	Revenue from ticket sales	156,600	100,000	115,000
Increase sponsorship with both cash and in-kind services	Actual contributions	\$43,500 (\$50,000 in-kind)	\$45,000 (\$50,000 in-kind)	\$50,000 (\$50,000 in-kind)
Pursue new rental accounts	Revenues from new rental accounts.	8,000	\$ 10,000	\$20,000



CITY OF BARTLETT PERFORMING ARTS FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 76,995	\$ 77,477	\$ 77,478	\$ 79,027
Employee Wages	45,855	84,660	77,034	87,671
Contracted Services	166,002	265,190	171,379	90,000
Part-Time	29,953	26,438	18,788	22,438
Instructional Expense	8,072	7,500	7,075	7,500
Longevity Pay	3,080	3,099	3,099	4,742
Bonus	1,535	3,789	3,087	522
Employee Health Insurance	24,683	37,024	27,035	25,830
Employee Life Insurance	560	876	828	900
Worker's Compensation Insurance	900	967	967	1,195
Unemployment Compensation	54	0	22	0
Retiree Health Insurance	6,142	8,107	7,726	8,335
FICA	11,768	14,452	13,574	14,523
Pension Contribution	17,199	24,220	21,632	23,338
Total Personnel	\$ 392,798	\$ 553,799	\$ 429,724	\$ 366,021

Staffing Level

<i>Full-Time</i>	<i>2.00</i>	<i>3.00</i>	<i>2.76</i>	<i>3.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.16</i>	<i>1.41</i>	<i>0.69</i>	<i>1.00</i>
Total Full-Time Equivalent (FTE)	3.16	4.41	3.45	4.00

Operations

Training	\$ 164	\$ 1,000	\$ 800	\$ 1,000
Volunteer Expense	584	800	650	800
Travel	698	1,500	1,300	1,500
Professional Services	3,013	11,950	7,000	8,000
Postage & Freight	6,289	9,322	8,000	7,500
Dues & Subscriptions	505	400	400	400
Meetings	8	0	0	0
Utilities	36,008	40,000	40,000	40,000
Phones - Local	1,006	1,100	1,100	1,100
Long Distance Phone Calls	158	300	250	300
Cellular Phones	2,767	2,800	2,800	2,800
Data Processing Software	252	0	0	0
Shop Allocation	300	300	300	300
Vehicle Maintenance	2,945	2,000	1,800	2,000
Equipment Maintenance	2,953	5,000	5,000	5,000
Grounds Maintenance	645	700	700	700
Building Maintenance	8,547	26,500	25,000	25,000
Office Supplies	1,162	2,000	1,900	2,000
Printing	6,229	7,750	7,250	6,000
Ticket Sales Expenditures	0	1,000	6,200	1,000
Petroleum Supplies	4,292	4,000	3,900	4,000
Concession Supplies Client	1,332	2,000	1,320	1,000
Concession Supplies	10,632	8,000	8,000	8,000
Clothing & Uniforms	209	225	225	225
Operating Supplies	10,643	20,371	19,500	12,200
Cleaning Supplies	1,216	2,000	2,000	2,000
Public Awareness	25,737	29,000	29,000	29,000



**CITY OF BARTLETT
PERFORMING ARTS
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Equipment Rental	1,370	1,200	1,500	1,200
Equipment Leasing	452	800	800	800
Property Insurance	11,872	11,872	12,245	13,714
Vehicle & Equip Insurance	177	177	167	175
General Liability Insurance	1,759	1,759	1,125	1,181
Credit Card Vendor Fees	6,401	6,000	6,000	6,000
Damage Claims	0	0	2,728	0
Total Operations	\$ 150,324	\$ 201,826	\$ 198,960	\$ 184,895
Capital				
Furniture	\$ 655	\$ 0	\$ 0	\$ 0
Other Equipment	0	5,000	5,000	0
Total Capital	\$ 655	\$ 5,000	\$ 5,000	\$ 0
TOTAL PERFORMING ARTS	\$ 543,777	\$ 760,625	\$ 633,684	\$ 550,916

CITY OF BARTLETT

T E N N E S S E E

SPECIAL REVENUE FUNDS

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



City of Bartlett

SPECIAL REVENUE FUNDS

FY 2015 Adopted Budget

Full-Time Authorized Personnel Positions

Solid Waste Fund

Manager	1
Driver	33
Solid Waste Supervisor	3
Clerk	1
Sanitation Worker	<u>3</u>
Total Solid Waste Fund	<u>41</u>

Drainage Control Fund

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

TOTAL SPECIAL REVENUE FUNDS 42

The Special Revenue Funds includes State Street Aid, Solid Waste, General Improvement, Drug Enforcement, DEA Enforcement, Drainage Control, Park Improvement Fund, and Bartlett School 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. This budget included a career ladder pay increase and a general 2% salary increase for full-time employees. There were no staffing changes.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2013 Actual</u>	<u>FY 2014 Revised</u>	<u>FY 2014 Projection</u>	<u>FY 2015 Adopted</u>
<i>Revenues</i>	7,483,147	8,171,631	8,875,205	79,706,413
Salaries	1,626,086	1,798,895	1,756,218	1,846,392
Benefits	874,711	982,167	943,854	953,488
Other Personnel	125,277	198,000	151,000	170,000
Operations	3,555,684	3,725,028	4,313,093	4,060,230
Capital	770,413	742,776	630,769	1,323,000
Transfer Out	950,000	750,000	750,000	755,000
Bartlett School	0	0	0	71,397,213
Net Income	<u>(419,024)</u>	<u>(25,234)</u>	<u>330,271</u>	<u>(798,910)</u>
Beg Fund Bal	<u>5,138,657</u>	<u>4,719,633</u>	<u>4,719,633</u>	<u>5,049,904</u>
End Fund Bal	<u>4,719,633</u>	<u>4,694,399</u>	<u>5,049,904</u>	<u>4,250,994</u>



CITY OF BARTLETT
SUMMARY OF ALL SPECIAL REVENUE FUNDS
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Revenues				
State Street Aid Revenue	\$ 1,681,556	\$ 1,613,000	\$ 2,295,000	\$ 1,795,000
Solid Waste Revenue	4,918,019	5,448,182	5,549,006	5,585,000
General Improvement Revenue	616,159	630,000	636,000	640,000
Drug Enforcement Revenue	187,688	216,500	134,000	206,700
Federal Drug Enforcement Revenue	78,909	80,500	75,200	80,500
Drainage Control Revenue	816	183,449	185,999	2,000
Parks Improvement Revenue	0	0	0	0
Bartlett School Fund Revenues	0	0	0	71,397,213
Total Revenues	\$ 7,483,147	\$ 8,171,631	\$ 8,875,205	\$ 79,706,413
Expenditures				
Personnel				
Solid Waste Fund	\$ 2,500,421	\$ 2,833,531	\$ 2,705,789	\$ 2,824,299
Drug Enforcement Funds	42,294	54,000	59,000	54,000
Drainage Control Fund	83,359	91,531	86,283	91,581
Total Personnel	\$ 2,626,074	\$ 2,979,062	\$ 2,851,072	\$ 2,969,880
Staffing Level				
<i>Full-Time</i>	<i>38.17</i>	<i>42.00</i>	<i>41.08</i>	<i>42.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.58</i>	<i>1.73</i>	<i>0.97</i>	<i>1.73</i>
Total Full-Time Equivalent (FTE)	39.75	43.73	42.05	43.73
Operations				
State Street Aid Fund	\$ 1,280,443	\$ 1,359,731	\$ 1,900,000	\$ 1,570,000
Solid Waste Fund	1,880,755	1,885,752	1,968,423	1,983,430
General Improvement Fund	308,287	251,995	257,500	264,500
Drug Enforcement Funds	64,974	171,300	155,100	179,800
Federal Drug Enforcement Fund	13,892	32,900	15,020	39,900
Drainage Control Fund	7,333	23,350	17,050	22,600
Total Operations	\$ 3,555,684	\$ 3,725,028	\$ 4,313,093	\$ 4,060,230
Transfers Out				
Solid Waste to Debt Service	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
General Improvement Fund to General Fund	450,000	250,000	250,000	255,000
Total Transfers Out	\$ 950,000	\$ 750,000	\$ 750,000	\$ 755,000
Capital				
State Street Aid Fund	\$ 115,769	\$ 191,705	\$ 125,000	\$ 225,000
Solid Waste Fund	431,704	78,000	76,619	641,000
General Improvement Fund	103,245	177,571	173,000	120,500
Drug Enforcement Funds	67,570	157,500	123,150	184,500
Federal Drug Enforcement Fund	49,374	108,000	103,000	112,000
Drainage Control Fund	2,751	5,000	5,000	5,000
Parks Improvement Fund	0	25,000	25,000	35,000
Total Capital	\$ 770,413	\$ 742,776	\$ 630,769	\$ 1,323,000
Bartlett School Fund Expenditures	\$ 0	\$ 0	\$ 0	\$ 71,397,213
Total Expenditures	\$ 7,902,171	\$ 8,196,865	\$ 8,544,934	\$ 80,505,323



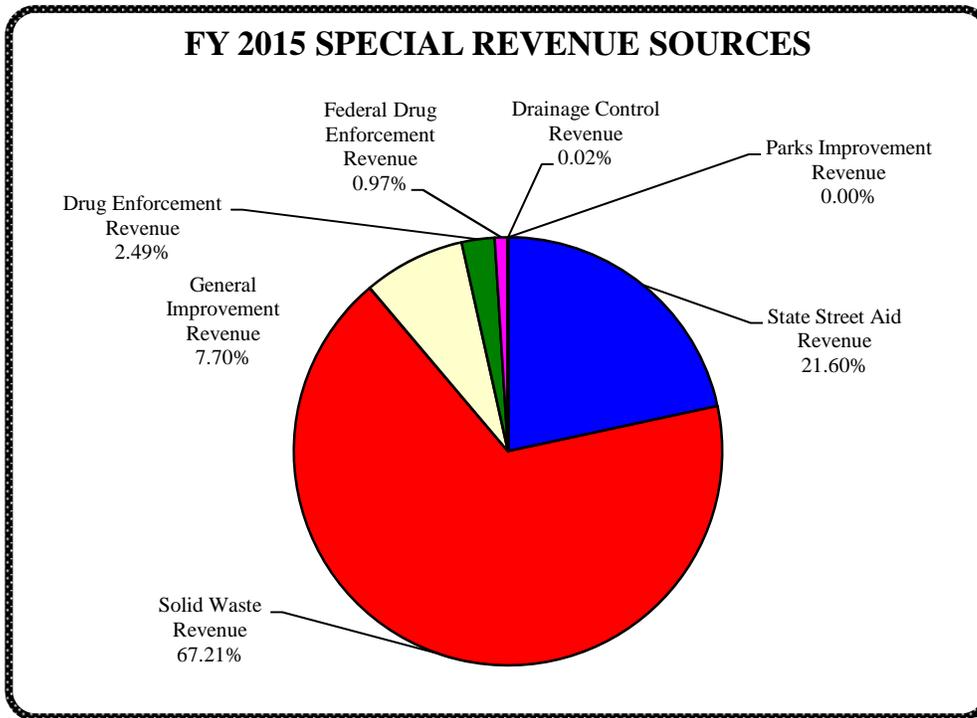
CITY OF BARTLETT
SUMMARY OF ALL SPECIAL REVENUE FUNDS
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Net From Operations	(419,024)	(25,234)	330,271	(798,910)
Beginning Fund Balance	\$ 5,138,657	\$ 4,719,633	\$ 4,719,633	\$ 5,049,904
Ending Fund Balance	\$ 4,719,633	\$ 4,694,399	\$ 5,049,904	\$ 4,250,994



CITY OF BARTLETT ANALYSIS OF SPECIAL REVENUE SOURCES FY 2015 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, Park Improvement Fund and Bartlett School Fund.

State Street Aid Fund

FY	Amount	% Inc (Dec)
2011	\$ 1,500,043	
2012	\$ 1,544,561	2.97%
2013	\$ 1,681,556	8.87%
2014 (Proj)	\$ 2,295,000	36.48%
2015 (Bdgt)	\$ 1,795,000	-21.79%

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. State Petroleum Tax used to be allocated in this Fund but will now budgeted in the General Fund for street purposes in FY 2015. Street paving is budgeted in the CIP. Increased subdivision paving activities trigger the big increase from FY 2013 to FY 2014. However, we budgeted a lower number of subdivision paving activities in FY 2015.

Solid Waste revenue is based on a monthly charge for collection and disposal. There was a solid waste fee increase of \$2 per month starting FY 2014. Solid waste fee per month is \$24 for residential pickup, \$22 for 1 cart, \$27 for 2 carts and \$32 for 3 carts for commercial pickup. The projected 12.83% increase in the FY 2014 projection includes the \$2 per month increase and the additional revenues from the newly annexed areas. No increase budgeted for FY 2015.

Solid Waste Fund

FY	Amount	% Inc (Dec)
2011	\$ 4,854,628	
2012	\$ 5,103,497	5.13%
2013	\$ 4,918,019	-3.63%
2014 (Proj)	\$ 5,549,006	12.83%
2015 (Bdgt)	\$ 5,585,000	0.65%



CITY OF BARTLETT ANALYSIS OF SPECIAL REVENUE SOURCES FY 2015 Adopted Budget



General Improvement Fund

FY	Amount	% Inc (Dec)
2011	\$ 600,887	
2012	\$ 603,025	0.36%
2013	\$ 616,159	2.18%
2014 (Proj)	\$ 636,000	3.22%
2015 (Bdgt)	\$ 640,000	0.63%

General Improvement revenue is derived from a \$2.50 City Service fee charged to all utility and solid waste customers. \$250,000 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 activities.

Drug Enforcement Funds

FY	Amount	% Inc (Dec)
2011	\$ 206,050	
2012	\$ 353,743	71.68%
2013	\$ 187,688	-46.94%
2014 (Proj)	\$ 134,000	-28.60%
2015 (Bdgt)	\$ 206,700	54.25%

Federal Drug Enforcement Fund

FY	Amount	% Inc (Dec)
2011	\$ 55,816	
2012	\$ 161,293	188.97%
2013	\$ 78,909	-51.08%
2014 (Proj)	\$ 75,200	-4.70%
2015 (Bdgt)	\$ 80,500	7.05%

The Federal Drug Enforcement Fund revenues are federal grant funds and seizure funds that are used for drug education and enforcement programs. Federal grants and seizure funds can vary from year to year.

The Drainage Control revenue is a development fee of \$500.00 per lot (half acre) for subdivision lots not served by a detention basin and \$250.00 per lot for development served by a detention basin. The big increase in FY 2014 is from the reimbursed CIP fund allocated for Drainage projects. Only a few developments budgeted.

Drainage Control Fund

FY	Amount	% Inc (Dec)
2011	\$ 6,084	
2012	\$ 10,122	66.37%
2013	\$ 816	-91.93%
2014 (Proj)	\$ 185,999	22681.71%
2015 (Bdgt)	\$ 2,000	-98.92%

Parks Improvement Fund

FY	Amount	% Inc (Dec)
2011	\$ 0	
2012	\$ 7,468	#DIV/0!
2013	\$ 0	-100.00%
2014 (Proj)	\$ 0	#DIV/0!
2015 (Bdgt)	\$ 0	#DIV/0!

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. A small donation to purchase equipment for Davies Park was the only activity in FY 2012 for the last 5 years.

The Bartlett School revenue are used for the operation of the School System. This is the first year for Bartlett City Schools.

Bartlett School Fund

FY	Amount	% Inc (Dec)
2011	\$ 0	
2012	\$ 0	#DIV/0!
2013	\$ 0	#DIV/0!
2014 (Proj)	\$ 0	#DIV/0!
2015 (Bdgt)	\$ 71,397,213	#DIV/0!



**CITY OF BARTLETT
STREET AID FUND
FY 2015 Adopted Budget**

Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Street Aid Fund Revenues				
Gas Taxes	\$ 1,517,545	\$ 1,610,000	\$ 1,545,000	\$ 1,510,000
Street Lighting Fee	32,174	0	150,000	35,000
S/D Paving Fee	131,838	0	600,000	250,000
Other Revenues	0	3,000	0	0
Total Street Aid Revenues	\$ 1,681,556	\$ 1,613,000	\$ 2,295,000	\$ 1,795,000
Street Aid Expenditures				
Operations				
Street Lighting	\$ 1,221,177	\$ 1,300,000	1,250,000	1,300,000
Street S/D Paving	59,267	9,731	600,000	250,000
Asphalt/Street Repairs	0	50,000	50,000	20,000
Total Operations	\$ 1,280,443	\$ 1,359,731	\$ 1,900,000	\$ 1,570,000
Capital				
Handicap Ramp At Curbs	\$ 34,375	\$ 75,830	40,000	30,000
Curb Replacement	49,957	75,876	50,000	45,000
Signal Maintenance	31,437	40,000	35,000	150,000
Total Capital	\$ 115,769	\$ 191,705	\$ 125,000	\$ 225,000
Total Street Aid Expenditures	\$ 1,396,212	\$ 1,551,436	\$ 2,025,000	\$ 1,795,000
Net From Operations	285,344	61,564	270,000	0
Beginning Fund Balance	\$ 803,065	\$ 1,088,409	\$ 1,088,409	\$ 1,358,409
Ending Fund Balance	\$ 1,088,409	\$ 1,149,973	\$ 1,358,409	\$ 1,358,409

Solid Waste Fund

City of Bartlett



FY 2015 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 appliances, computers, televisions, and tires collection service and provides "special request" (for fee) yard waste collections. We have three recycling centers that accept newsprint, aluminum, cardboard, tin, plastic, and glass. Over 80% of Solid Waste Employees have worked there at least 10 years.

Category	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Revenues	4,918,019	5,448,182	5,549,006	5,585,000
Salaries	1,536,553	1,697,449	1,648,766	1,742,432
Benefits	845,000	950,082	912,023	921,867
Other Personnel	118,868	186,000	145,000	160,000
Operations	1,880,755	1,885,752	1,968,423	1,983,430
Capital	431,704	78,000	76,619	641,000
Transfer Out	500,000	500,000	500,000	500,000
Net Fr Opers	(394,861)	150,899	298,175	(363,729)
Beg Fund Bal	1,503,769	1,108,908	1,108,908	1,407,083
End Fund Bal	1,108,908	1,259,807	1,407,083	1,043,354

FY 2014 Performance Highlights

We began the FY14 budget year using single stream recycling at our recycling centers which makes the recycling process easier and more efficient. The use of blowers in place of rakes by our leaf collection crews has improved efficiency and helps speed the collection process up. We have also started a program to replace our aging garbage carts some which are over fifteen years old. The carts that we purchase come with a ten year warranty.

Objective	Performance Measures	FY 2013 Actual	FY 2014 Forecast	FY 2015 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 5-month loose-leaf collection season.	4 out of 6 months	3 out of 6 months	2 out of 6 months
Reduce solid waste taken to the landfill. Look at the possibility of single stream recycling program to increase the percentage of recycled materials	% of solid waste diverted from the landfill (the state has mandated a minimum 25% reduction)	43%	44%	48%
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 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Solid Waste Revenues				
TEMA Disaster Reimbursement	\$ 2,354	\$ 0	\$ 0	\$ 0
Sanitation Fee-Residential	4,857,363	5,400,000	5,463,000	5,500,000
Sanitation Fee-Commercial	19,359	20,182	21,000	21,000
Recycling Fee	8,378	3,000	35,000	35,000
Carts Commercial	1,780	500	500	500
Special Sanitation Pick Up	350	500	500	500
Carts Residential	22,197	20,000	22,000	22,000
Appliances	1,800	2,000	2,000	2,000
Other Revenue	4,438	2,000	5,006	4,000
Total Solid Waste Revenues	\$ 4,918,019	\$ 5,448,182	\$ 5,549,006	\$ 5,585,000

Solid Waste Expenditures

Personnel

Supervisor Salaries	\$ 73,247	\$ 74,315	\$ 74,315	\$ 76,922
Employee Wages	1,284,117	1,415,413	1,375,966	1,457,789
Overtime Wages	151,517	170,000	170,000	170,000
Contracted Services	118,868	186,000	145,000	160,000
Part-Time	27,672	37,721	28,485	37,721
Vacation Pay	3,938	0	0	0
Longevity Pay	26,215	34,570	32,337	39,123
Bonus	24,862	33,585	31,329	3,828
Employee Health Insurance	357,162	387,487	376,885	387,487
Employee Life Insurance	6,584	8,045	8,013	8,287
Worker's Compensation Insurance	51,846	59,542	59,542	60,202
Retiree Health Insurance	67,872	74,486	72,530	76,736
FICA	116,541	129,831	128,302	131,344
Pension Contribution	189,981	222,536	203,085	214,860
Total Personnel	\$ 2,500,421	\$ 2,833,531	\$ 2,705,789	\$ 2,824,299

Staffing Level

<i>Full-Time</i>	<i>37.17</i>	<i>41.00</i>	<i>40.08</i>	<i>41.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.58</i>	<i>1.73</i>	<i>0.97</i>	<i>1.73</i>
Total Full-Time Equivalent (FTE)	38.75	42.73	41.05	42.73

Operations

Training	\$ 270	\$ 0	\$ 0	\$ 0
Other Professional Services	270	0	270	300
Postage & Freight	357	0	0	0
Dues & Subscriptions	366	220	220	220
Utilities	10,400	12,000	11,000	12,000
Phone-Local	1,199	1,300	1,200	1,300
Long Distance	1	10	2	5
Cell Phone	2,015	2,100	2,100	2,100
Shop Allocation	100,000	100,000	100,000	100,000
Vehicle Maintenance	386,089	371,000	420,000	400,000
Equipment Maintenance	16,099	25,000	50,000	35,000
Radio Maintenance	5,511	2,000	1,000	2,000
Building Maintenance	1,952	5,000	4,000	3,500
Office Supplies	819	1,000	1,000	1,000



**CITY OF BARTLETT
SOLID WASTE FUND
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Printing	82	250	220	250
Petroleum	436,674	400,000	445,000	450,000
Clothing	14,862	13,300	13,000	13,300
Operating Supplies	23,069	23,000	22,000	23,000
Clean Supplies	3,364	3,600	2,500	2,500
Sand/Dirt	0	3,000	3,000	3,000
Small Tools	2,062	2,000	1,500	1,800
Equipment Leasing	224	300	300	300
Rental	118	0	0	0
Property Insurance	877	984	907	1,016
Vehicle Insurance	20,669	20,669	22,103	23,208
Gen Liability Insurance	12,769	12,769	10,601	11,131
Landfill Fee	804,268	850,000	830,000	865,000
Disposal Fee Recycling	0	750	0	0
Damage Claims	14,872	14,000	5,000	10,000
Miscellaneous Expense	21,500	21,500	21,500	21,500
Total Operations	\$ 1,880,755	\$ 1,885,752	\$ 1,968,423	\$ 1,983,430
Transfers Out				
Transfer To Debt Service	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Total Transfers Out	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Capital				
Communications Equipment	\$ 439	\$ 1,000	\$ 850	\$ 1,000
Data Equipment	0	2,000	769	2,000
Vehicles	0	0	0	463,000
<i>Automated Packer - \$240,00, Knuckle Boom Truck - \$130,000, 2-Ton Dump Truck - \$65,000, F-150 Pickup Truck - \$28,000.</i>				
Other Equipment	293,075	0	0	100,000
Carts	138,191	75,000	75,000	75,000
Total Capital	\$ 431,704	\$ 78,000	\$ 76,619	\$ 641,000
Total Solid Waste Expenditures	\$ 5,312,880	\$ 5,297,283	\$ 5,250,831	\$ 5,948,729
Net From Operations	(394,861)	150,899	298,175	(363,729)
Beginning Fund Balance	\$ 1,503,769	\$ 1,108,908	\$ 1,108,908	\$ 1,407,083
Ending Fund Balance	\$ 1,108,908	\$ 1,259,807	\$ 1,407,083	\$ 1,043,354



CITY OF BARTLETT
GENERAL IMPROVEMENT FUND
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
General Improvement Revenues				
City Service Fee	\$ 616,159	\$ 630,000	\$ 636,000	\$ 640,000
Total General Improvement Revenues	\$ 616,159	\$ 630,000	\$ 636,000	\$ 640,000
General Improvement Expenditures				
Operations				
Training	\$ 0	\$ 2,000	\$ 0	\$ 2,000
Dues & Subscriptions	4,011	4,000	4,000	4,000
Rental	17,887	20,000	19,000	20,000
Software	118,368	45,000	40,000	20,000
Telecommunication Link	0	0	1,500	1,500
Equipment Maintenance	3,396	5,000	3,000	5,000
Computer Maintenance	152,227	170,000	180,000	195,000
Grounds Maintenance	0	0	0	10,000
Building Maintenance	5,500	2,995	8,000	5,000
Operating Supplies	6,396	2,000	1,000	1,000
Miscellaneous Expense	502	1,000	1,000	1,000
Total Operations	\$ 308,287	\$ 251,995	\$ 257,500	\$ 264,500
Transfers Out				
Transfer To General Fund	\$ 450,000	\$ 250,000	\$ 250,000	\$ 255,000
Total Transfers Out	\$ 450,000	\$ 250,000	\$ 250,000	\$ 255,000
Capital				
Building Improvement	\$ 20,242	\$ 5,000	\$ 18,000	\$ 10,000
Communication Equipment	0	1,000	1,000	1,000
Data Equipment	76,003	166,571	150,000	105,000
Furniture	5,453	0	0	0
Other Equipment	0	3,000	2,000	2,500
Curb Repair	1,547	2,000	2,000	2,000
Total Capital	\$ 103,245	\$ 177,571	\$ 173,000	\$ 120,500
Total Gen Improvement Expenditures	\$ 861,532	\$ 679,566	\$ 680,500	\$ 640,000
Net From Operations	(245,373)	(49,566)	(44,500)	0
Beginning Fund Balance	\$ 742,517	\$ 497,144	\$ 497,144	\$ 452,644
Ending Fund Balance	\$ 497,144	\$ 447,578	\$ 452,644	\$ 452,644



CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Drug Enforcement Funds Revenues				
Drug Arrest Fees	\$ 4,532	\$ 4,000	\$ 4,000	\$ 4,000
Drug Enforcement Fines	27,869	25,000	30,000	30,000
Restitution Payment	1,008	500	500	500
Other Court Fines	2,004	2,000	3,500	3,000
Sale Confiscated Property	19,123	20,000	20,000	20,000
Confiscated Cash	0	1,000	0	0
Confiscated DEA Sales	0	1,000	0	0
Civil Settlement	129,537	160,000	75,000	100,000
Transfer In School Reimbursement	0	0	0	48,200
Other Revenues	3,614	3,000	1,000	1,000
Total Drug Enforcement Funds Revenues	\$ 187,688	\$ 216,500	\$ 134,000	\$ 206,700
Dare Program Expenditures				
Operations				
Training	\$ 700	\$ 2,000	\$ 2,000	\$ 2,000
Travel	382	2,500	5,000	5,000
Office Supplies	0	500	300	500
Printing	0	1,200	1,200	1,200
Operating Supplies	10,388	15,000	15,000	15,000
Small Tools	0	6,500	5,000	6,500
Public Awareness	4,639	8,000	3,000	8,000
Total Operations	\$ 16,109	\$ 35,700	\$ 31,500	\$ 38,200
Capital				
Data Equipment	\$ 4,392	\$ 10,000	\$ 2,000	\$ 10,000
Total Capital	\$ 4,392	\$ 10,000	\$ 2,000	\$ 10,000
Total Dare Program Expenditures	\$ 20,501	\$ 45,700	\$ 33,500	\$ 48,200
Drug Enforcement Expenditures				
Personnel				
Overtime Wages	\$ 39,571	\$ 50,000	\$ 55,000	\$ 50,000
FICA	2,723	4,000	4,000	4,000
Total Personnel	\$ 42,294	\$ 54,000	\$ 59,000	\$ 54,000
Operations				
Training	\$ 160	\$ 8,000	\$ 8,000	\$ 15,000
Firearm Training	1,468	1,000	1,000	3,000
Travel	0	15,000	12,000	15,000
Professional Services	0	2,000	2,000	2,000
Contract Services	0	500	500	500
Notice Publication	0	1,000	1,000	1,000
Dues & Subscriptions	80	5,000	2,000	2,000
Phone-Local	72	3,000	3,000	3,000
Long Distance	0	100	100	100
Cell Phone	2,698	8,000	6,000	8,000
Software	11,527	40,000	40,000	40,000

Orion Traffic Software maintenance, DTC Communications, \$1800; Cellebrite, Mobile Tracking, \$3k, K9 Tracking Software, \$180.



CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Vehicle Maintenance	3,959	3,000	3,000	3,000
Equipment Maintenance	315	1,000	1,000	1,000
Office Supplies	1,769	3,000	3,000	3,000
Clothing	5,852	10,000	10,000	10,000
Operating Supplies	3,086	7,000	4,000	7,000
Small Tools	3,989	4,000	4,000	4,000
Public Awareness	0	2,000	1,000	2,000
Drug Prevention	0	500	500	500
Equipment Rental	0	1,000	1,000	1,000
Equipment Leasing	1,082	2,500	2,500	2,500
Tow-In Fee	3,214	4,000	4,000	4,000
Informant Payments	9,594	10,000	10,000	10,000
Miscellaneous Expense	0	4,000	4,000	4,000
Total Operations	\$ 48,865	\$ 135,600	\$ 123,600	\$ 141,600
Capital				
Mobil Equipment	\$ 0	\$ 50,000	\$ 0	\$ 0
Communication Equipment	9,463	15,000	15,000	15,000
Data Equipment	14,003	20,000	20,000	20,000
Office Equipment	2,330	2,500	1,000	2,500
Vehicles	37,382	30,000	43,150	112,000
<i>4 supervisor cars (\$28k each)</i>				
Furniture	0	10,000	2,000	5,000
Other Equipment	0	20,000	40,000	20,000
Total Capital	\$ 63,178	\$ 147,500	\$ 121,150	\$ 174,500
Total Drug Enforcement Expenditures	\$ 154,337	\$ 337,100	\$ 303,750	\$ 370,100
Total Drug Enforcement Funds Expenditure	\$ 174,838	\$ 382,800	\$ 337,250	\$ 418,300
Net From Operations	12,850	(166,300)	(203,250)	(211,600)
Beginning Fund Balance	\$ 585,392	\$ 598,242	\$ 598,242	\$ 394,992
Ending Fund Balance	\$ 598,242	\$ 431,942	\$ 394,992	\$ 183,392



CITY OF BARTLETT
FEDERAL DRUG ENFORCEMENT FUND
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Fed Drug Enforcement Revenues				
DEA Funds	\$ 78,576	\$ 80,000	\$ 75,000	\$ 80,000
Interest	333	500	200	500
Total Fed Drug Enforcement Revenues	\$ 78,909	\$ 80,500	\$ 75,200	\$ 80,500
Fed Drug Enforcement Expenditures				
Operations				
Training	\$ 6,000	\$ 2,000	\$ 2,000	\$ 5,000
Volunteer Expense	0	1,500	1,500	1,500
Travel	2,744	15,000	5,000	15,000
Dues & Subscription	550	2,000	1,320	2,000
Cell Phone	4,598	7,000	4,000	7,000
Vehicle Maintenance	0	2,000	0	2,000
Radio Maintenance	0	1,200	0	1,200
Office Supplies	0	1,000	200	1,000
Printing	0	200	0	200
Small Tools	0	1,000	1,000	5,000
Total Operations	\$ 13,892	\$ 32,900	\$ 15,020	\$ 39,900
Capital				
Data Equipment	\$ 0	\$ 8,000	\$ 3,000	\$ 8,000
Vehicles	39,278	80,000	80,000	84,000
<i>3 detective vehicles at \$28k each.</i>				
Other Equipment	10,096	20,000	20,000	20,000
<i>Tablet and K9 (dog and training).</i>				
Total Capital	\$ 49,374	\$ 108,000	\$ 103,000	\$ 112,000
Total Fed Drug Enforcement Expenditures	\$ 63,265	\$ 140,900	\$ 118,020	\$ 151,900
Net From Operations	15,644	(60,400)	(42,820)	(71,400)
Beginning Fund Balance	\$ 321,684	\$ 337,328	\$ 337,328	\$ 294,508
Ending Fund Balance	\$ 337,328	\$ 276,928	\$ 294,508	\$ 223,108



**CITY OF BARTLETT
DRAINAGE FUND
FY 2015 Adopted Budget**

Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Drainage Control Revenues				
Drainage Fee Detention Basin	\$ 750	\$ 1,000	\$ 4,000	\$ 2,000
Transfer from CIP	0	181,949	181,949	0
Interest/Other	66	500	50	0
Total Drainage Revenues	\$ 816	\$ 183,449	\$ 185,999	\$ 2,000
Drainage Control Expenditures				
Personnel				
Employee Wages	\$ 49,961	\$ 50,446	\$ 50,446	\$ 51,960
Overtime Wages	0	1,000	2,006	2,000
Contracted Services	6,410	12,000	6,000	10,000
Education Bonus	720	720	720	720
Longevity	999	1,000	1,080	1,525
Bonus	684	1,100	1,095	87
Employee Health Insurance	9,453	9,453	9,453	9,453
Employee Life Insurance	230	272	267	280
Worker's Compensation Insurance	1,527	1,459	1,459	1,505
Retiree Health Insurance	2,498	2,522	2,522	2,598
FICA	3,884	4,024	4,173	4,179
Pension Contribution	6,995	7,535	7,062	7,274
Total Personnel	\$ 83,359	\$ 91,531	\$ 86,283	\$ 91,581
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	\$ 250	\$ 750	\$ 600	\$ 750
Travel	0	750	900	1,000
Professional Services	0	1,000	750	750
Other Professional Services	0	10,000	6,000	10,000
Dues & Subscription	388	750	500	750
Printing	250	750	200	500
Operating Supplies	452	750	500	750
Public Awareness	2,532	5,000	4,000	4,500
State Fees	3,460	3,600	3,600	3,600
Total Operations	\$ 7,333	\$ 23,350	\$ 17,050	\$ 22,600
Capital				
Data Equipment	\$ 1,533	\$ 0	\$ 0	\$ 0
Drain Pipe	1,219	5,000	5,000	5,000
Total Capital	\$ 2,751	\$ 5,000	\$ 5,000	\$ 5,000
Total Drainage Control Expenditures	\$ 93,443	\$ 119,881	\$ 108,333	\$ 119,181
Net From Operations	(92,627)	63,568	77,666	(117,181)
Beginning Fund Balance	\$ 192,942	\$ 100,315	\$ 100,315	\$ 177,981
Ending Fund Balance	\$ 100,315	\$ 163,883	\$ 177,981	\$ 60,800



**CITY OF BARTLETT
PARK IMPROVEMENTS FUND
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Park Improvement Revenues				
Parks Dev Fee Dist1	\$ 0	\$ 0	\$ 0	\$ 0
Parks Dev Fee Dist2	0	0	0	0
Parks Dev Fee Dist3	0	0	0	0
Greenbelt	0	0	0	0
Interest/Other Revenues	0	0	0	0
Total Park Improvement Revenues	\$ 0	\$ 0	\$ 0	\$ 0
Park Improvement Expenditures				
Park Improvements Dist1	\$ 0	\$ 0	\$ 0	13,000
<i>\$13,000 for Walking Trail Repair/Replacement at Yale Road park and Stone Ridge Park.</i>				
Park Improvements Dist2	0	0	0	10,000
<i>Walking Trail Repair/Replacement at Byrd Park and Flaherty Municipal Center.</i>				
Park Improvements Dist3	0	25,000	25,000	0
Greenbelt	0	0	0	0
Park Improvements Miscellaneous	0	0	0	12,000
<i>The additional amount for the walking trails at Byrd Park and Flaherty Municipal Center.</i>				
Total Park Improvement Expenditures	\$ 0	\$ 25,000	\$ 25,000	\$ 35,000
Net From Operations	0	(25,000)	(25,000)	(35,000)
Beginning Fund Balance	\$ 665,100	\$ 665,100	\$ 665,100	\$ 640,100
Ending Fund Balance	\$ 665,100	\$ 640,100	\$ 640,100	\$ 605,100



**CITY OF BARTLETT
BARTLETT SCHOOL FUND
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Bartlett School Fund Revenues				
Property Taxes	\$ 0	\$ 0	\$ 0	\$ 22,624,456
Local Taxes	0	0	0	8,546,182
Licenses & Privileges	0	0	0	2,736
State Education Funds	0	0	0	36,468,091
Intergovernmental – Mixed Drink Tax	0	0	0	201,698
Federal Thru State	0	0	0	93,914
Indirect Costs – Fed Programs	0	0	0	84,750
General Charges for Services	0	0	0	1,041,327
City of Bartlett Contributions	0	0	0	2,208,193
Other Local Revenue	0	0	0	125,866
Total Bartlett School Fund Revenues	\$ 0	\$ 0	\$ 0	\$ 71,397,213
Bartlett School Fund Expenditures				
Instruction	\$ 0	\$ 0	\$ 0	\$ 37,629,551
Special Education Program	0	0	0	5,652,262
Career and Technical Education Program	0	0	0	1,160,904
Alternative Education Program	0	0	0	516,321
Planning	0	0	0	121,691
Student Services	0	0	0	316,336
Health Services	0	0	0	1,199,056
Other Student Support	0	0	0	1,701,913
Support: Regular Instruction	0	0	0	1,502,282
Support: Special Education	0	0	0	1,278,212
Support: Technical Education	0	0	0	34,551
Board of Education Services	0	0	0	2,019,796
Office of Superintendent	0	0	0	399,878
Office of Principal	0	0	0	5,617,478
Fiscal Services	0	0	0	1,086,388
Human Resources	0	0	0	1,073,462
Operation of Plant	0	0	0	3,783,080
Maintenance of Plant	0	0	0	893,494
Transportation	0	0	0	2,811,739
Technology	0	0	0	2,503,776
School Safety	0	0	0	95,043
Total Bartlett School Fund Expenditures	\$ 0	\$ 0	\$ 0	\$ 71,397,213
Net From Operations	0	0	0	0
Beginning Fund Balance	\$ 0	\$ 0	\$ 0	\$ 0
Ending Fund Balance	\$ 0	\$ 0	\$ 0	\$ 0

CITY OF BARTLETT

T E N N E S S E E

UTILITY FUND

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.



City of Bartlett

Full-Time Authorized Personnel Positions

Utility Administration

Supervisor	1
General Clerk	2
Skill Clerk	2
Senior Clerk	<u>1</u>
Total Utility Administration	<u>6</u>

Water & Wastewater Services

Manager	1
Driver	5
Foreman	4
Supervisor	1
Meter Reader	4
Sewer Tech	2
Utility Worker	2
Utility Location Technician	<u>1</u>
Total Water & Wastewater Svcs	<u>20</u>

Plant Operations

Manager	1
Engineer	1
Watertreat Operator	<u>4</u>
Total Plant Operations	<u>6</u>

Sewer Lagoon

Manager	1
Watertreat Operator	2
Plant Maintenance	<u>1</u>
Total Sewer Lagoon	<u>4</u>

TOTAL UTILITY FUND **36**

UTILITY FUND FY 2015 Adopted Budget

The Utility Fund has four cost centers; Administration, Water & Wastewater Services, Plant Operations and Sewer Lagoon. The Utility Fund budget increased by \$994,889 (17.22%) over the FY 2014 Projection. Big increases were the increased in-lieu of tax payment to the City General Fund to the maximum allowed by Tennessee state statute, sewer rehabs and sewer lines upgrades. FY 2015 budget included a career ladder pay increase and a general 2% salary increase for full-time employees. There were no staffing changes.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2013 Actual</u>	<u>FY 2014 Revised</u>	<u>FY 2014 Projection</u>	<u>FY 2015 Adopted</u>
<i>Revenues</i>	8,569,913	8,849,100	8,442,800	8,552,300
Salaries	1,469,528	1,544,843	1,477,938	1,592,723
Benefits	1,124,488	823,277	773,872	779,055
Other Personnel	0	500	500	500
Operations	2,774,192	3,206,545	2,936,998	3,510,778
Capital	15,469	656,960	590,960	892,100
Debt Service	1,554,525	1,628,832	1,585,343	1,616,206
Net Income	<u>1,631,710</u>	<u>988,143</u>	<u>1,077,190</u>	<u>160,938</u>
Beg Ret Engs	<u>8,779,369</u>	<u>10,411,079</u>	<u>10,411,079</u>	<u>11,488,269</u>
End Ret Engs	<u>10,411,079</u>	<u>11,399,222</u>	<u>11,488,269</u>	<u>11,649,207</u>



**CITY OF BARTLETT
UTILITY FUND SUMMARY
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Utility Revenues				
Operating Revenues	\$ 8,432,753	\$ 8,736,100	\$ 8,345,300	\$ 8,444,300
Other Revenues	26,166	23,000	20,500	21,000
Non-Operating Revenues	93,082	90,000	75,000	85,000
Total Utility Revenues	\$ 8,552,001	\$ 8,849,100	\$ 8,440,800	\$ 8,550,300
Utility Expenditures				
Utility Administration	\$ 1,715,658	\$ 1,916,602	\$ 1,765,960	\$ 2,372,288
Water & Wastewater Services	1,746,779	1,741,351	1,720,236	1,796,878
Plant Operations	1,389,060	1,867,622	1,687,892	1,754,806
Sewer Treatment	514,269	706,550	604,179	849,184
Total Utility Expenditures	\$ 5,365,766	\$ 6,232,125	\$ 5,778,267	\$ 6,773,156
Projected Cash Flow	\$ 3,186,235	\$ 2,616,975	\$ 2,662,533	\$ 1,777,144
Less:				
Debt Service	\$ 1,554,525	\$ 1,628,832	\$ 1,585,343	\$ 1,616,206
Total	\$ 1,554,525	\$ 1,628,832	\$ 1,585,343	\$ 1,616,206
Net From Operations	\$ 1,631,710	\$ 988,143	\$ 1,077,190	\$ 160,938
Beginning Fund Balance	\$ 8,779,369	\$ 10,411,079	\$ 10,411,079	\$ 11,488,269
Ending Fund Balance	\$ 10,411,079	\$ 11,399,222	\$ 11,488,269	\$ 11,649,207



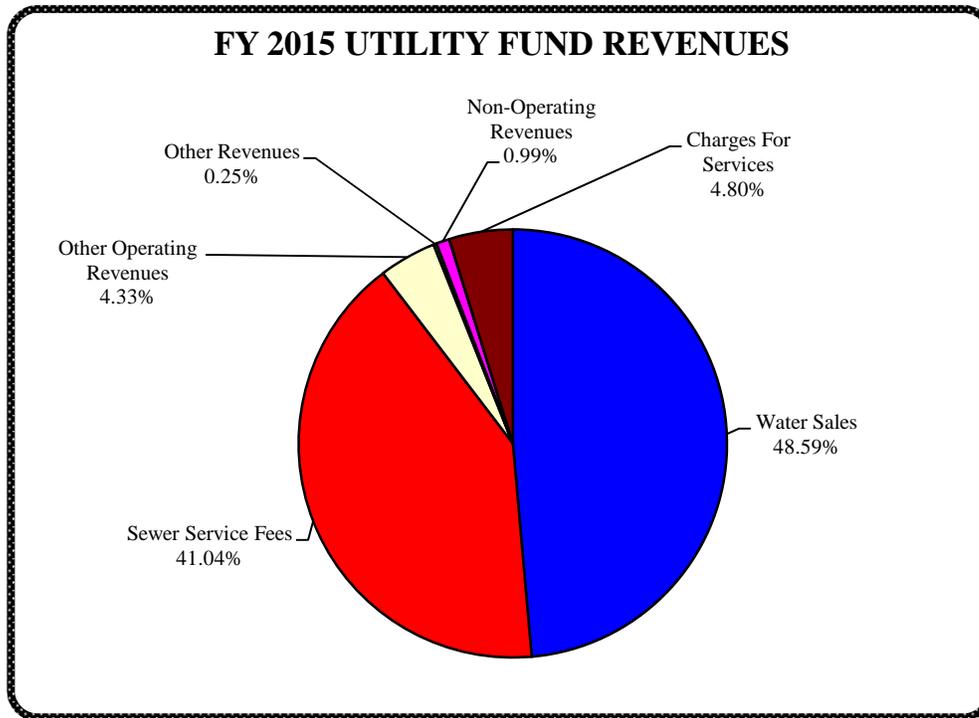
CITY OF BARTLETT
UTILITY FUND REVENUES
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Water Sales				
Metered Water Sales City Residential	\$ 2,961,573	\$ 3,175,000	\$ 3,020,000	\$ 3,100,000
Metered Water Sales City Commercial	863,358	870,000	875,000	870,000
Metered Water Sales Rural Residential	217,604	255,000	160,000	160,000
Metered Water Sales Rural Commercial	68,326	95,000	25,000	25,000
Total Water Sales	\$ 4,110,861	\$ 4,395,000	\$ 4,080,000	\$ 4,155,000
Sewer Service Fees				
Sewer Service Fees City Residential	\$ 1,885,766	\$ 1,900,000	\$ 1,885,000	\$ 1,900,000
Sewer Service Fees City Commercial	615,757	575,000	600,000	600,000
Sewer Service Fees Rural Residential	73	100	100	100
Sewer Service Fees Rural Commercial	39,654	56,000	6,000	6,000
North Sewer Service Fees City Res.	872,518	900,000	871,000	880,000
North Sewer Service Fees City Comm	51,055	50,000	50,000	50,000
North Sewer Service Fees Rural Res.	73,446	80,000	70,000	70,000
North Sewer Service Fees Rural Comm.	4,268	5,000	3,200	3,200
Total Sewer Service Fees	\$ 3,542,536	\$ 3,566,100	\$ 3,485,300	\$ 3,509,300
Other Operating Revenues				
Service Connection Fee	\$ 56,391	\$ 50,000	\$ 55,000	\$ 55,000
Disconnect/Reconnect Fee	29,040	25,000	25,000	25,000
Forfeited Discounts	285,281	290,000	285,000	290,000
Total Other Operating Revenues	\$ 370,713	\$ 365,000	\$ 365,000	\$ 370,000
Other Revenues				
Interest	\$ 3,977	\$ 3,000	\$ 500	\$ 1,000
Other Revenues	12,162	10,000	10,000	10,000
Reimbursements For Damage	10,027	10,000	10,000	10,000
Total Other Revenues	\$ 26,166	\$ 23,000	\$ 20,500	\$ 21,000
Non-Operating Revenues				
Water Tap Fees South	\$ 6,000	\$ 5,000	\$ 13,000	\$ 10,000
Water Tap Fees North	9,500	20,000	10,000	10,000
Sewer Tap South Basin	38,398	25,000	25,000	25,000
Sewer Tap North Basin	15,737	20,000	17,000	20,000
Subdivision Development	23,447	20,000	10,000	20,000
Total Non-Operating Revenues	\$ 93,082	\$ 90,000	\$ 75,000	\$ 85,000
Charges For Services				
Tower Lease Payments	\$ 347,343	\$ 360,000	\$ 360,000	\$ 360,000
Water Meter Installation	61,300	50,000	55,000	50,000
Total Charges For Services	\$ 408,643	\$ 410,000	\$ 415,000	\$ 410,000
TOTAL UTILITY FUND REVENUES	\$ 8,552,001	\$ 8,849,100	\$ 8,440,800	\$ 8,550,300



CITY OF BARTLETT ANALYSIS OF UTILITY REVENUE SOURCES FY 2015 Adopted Budget



The Utility Revenues include charges for water and sewer usage and connection and development fees for the water and sewer system. In February 2011, the City of Bartlett was notified by the Tennessee Water and Wastewater Financing Board that we are required to raise our water and sewer rates to make the system self-sufficient. FY 2012 budget is based on a 45% water and sewer rate increase. Water rates were last increased in 2003 and sewer rates in 2005. Only 1.30% increase budgeted for FY 2015.

<u>Water Sales</u>		
FY	Amount	% Inc (Dec)
2011	\$ 3,109,349	
2012	\$ 4,367,155	40.45%
2013	\$ 4,110,861	-5.87%
2014 (Proj)	\$ 4,080,000	-0.75%
2015 (Bdgt)	\$ 4,155,000	1.84%

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 2012 is based on the 45% water rates increase and 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 2012 revenue projection is based on the 45% sewer rates increase and no additional residential users.

<u>Sewer Service</u>		
FY	Amount	% Inc (Dec)
2011	\$ 2,557,843	
2012	\$ 3,585,122	40.16%
2013	\$ 3,542,536	-1.19%
2014 (Proj)	\$ 3,485,300	-1.62%
2015 (Bdgt)	\$ 3,509,300	0.69%



CITY OF BARTLETT
ANALYSIS OF UTILITY REVENUE SOURCES
FY 2015 Adopted Budget



Other Operating Revenues

FY	Amount	% Inc (Dec)
2011	\$ 262,264	
2012	\$ 367,415	40.09%
2013	\$ 370,713	0.90%
2014 (Proj)	\$ 365,000	-1.54%
2015 (Bdgt)	\$ 370,000	1.37%

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)
2011	\$ 80,425	
2012	\$ 102,248	27.13%
2013	\$ 93,082	-8.96%
2014 (Proj)	\$ 75,000	-19.43%
2015 (Bdgt)	\$ 85,000	13.33%

Other Revenues

FY	Amount	% Inc (Dec)
2011	\$ 33,049	
2012	\$ 51,044	54.45%
2013	\$ 26,166	-48.74%
2014 (Proj)	\$ 20,500	-21.66%
2015 (Bdgt)	\$ 21,000	2.44%

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)
2011	\$ 363,761	
2012	\$ 419,554	15.34%
2013	\$ 408,643	-2.60%
2014 (Proj)	\$ 415,000	1.56%
2015 (Bdgt)	\$ 410,000	-1.20%



CITY OF BARTLETT
UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Department Revenues				
Demand Response Program	\$ 17,912	\$ 0	\$ 2,000	\$ 2,000
Total Department Revenues	\$ 17,912	\$ 0	\$ 2,000	\$ 2,000
Personnel				
Supervisor Salaries	\$ 243,230	\$ 246,904	\$ 246,904	\$ 255,586
Employee Wages	1,126,406	1,179,076	1,123,793	1,219,374
Overtime Wages	54,090	63,500	57,515	63,500
Special Hours	20,500	21,700	21,000	23,100
Contracted Services	0	500	500	500
Part-Time	25,302	33,663	28,726	31,163
Vacation Pay	3,669	0	6,894	0
Sick Pay	6,954	0	0	0
Longevity Pay	20,366	24,262	20,393	20,780
Bonus	23,327	31,636	30,391	3,300
Other Personnel Costs	0	0	0	0
Employee Health Insurance	311,005	327,163	296,575	315,969
Employee Life Insurance	6,468	7,699	7,349	7,965
Worker's Compensation Insurance	30,642	30,170	30,170	31,383
Unemployment Compensation	0	0	6,380	0
Retiree Health Insurance	375,135	71,299	68,570	73,748
FICA	111,560	118,034	115,486	119,416
Pension Contribution	235,363	213,014	191,663	206,494
Total Personnel	\$ 2,594,017	\$ 2,368,620	\$ 2,252,310	\$ 2,372,278
Staffing Level				
<i>Full-Time</i>	<i>33.24</i>	<i>36.00</i>	<i>34.21</i>	<i>36.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.11</i>	<i>1.36</i>	<i>1.10</i>	<i>1.46</i>
Total Full-Time Equivalent (FTE)	34.35	37.36	35.31	37.46
Operations				
Training	\$ 5,753	\$ 6,700	\$ 5,065	\$ 8,170
Travel	2,525	6,100	4,100	6,300
Professional Services	0	2,000	1,000	2,000
Other Professional Service	27,041	38,000	34,500	36,000
Postage & Freight	69,774	70,750	72,700	73,700
Notice Publication	1,354	8,500	4,500	5,000
Dues & Subscriptions	1,212	2,700	2,100	2,700
Utilities	585,211	605,000	560,000	600,000
Water Purchased For Resale	29,938	28,000	30,300	30,000
Phones - Local	14,344	13,750	20,670	15,700
Long Distance Phone Calls	108	275	220	270
Cellular Phones	7,155	7,300	6,100	6,500
Data Processing - Software	30	11,300	11,800	10,500
Telecommunication Link	1,537	1,800	1,600	1,800
Shop Allocation	24,600	24,600	24,600	24,600
Vehicle Maintenance	32,395	33,000	31,500	35,000
Equipment Maintenance	230,074	238,024	215,000	237,000
Radio Maintenance	1,168	1,000	900	800
Computer Maintenance	122	20,250	1,200	20,250



CITY OF BARTLETT
UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Grounds Maintenance	3,868	4,000	2,600	3,800
Building Maintenance	10,393	15,076	12,400	12,550
Water & Sewer Line Maintenance	23,873	27,500	25,000	27,500
Waste Refuse	26,075	30,000	29,000	30,000
Bad Debt Expense	2,070	0	2,350	2,400
Office Supplies	6,050	6,300	6,300	6,300
Printing	5,978	25,200	4,200	25,200
Petroleum Supplies	84,892	99,000	90,700	98,000
Clothing & Uniforms	9,142	10,100	9,800	10,100
Operating Supplies	20,327	22,250	22,050	24,250
Cleaning Supplies	2,014	2,100	2,000	3,600
Chemical Supplies	80,171	99,800	84,766	101,800
Fill Sand, Dirt & Gravel	6,923	10,000	10,000	20,000
Concrete & Brick	10,896	12,000	9,000	11,000
Small Tools	2,553	3,100	2,800	3,100
Pipe & Materials-System Maintenance	64,114	65,000	60,000	61,000
Meters & Meter Boxes	5,691	6,000	10,000	10,000
Equipment Rental	0	700	700	700
Street Barricade & Equip Re	0	400	0	400
Property Insurance	92,855	131,068	96,113	107,646
Vehicle & Equip Insurance	7,375	5,703	7,964	8,362
General Liability Insurance	14,453	14,899	18,458	19,380
Bank Charges	3,064	0	0	0
Lab Testing	32,901	67,000	61,000	57,000
CSX Leases	1,146	1,400	1,300	1,400
Cash Over Or Short	(155)	100	100	100
Pollution Control Fees	45,407	48,000	47,000	48,000
In Lieu Of Tax Payments	292,164	290,000	308,367	610,000
Sewer Service Fees	877,996	1,079,300	978,425	1,079,400
State Fees	1,000	1,000	1,000	1,000
Damage Claims	3,453	9,000	5,000	9,000
Miscellaneous Other Expenses	3,158	1,500	750	1,500
Total Operations	\$ 2,774,192	\$ 3,206,545	\$ 2,936,998	\$ 3,510,778
Capital				
Communications Equipment	\$ 690	\$ 2,200	\$ 785	\$ 2,200
Data Processing Equipment	4,837	7,560	5,586	11,900
Office Equipment	0	100	0	0
Vehicles	0	87,000	87,000	183,000
Furniture	368	0	0	0
Other Equipment	1,697	10,600	52,589	2,000
Water/Sewer Mains & System Improvement	7,877	549,500	445,000	693,000
Total Capital	\$ 15,469	\$ 656,960	\$ 590,960	\$ 892,100
TOTAL UTILITY FUND EXPENDITURES	\$ 5,365,766	\$ 6,232,125	\$ 5,778,267	\$ 6,773,156

Utility Administration

City of Bartlett



FY 2015 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 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Salaries	248,717	259,546	251,697	266,270
Benefits	189,900	127,695	121,120	119,853
Operations	1,275,016	1,523,161	1,392,170	1,851,065
Capital	2,026	6,200	973	135,100
Total	1,715,658	1,916,602	1,765,960	2,372,288

FY 2014 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 2013 Actual	FY 2014 Forecast	FY 2015 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 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 58,768	\$ 59,635	\$ 59,635	\$ 61,711
Employee Wages	173,645	176,911	175,180	184,059
Overtime Wages	4,054	5,000	1,319	5,000
Part-Time	12,250	18,000	15,563	15,500
Vacation Pay	3,827	0	0	0
Sick Pay	1,396	0	0	0
Longevity Pay	882	882	900	914
Bonus	4,102	5,368	5,303	603
Employee Health Insurance	52,468	53,041	48,923	50,153
Employee Life Insurance	1,050	1,277	1,239	1,327
Worker's Compensation Insurance	317	349	349	351
Retiree Health Insurance	67,353	11,827	11,810	12,289
FICA	18,641	19,616	19,415	19,808
Pension Contribution	39,863	35,335	33,181	34,408
Total Personnel	\$ 438,616	\$ 387,241	\$ 372,817	\$ 386,123

Staffing Level

<i>Full-Time</i>	<i>6.00</i>	<i>6.00</i>	<i>6.00</i>	<i>6.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.73</i>	<i>0.63</i>	<i>0.73</i>	<i>0.73</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>6.73</i>	<i>6.63</i>	<i>6.73</i>	<i>6.73</i>

Operations

Training	\$ 695	\$ 2,500	\$ 745	\$ 2,500
Travel	1,505	2,000	500	2,000
Postage & Freight	69,096	69,600	71,000	72,500
Dues & Subscriptions	0	100	0	100
Phones - Local	1,441	1,400	1,585	1,600
Long Distance Phone Calls	68	100	50	100
Data Processing - Software	30	10,500	11,800	10,500
Equipment Maintenance	9,047	20,000	10,000	20,000
Computer Maintenance	122	20,000	1,000	20,000
Bad Debt Expense	2,070	0	2,350	2,400
Office Supplies	3,993	3,500	3,500	3,500
Printing	5,896	25,000	4,000	25,000
Operating Supplies	735	1,000	300	1,000
Small Tool	0	300	0	300
General Liability Insurance	4,261	4,261	6,348	6,665
Bank Charges	3,064	0	0	0
Cash Over Or Short	(155)	100	100	100
In Lieu Of Tax Payments	292,164	290,000	308,367	610,000
Sewer Service Fees	877,996	1,070,800	970,025	1,070,800
Damage Claims	0	1,000	0	1,000
Miscellaneous Other Expenses	2,988	1,000	500	1,000
Total Operations	\$ 1,275,016	\$ 1,523,161	\$ 1,392,170	\$ 1,851,065

Capital

Communications Equipment	\$ 0	\$ 1,200	\$ 0	\$ 1,200
Data Processing Equipment	1,658	5,000	973	5,900
Furniture	368	0	0	0



**CITY OF BARTLETT
UTILITY ADMINISTRATION
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Water Mains & System Improvement <i>Water meters replacement.</i>	0	0	0	128,000
Total Capital	\$ 2,026	\$ 6,200	\$ 973	\$ 135,100
Total Utility Administration	\$ 1,715,658	\$ 1,916,602	\$ 1,765,960	\$ 2,372,288

Water & Wastewater Services

City of Bartlett



FY 2015 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 and repairs, fire hydrants, valves, water services and mains, sewer services and mains, manholes, lift stations, and force mains. WWS also services the Bartlett reserve areas and reads the City's 25,333 water meters.

Category	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Salaries	798,432	822,958	785,311	823,980
Benefits	658,488	461,299	454,783	437,522
Operations	288,995	315,334	296,769	326,376
Capital	865	141,760	183,374	209,000
Total	1,746,779	1,741,351	1,720,236	1,796,878

FY 2014 Performance Highlights

Our Tennessee-One-Call locate person processed 5,400 requests for locations in the last 12 months. That's an average of more than 24 per day; The crews maintain: 334 miles of sewer main, 7,269 sewer manholes, 29 lift stations, 375 miles of water main, 3,509 fire hydrants, 7,081 water valves, 39,393 sewer and water services, and 19 miles of forcemains.

Objective	Performance Measures	FY 2013 Actual	FY 2014 Forecast	FY 2015 Projected
Reduce wastewater system inflow and infiltration problems in order to reduce system repair costs	Cost of lift station repairs	\$27,500	\$28,500	\$29,750
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.	\$12,775	\$12,500	\$12,000
Maintain City's sewer and water lines, valves, manholes, and meters	Number of work tickets completed	5825	6250	6700



CITY OF BARTLETT
WATER & WASTEWATER SERVICES
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Personnel				
Supervisor Salaries	\$ 62,493	\$ 63,128	\$ 63,128	\$ 65,037
Employee Wages	686,199	703,967	668,820	703,080
Overtime Wages	31,488	35,000	35,000	35,000
Special Hours	5,200	5,200	5,200	5,200
Part-Time	13,052	15,663	13,163	15,663
Vacation Pay	5,476	0	6,894	0
Sick Pay	3,930	0	0	0
Longevity Pay	15,408	19,527	16,717	16,945
Bonus	13,756	17,151	16,858	1,827
Employee Health Insurance	182,425	182,550	181,872	185,438
Employee Life Insurance	3,544	4,142	3,904	4,148
Worker's Compensation Insurance	20,965	21,690	21,690	21,258
Unemployment Compensation	0	0	6,380	0
Retiree Health Insurance	223,307	38,355	36,563	38,406
FICA	60,942	63,295	61,973	61,964
Pension Contribution	128,734	114,589	101,931	107,536
Total Personnel	\$ 1,456,920	\$ 1,284,257	\$ 1,240,094	\$ 1,261,502

Staffing Level

<i>Full-Time</i>	<i>19.24</i>	<i>20.00</i>	<i>19.28</i>	<i>20.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.38</i>	<i>0.73</i>	<i>0.37</i>	<i>0.73</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>19.62</i>	<i>20.73</i>	<i>19.65</i>	<i>20.73</i>

Operations

Training	\$ 685	\$ 600	\$ 520	\$ 1,270
Travel	287	300	300	500
Other Professional Service	9,571	20,000	16,000	18,000
Postage & Freight	137	150	150	150
Dues & Subscriptions	412	450	450	450
Phones - Local	1,986	2,100	2,000	2,100
Long Distance Phone Calls	30	25	20	20
Cellular Phones	2,795	3,400	2,800	3,000
Data Processing - Software	0	800	0	0
Shop Allocation	14,000	14,000	14,000	14,000
Vehicle Maintenance	29,641	28,000	25,000	28,000
Equipment Maintenance	12,517	12,000	8,000	10,000
Radio Maintenance	659	1,000	900	800
Computer Maintenance	0	250	200	250
Grounds Maintenance	0	200	0	0
Building Maintenance	204	300	150	300
Water & Sewer Line Maintenance	23,873	27,500	25,000	27,500
Office Supplies	844	800	800	800
Petroleum Supplies	69,742	75,000	72,000	75,000
Clothing & Uniforms	7,718	8,000	8,000	8,000
Operating Supplies	9,051	9,000	11,000	11,000
Cleaning Supplies	475	500	500	2,000
Chemical Supplies	612	800	766	800
Fill Sand, Dirt & Gravel	6,923	10,000	10,000	20,000
Concrete & Brick	10,896	12,000	9,000	11,000



CITY OF BARTLETT
WATER & WASTEWATER SERVICES
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Small Tools	2,553	2,500	2,500	2,500
Pipe & Materials-System Maintenance	64,114	65,000	60,000	61,000
Meters & Meter Boxes	5,691	6,000	10,000	10,000
Street Barricade & Equip Re	0	400	0	400
Property Insurance	0	68	0	0
Vehicle & Equip Insurance	5,612	4,153	6,199	6,509
General Liability Insurance	4,346	4,538	5,264	5,527
Damage Claims	3,453	5,000	5,000	5,000
Miscellaneous Other Expenses	170	500	250	500
Total Operations	\$ 288,995	\$ 315,334	\$ 296,769	\$ 326,376
Capital				
Communications Equipment	\$ 690	\$ 1,000	\$ 785	\$ 1,000
Data Processing Equipment	175	60	0	2,000
Office Equipment	0	100	0	0
Vehicles	0	87,000	87,000	161,000
<i>F-350 Crew Cab with utility bed- \$55k, F-150 Pick-up Truck - \$26k, Flat Rack Dump Truck - \$80k.</i>				
Other Equipment	0	8,600	50,589	0
Water Mains & System Improvement	0	45,000	45,000	45,000
Total Capital	\$ 865	\$ 141,760	\$ 183,374	\$ 209,000
Total Water & Wastewater Services	\$ 1,746,779	\$ 1,741,351	\$ 1,720,236	\$ 1,796,878

Utility Plant Operations

City of Bartlett



FY 2015 Adopted Budget

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 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Revs/Recvrs	15,846	0	0	0
Salaries	274,696	276,341	262,919	317,129
Benefits	178,129	128,980	114,478	138,450
Other Personnel	0	500	500	500
Operations	945,076	1,048,301	955,382	1,024,727
Capital	7,005	413,500	354,613	274,000
Total	1,389,060	1,867,622	1,687,892	1,754,806

FY 2014 Performance Highlights

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

Objective	Performance Measures	FY 2013 Actual	FY 2014 Forecast	FY 2015 Projected
Upgrade Various water lines in the city	Install upgrades within the fiscal year	Completed	Completed	Completed
Continue to particiapte in the TVA Enernoc program	Saving of Utility dollars for the rate payer	\$10,000 savings	\$12,000 savings	\$15,000 savings
Continue the Cities tank Maintenance program	Maintain highly visible tanks in good condition	Completed	Completed	Completed



CITY OF BARTLETT PLANT OPERATIONS FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Department Revenues				
Demand Response Program	\$ 15,846	\$ 0	\$ 0	\$ 0
Total Department Revenues	\$ 15,846	\$ 0	\$ 0	\$ 0
Personnel				
Supervisor Salaries	\$ 58,150	\$ 60,322	\$ 60,321	\$ 63,743
Employee Wages	193,742	187,519	178,312	224,886
Overtime Wages	11,704	16,000	13,886	16,000
Special Hours	11,100	12,500	10,400	12,500
Contract Services	0	500	500	500
Vacation Pay	(4,627)	0	0	0
Sick Pay	1,163	0	0	0
Longevity Pay	2,799	1,300	0	0
Bonus	3,418	5,376	5,138	522
Employee Health Insurance	44,175	45,095	37,044	51,660
Employee Life Insurance	1,221	1,338	1,304	1,559
Worker's Compensation Insurance	6,751	5,415	5,415	6,267
Retiree Health Insurance	59,058	12,392	11,932	14,431
FICA	20,885	21,041	20,236	23,603
Pension Contribution	43,286	37,023	33,409	40,408
Total Personnel	\$ 452,824	\$ 405,821	\$ 377,897	\$ 456,079
Staffing Level				
<i>Full-Time</i>	<i>6.00</i>	<i>6.00</i>	<i>4.98</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	6.00	4.98	6.00
Operations				
Training	\$ 2,600	\$ 1,800	\$ 2,000	\$ 2,600
Travel	77	2,000	1,500	2,000
Other Professional Service	17,470	18,000	17,500	18,000
Postage & Freight	541	1,000	1,500	1,000
Notice Publication	1,354	8,500	4,500	5,000
Dues & Subscriptions	770	2,000	1,500	2,000
Utilities	450,165	465,000	430,000	465,000
Water Purchased For Resale	29,938	28,000	30,300	30,000
Phones - Local	9,071	8,500	15,000	10,000
Long Distance Phone Calls	10	75	75	75
Cellular Phones	4,021	3,500	3,000	3,500
Telecommunication Link	1,537	1,800	1,600	1,800
Shop Allocation	9,100	9,100	9,100	9,100
Vehicle Maintenance	2,155	4,000	6,000	6,000
Equipment Maintenance	183,525	170,000	165,000	175,000
Radio Maintenance	509	0	0	0
Grounds Maintenance	1,136	1,600	1,600	1,600
Building Maintenance	9,004	12,526	10,000	10,000
Office Supplies	506	1,500	1,500	1,500
Printing	83	200	200	200
Petroleum Supplies	11,991	19,000	16,000	18,000
Clothing & Uniforms	398	600	600	600



**CITY OF BARTLETT
PLANT OPERATIONS
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Operating Supplies	4,439	6,000	4,500	6,000
Cleaning Supplies	1,540	1,600	1,500	1,600
Chemical Supplies	73,383	85,000	70,000	85,000
Property Insurance	71,288	101,000	73,786	82,640
Vehicle & Equip Insurance	1,020	1,100	999	1,049
General Liability Insurance	4,321	4,500	4,822	5,063
Lab Testing	12,843	45,000	40,000	35,000
CSX Leases	1,146	1,400	1,300	1,400
Pollution Control Fees	38,137	40,000	39,000	40,000
State Fees	1,000	1,000	1,000	1,000
Damage Claims	0	3,000	0	3,000
Total Operations	\$ 945,076	\$ 1,048,301	\$ 955,382	\$ 1,024,727
Capital				
Data Processing Equipment	\$ 3,005	\$ 2,500	\$ 4,613	\$ 2,000
Water Mains & System Improvement	0	0	0	22,000
Water Mains & System Improvement	4,000	411,000	350,000	250,000
<i>Tank maintenance & painting 200k, water lines upgrades 50k.</i>				
Total Capital	\$ 7,005	\$ 413,500	\$ 354,613	\$ 274,000
Total Plant Operations	\$ 1,389,060	\$ 1,867,622	\$ 1,687,892	\$ 1,754,806

Utility Sewer Treatment

City of Bartlett



FY 2015 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 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Revs/Recvrs	2,066	0	2,000	2,000
Salaries	147,684	185,998	178,011	185,344
Benefits	97,973	105,303	83,491	83,230
Operations	265,104	319,749	292,677	308,610
Capital	5,575	95,500	52,000	274,000
Total	514,269	706,550	604,179	849,184

FY 2014 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 2013 Actual	FY 2014 Forecast	FY 2015 Projected
Provide optimal gallons treated at permitted levels	Meet all Permit limits without violation	Attained	Attained	Attained
Participate in TVA energy conservation program	Save money for the utility in peak demand conditions	Attained	Attained	Attained



CITY OF BARTLETT SEWER TREATMENT FY 2015 Adopted Budget



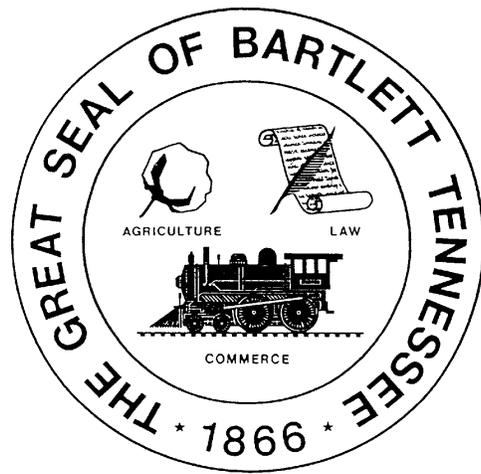
Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Department Revenues				
Demand Response Program	\$ 2,066	\$ 0	\$ 2,000	\$ 2,000
Total Department Revenues	\$ 2,066	\$ 0	\$ 2,000	\$ 2,000
Personnel				
Supervisor Salaries	\$ 63,819	\$ 63,819	\$ 63,820	\$ 65,095
Employee Wages	72,820	110,679	101,481	107,349
Overtime Wages	6,845	7,500	7,310	7,500
Special Hours	4,200	4,000	5,400	5,400
Vacation Pay	(1,007)	0	0	0
Sick Pay	465	0	0	0
Longevity	1,276	2,553	2,776	2,921
Bonus	2,051	3,741	3,092	348
Employee Health Insurance	31,937	46,477	28,736	28,718
Employee Life Insurance	652	942	902	931
Worker's Compensation Insurance	2,609	2,716	2,716	3,507
Retiree Health Insurance	25,417	8,725	8,265	8,622
FICA	11,091	14,082	13,862	14,041
Pension Contribution	23,481	26,067	23,142	24,142
Total Personnel	\$ 245,656	\$ 291,301	\$ 261,502	\$ 268,574
Staffing Level				
<i>Full-Time</i>	<i>2.00</i>	<i>4.00</i>	<i>3.95</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)	2.00	4.00	3.95	4.00
Operations				
Training	\$ 1,773	\$ 1,800	\$ 1,800	\$ 1,800
Travel	656	1,800	1,800	1,800
Professional Services	0	2,000	1,000	2,000
Other Professional Services	0	0	1,000	0
Postage	0	0	50	50
Dues & Subscriptions	30	150	150	150
Utilities	135,046	140,000	130,000	135,000
Phones - Local	1,847	1,750	2,085	2,000
Long Distance Phone Calls	0	75	75	75
Cellular Phones	340	400	300	0
Shop Allocation	1,500	1,500	1,500	1,500
Vehicle Maintenance	600	1,000	500	1,000
Equipment Maintenance	24,986	36,024	32,000	32,000
Grounds Maintenance	2,733	2,200	1,000	2,200
Building Maintenance	1,185	2,250	2,250	2,250
Waste Refuse	26,075	30,000	29,000	30,000
Office Supplies	707	500	500	500
Petroleum Supplies	3,160	5,000	2,700	5,000
Clothing & Uniforms	1,027	1,500	1,200	1,500
Operating Supplies	6,101	6,250	6,250	6,250
Chemical Supplies	6,176	14,000	14,000	16,000
Small Tools	0	300	300	300
Equipment Rental	0	700	700	700



**CITY OF BARTLETT
SEWER TREATMENT
FY 2015 Adopted Budget**



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
Property Insurance	21,567	30,000	22,327	25,006
Vehicle & Equip Insurance	743	450	766	804
General Liability Insurance	1,525	1,600	2,024	2,125
Lab Testing	20,058	22,000	21,000	22,000
Pollution Control Fees	7,270	8,000	8,000	8,000
Sewer Service Fees	0	8,500	8,400	8,600
Total Operations	\$ 265,104	\$ 319,749	\$ 292,677	\$ 308,610
Capital				
Data Processing Equipment	\$ 0	\$ 0	\$ 0	\$ 2,000
Other Equipment	1,697	2,000	2,000	2,000
Sewer Mains & System Improvement <i>Sewer rehabs & sewer lines upgrades.</i>	3,877	93,500	50,000	270,000
Total Capital	\$ 5,575	\$ 95,500	\$ 52,000	\$ 274,000
Total Sewer Treatment	\$ 514,269	\$ 706,550	\$ 604,179	\$ 849,184



CITY OF BARTLETT

T E N N E S S E E

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.



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 AAA (the highest possible) by Standard and Poor's and Aa1 (second highest possible) 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 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
<u>General Debt Service Revenues</u>				
Local Sales Tax	\$ 2,848,238	\$ 2,974,000	\$ 2,975,000	\$ 3,064,250
Transfer From General Fund	200,000	500,000	500,000	150,000
Transfer From Solid Waste Fund	500,000	500,000	500,000	500,000
Transfer From CIP	100,000	0	0	175,000
Total General Debt Service Revenues	\$ 3,648,238	\$ 3,974,000	\$ 3,975,000	\$ 3,889,250
<u>General Debt Service Expenditures</u>				
Paying Agent Fee	\$ 1,425	\$ 3,500	\$ 1,750	\$ 0
Go Bond Issuance Expense	68,191	55,000	48,545	0
TML Note Issuance Expense	5,266	5,000	7,500	7,500
2004A Principal	80,000	0	0	0
2005A Principal	635,000	655,000	655,000	0
2006A Principal	110,000	125,000	125,000	0
2007A Principal	115,000	120,000	120,000	125,000
2008A Principal	49,000	51,000	51,000	54,000
2009A Principal	90,000	90,000	90,000	95,000
2010A Principal	635,000	650,000	650,000	660,000
2011A Principal	570,000	590,000	590,000	600,000
2012A Principal	0	325,000	325,000	630,000
2013A Principal	0	0	0	535,000
2008 Capital Note Principal	154,000	159,000	159,000	0
2010 Capital Note Principal	160,000	163,000	163,000	0
2011 Capital Note Principal	216,000	236,000	236,000	241,931
2013 Capital Note Principal	0	0	0	100,500
2013A Capital Note Principal	0	175,000	175,000	179,000
2004A Interest	24,820	0	0	0
2005A Interest	186,118	102,695	70,607	0
2006A Interest	47,300	2,500	5,000	0
2007A Interest	101,825	97,125	97,126	92,225
2008A Interest	3,054	57,500	4,142	55,850
2009A Interest	64,328	62,528	62,528	60,678
2010A Interest	155,163	142,313	142,313	129,213
2011A Interest	89,244	77,644	77,651	65,758
2012A Interest	110,832	255,838	255,838	246,288
2013A Interest	0	47,500	51,287	136,219
2008 Capital Note Interest	7,290	2,497	2,427	0
2010 Capital Note Interest	5,832	1,956	1,956	0
2011 Capital Note Interest	11,796	7,258	7,258	2,431
2013 Capital Note Interest	0	0	7,112	15,342
2013A Capital Note Interest	0	22,241	22,241	20,025
2014 Capital Note Interest	0	0	0	25,000
Total General Debt Service Expenditure	\$ 3,696,482	\$ 4,282,095	\$ 4,204,281	\$ 4,076,960
Net General Debt Service	\$ (48,244)	\$ (308,095)	\$ (229,281)	\$ (187,710)
Beginning Fund Balance	\$ 952,372	\$ 904,128	\$ 904,128	\$ 674,847
Ending Fund Balance	\$ 904,128	\$ 596,033	\$ 674,847	\$ 487,137



City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - General Long-Term Debt
June 30, 2014

Fiscal Year	2013B Capital Note		Series 2013 Bonds		2013A Capital Note		Series 2012 Bonds		Series 2011 Bonds		2011 Capital Note	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2015	100,500	15,341	535,000	136,219	179,000	20,025	630,000	246,288	600,000	65,758	239,500	2,431
2016	106,000	13,142	560,000	119,794	183,000	16,839	765,000	232,338	610,000	53,658		
2017	108,000	10,863	575,000	102,769	186,000	13,581	785,000	212,913	395,000	43,608		
2018	110,000	8,541	590,000	85,294	189,000	10,271	805,000	189,063	325,000	36,408		
2019	113,000	6,166	615,000	67,219	192,000	6,906	830,000	164,538	325,000	29,908		
2020	115,000	3,738	95,000	56,569	196,000	3,489	855,000	139,263	335,000	23,308		
2021	118,000	1,257	100,000	53,644			625,000	117,063	335,000	15,770		
2022			105,000	50,569			640,000	98,088	350,000	7,208		
2023			105,000	47,419			660,000	78,588	55,000	2,145		
2024			110,000	44,194			690,000	61,788	55,000	729		
2025			115,000	40,819			700,000	47,450				
2026			115,000	37,369			715,000	31,969				
2027			120,000	33,844			110,000	22,481				
2028			125,000	30,169			115,000	19,528				
2029			125,000	26,419			115,000	16,509				
2030			130,000	22,431			120,000	13,200				
2031			135,000	17,956			125,000	9,525				
2032			140,000	13,144			125,000	5,775				
2033			145,000	8,066			130,000	1,950				
2034			150,000	2,719								
	<u>\$ 770,500</u>	<u>\$ 59,049</u>	<u>\$ 4,690,000</u>	<u>\$ 996,622</u>	<u>\$ 1,125,000</u>	<u>\$ 71,111</u>	<u>\$ 9,540,000</u>	<u>\$ 1,708,313</u>	<u>\$ 3,385,000</u>	<u>\$ 278,496</u>	<u>\$ 239,500</u>	<u>\$ 2,431</u>



City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - General Long-Term Debt
June 30, 2014

Fiscal Year	Series 2010 Bonds		Series 2009 Bonds		Series 2008 Bonds		Series 2007 Bonds		Total	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2015	660,000	129,213	95,000	60,678	54,000	55,000	125,000	92,225	3,218,000	823,176
2016	670,000	115,913	95,000	58,754	56,000	52,375	130,000	87,125	3,175,000	749,936
2017	685,000	102,363	95,000	56,688	59,000	49,625	135,000	81,825	3,023,000	674,233
2018	705,000	88,463	100,000	54,345	61,000	46,750	140,000	76,325	3,025,000	595,458
2019	720,000	74,213	100,000	51,745	64,000	43,625	145,000	70,625	3,104,000	514,944
2020	735,000	59,203	105,000	48,820	67,000	40,375	155,000	64,586	2,658,000	439,350
2021	745,000	42,547	110,000	45,513	70,000	37,000	160,000	58,168	2,263,000	370,960
2022	390,000	28,825	110,000	41,965	73,000	33,375	165,000	51,505	1,833,000	311,534
2023	245,000	20,734	115,000	38,166	76,000	29,625	170,000	44,595	1,426,000	261,272
2024	60,000	16,694	120,000	34,053	80,000	25,750	180,000	37,333	1,295,000	220,539
2025	65,000	14,894	125,000	29,641	83,000	21,625	185,000	29,713	1,273,000	184,141
2026	65,000	12,944	130,000	24,923	87,000	17,250	195,000	21,733	1,307,000	146,186
2027	70,000	10,875	130,000	19,983	91,000	12,625	205,000	13,281	726,000	113,089
2028	70,000	8,688	140,000	14,715	95,000	7,750	210,000	4,463	755,000	85,312
2029	75,000	6,375	145,000	9,050	99,000	2,625			559,000	60,978
2030	75,000	3,891	150,000	3,075					475,000	42,597
2031	75,000	1,313							335,000	28,794
2032									265,000	18,919
2033									275,000	10,016
2034									150,000	2,719
	<u>\$ 6,110,000</u>	<u>\$ 737,144</u>	<u>\$ 1,865,000</u>	<u>\$ 592,111</u>	<u>\$ 1,115,000</u>	<u>\$ 475,375</u>	<u>\$ 2,300,000</u>	<u>\$ 733,500</u>	<u>\$ 31,140,000</u>	<u>\$ 5,654,152</u>

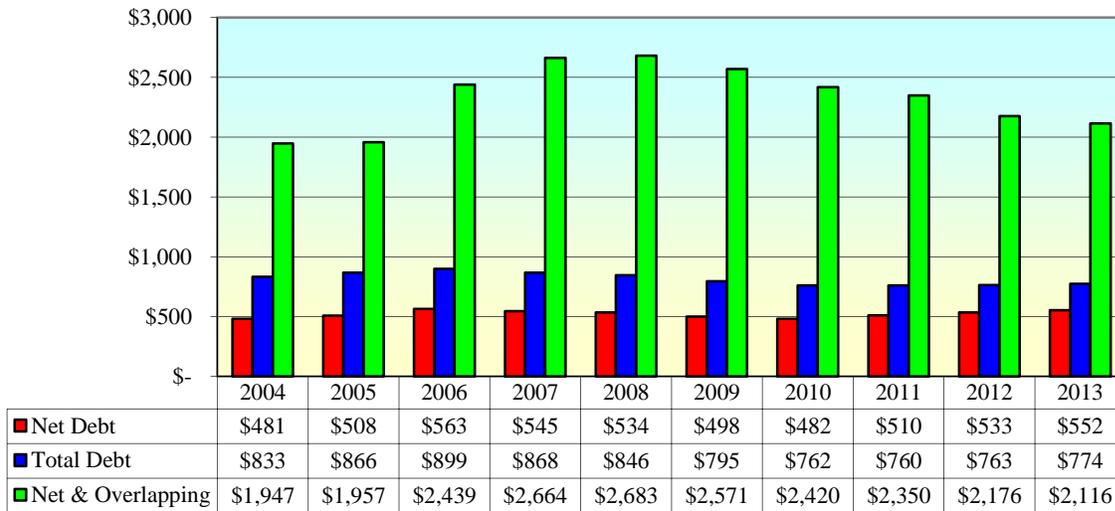


CITY OF BARTLETT ANALYSIS OF GENERAL DEBT SERVICE Last 10 Years



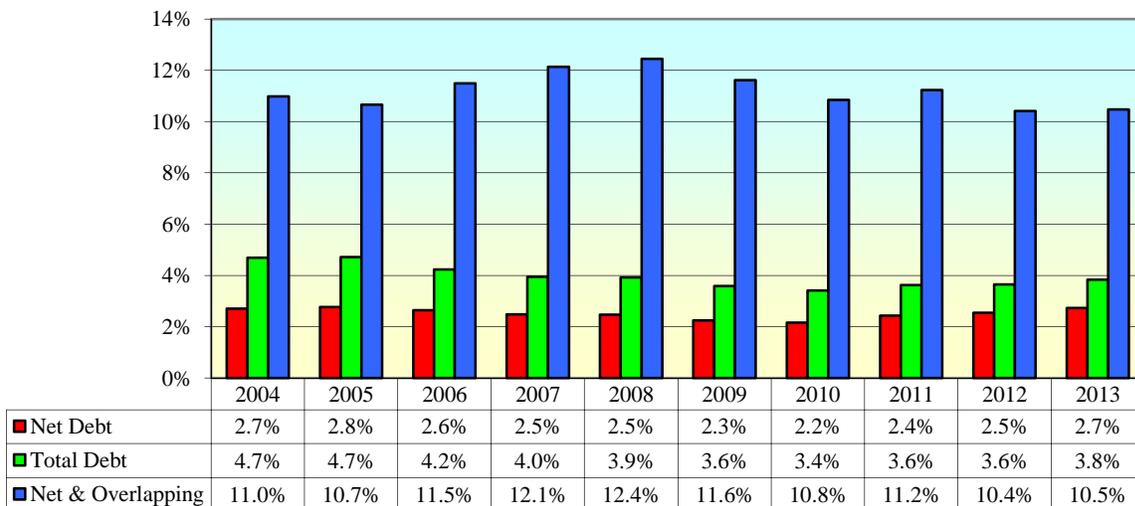
Debt per Capita (FY 2004 - FY 2013)

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 has increased a little, however, the total debt per capita has positively decreased over the la



Debt to Assessed Values (FY 2004 - FY 2013)

Another measure of capacity is the Debt to Assessed Value of Property. The debt to assessed values has improved up until FY 2010 (decreasing % is better). FY 2011 to FY 2013 took a step back due to the stagnant property values in Bartlett (and many parts of the country).





CITY OF BARTLETT
UTILITY FUND DEBT SERVICE
FY 2015 Adopted Budget



Description	FY 2013 Actual	FY 2014 Revised	FY 2014 Projection	FY 2015 Adopted
<u>Utility Debt Expenditures</u>				
Paying Agent Fee	\$ 1,425	\$ 2,500	\$ 1,600	\$ 0
Debt Issuance Expense	50,434	50,000	53,500	0
2004B Principal	60,000	0	0	0
2005B Principal	130,000	135,000	135,000	0
2006B Principal	70,000	70,000	70,000	0
2007B Principal	40,000	40,000	40,000	45,000
2008B Principal	36,000	38,000	38,000	40,000
2009B Principal	40,000	40,000	40,000	40,000
2010B Principal	265,000	265,000	265,000	280,000
2011B Principal	540,000	545,000	545,000	545,000
2012B Principal	0	70,000	70,000	140,000
2013B Principal	0	0	0	165,000
2004B Interest	9,345	0	0	0
2005B Interest	30,823	26,358	19,759	0
2006B Interest	7,764	2,590	2,590	0
2007B Interest	34,599	33,533	33,533	31,833
2008B Interest	472	43,200	2,000	41,300
2009B Interest	27,547	27,013	27,013	26,213
2010B Interest	60,577	55,719	55,719	50,269
2011B Interest	81,313	74,063	74,063	63,163
2012B Interest	69,228	90,256	90,256	88,156
2013B Interest	0	20,600	22,310	60,272
Total Utility Debt Expenditures	\$ 1,554,525	\$ 1,628,832	\$ 1,585,343	\$ 1,616,206



City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - Water and Sewer Fund
June 30, 2014

Fiscal Year	Series 2013 Bonds		Series 2012 Bonds		Series 2011 Bonds		Series 2010 Bonds	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2015	165,000	60,271	140,000	88,156	545,000	63,163	280,000	50,269
2016	175,000	55,171	220,000	84,556	565,000	52,063	275,000	44,719
2017	185,000	49,771	215,000	79,131	490,000	41,513	285,000	39,119
2018	190,000	44,146	225,000	72,531	215,000	34,463	295,000	33,319
2019	190,000	38,446	235,000	65,631	225,000	30,063	295,000	27,419
2020	60,000	34,696	240,000	58,506	230,000	25,513	305,000	21,228
2021	60,000	32,896	250,000	51,156	230,000	20,913	310,000	14,306
2022	65,000	31,021	260,000	43,506	235,000	15,675	320,000	6,625
2023	65,000	29,071	265,000	35,631	240,000	9,738	100,000	1,313
2024	65,000	27,121	265,000	29,006	245,000	3,369		
2025	70,000	25,096	275,000	23,434				
2026	70,000	22,996	285,000	17,306				
2027	70,000	20,896	65,000	13,247				
2028	75,000	18,721	65,000	11,541				
2029	75,000	16,321	70,000	9,769				
2030	80,000	13,686	70,000	7,800				
2031	80,000	10,966	75,000	5,625				
2032	85,000	8,066	75,000	3,375				
2033	90,000	4,894	75,000	1,125				
2034	90,000	1,631	75,000	1,125				
	<u>\$ 2,005,000</u>	<u>\$ 545,887</u>	<u>\$ 3,445,000</u>	<u>\$ 702,159</u>	<u>\$ 3,220,000</u>	<u>\$ 296,469</u>	<u>\$ 2,465,000</u>	<u>\$ 238,316</u>



City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - Water and Sewer Fund
June 30, 2014

Fiscal Year	Series 2009 Bonds		Series 2008 Bonds		Series 2007 Bonds		Total	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2015	40,000	26,213	40,000	41,300	45,000	31,833	1,255,000	361,204
2016	40,000	25,403	42,000	39,300	45,000	30,033	1,362,000	331,244
2017	40,000	24,533	43,000	37,200	45,000	28,233	1,303,000	299,499
2018	45,000	23,510	45,000	35,050	50,000	26,333	1,065,000	269,351
2019	45,000	22,340	47,000	32,800	50,000	24,320	1,087,000	241,019
2020	45,000	21,058	50,000	30,450	50,000	22,270	980,000	213,721
2021	45,000	19,674	52,000	27,950	55,000	20,091	1,002,000	186,986
2022	50,000	18,140	54,000	25,350	55,000	17,809	1,039,000	158,126
2023	50,000	16,453	57,000	22,650	60,000	15,423	837,000	130,278
2024	50,000	14,703	59,000	19,800	60,000	12,933	744,000	106,931
2025	55,000	12,811	62,000	16,850	65,000	10,306	527,000	88,498
2026	55,000	10,776	64,000	13,750	65,000	7,544	539,000	72,373
2027	60,000	8,590	67,000	10,550	70,000	4,675	332,000	57,958
2028	60,000	6,250	70,000	7,200	75,000	1,594	345,000	45,306
2029	60,000	3,865	74,000	3,700			279,000	33,655
2030	65,000	1,333					215,000	22,819
2031							155,000	16,591
2032							160,000	11,441
2033							165,000	6,019
2034							165,000	2,756
	<u>\$ 805,000</u>	<u>\$ 255,649</u>	<u>\$ 826,000</u>	<u>\$ 363,900</u>	<u>\$ 790,000</u>	<u>\$ 253,394</u>	<u>\$ 13,556,000</u>	<u>\$ 2,655,773</u>



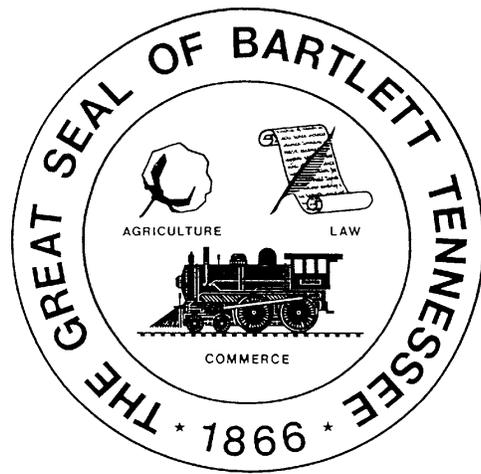
CITY OF BARTLETT, TENNESSEE
Water and Sewer Revenue Coverage
Last Ten Fiscal Years



Fiscal Year	Utility Service Charges	Less: Operating Expenses (1)	Net Available Revenue	Debt Service			Coverage
				Principal	Interest	Total	
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
2010	6,282,853	5,243,944	1,038,909	1,010,000	563,000	1,573,000	0.66
2011	7,024,139	4,781,719	2,242,420	1,013,000	500,254	1,513,254	1.48
2012	9,398,373	4,897,935	4,500,438	1,100,000	401,108	1,501,108	3.00
2013	8,679,097	5,547,568	3,131,529	1,181,000	329,226	1,510,226	2.07

(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

T E N N E S S E E

CAPITAL IMPROVEMENT PROGRAM

This section includes a summary of the five-year capital plan and project detail for each project in the Fiscal Year 2012 - 2016 Capital Improvement budget.



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 2015 - 2019 Capital Improvement budget. Sources of funds, expenditures and project start and completion dates are included. Only the FY 2015 projects were adopted while FY 2016 - 2019 projects in the plan are just for a future guide. The Capital Improvement Fund is a major 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

Nonroutine capital projects in FY 2015 are the Fire Aerial Truck, Fletcher Creek Greenway, Kirby Whitten Paving, Westbrook Road Bridge, Frank Creek Bridge Rehab, Bartlett Road Bridge, Splash Water Park, Ardie Water Plant Well, Woodland Reservoir Restoration, Germantown Rd Water Plant Filter, Buckhead Sewer Phase 2, and the Sludge Digester project. The Fire Aerial Truck, Westbrook Road Bridge, Splash Water Park, Woodland Reservoir Restoration, Germantown Rd Water Plant Filter, Buckhead Sewer Phase 2, and the Sludge Digester are new projects and are expected to be completed within 1-3 years. The Ardie Water Plant Well project, started in 2013, is also expected to be completed within 1-3 years. Fletcher Creek Greenway (started in 2013), Kirby Whitten Paving (new project), Frank Creek Bridge Rehab (2009), and the Bartlett Road Bridge (2010) project are funded through STP (surface transportation fund) 80/20 (the City match is 20%) and are expected to be completed within 3-7 years.

Impact of Capital Improvements on Operating Budget

Vehicles and equipment replacements, repairs, rehab and upgrade projects have petroleum, repairs/maintenance operating budget costs and are listed in each project details. However, there is no increase or decrease in the operating budget costs because personnel, material & supplies and maintenance/repairs costs stay the same. Three projects will affect the overall operating budget cost are the Fletcher Creek Greenway, the Splash Water Park and the Ardie Water Plant Well. Once these projects are completed, there will be part-time employees and maintenance costs for Fletcher Creek Greenway (about \$15,000/year), Splash Water Park (about \$30,000/year) and the Ardie Water Plant Well (about \$18,000/year).



CITY OF BARTLETT
FY 2015-2019 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION

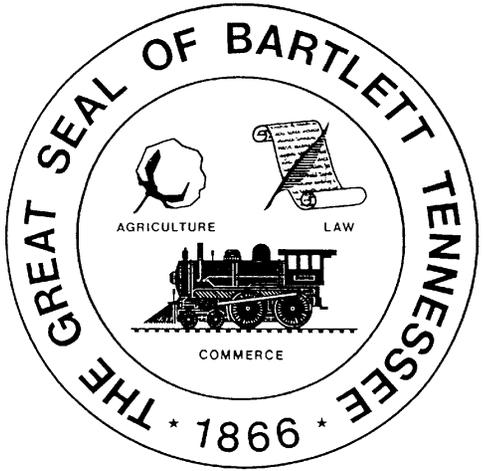
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Revenues						
G.O. Bonds	\$ 0	\$ 2,488,197	\$ 6,000,000	\$ 6,160,000	\$ 3,990,000	\$ 18,638,197
Capital Note	1,071,000	908,000	933,000	908,000	933,000	4,753,000
FD311 Transfers-unsent projects	1,942,164	0	0	0	0	1,942,164
FD311 Use of Fund Balance	1,494,836	0	0	0	0	1,494,836
TDOT 80% match	4,699,750	1,032,788	800,000	800,000	800,000	8,132,538
Utility Bonds	0	1,008,200	1,030,800	992,700	1,174,800	4,206,500
FD312 Transfers-unsent projects	818,000	0	0	0	0	818,000
FD312 Use of Fund Balance	536,000	0	0	0	0	536,000
Total Revenues	\$ 10,561,750	\$ 5,437,185	\$ 8,763,800	\$ 8,860,700	\$ 6,897,800	\$ 40,521,235
Expenditures						
G.O. Bond/Other Funded						
Administrative	\$ 205,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 325,000
Public Safety	1,482,000	625,000	490,000	625,000	490,000	3,712,000
Public Works	378,000	250,000	250,000	250,000	250,000	1,378,000
Engineering	6,355,750	3,283,985	6,723,000	6,723,000	3,713,000	26,798,735
Parks & Recreation	787,000	240,000	240,000	240,000	1,240,000	2,747,000
Total G.O. Bond/Other Funded	\$ 9,207,750	\$ 4,428,985	\$ 7,733,000	\$ 7,868,000	\$ 5,723,000	\$ 34,960,735
Utility Bond/Other Funded						
Water	\$ 460,000	\$ 408,200	\$ 430,800	\$ 392,700	\$ 274,800	\$ 1,966,500
Sewer	894,000	600,000	600,000	600,000	900,000	3,594,000
Total Utility Bond/Other Funded	\$ 1,354,000	\$ 1,008,200	\$ 1,030,800	\$ 992,700	\$ 1,174,800	\$ 5,560,500
Total Expenditures	\$ 10,561,750	\$ 5,437,185	\$ 8,763,800	\$ 8,860,700	\$ 6,897,800	\$ 40,521,235



CITY OF BARTLETT
FY 2015-2019 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY CATEGORY



	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>TOTAL</u>
GENERAL FUND						
Source of Funds						
G.O. Bonds	\$ 0	\$ 2,488,197	\$ 6,000,000	\$ 6,160,000	\$ 3,990,000	\$ 18,638,197
Capital Note	1,071,000	908,000	933,000	908,000	933,000	4,753,000
FD311 Transfers-unspt projects	1,942,164	0	0	0	0	1,942,164
FD311 Use of Fund Balance	1,494,836	0	0	0	0	1,494,836
TDOT 80% match	4,699,750	1,032,788	800,000	800,000	800,000	8,132,538
Total Source	\$ 9,207,750	\$ 4,428,985	\$ 7,733,000	\$ 7,868,000	\$ 5,723,000	\$ 34,960,735
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	126,000	70,000	100,000	0	240,000	536,000
Construction	6,775,750	3,290,985	6,700,000	6,800,000	4,550,000	28,116,735
Equipment/Furnishings	2,131,000	1,068,000	933,000	1,068,000	933,000	6,133,000
Other	175,000	0	0	0	0	175,000
Total Project Costs	\$ 9,207,750	\$ 4,428,985	\$ 7,733,000	\$ 7,868,000	\$ 5,723,000	\$ 34,960,735
UTILITY FUND						
Source of Funds						
Utility Bonds	\$ 0	\$ 1,008,200	\$ 1,030,800	\$ 992,700	\$ 1,174,800	\$ 4,206,500
FD312 Transfers-unspt projects	818,000	0	0	0	0	818,000
FD312 Use of Fund Balance	536,000	0	0	0	0	536,000
Total Source	\$ 1,354,000	\$ 1,008,200	\$ 1,030,800	\$ 992,700	\$ 1,174,800	\$ 5,560,500
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 125,000	\$ 125,000
Design/Engineering	35,000	15,000	0	0	0	50,000
Construction	1,319,000	730,000	900,000	900,000	950,000	4,799,000
Equipment/Furnishings	0	0	0	0	0	0
Other	0	263,200	130,800	92,700	99,800	586,500
Total Project Costs	\$ 1,354,000	\$ 1,008,200	\$ 1,030,800	\$ 992,700	\$ 1,174,800	\$ 5,560,500
TOTAL CIP COSTS	\$ 10,561,750	\$ 5,437,185	\$ 8,763,800	\$ 8,860,700	\$ 6,897,800	\$ 40,521,235





CIP PROJECT LINE ITEMS SUMMARY

**BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2015 - FY 2019**

PROJECT	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
<u>FUNDING SOURCES</u>						
General Obligation Bonds	\$ 0	\$ 2,488,197	\$ 6,000,000	\$ 6,160,000	\$ 3,990,000	\$ 18,638,197
Capital Note	1,071,000	908,000	933,000	908,000	933,000	4,753,000
FD311 Transfers-unspent projects	1,942,164	0	0	0	0	1,942,164
FD311 Use of Fund Balance	1,494,836	0	0	0	0	1,494,836
TDOT 80% match	4,699,750	1,032,788	800,000	800,000	800,000	8,132,538
Utility Bonds	0	1,008,200	1,030,800	992,700	1,174,800	4,206,500
FD312 Transfers-unspent projects	818,000	0	0	0	0	818,000
FD312 Use of Fund Balance	536,000	0	0	0	0	536,000
Total Funding Sources	\$ 10,561,750	\$ 5,437,185	\$ 8,763,800	\$ 8,860,700	\$ 6,897,800	\$ 40,521,235
<u>PROJECT COST</u>						
<u>Administrative</u>						
Vehicles & Equipment	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
Transfer to Debt Service Fund	175,000	0	0	0	0	175,000
Total Administrative	\$ 205,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 325,000
<u>Police</u>						
Police Vehicles & Equipment	\$ 322,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 2,062,000
Police Parking Lot Overlay & Res	75,000	0	0	0	0	75,000
Total Police	\$ 397,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 2,137,000
<u>Fire</u>						
Fire Vehicles	\$ 0	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000
Fire Ambulances	160,000	160,000	0	160,000	0	480,000
Fire - Aerial Truck	900,000	0	0	0	0	900,000
Total Fire	\$ 1,060,000	\$ 190,000	\$ 30,000	\$ 190,000	\$ 30,000	\$ 1,500,000
<u>Codes Enforcement</u>						
Codes Enforcement Vehicles	\$ 25,000	\$ 0	\$ 25,000	\$ 0	\$ 25,000	\$ 75,000
Total Code Inspection	\$ 25,000	\$ 0	\$ 25,000	\$ 0	\$ 25,000	\$ 75,000
<u>Public Works</u>						
Public Works Vehicles & Equip	\$ 378,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,378,000
Total Public Works	\$ 378,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,378,000



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2015 - FY 2019

PROJECT	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
<u>Engineering</u>						
Engineering Vehicle	\$ 0	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 92,000
Fletcher Creek Greenway	126,000	1,290,985	1,000,000	1,000,000	1,000,000	4,416,985
City Wide Overlay	960,000	1,500,000	2,000,000	2,500,000	2,500,000	9,460,000
Kirby Whitten Paving	2,200,000	0	0	0	0	2,200,000
Westbrook Road Bridge	250,000	0	0	0	0	250,000
Frank Creek Bridge Rehab	2,000,000	0	0	0	0	2,000,000
Bartlett Road Bridge	819,750	0	0	0	0	819,750
Elmore Box	0	300,000	0	0	0	300,000
Taper Inlet	0	50,000	500,000	0	0	550,000
Brother & Stage Left Signal	0	20,000	0	150,000	0	170,000
FEMA Generator	0	0	50,000	0	0	50,000
Old Brownsville East	0	0	100,000	0	0	100,000
Old Brownsville West R.O.W.	0	0	3,000,000	3,000,000	0	6,000,000
Germantown North	0	0	0	0	140,000	140,000
Various Drainage Projects	0	100,000	50,000	50,000	50,000	250,000
Total Engineering	\$ 6,355,750	\$ 3,283,985	\$ 6,723,000	\$ 6,723,000	\$ 3,713,000	\$ 26,798,735
<u>Parks</u>						
Parks Vehicles & Equipment	\$ 140,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 400,000
Recreation Vehicles & Equipment	176,000	75,000	75,000	75,000	75,000	476,000
Parks Maintenances	271,000	100,000	100,000	100,000	100,000	671,000
Splash Water Park	200,000	0	0	0	0	200,000
Water Park & Outdoor Pool	0	0	0	0	1,000,000	1,000,000
Total Parks	\$ 787,000	\$ 240,000	\$ 240,000	\$ 240,000	\$ 1,240,000	\$ 2,747,000
<u>Water</u>						
Tank Maint. & Paint	\$ 0	\$ 213,200	\$ 130,800	\$ 92,700	\$ 99,800	\$ 536,500
Water Line Upgrades	0	50,000	50,000	50,000	50,000	200,000
Water Plant Well - Ardie	100,000	0	0	0	0	100,000
Woodland Reservoir Restoration	250,000	0	0	0	0	250,000
Germantown Rd Water Plant Filte	110,000	0	0	0	0	110,000
Austin Peay Xing	0	80,000	0	0	0	80,000
Wonderware Control Upgrade	0	65,000	0	0	0	65,000
Water Extention Kirby Whitten	0	0	250,000	0	0	250,000

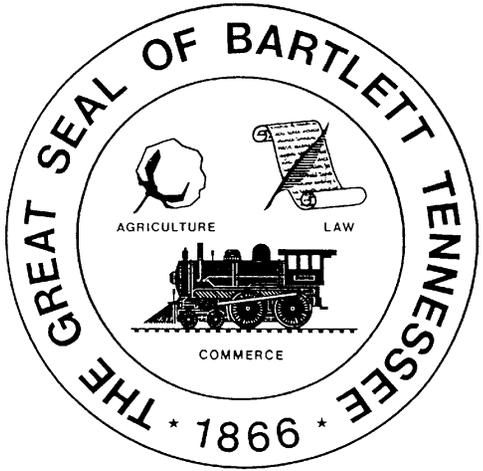


CIP PROJECT LINE ITEMS SUMMARY

**BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2015 - FY 2019**

PROJECT	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Retrofit Reservoir - Germantown	0	0	0	250,000	0	250,000
Water Plant Site	0	0	0	0	125,000	125,000
Total Water	\$ 460,000	\$ 408,200	\$ 430,800	\$ 392,700	\$ 274,800	\$ 1,966,500
<u>Sewers</u>						
Sewers in Annexation Area	\$ 344,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,944,000
Sewer Rehab	0	100,000	100,000	100,000	100,000	400,000
Sewer Line Upgrades	0	100,000	100,000	100,000	100,000	400,000
Buckhead Sewer PH2	250,000	0	0	0	0	250,000
Sludge Digester	300,000	0	0	0	0	300,000
Upgrade Sewage Plant #2	0	0	0	0	300,000	300,000
Total Sewers	\$ 894,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 900,000	\$ 3,594,000
TOTAL CIP	\$ 10,561,750	\$ 5,437,185	\$ 8,763,800	\$ 8,860,700	\$ 6,897,800	\$ 40,521,235

TDOT Funding: \$120k for Fletcher Creek Greenway, \$1,760k for Kirby Whitten Paving, \$2mil for Frank Creek Bridge Rehab and \$819,750 for Bartlett Road Bridge.





ADMINISTRATIVE SUMMARY

**BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2015 - FY 2019**

PROJECT	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
<u>Administrative</u>						
Vehicles & Equipment	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
Transfer to Debt Service Fund	175,000	0	0	0	0	175,000
Total Administrative	\$ 205,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 325,000
<u>Source of Funds</u>						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	30,000	30,000	30,000	30,000	30,000	150,000
FD311 Transfers-unspt projects	0	0	0	0	0	0
FD311 Use of Fund Balance	175,000	0	0	0	0	175,000
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 205,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 325,000
<u>Project Costs</u>						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	30,000	30,000	30,000	30,000	30,000	150,000
Other	175,000	0	0	0	0	175,000
Total Project Costs	\$ 205,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 325,000

ADMINISTRATIVE

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2015 - FY 2019

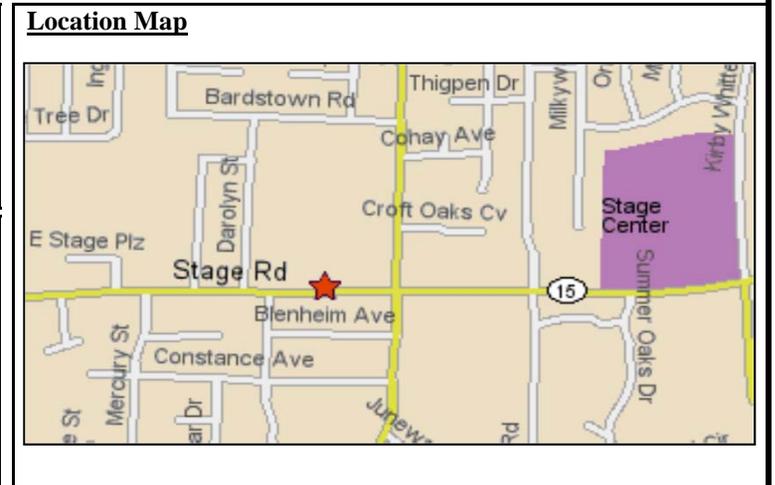
Project No.: 10615

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	07/14	06/19
Total Project	07/14	06/19

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



Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	2,500	2,500	2,600
Capital	0	0	0
Total Costs on Oper. Budget	\$ 2,500	\$ 2,500	\$ 2,600
Future Years and explanations: \$1,600 for petroleum and \$1,100 maintenance/repairs per year.			

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	30,000	30,000	30,000	30,000	30,000	150,000
FD311 Transfers-unsent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 30,000	\$ 150,000				
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	30,000	30,000	30,000	30,000	30,000	150,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 30,000	\$ 150,000				



PUBLIC SAFETY SUMMARY

**BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2015 - FY 2019**

PROJECT	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
<u>Police</u>						
Police Vehicles & Equipment	\$ 322,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 2,062,000
Police Parking Lot Overlay & Resurfacing	75,000	0	0	0	0	75,000
Total Police	\$ 397,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 2,137,000
<u>Fire</u>						
Fire Vehicles	\$ 0	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000
Fire Ambulances	160,000	160,000	0	160,000	0	480,000
Fire - Aerial Truck	900,000	0	0	0	0	900,000
Total Fire	\$ 1,060,000	\$ 190,000	\$ 30,000	\$ 190,000	\$ 30,000	\$ 1,500,000
<u>Codes Enforcement</u>						
Codes Enforcement Vehicles	\$ 25,000	\$ 0	\$ 25,000	\$ 0	\$ 25,000	\$ 75,000
Total Code Enforcement	\$ 25,000	\$ 0	\$ 25,000	\$ 0	\$ 25,000	\$ 75,000
<u>Source of Funds</u>						
G.O. Bonds	\$ 0	\$ 160,000	\$ 0	\$ 160,000	\$ 0	\$ 320,000
Capital Note	347,000	465,000	490,000	465,000	490,000	2,257,000
FD311 Transfers-unspent projects	1,135,000	0	0	0	0	1,135,000
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 1,482,000	\$ 625,000	\$ 490,000	\$ 625,000	\$ 490,000	\$ 3,712,000
<u>Project Costs</u>						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	75,000	0	0	0	0	75,000
Equipment/Furnishings	1,407,000	625,000	490,000	625,000	490,000	3,637,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 1,482,000	\$ 625,000	\$ 490,000	\$ 625,000	\$ 490,000	\$ 3,712,000

Department: POLICE

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2015 - FY 2019

Project No.: 20315

Project Name: Police Vehicles & Equipment

Project Description

Replace 8 and equip patrol cars at \$34,000 each @ \$272,000, Replace and equip 2 BMW motorcycles @ \$25k each for \$50,000.

Project Schedule

Start

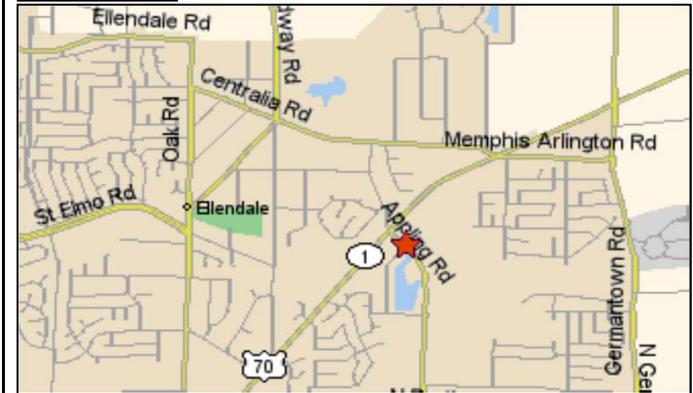
Finish

Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Equipment/Furnishings	07/14	06/19
Total Project	07/14	06/19

Location

3730 Appling Rd.

Location Map



Impact on Operating Budget

	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	19,600	26,000	26,400
Capital	0	0	0
Total Impact Oper. Budget	\$ 19,600	\$ 26,000	\$ 26,400

Future Years and explanations: \$17,000 petroleum & 10,000 repairs/maintenance per year.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	322,000	435,000	435,000	435,000	435,000	2,062,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 322,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 2,062,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	322,000	435,000	435,000	435,000	435,000	2,062,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 297,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 2,062,000

Department: POLICE

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2015 - FY 2019

Project No.: 212

Project Name: Police Parking Lot Overlay and Restripe

Project Description

Overlay the Bartlett Criminal Justice Center's parking lot due to wear and age and also restripe parking lines and handicap symbols.

Project Schedule

Start

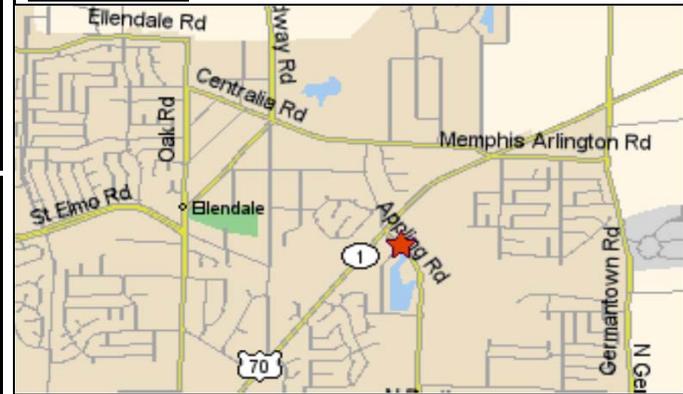
Finish

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

Location

3730 Appling Rd.

Location Map



Impact on Operating Budget

	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations: No impact on the operating budget.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	75,000	0	0	0	0	75,000
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 75,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 75,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	75,000	0	0	0	0	75,000
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 75,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 75,000

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2015 - FY 2019

Project No.: 25716

Project Name: Fire Vehicles

Project Description

Replace staff car with 150,000 miles Fire Chief vehicle.

Project Schedule

Start

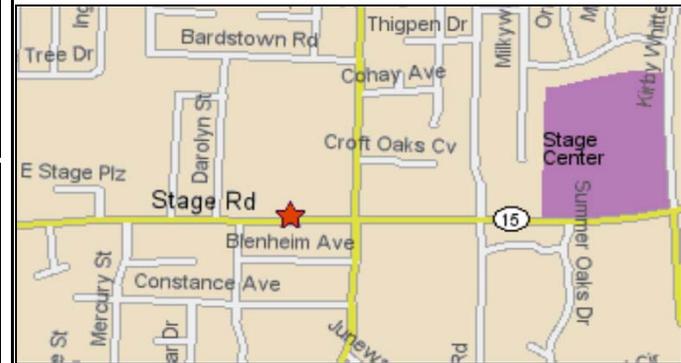
Finish

Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/15	06/19
Total Project	07/15	06/19

Location

2939 Altruria Road.

Location Map



Impact on Operating Budget

	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	3,200	3,300
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 3,200	\$ 3,300

Future Years and explanations: \$2,200 petroleum & 1,300 repairs/maintenance per year.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	30,000	30,000	30,000	30,000	120,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 0	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	0	30,000	30,000	30,000	30,000	120,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2015 - FY 2019

Project No.: 25615

Project Name: Fire Ambulances

Project Description

New ambulance to replace high mileage 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	07/14	06/18
Total Project	07/14	06/18

Location

Station 3, 7855 Memphis Arlington.

Location Map



Impact on Operating Budget

	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	3,500	3,500	3,500
Capital	0	0	0
Total Impact Oper. Budget	\$ 3,500	\$ 3,500	\$ 3,500

Future Years and explanations: Petroleum & repairs/maintenance cost is around 3,500/year.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 160,000	\$ 0	\$ 160,000	\$ 0	\$ 320,000
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	160,000	0	0	0	0	160,000
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 160,000	\$ 160,000	\$ 0	\$ 160,000	\$ 0	\$ 480,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	160,000	160,000	0	160,000	0	480,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 160,000	\$ 160,000	\$ 0	\$ 160,000	\$ 0	\$ 480,000

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2015 - FY 2019

Project No.: 25115

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	07/14	06/15
Total Project	07/14	06/15

Location

Fire station #3, 7855 Memphis Arlington.

Location Map



Impact on Operating Budget

	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	6,000	6,000	6,000
Capital	0	0	0
Total Impact Oper. Budget	\$ 6,000	\$ 6,000	\$ 6,000

Future Years and explanations: Petroleum & repairs/maintenance cost is around 6,000/year.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	900,000	0	0	0	0	900,000
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 900,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 900,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	900,000	0	0	0	0	900,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 900,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 900,000

Department: CODES ENFORCEMENT

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2015 - FY 2019

Project No.: 29115

Project Name: Codes Enforcement Vehicles

Project Description

Replace an aging vehicle.

Project Schedule

Start

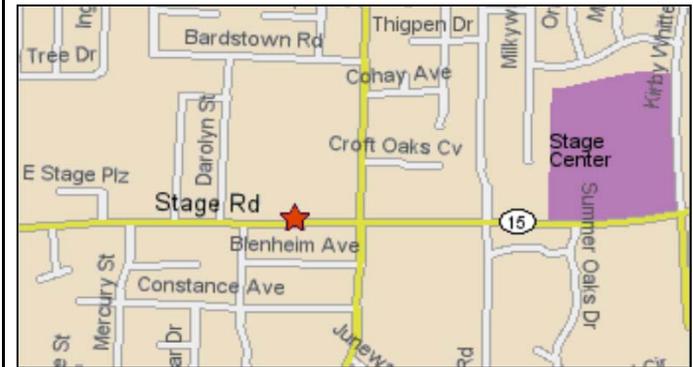
Finish

Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/14	06/19
Total Project	07/14	06/19

Location

6382 Stage Road, Bartlett.

Location Map

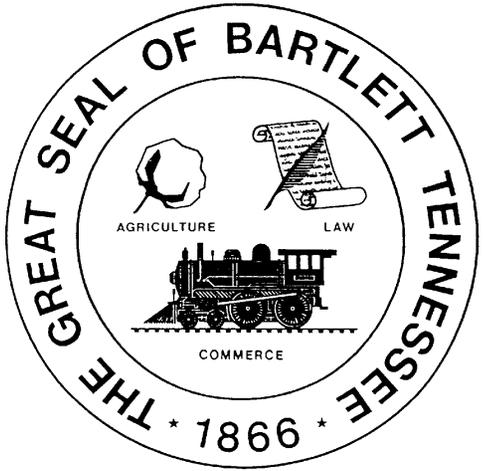


Impact on Operating Budget

	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	2,500	2,500	2,500
Capital	0	0	0
Total Impact Oper. Budget	\$ 2,500	\$ 2,500	\$ 2,500

Future Years and explanations: \$1,500 for petroleum and \$1,000 maintenance/repairs per year.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	25,000	0	25,000	0	25,000	75,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 25,000	\$ 0	\$ 25,000	\$ 0	\$ 25,000	\$ 75,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	25,000	0	25,000	0	25,000	75,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 25,000	\$ 0	\$ 25,000	\$ 0	\$ 25,000	\$ 75,000





PUBLIC WORKS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2015 - FY 2019

<u>PROJECT</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>TOTAL</u>
<u>Public Works</u>						
Public Works Vehicles & Equip	\$ 378,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,378,000
Total Public Works	\$ 378,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,378,000
<u>Engineering</u>						
Engineering Vehicle	\$ 0	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 92,000
Fletcher Creek Greenway	126,000	1,290,985	1,000,000	1,000,000	1,000,000	4,416,985
City Wide Overlay	960,000	1,500,000	2,000,000	2,500,000	2,500,000	9,460,000
Kirby Whitten Paving	2,200,000	0	0	0	0	2,200,000
Westbrook Road Bridge	250,000	0	0	0	0	250,000
Frank Creek Bridge Rehab	2,000,000	0	0	0	0	2,000,000
Bartlett Road Bridge	819,750	0	0	0	0	819,750
Elmore Box	0	300,000	0	0	0	300,000
Taper Inlet	0	50,000	500,000	0	0	550,000
Brother & Stage Left Signal	0	20,000	0	150,000	0	170,000
FEMA Generator	0	0	50,000	0	0	50,000
Old Brownsville East	0	0	100,000	0	0	100,000
Old Brownsville West R.O.W.	0	0	3,000,000	3,000,000	0	6,000,000
Germantown North	0	0	0	0	140,000	140,000
Various Drainage Projects	0	100,000	50,000	50,000	50,000	250,000
Total Engineering	\$ 6,355,750	\$ 3,283,985	\$ 6,723,000	\$ 6,723,000	\$ 3,713,000	\$ 26,798,735
<u>Source of Funds</u>						
G.O. Bonds	\$ 0	\$ 2,228,197	\$ 5,900,000	\$ 5,900,000	\$ 2,890,000	\$ 16,918,197
Capital Note	378,000	273,000	273,000	273,000	273,000	1,470,000
FD311 Transfers-unspent projects	336,164	0	0	0	0	336,164
FD311 Use of Fund Balance	1,319,836	0	0	0	0	1,319,836
TDOT 80% match	4,699,750	1,032,788	800,000	800,000	800,000	\$ 8,132,538
Total Source	\$ 6,733,750	\$ 3,533,985	\$ 6,973,000	\$ 6,973,000	\$ 3,963,000	\$ 28,176,735
<u>Project Costs</u>						
Design/Engineering	\$ 126,000	\$ 70,000	\$ 100,000	\$ 0	\$ 140,000	\$ 436,000
Construction	6,229,750	3,190,985	6,600,000	6,700,000	3,550,000	26,270,735
Equipment/Furnishings	378,000	273,000	273,000	273,000	273,000	1,470,000
Total Project Costs	\$ 6,733,750	\$ 3,533,985	\$ 6,973,000	\$ 6,973,000	\$ 3,963,000	\$ 28,176,735

Department: PUBLIC WORKS

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 30715

FY 2015 - FY 2019

Project Name: Public Works Vehicles & Equipment

Project Description

Admin. - F-150 pickup truck for Bill Yearwood (30k), *Gen. Services* - Service van (39k), *Grd. Maint.* - 2 finish mowers (6k), Riding mower (14k), Spray rig (3k), F-350 Crew cab (36k), F-150 Pickup truck (25k), *Animal Control* - Ford Explorer (30k), *Gen. Maint.* - Used bucket truck (60k), 9 yd. Flat rack dump truck (80k), Bobcat multi use utility vehicle (55k) **Total CIP Cost - \$378,000.00**

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	07/14	06/19
Total Project	07/14	06/19

Location

Public Works buildings around the City.

Location Map

At various locations throughout the City.

Impact on Operating Budget

FY 2015

FY 2016

FY 2017

Personnel	\$ 0	\$ 0	\$ 0
Operations	35,000	35,000	35,000
Capital	0	0	0
Total Impact Oper. Budget	\$ 35,000	\$ 35,000	\$ 35,000

Future Years and explanations: \$22,000 petroleum & 13,000 repairs/maintenance per year.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	378,000	250,000	250,000	250,000	250,000	1,378,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 378,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,378,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	378,000	250,000	250,000	250,000	250,000	1,378,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 378,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,378,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 42015

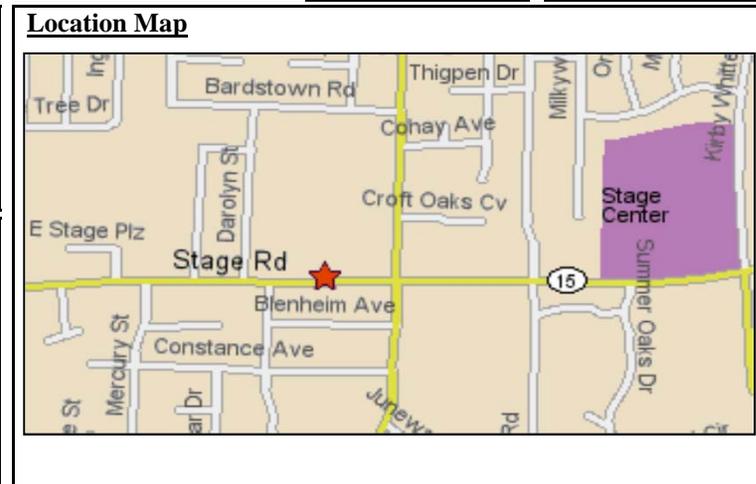
FY 2015 - FY 2019

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	07/14	06/19
Total Project	07/14	06/19

Location
6382 Stage Road, Bartlett.



Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	2,500	2,500	2,500
Capital	0	0	0
Total Impact Oper. Budget	\$ 2,500	\$ 2,500	\$ 2,500
Future Years and explanations: \$1,500 for petroleum and \$1,000 maintenance/repairs per year.			

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	23,000	23,000	23,000	23,000	92,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 0	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 92,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	0	23,000	23,000	23,000	23,000	92,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 92,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 451

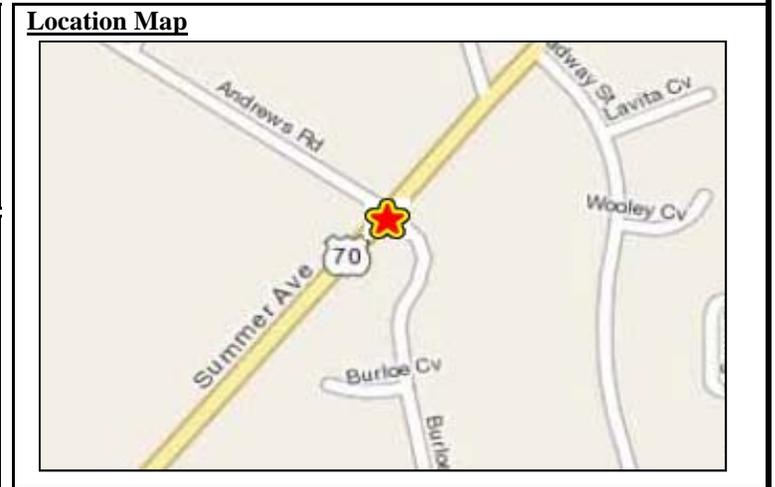
FY 2015 - FY 2019

Project Name: Fletcher Creek Greenway

Project Description
Match for Fletcher Creek Greenway.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/13	06/15
Construction	07/16	06/20
Equipment/Furnishings	N/A	N/A
Total Project	07/13	06/20

Location
Summer Ave & Burloe Ln.



Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations: Once the greenway is finished, there will be some maintenance costs, around \$15,000/year.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 258,197	\$ 200,000	\$ 200,000	\$ 200,000	\$ 858,197
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	6,000	0	0	0	0	6,000
TDOT 80% match	120,000	1,032,788	800,000	800,000	800,000	3,552,788
Total Source	\$ 126,000	\$ 1,290,985	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 4,416,985
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	126,000	0	0	0	0	126,000
Construction	0	1,290,985	1,000,000	1,000,000	1,000,000	4,290,985
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 126,000	\$ 1,290,985	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 4,416,985

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2015 - FY 2019

Project No.: 446

Project Name: City Wide Overlay

<p>Project Description Pave various streets throughout the City of Bartlett.</p>	Project Schedule		Start	Finish
	Land/Right of Way		N/A	N/A
	Design/Engineering		N/A	N/A
	Construction		07/10	06/19
	Equipment/Furnishings		N/A	N/A
	Total Project		07/10	06/19

<p>Location All over the city.</p>	<p>Location Map Streets throughout the City of Bartlett.</p>
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Impact on Operating Budget	FY 2015	FY 2016	FY 2017
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> No impact on the operating budget.			

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 1,500,000	\$ 2,000,000	\$ 2,500,000	\$ 2,500,000	\$ 8,500,000
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	336,164	0	0	0	0	336,164
FD311 Use of Fund Balance	623,836	0	0	0	0	623,836
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 960,000	\$ 1,500,000	\$ 2,000,000	\$ 2,500,000	\$ 2,500,000	\$ 9,460,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	960,000	1,500,000	2,000,000	2,500,000	2,500,000	9,460,000
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 960,000	\$ 1,500,000	\$ 2,000,000	\$ 2,500,000	\$ 2,500,000	\$ 9,460,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 4465

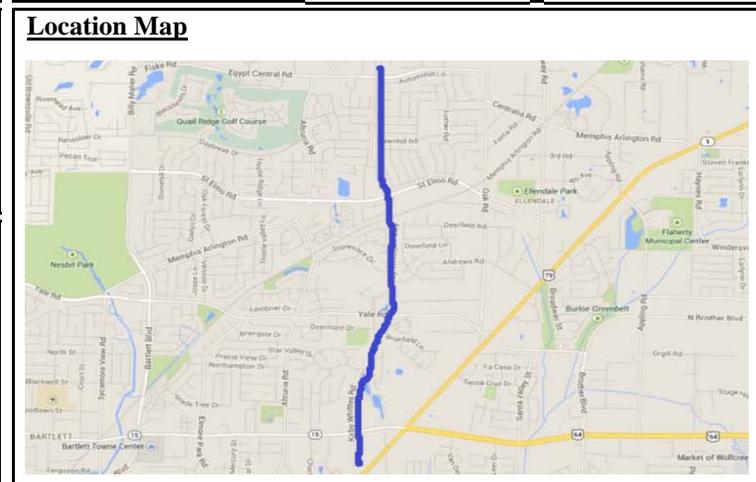
FY 2015 - FY 2019

Project Name: Kirby Whitten Paving

Project Description
Paves Kirby Whitten.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/14	06/15
Equipment/Furnishings	N/A	N/A
Total Project	07/14	06/15

Location
Kirby Whitten



Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations: No impact on the operating budget.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	440,000	0	0	0	0	440,000
TDOT 80% match	1,760,000	0	0	0	0	1,760,000
Total Source	\$ 2,200,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,200,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	2,200,000	0	0	0	0	2,200,000
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 2,200,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,200,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 41415

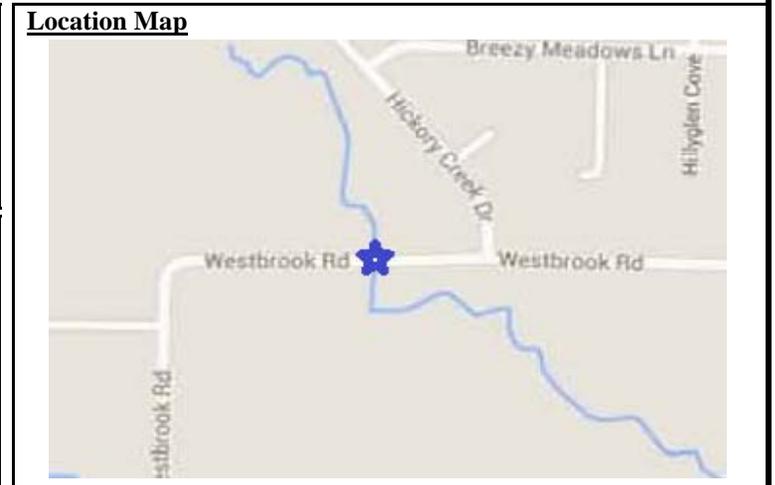
FY 2015 - FY 2019

Project Name: Westbrook Road Bridge

Project Description
 Repair and repaint the substructure of the Bridge on Westbrook road.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/14	06/17
Equipment/Furnishings	N/A	N/A
Total Project	07/14	06/17

Location
 Westbrook and Buckhead creek.



Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations: No impact on the operating budget.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	250,000	0	0	0	0	250,000
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 250,000	\$ 0	\$ 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
Construction	250,000	0	0	0	0	250,000
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 250,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 250,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 442

FY 2015 - FY 2019

Project Name: Old Brownsville/Frank Creek Bridge Rehab

Project Description
Rehab bridge, rated poor.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/10	06/12
Construction	07/13	06/17
Equipment/Furnishings	N/A	N/A
Total Project	07/10	06/17

Location
Franks Creek and Old Brownsville Road.



Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0
Future Years and explanations: No impact on the operating budget.			

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	2,000,000	0	0	0	0	2,000,000
Total Source	\$ 2,000,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,000,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	2,000,000	0	0	0	0	2,000,000
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 2,000,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,000,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 426

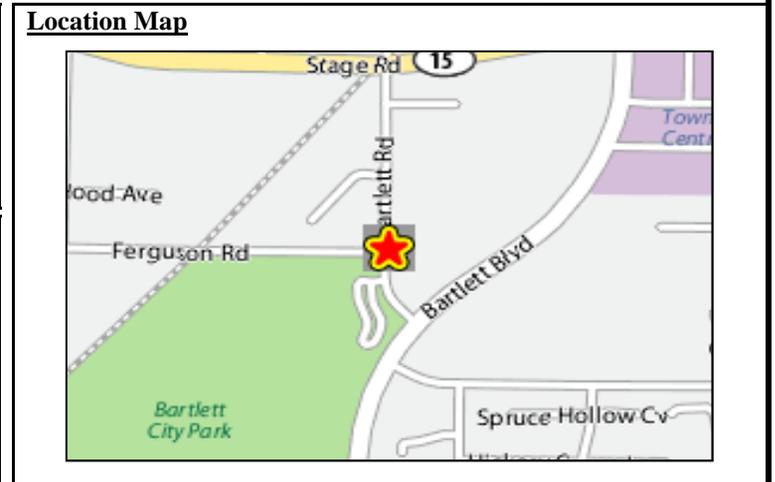
FY 2015 - FY 2019

Project Name: Bartlett Road Bridge

Project Description
Rebuild Bartlett Road Bridge with STP funds.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/10	06/17
Equipment/Furnishings	N/A	N/A
Total Project	07/10	06/17

Location
Bartlett Road and Harrington creek.



Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations: No impact on the operating budget.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	819,750	0	0	0	0	819,750
Total Source	\$ 819,750	\$ 0	\$ 0	\$ 0	\$ 0	\$ 819,750
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	819,750	0	0	0	0	819,750
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 819,750	\$ 0	\$ 0	\$ 0	\$ 0	\$ 819,750

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

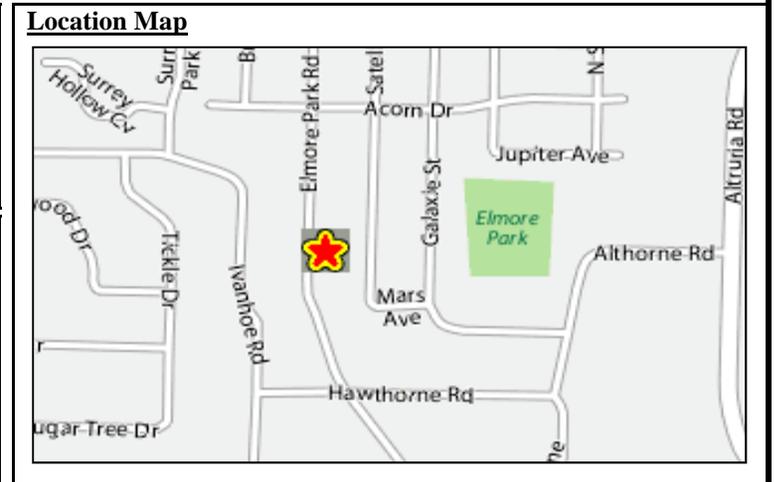
FY 2015 - FY 2019

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
Construction	07/15	06/17
Equipment/Furnishings	N/A	N/A
Total Project	07/15	06/17

Location
Elmore Road between Acorn and Hawthorne.



Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Costs on Oper. Budget	\$ 0	\$ 0	\$ 0
Future Years and explanations: No impact on the operating budget.			

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 300,000	\$ 0	\$ 0	\$ 0	\$ 300,000
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 0	\$ 300,000	\$ 0	\$ 0	\$ 0	\$ 300,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	300,000	0	0	0	300,000
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 300,000	\$ 0	\$ 0	\$ 0	\$ 300,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 445

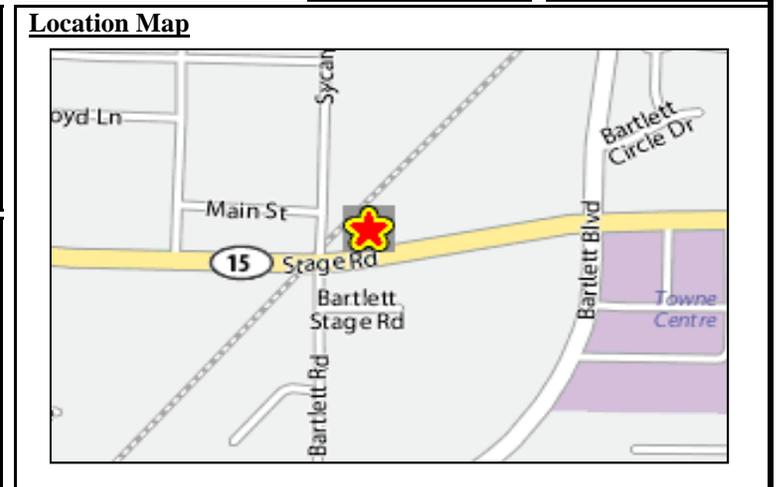
FY 2015 - FY 2019

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	N/A	N/A
Design/Engineering	07/15	06/16
Construction	07/16	06/18
Equipment/Furnishings	N/A	N/A
Total Project	07/15	06/18

Location
Stage and Bartlett Municipal Center.



Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Costs on Oper. Budget	\$ 0	\$ 0	\$ 0
Future Years and explanations: No impact on the operating budget.			

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 50,000	\$ 500,000	\$ 0	\$ 0	\$ 550,000
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 0	\$ 50,000	\$ 500,000	\$ 0	\$ 0	\$ 550,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	50,000	0	0	0	50,000
Construction	0	0	500,000	0	0	500,000
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 50,000	\$ 500,000	\$ 0	\$ 0	\$ 550,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2015 - FY 2019

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

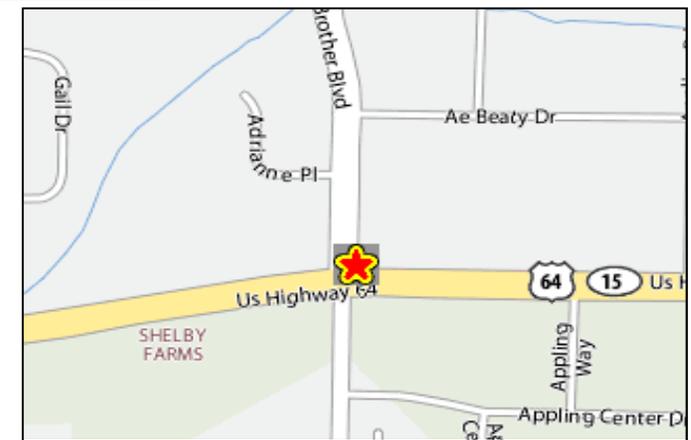
Finish

Land/Right of Way	N/A	N/A
Design/Engineering	07/15	12/15
Construction	07/17	06/18
Equipment/Furnishings	N/A	N/A
Total Project	07/15	06/18

Location

Brother and Stage.

Location Map



Impact on Operating Budget

FY 2015

FY 2016

FY 2017

Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Costs on Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations: No impact on the operating budget.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 20,000	\$ 0	\$ 150,000	\$ 0	\$ 170,000
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 0	\$ 20,000	\$ 0	\$ 150,000	\$ 0	\$ 170,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	20,000	0	0	0	20,000
Construction	0	0	0	150,000	0	150,000
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 20,000	\$ 0	\$ 150,000	\$ 0	\$ 170,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2015 - FY 2019

Project No.: to be determined
Project Name: FEMA Generator

Project Description
Match to install New Generators at fire stations around the city.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/17	06/18
Equipment/Furnishings	N/A	N/A
Total Project	07/17	06/18

Location
Fire stations around the city.

Location Map
At various locations throughout the City.

Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0
Future Years and explanations: No impact on the operating budget.			

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 50,000	\$ 0	\$ 0	\$ 50,000
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	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	0	0	0	0
Construction	0	0	50,000	0	0	50,000
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

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2015 - FY 2019

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.

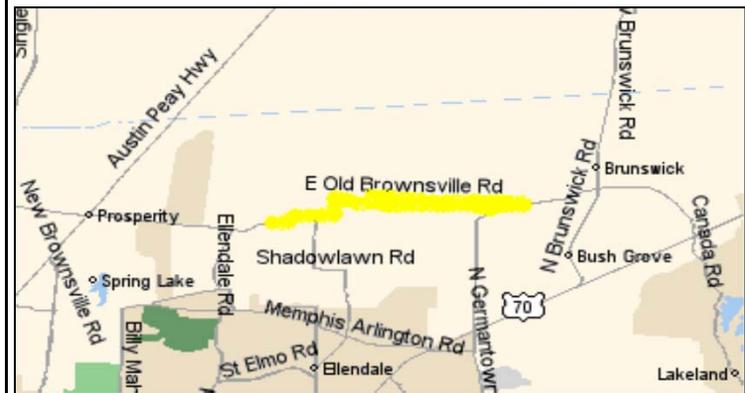
Project Schedule

	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/16	06/18
Utility Relocation	N/A	N/A
Construction	N/A	N/A
Total Project	07/16	06/18

Location

Old Brownsville - Kirby Whitten Road to Germantown Parkway.

Location Map



Impact on Operating Budget

	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations: No impact on the operating budget.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 100,000	\$ 0	\$ 0	\$ 100,000
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 0	\$ 0	\$ 100,000	\$ 0	\$ 0	\$ 100,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	100,000	0	0	100,000
Construction	0	0	0	0	0	0
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 0	\$ 100,000	\$ 0	\$ 0	\$ 100,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 422

FY 2015 - FY 2019

Project Name: Old Brownsville West R.O.W.

Project Description

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

Project Schedule

	Start	Finish
Land/Right of Way	07/10	06/15
Design/Engineering	07/04	12/12
Utility Relocation	N/A	N/A
Construction	07/16	06/19
Total Project	07/04	06/19

Location

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

Location Map



Impact on Operating Budget

	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations: No impact on the operating budget.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 3,000,000	\$ 3,000,000	\$ 0	\$ 6,000,000
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 0	\$ 0	\$ 3,000,000	\$ 3,000,000	\$ 0	\$ 6,000,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	3,000,000	3,000,000	0	6,000,000
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 0	\$ 3,000,000	\$ 3,000,000	\$ 0	\$ 6,000,000

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2015 - FY 2019

Project No.: To be determined
Project Name: Germantown North

Project Description

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

Project Schedule

	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/18	06/19
Utility Relocation	N/A	N/A
Construction	N/A	N/A
Total Project	07/18	06/19

Location

US 70 to Old Brownsville.

Location Map



Impact on Operating Budget

	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations: No impact on the operating budget.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 140,000	\$ 140,000
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 0	\$ 0	\$ 0	\$ 0	\$ 140,000	\$ 140,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	140,000	140,000
Construction	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	\$ 140,000	\$ 140,000

Department: ENGINEERING

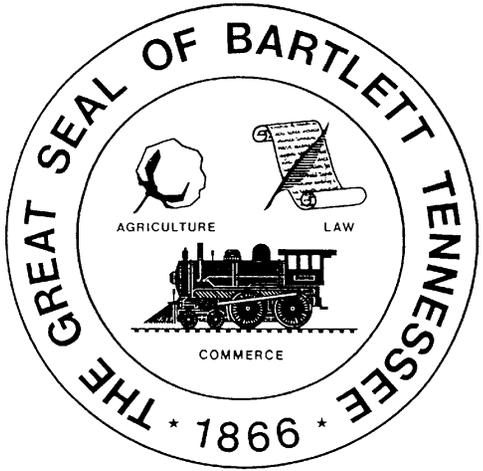
BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 63616

FY 2015 - FY 2019

Project Name: Various Drainage Projects

Project Description Drain Projects located around the city.				Project Schedule			Start	Finish		
				Land/Right of Way	N/A	N/A	N/A			
				Design/Engineering	N/A	N/A	N/A			
				Construction	07/15	06/19	06/19			
				Equipment/Furnishings	N/A	N/A	N/A			
				Total Project	07/15	06/19	06/19			
Location Around the city.				Location Map At various locations throughout the City.						
Impact on Operating Budget				FY 2015	FY 2016	FY 2017				
Personnel	\$	0	\$	0	\$	0				
Operations		0		0		0				
Capital		0		0		0				
Total Impact Oper. Budget	\$	0	\$	0	\$	0				
Future Years and explanations: No impact on the operating budget.										
Source of Funds				FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL	
G.O. Bonds	\$	0	\$	100,000	\$	50,000	\$	50,000	\$	250,000
Capital Note		0		0		0		0		0
FD311 Transfers-unspent projects		0		0		0		0		0
FD311 Use of Fund Balance		0		0		0		0		0
TDOT 80% match		0		0		0		0		0
Total Source	\$	0	\$	100,000	\$	50,000	\$	50,000	\$	250,000
Project Costs										
Land/Right of Way	\$	0	\$	0	\$	0	\$	0	\$	0
Design/Engineering		0		0		0		0		0
Construction		0		100,000		50,000		50,000		250,000
Equipment/Furnishings		0		0		0		0		0
Other		0		0		0		0		0
Total Project Costs	\$	0	\$	100,000	\$	50,000	\$	50,000	\$	250,000





PARKS AND RECREATION SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2015 - FY 2019

PROJECT	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
<u>Parks and Recreation</u>						
Parks Vehicles & Equipment	\$ 140,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 400,000
Recreation Vehicles & Equipment	176,000	75,000	75,000	75,000	75,000	476,000
Parks Maintenances	271,000	100,000	100,000	100,000	100,000	671,000
Splash Water Park	200,000	0	0	0	0	200,000
Water Park & Outdoor Pool	0	0	0	0	1,000,000	1,000,000
Total Parks and Recreation	\$ 787,000	\$ 240,000	\$ 240,000	\$ 240,000	\$ 1,240,000	\$ 2,747,000
<u>Source of Funds</u>						
G. O. Bonds	\$ 0	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,100,000	\$ 1,400,000
Capital Note	316,000	140,000	140,000	140,000	140,000	876,000
FD311 Transfers-unspent projects	471,000	0	0	0	0	471,000
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 787,000	\$ 240,000	\$ 240,000	\$ 240,000	\$ 1,240,000	\$ 2,747,000
<u>Project Costs</u>						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	100,000	100,000
Construction	471,000	100,000	100,000	100,000	1,000,000	1,771,000
Equipment/Furnishings	316,000	140,000	140,000	140,000	140,000	876,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 787,000	\$ 240,000	\$ 240,000	\$ 240,000	\$ 1,240,000	\$ 2,747,000

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 50715

FY 2015 - FY 2019

Project Name: Parks Vehicles & Equipment

Project Description
 Maintenance: \$82,000 - Flat Rack Truck to replacement which is 17 years old and unreliable. \$50,00 - Two (2) F150 trucks to replace a 16 yrs. old and 15 years old. Athletics: Batting cage at Appling Ball fields - \$8,000.

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	07/14	06/19
Total Project	07/14	06/19

Location
 Parks Maintenance 3179 N. Germantown Rd. Appling Ball Field Complex, 3610 Appling Rd., 38133.

Location Map
 At various locations throughout the City.

Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	5,000	5,000	5,000
Capital	0	0	0
Total Impact Oper. Budget	\$ 5,000	\$ 5,000	\$ 5,000

Future Years and explanations: petroleum and maintenance/repairs costs are estimated to be around \$5,000 per year.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	140,000	65,000	65,000	65,000	65,000	400,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 140,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 400,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	140,000	65,000	65,000	65,000	65,000	400,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 140,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 400,000

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 54315

FY 2015 - FY 2019

Project Name: Recreation Center Equipment/Repairs

Project Description
Cardio Equipment \$15,000
Repair remainder of roof \$91,000
New gym pads \$5,000
Locker Room renovations \$50,000
New Tile for Gym - \$15,000

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	07/14	06/19
Total Project	07/14	06/19

Location
7700 Flaherty Place.



Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations: No impact on the operating budget.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	176,000	75,000	75,000	75,000	75,000	476,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 176,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 476,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	176,000	75,000	75,000	75,000	75,000	476,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 176,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 476,000

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 51415

FY 2015 - FY 2019

Project Name: Parks Maintenances

Project Description

Bathroom replacement at Dixon Brewer (10 x 18) Modular structure - \$25,506. Bathroom replacement at W. J. Freeman (10 x 32) Modular structure - \$69,990. Athletics: New concession stand and restrooms at Deermont Park, 6675 Deermont Rd., 38134 - \$175,000

Project Schedule

Start

Finish

Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/14	06/19
Equipment/Furnishings	N/A	N/A
Total Project	07/14	06/19

Location

W. J. Freeman Park, 2629 Bartlett Blvd. Bartlett 38134. Dixon Brewer Park, 5745 Woodlawn St., Bartlett 38134. Deermont Park, 6675 Deermont Rd., 38134.

Location Map

At various locations throughout the City.

Impact on Operating Budget

FY 2015

FY 2016

FY 2017

Personnel	\$ 0	\$ 0	\$ 0
Operations	3,000	3,000	3,000
Capital	0	0	0
Total Impact Oper. Budget	\$ 3,000	\$ 3,000	\$ 3,000

Future Years and explanations: maintenance/repairs costs are estimated to be around \$3,000 per year.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	271,000	0	0	0	0	271,000
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 271,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 671,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	271,000	100,000	100,000	100,000	100,000	671,000
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 271,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 671,000

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 515

FY 2015 - FY 2019

Project Name: Splash Water Park

Project Description
Design, engineer and build a splash water park

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	12/14	06/16
Total Project	12/14	06/16

Location
Recreation Center - 7700 Flaherty Place.



Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 25,000	\$ 26,000
Operations	0	2,000	2,000
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 27,000	\$ 28,000

Future Years and explanations: Part-time workers, chemicals & maintenance costs are estimated to be \$30,000/year.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	200,000	0	0	0	0	200,000
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 200,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 200,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	200,000	0	0	0	0	200,000
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 200,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 200,000

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2015 - FY 2019

Project No.: To be determined

Project Name: Water Park & Outdoor Pool

Project Description

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

Project Schedule

Start

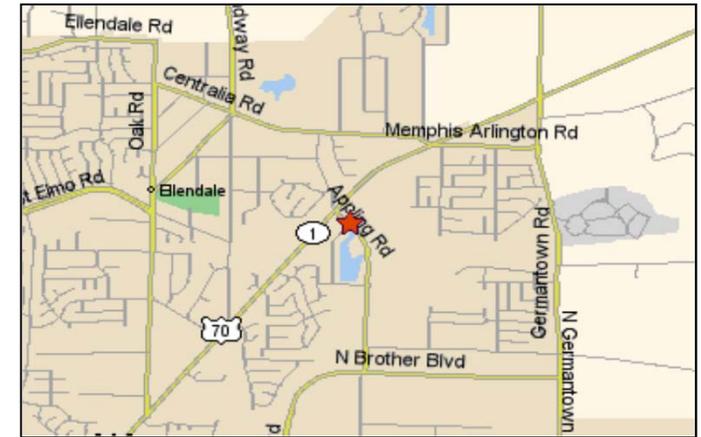
Finish

Land/Right of Way	N/A	N/A
Design/Engineering	07/18	12/19
Utility Relocation	N/A	N/A
Construction	12/18	06/20
Total Project	07/18	06/20

Location

Recreation Center - 7700 Flaherty Place.

Location Map



Impact on Operating Budget

	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 50,000	\$ 52,000
Operations	0	5,000	5,000
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 55,000	\$ 57,000

Future Years and explanations: Part-time workers, chemicals & maintenance costs are estimated to be \$55,000/year.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,000,000	\$ 1,000,000
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,000,000	\$ 1,000,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	100,000	100,000
Construction	0	0	0	0	900,000	900,000
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,000,000	\$ 1,000,000



UTILITY FUND SUMMARY

**BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2015 - FY 2019**

PROJECT	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
<u>Water</u>						
Tank Maint. & Paint	\$ 0	\$ 213,200	\$ 130,800	\$ 92,700	\$ 99,800	\$ 536,500
Water Line Upgrades	0	50,000	50,000	50,000	50,000	200,000
Water Plant Well - Ardie	100,000	0	0	0	0	100,000
Woodland Reservoir Restoration	250,000	0	0	0	0	250,000
Germantown Rd Water Plant Filter F	110,000	0	0	0	0	110,000
Austin Peay Xing	0	80,000	0	0	0	80,000
Wonderware Control Upgrade	0	65,000	0	0	0	65,000
Water Extention Kirby Whitten	0	0	250,000	0	0	250,000
Retrofit Reservoir - Germantown	0	0	0	250,000	0	250,000
Water Plant Site	0	0	0	0	125,000	125,000
Total Water	\$ 460,000	\$ 408,200	\$ 430,800	\$ 392,700	\$ 274,800	\$ 1,966,500
<u>Sewers</u>						
Sewers in Annexation Area	\$ 344,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,944,000
Sewer Rehab	0	100,000	100,000	100,000	100,000	400,000
Sewer Line Upgrades	0	100,000	100,000	100,000	100,000	400,000
Buckhead Sewer PH2	250,000	0	0	0	0	250,000
Sludge Digester	300,000	0	0	0	0	300,000
Upgrade Sewage Plant #2	0	0	0	0	300,000	300,000
Total Sewers	\$ 894,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 900,000	\$ 3,594,000
<u>Source of Funds</u>						
Utility Bonds	\$ 0	\$ 1,008,200	\$ 1,030,800	\$ 992,700	\$ 1,174,800	\$ 4,206,500
FD312 Transfers-unspent projects	818,000	0	0	0	0	818,000
FD312 Use of Fund Balance	536,000	0	0	0	0	536,000
Total Source	\$ 1,354,000	\$ 1,008,200	\$ 1,030,800	\$ 992,700	\$ 1,174,800	\$ 5,560,500
<u>Project Costs</u>						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 125,000	\$ 125,000
Design/Engineering	35,000	15,000	0	0	0	50,000
Utility Relocation	0	0	0	0	0	0
Construction	1,319,000	730,000	900,000	900,000	950,000	4,799,000
Other	0	263,200	130,800	92,700	99,800	586,500
Total Project Costs	\$ 1,354,000	\$ 1,008,200	\$ 1,030,800	\$ 992,700	\$ 1,174,800	\$ 5,560,500

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 70115

FY 2015 - FY 2019

Project Name: Tank Maintenance & Paint

Project Description To paint and clean water tanks.				Project Schedule			Start	Finish				
				Land/Right of Way	N/A	N/A	N/A					
				Design/Engineering	N/A	N/A	N/A					
				Utility Relocation	N/A	N/A	N/A					
				Other	07/14	06/19						
				Total Project	07/14	06/19						
Location All water tanks located in the City of Bartlett.				Location Map All water tanks located in the City of Bartlett.								
Impact on Operating Budget				FY 2015	FY 2016	FY 2017						
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> No impact on the operating budget.												
Source of Funds				FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL			
Utility Bonds	\$	0	\$	213,200	\$	130,800	\$	92,700	\$	99,800	\$	536,500
FD312 Transfers-unspent projects		0		0		0		0		0		0
FD312 Use of Fund Balance		0		0		0		0		0		0
Total Source	\$	0	\$	213,200	\$	130,800	\$	92,700	\$	99,800	\$	536,500
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		0		213,200		130,800		92,700		99,800		536,500
Total Project Costs	\$	0	\$	213,200	\$	130,800	\$	92,700	\$	99,800	\$	536,500

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 719

FY 2015 - FY 2019

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	07/13	06/14
Utility Relocation	N/A	N/A
Construction	12/13	06/16
Total Project	07/13	06/16

Location

Ardie and Old Brownsville Road.

Location Map



Impact on Operating Budget

FY 2015

FY 2016

FY 2017

Personnel	\$ 15,000	\$ 15,000	\$ 0
Operations	3,000	3,000	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 18,000	\$ 18,000	\$ 0

Future Years and explanations: Part-time and maintenance costs are estimated to be \$18,000/year.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
Utility Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
FD312 Transfers-unspt projects	0	0	0	0	0	0
FD312 Use of Fund Balance	100,000	0	0	0	0	100,000
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	100,000	0	0	0	0	100,000
Landscaping	0	0	0	0	0	0
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 100,000

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 70315

FY 2015 - FY 2019

Project Name: Woodland Reservoir Restoration

Project Description Repair and Seal the reservoir at the Woodlawn Water Plant				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	06/16
				Total Project	07/14	06/16
Location Woodlawn plant				Location Map		
						
Impact on Operating Budget				FY 2015	FY 2016	FY 2017
Personnel	\$	0	\$	0	\$	0
Operations		0		0		0
Capital		0		0		0
Total Impact Oper. Budget	\$	0	\$	0	\$	0
Future Years and explanations: No impact on the operating budget.						
				FY 2015	FY 2016	FY 2017
Source of Funds				FY 2018	FY 2019	TOTAL
Utility Bonds	\$	0	\$	0	\$	0
FD312 Transfers-unspt projects		0		0		0
FD312 Use of Fund Balance		250,000		0		0
Total Source	\$	250,000	\$	0	\$	0
Project Costs				FY 2018	FY 2019	TOTAL
Land/Right of Way	\$	0	\$	0	\$	0
Design/Engineering		25,000		0		0
Utility Relocation		0		0		0
Construction		225,000		0		0
Landscaping		0		0		0
Equipment/Furnishings		0		0		0
Other		0		0		0
Total Project Costs	\$	250,000	\$	0	\$	0

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 720

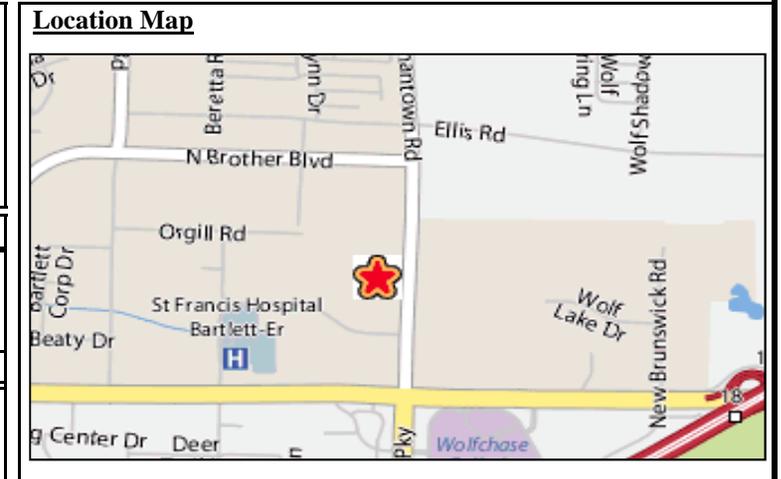
FY 2015 - FY 2019

Project Name: Germantown Rd Water Plant Filter Repair

Project Description
Repair one filter at Germatown water plant

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
Germantown water plant



Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0
Future Years and explanations: No impact on the operating budget.			

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
Utility Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
FD312 Transfers-unspt projects	0	0	0	0	0	0
FD312 Use of Fund Balance	110,000	0	0	0	0	110,000
Total Source	\$ 110,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 110,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	10,000	0	0	0	0	10,000
Utility Relocation	0	0	0	0	0	0
Construction	100,000	0	0	0	0	100,000
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	\$ 110,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 110,000

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

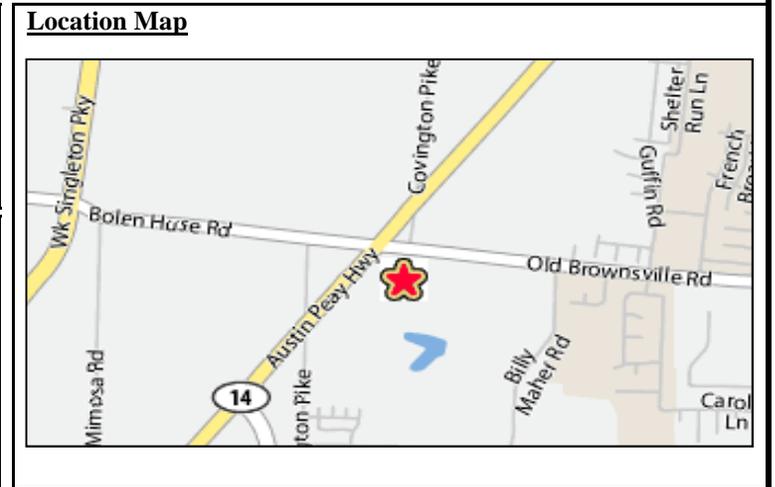
FY 2015 - FY 2019

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	07/15	06/16
Total Project	07/15	06/16

Location
Austin Peay Highway and Old Brownsville.



Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0
Future Years and explanations: No impact on the operating budget.			

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
Utility Bonds	\$ 0	\$ 80,000	\$ 0	\$ 0	\$ 0	\$ 80,000
FD312 Transfers-unspt projects	0	0	0	0	0	0
FD312 Use of Fund Balance	0	0	0	0	0	0
Total Source	\$ 0	\$ 80,000	\$ 0	\$ 0	\$ 0	\$ 80,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Utility Relocation	0	0	0	0	0	0
Construction	0	80,000	0	0	0	80,000
Landscaping	0	0	0	0	0	0
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 80,000	\$ 0	\$ 0	\$ 0	\$ 80,000

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2015 - FY 2019

Project No.: To be determined

Project Name: Wonderware Control Upgrade

Project Description Upgrade SCADA control software for all Water plants.				Project Schedule			Start	Finish		
				Land/Right of Way	N/A	N/A				
				Design/Engineering	07/15	12/15				
				Utility Relocation	N/A	N/A				
				Construction	01/16	06/16				
				Total Project	07/15	06/16				
Location All water plants around the City.				Location Map All water plants around the City.						
Impact on Operating Budget				FY 2015	FY 2016	FY 2017				
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> No impact on the operating budget.										
Source of Funds				FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL	
Utility Bonds	\$	0	\$	65,000	\$	0	\$	0	\$	65,000
FD312 Transfers-unspent projects		0		0		0		0		0
FD312 Use of Fund Balance		0		0		0		0		0
Total Source	\$	0	\$	65,000	\$	0	\$	0	\$	65,000
Project Costs										
Land/Right of Way	\$	0	\$	0	\$	0	\$	0	\$	0
Design/Engineering		0		15,000		0		0		15,000
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		50,000		0		0		50,000
Total Project Costs	\$	0	\$	65,000	\$	0	\$	0	\$	65,000

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2015 - FY 2019

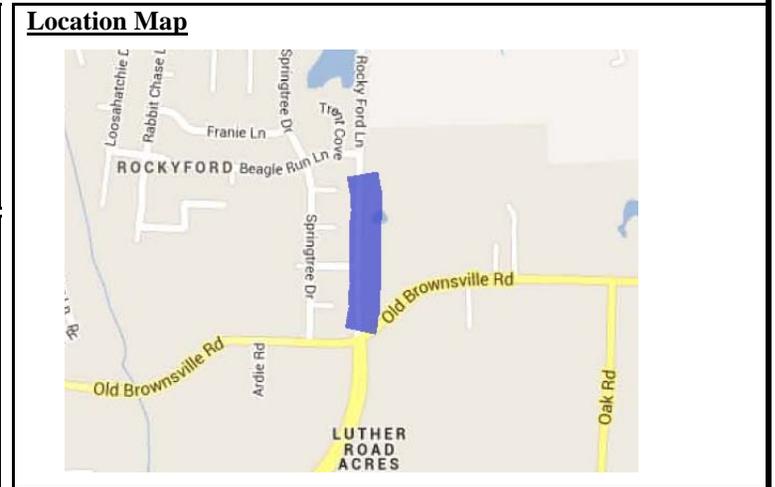
Project No.: to be determined

Project Name: Water Extention Kirby Whitten

Project Description
Extend water to provide service as outlined in the Plan of Service.

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	07/16	06/17
Total Project	07/16	06/17

Location
Kirby Whitten North of Old Brownville.



Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0
Future Years and explanations: No impact on the operating budget.			

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
Utility Bond	\$ 0	\$ 0	\$ 250,000	\$ 0	\$ 0	\$ 250,000
FD312 Transfers-unspt projects	0	0	0	0	0	0
FD312 Use of Fund Balance	0	0	0	0	0	0
Total Source	\$ 0	\$ 0	\$ 250,000	\$ 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	0	250,000	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	\$ 0	\$ 250,000	\$ 0	\$ 0	\$ 250,000

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 715

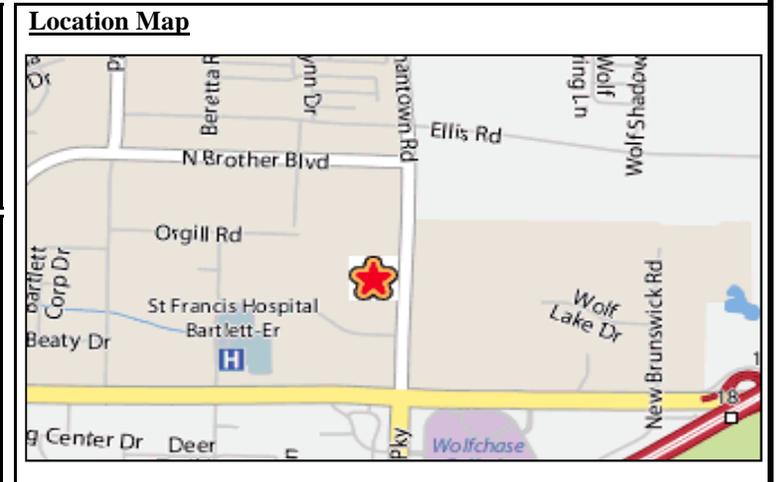
FY 2015 - FY 2019

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	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/17	06/19
Total Project	07/17	06/19

Location
Germantown water plant.



Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0
Future Years and explanations: No impact on the operating budget.			

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
Utility Bonds	\$ 0	\$ 0	\$ 0	\$ 250,000	\$ 0	\$ 250,000
FD312 Transfers-unspt projects	0	0	0	0	0	0
FD312 Use of Fund Balance	0	0	0	0	0	0
Total Source	\$ 0	\$ 0	\$ 0	\$ 250,000	\$ 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	0	0	250,000	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	\$ 0	\$ 0	\$ 250,000	\$ 0	\$ 250,000

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2015 - FY 2019

Project No.: To be determined
Project Name: Water Plant Site

Project Description
Purchase of Land for a new water plant

Project Schedule	Start	Finish
Land/Right of Way	07/18	06/19
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	N/A	N/A
Total Project	07/18	06/19

Location
Exact location to be determined.

Location Map
Exact location to be determined.

Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations: Maintenance & repair costs are estimated to be \$10,000/year after project completion.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
Utility Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 125,000	\$ 125,000
FD312 Transfers-unspent projects	0	0	0	0	0	0
FD312 Use of Fund Balance	0	0	0	0	0	0
Total Source	\$ 0	\$ 0	\$ 0	\$ 0	\$ 125,000	\$ 125,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 125,000	\$ 125,000
Design/Engineering	0	0	0	0	0	0
Utility Relocation	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Landscaping	0	0	0	0	0	0
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 125,000	\$ 125,000

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 81115

FY 2015 - FY 2019

Project Name: Sewers in Annexation Area

<p>Project Description Funds for extending sewers in our annexed areas.</p>				<p>Project Schedule</p> <table border="1"> <thead> <tr> <th></th> <th>Start</th> <th>Finish</th> </tr> </thead> <tbody> <tr> <td>Land/Right of Way</td> <td>N/A</td> <td>N/A</td> </tr> <tr> <td>Design/Engineering</td> <td>N/A</td> <td>N/A</td> </tr> <tr> <td>Utility Relocation</td> <td>N/A</td> <td>N/A</td> </tr> <tr> <td>Construction</td> <td>07/14</td> <td>06/19</td> </tr> <tr> <td>Total Project</td> <td>07/14</td> <td>06/19</td> </tr> </tbody> </table>				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	06/19	Total Project	07/14	06/19																																													
	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	06/19																																																																			
Total Project	07/14	06/19																																																																			
<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>																																																																	
<p>Impact on Operating Budget</p> <table border="1"> <thead> <tr> <th></th> <th>FY 2015</th> <th>FY 2016</th> <th>FY 2017</th> </tr> </thead> <tbody> <tr> <td>Personnel</td> <td>\$ 0</td> <td>\$ 0</td> <td>\$ 0</td> </tr> <tr> <td>Operations</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Capital</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Total Impact Oper. Budget</td> <td>\$ 0</td> <td>\$ 0</td> <td>\$ 0</td> </tr> </tbody> </table> <p>Future Years and explanations: No impact on the operating budget.</p>					FY 2015	FY 2016	FY 2017	Personnel	\$ 0	\$ 0	\$ 0	Operations	0	0	0	Capital	0	0	0	Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0																																														
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	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL																																																															
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Total Source	\$ 344,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,944,000																																																															
<p>Project Costs</p> <table border="1"> <thead> <tr> <th></th> <th>FY 2015</th> <th>FY 2016</th> <th>FY 2017</th> <th>FY 2018</th> <th>FY 2019</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>Land/Right of Way</td> <td>\$ 0</td> <td>\$ 0</td> <td>\$ 0</td> <td>\$ 0</td> <td>\$ 0</td> <td>\$ 0</td> </tr> <tr> <td>Design/Engineering</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Utility Relocation</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Construction</td> <td>344,000</td> <td>400,000</td> <td>400,000</td> <td>400,000</td> <td>400,000</td> <td>1,944,000</td> </tr> <tr> <td>Landscaping</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Equipment/Furnishings</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Other</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Total Project Costs</td> <td>\$ 344,000</td> <td>\$ 400,000</td> <td>\$ 400,000</td> <td>\$ 400,000</td> <td>\$ 400,000</td> <td>\$ 1,944,000</td> </tr> </tbody> </table>					FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL	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	344,000	400,000	400,000	400,000	400,000	1,944,000	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	\$ 344,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,944,000			
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL																																																															
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	344,000	400,000	400,000	400,000	400,000	1,944,000																																																															
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	\$ 344,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,944,000																																																															

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 81616

FY 2015 - FY 2019

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	07/15	06/19
Total Project	07/15	06/19

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 2015

FY 2016

FY 2017

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

Future Years and explanations: No impact on the operating budget.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
Utility Bonds	\$ 0	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
FD312 Transfers-unspent projects	0	0	0	0	0	0
FD312 Use of Fund Balance	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

Project No.: 81816

FY 2015 - FY 2019

Project Name: Sewer Line Upgrades

<u>Project Description</u> Various upgrades needed to maintain system.				<u>Project Schedule</u>		
				Start	Finish	
				Land/Right of Way	N/A	
				Design/Engineering	N/A	
				Utility Relocation	N/A	
				Construction	07/15	
				Total Project	07/15	
					06/19	
<u>Location</u> Various locations around the City.				<u>Location Map</u> These projects are located at various locations around the City.		
<u>Impact on Operating Budget</u>				FY 2015	FY 2016	FY 2017
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> No impact on the operating budget.						
<u>Source of Funds</u>						
		FY 2015		FY 2016		FY 2017
		FY 2018		FY 2019		TOTAL
Utility Bonds	\$	0	\$	100,000	\$	100,000
FD312 Transfers-unspt projects		0		0		0
FD312 Use of Fund Balance		0		0		0
Total Source	\$	0	\$	100,000	\$	100,000
<u>Project Costs</u>						
Land/Right of Way	\$	0	\$	0	\$	0
Design/Engineering		0		0		0
Utility Relocation		0		0		0
Construction		0		100,000		100,000
Landscaping		0		0		0
Equipment/Furnishings		0		0		0
Other		0		0		0
Total Project Costs	\$	0	\$	100,000	\$	100,000
						400,000

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 81915

FY 2015 - FY 2019

Project Name: Buckhead Sewer PH2

Project Description

Extend sewer from Buckhead creek to Germantown road along Providence Baptist Church property line.

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	06/16
Total Project	07/14	06/16

Location

Germantown Road at Providence Baptist church.

Location Map



Impact on Operating Budget

FY 2015

FY 2016

FY 2017

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

Future Years and explanations: No impact on the operating budget.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
Utility Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
FD312 Transfers-unspt projects	250,000	0	0	0	0	250,000
FD312 Use of Fund Balance	0	0	0	0	0	0
Total Source	\$ 250,000	\$ 0	\$ 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	250,000	0	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	\$ 250,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 250,000

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 82515

FY 2015 - FY 2019

Project Name: Sludge Digester

Project Description

Upgrade the Sludge Digester at Shelter run lane .

Project Schedule

Start

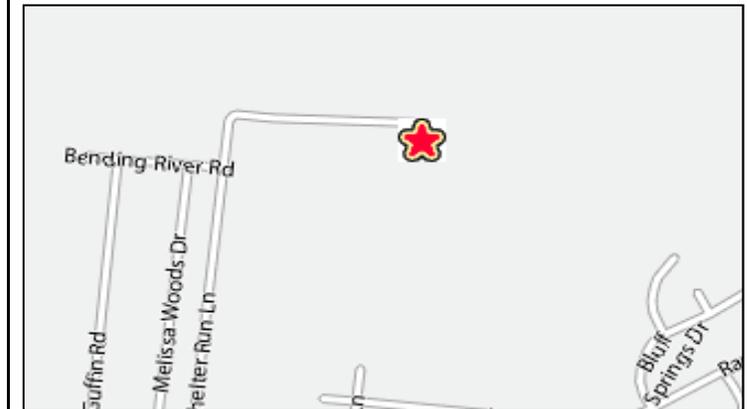
Finish

Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/14	08/16
Total Project	07/14	08/16

Location

Shelter Run Wastewater Plant.

Location Map



Impact on Operating Budget

FY 2015

FY 2016

FY 2017

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

Future Years and explanations: No impact on the operating budget.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
Utility Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
FD312 Transfers-unspt projects	300,000	0	0	0	0	300,000
FD312 Use of Fund Balance	0	0	0	0	0	0
Total Source	\$ 300,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 300,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Utility Relocation	0	0	0	0	0	0
Construction	300,000	0	0	0	0	300,000
Landscaping	0	0	0	0	0	0
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 300,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 300,000

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2015 - FY 2019

Project No.: To be determined

Project Name: Sewer Plant 2 Upgrade

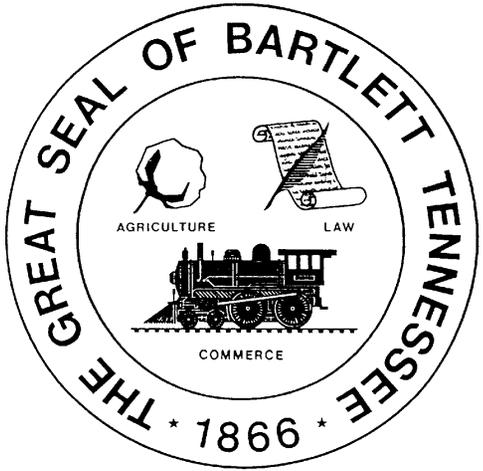
Project Description		Project Schedule			Start	Finish
Buy land and Construct a new Sewer Plant		Land/Right of Way	07/17	06/18		
		Design/Engineering	N/A	N/A		
		Utility Relocation	N/A	N/A		
		Construction	N/A	N/A		
		Total Project	07/17	06/18		

Location		Location Map	
Area North of the River.		Exact location to be determined	

Impact on Operating Budget	FY 2015	FY 2016	FY 2017
Personnel	\$ 0	\$ 0	\$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0

Future Years and explanations: No impact on the operating budget.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Source of Funds						
Utility Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 300,000	\$ 300,000
FD312 Transfers-unspt projects	0	0	0	0	0	0
FD312 Use of Fund Balance	0	0	0	0	0	0
Total Source	\$ 0	\$ 0	\$ 0	\$ 0	\$ 300,000	\$ 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	0	0	300,000	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	\$ 0	\$ 0	\$ 300,000	\$ 300,000



CITY OF BARTLETT

T E N N E S S E E

APPENDIX

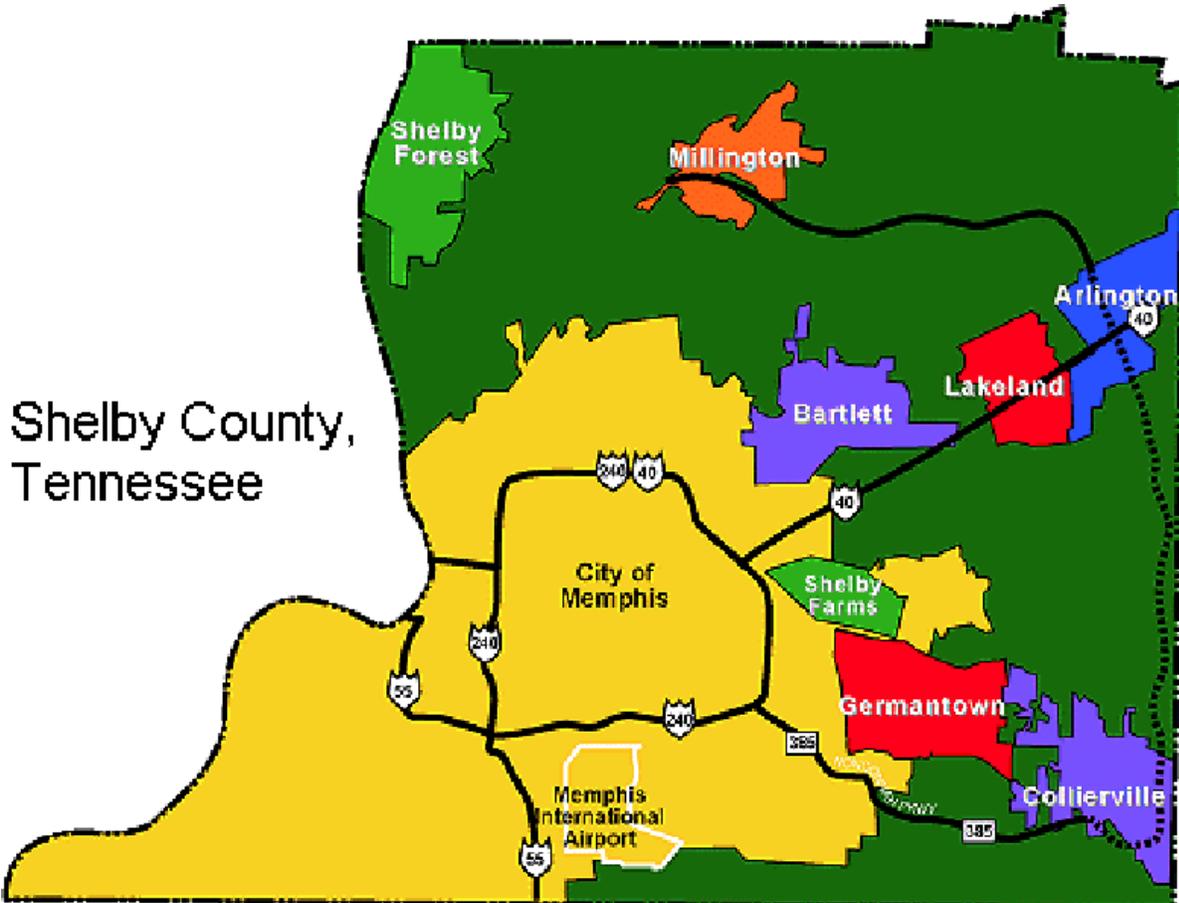


Date of Incorporation – 1866
Date Charter Adopted – April 14, 1993
Form of Government – Mayor and Aldermen

Bartlett, with a 2010 census population of 54,613 is the geographic center of Shelby County and the second largest city in Shelby County. With the new annexation January 1, 2013, Bartlett will have a population of 56,488. The Memphis MSA (Metropolitan Statistical Areas), in which Bartlett is included, has a population of over one million people. The City covers over 32 square miles and has a reserve annexation area of about 9 square miles. Bartlett has grown steadily through the 70's, 80's, 90's, 2000's and 2010'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	32.3
Miles of Streets	301
City Lane Miles	678
State Highway Lane Miles	20.95
Total Lane Miles	699

SEWER SYSTEM

Miles of Sewer Lines	353
Number of Sewer Connections	19,627
Pump Stations	25
Capacity of Bartlett System (Gallons/day)	2,700,000

WATER SYSTEM

Miles of Water Lines	372
Number of Water Connections	20,677
Number of Water Plants	4
Number of Storage Tanks	10
Capacity of Bartlett System (max gallon/day)	17,000,000

RECREATION

Number of Parks	28
Total Acres	736
Developed	25
Undeveloped	3
Number of Tennis Courts	14
Number of Baseball Fields	18
Miles of Walking Trails	12.35

PUBLIC SAFETY

Number of Fire Stations	5
Number of Commissioned Police Officers	116

SCHEDULE OF MAJOR TAXPAYERS (2013)

<u>Customer Name</u>	<u>Assessed Value</u>
Brother Industries	\$ 31,759,490
Saint Francis Hospital	23,456,630
PASSCO Legends LLC	9,413,560
BellSouth Telecommunications Inc.	7,793,986
Weingarten Nostat Inc	7,094,480
UHS of Lakeside INC	6,285,680

POPULATION (US Census)

1980	17,170
1990	26,989
2000	40,543
2010	54,613

Age

Under 18 years	13,819
19 to 49 years	21,997
50 to 64 years	11,984
65 years and over	6,813

Race

White	42,975
Black and African America	8,771
Asian	1,368
American Indian & Alaskan	138
Other Race(s)	1,361

HOUSING STARTS

2010	81
2011	87
2012	121
2013	159

COMMERCIAL INDUSTRIAL/PERMITS

2010	75
2011	96
2012	75
2013	84

HOUSING UNITS

Owner Occupied	17,047
Renter Occupied	2,409
Average Family Size	2.81

2013 TAX YEAR

Property Tax Rate	1.62
Local Sales Tax	2.75%
State Sales Tax	7.00%

Bond Ratings

Standard and Poor's	AAA
Moody's	Aa1

Exhibit A



CIP PROJECT LINE ITEMS SUMMARY

**BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2015 - FY 2019**

PROJECT	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
<u>FUNDING SOURCES</u>						
General Obligation Bonds	\$ 0	\$ 2,488,197	\$ 6,000,000	\$ 6,160,000	\$ 3,990,000	\$ 18,638,197
Capital Note	1,071,000	908,000	933,000	908,000	933,000	4,753,000
FD311 Transfers-unspent projects	1,942,164	0	0	0	0	1,942,164
FD311 Use of Fund Balance	1,494,836	0	0	0	0	1,494,836
TDOT 80% match	4,699,750	1,032,788	800,000	800,000	800,000	8,132,538
Utility Bonds	0	1,008,200	1,030,800	992,700	1,174,800	4,206,500
FD312 Transfers-unspent projects	818,000	0	0	0	0	818,000
FD312 Use of Fund Balance	536,000	0	0	0	0	536,000
Total Funding Sources	\$ 10,561,750	\$ 5,437,185	\$ 8,763,800	\$ 8,860,700	\$ 6,897,800	\$ 40,521,235
<u>PROJECT COST</u>						
<u>Administrative</u>						
Vehicles & Equipment	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 150,000
Transfer to Debt Service Fund	175,000	0	0	0	0	175,000
Total Administrative	\$ 205,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 325,000
<u>Police</u>						
Police Vehicles & Equipment	\$ 322,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 2,062,000
Police Parking Lot Overlay & Restrict	75,000	0	0	0	0	75,000
Total Police	\$ 397,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 2,137,000
<u>Fire</u>						
Fire Vehicles	\$ 0	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000
Fire Ambulances	160,000	160,000	0	160,000	0	480,000
Fire - Aerial Truck	900,000	0	0	0	0	900,000
Total Fire	\$ 1,060,000	\$ 190,000	\$ 30,000	\$ 190,000	\$ 30,000	\$ 1,500,000
<u>Codes Enforcement</u>						
Codes Enforcement Vehicles	\$ 25,000	\$ 0	\$ 25,000	\$ 0	\$ 25,000	\$ 75,000
Total Code Inspection	\$ 25,000	\$ 0	\$ 25,000	\$ 0	\$ 25,000	\$ 75,000
<u>Public Works</u>						
Public Works Vehicles & Equip	\$ 378,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,378,000
Total Public Works	\$ 378,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,378,000

Exhibit A



CIP PROJECT LINE ITEMS SUMMARY

**BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2015 - FY 2019**

PROJECT	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Engineering						
Engineering Vehicle	\$ 0	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 92,000
Fletcher Creek Greenway	126,000	1,290,985	1,000,000	1,000,000	1,000,000	4,416,985
City Wide Overlay	960,000	1,500,000	2,000,000	2,500,000	2,500,000	9,460,000
Kirby Whitten Paving	2,200,000	0	0	0	0	2,200,000
Westbrook Road Bridge	250,000	0	0	0	0	250,000
Frank Creek Bridge Rehab	2,000,000	0	0	0	0	2,000,000
Bartlett Road Bridge	819,750	0	0	0	0	819,750
Elmore Box	0	300,000	0	0	0	300,000
Taper Inlet	0	50,000	500,000	0	0	550,000
Brother & Stage Left Signal	0	20,000	0	150,000	0	170,000
FEMA Generator	0	0	50,000	0	0	50,000
Old Brownsville East	0	0	100,000	0	0	100,000
Old Brownsville West R.O.W.	0	0	3,000,000	3,000,000	0	6,000,000
Germantown North	0	0	0	0	140,000	140,000
Various Drainage Projects	0	100,000	50,000	50,000	50,000	250,000
Total Engineering	\$ 6,355,750	\$ 3,283,985	\$ 6,723,000	\$ 6,723,000	\$ 3,713,000	\$ 26,798,735
Parks						
Parks Vehicles & Equipment	\$ 140,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 400,000
Recreation Vehicles & Equipment	176,000	75,000	75,000	75,000	75,000	476,000
Parks Maintenances	271,000	100,000	100,000	100,000	100,000	671,000
Splash Water Park	200,000	0	0	0	0	200,000
Water Park & Outdoor Pool	0	0	0	0	1,000,000	1,000,000
Total Parks	\$ 787,000	\$ 240,000	\$ 240,000	\$ 240,000	\$ 1,240,000	\$ 2,747,000
Water						
Tank Maint. & Paint	\$ 0	\$ 213,200	\$ 130,800	\$ 92,700	\$ 99,800	\$ 536,500
Water Line Upgrades	0	50,000	50,000	50,000	50,000	200,000
Water Plant Well - Ardie	100,000	0	0	0	0	100,000
Woodland Reservoir Restoration	250,000	0	0	0	0	250,000
Germantown Rd Water Plant Filter R	110,000	0	0	0	0	110,000
Austin Peay Xing	0	80,000	0	0	0	80,000
Wonderware Control Upgrade	0	65,000	0	0	0	65,000
Water Extention Kirby Whitten	0	0	250,000	0	0	250,000

Exhibit A

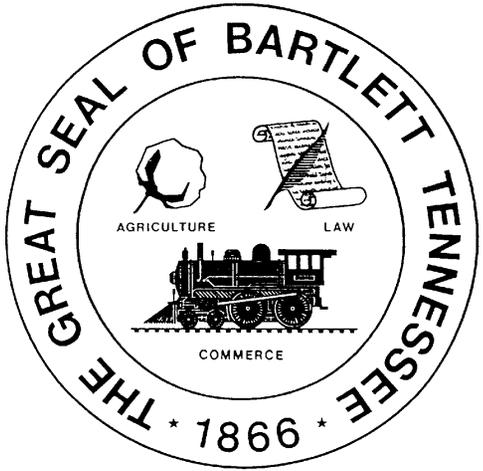


CIP PROJECT LINE ITEMS SUMMARY

**BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2015 - FY 2019**

PROJECT	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	TOTAL
Retrofit Reservoir - Germantown	0	0	0	250,000	0	250,000
Water Plant Site	0	0	0	0	125,000	125,000
Total Water	\$ 460,000	\$ 408,200	\$ 430,800	\$ 392,700	\$ 274,800	\$ 1,966,500
<u>Sewers</u>						
Sewers in Annexation Area	\$ 344,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,944,000
Sewer Rehab	0	100,000	100,000	100,000	100,000	400,000
Sewer Line Upgrades	0	100,000	100,000	100,000	100,000	400,000
Buckhead Sewer PH2	250,000	0	0	0	0	250,000
Sludge Digester	300,000	0	0	0	0	300,000
Upgrade Sewage Plant #2	0	0	0	0	300,000	300,000
Total Sewers	\$ 894,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 900,000	\$ 3,594,000
TOTAL CIP	\$ 10,561,750	\$ 5,437,185	\$ 8,763,800	\$ 8,860,700	\$ 6,897,800	\$ 40,521,235

TDOT Funding: \$120k for Fletcher Creek Greenway, \$1,760k for Kirby Whitten Paving, \$2mil for Frank Creek Bridge Rehab and \$819,750 for Bartlett Road Bridge.



City of Bartlett
Fees Schedule
Fiscal Year 2014-2015

Department	Type	Amount	Frequency/Notes/Description
BSMC	Municipal Center Rental Fee		
	Weekday, M-F (8:00am-5:00pm)		
	Auditorium (all day)	\$ 425.00	\$85/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)	\$ 690.00	\$115/hr x 6 hours (2 hrs. free)
	Banquet Hall (all day)	\$ 810.00	\$135/hr x 6 hours (2 hrs. free)
	Boardroom (all day)	\$ 240.00	\$40/hr x 6 hours (2 hrs. free)
	Chapel (all day)	\$ 510.00	\$85/hr x 6 hours (2 hrs. free)
	Meeting Room (all day)	\$ 210.00	\$35/hr x 6 hours (2 hrs. free)
	Reception Hall (all day)	\$ 390.00	\$65/hr x 6 hours (2 hrs. free)
	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	\$ 1,280.00	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	\$ 2,000.00	8 consecutive hrs + 2 hrs rehearsal	
Auditorium & Reception Hall	\$ 1,380.00	8 consecutive hrs + 2 hrs rehearsal	
Chapel & Banquet Hall	\$ 1,760.00	8 consecutive hrs + 2 hrs rehearsal	
Chapel & Reception Hall	\$ 1,220.00	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 2014-2015

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
	Cash Bond Forfeiture Fee	\$ 13.75	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
	DUI-Interlock Fee	\$ 40.00	Set by State
	DUI-Blood Test Charge	\$ 250.00	Set by State
	Expungement Fee-City	\$ 100.00	Set by City
	Expungement Fee-State	\$ 350.00	Set by State
	Indigent Tax	\$ 12.50	Set by State
	Probation Fee	\$ 250.00	Set by City
	Reinstatement Fees From State	\$ 10.00	Per person when DL Reinstated
	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
	No Drivers License Fee	\$ 15.00	Set by State
	Late Fee on Traffic Citation-(1st FTA Ord.3-406)	\$ 50.00	Set by City
Planning	11 X 17 COLOR MAPS Copy Fee	\$ 3.00	Each
	Article V – Schedule Of District Regulations Copy Fee	\$ 2.50	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	\$ 18.00	Each

City of Bartlett
Fees Schedule
Fiscal Year 2014-2015

Department	Type	Amount	Frequency/Notes/Description
	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	\$ 29.25	Each
	Board of Zoning Appeals		
	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
	Road, 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 2014-2015

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		
Removal or moving of structures	\$ 200.00		
Special events	\$ 60.00		

City of Bartlett
Fees Schedule
Fiscal Year 2014-2015

Department	Type	Amount	Frequency/Notes/Description
	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
	Power Rectifier-up to 100 amperes	\$ 15.00	
	Relocated Houses	\$ 50.00	

City of Bartlett
Fees Schedule
Fiscal Year 2014-2015

Department	Type	Amount	Frequency/Notes/Description
	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	
	Per each additional \$1,000	\$ 8.00	
	Work commencing before permit issued	Double Fee	
	Liquidation/Special Sale Application Fee	\$ 25.00	Each

City of Bartlett
Fees Schedule
Fiscal Year 2014-2015

Department	Type	Amount	Frequency/Notes/Description
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	
	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 2014-2015

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	\$ 22.00	Monthly
	For 2 Carts	\$ 27.00	Monthly
	For 3 Carts	\$ 32.00	Monthly
	Residential Cart Replacement Cost	\$ 50.00	Each
	Residential Cart Additional Purchase	\$ 50.00	Each
	Residential Pickup	\$ 24.00	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	\$ 5.80	The first 2,000 gallons
	Residential -- City Customers	\$ 1.80	each additional 1,000 gallons
	Residential -- Rural Customers	\$ 8.70	The first 2,000 gallons
	Residential -- Rural Customers	\$ 2.70	each additional 1,000 gallons
	Commercial -- City Customers	\$ 10.88	The first 2,000 gallons
	Commercial -- City Customers	\$ 2.10	each additional 1,000 gallons
	Commercial -- Rural Customers	\$ 15.59	The first 2,000 gallons
	Commercial -- Rural Customers	\$ 3.15	each additional 1,000 gallons
	City Sewer Rates		
	Residential -- City Customers	\$ 6.19	The first 2,000 gallons
	Residential -- City Customers	\$ 1.64	each additional 1,000 gallons

City of Bartlett
Fees Schedule
Fiscal Year 2014-2015

Department	Type	Amount	Frequency/Notes/Description
	Residential -- Rural Customers	\$ 9.09	The first 2,000 gallons
	Residential -- Rural Customers	\$ 1.79	each additional 1,000 gallons
	Commercial -- City Customers	\$ 14.89	The first 2,000 gallons
	Commercial -- City Customers	\$ 1.79	each additional 1,000 gallons
	Commercial -- Rural Customers	\$ 22.14	The first 2,000 gallons
	Commercial -- Rural Customers	\$ 1.93	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
	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	

City of Bartlett
Fees Schedule
Fiscal Year 2014-2015

Department	Type	Amount	Frequency/Notes/Description
	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	\$ 50.00	Residents (1/2 day/\$90 all day)
		\$ 70.00	Non-Residents (1/2 day/\$140 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
		\$ 400.00	Fall Softball
		\$ 500.00	Basketball
		\$ 210.00	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
	Youth Sports-per team		
	6 & u basketball	\$ 250.00	
	8 & u to 14&u basketball	\$ 350.00	
	17 & u basketball	\$ 500.00	
	6 & u 8 & u baseball	\$ 300.00	
	10 & u to 14 & u baseball	\$ 400.00	
	Per person fees for non BPRD Programs	\$ 15.00	per person

City of Bartlett
Fees Schedule
Fiscal Year 2014-2015

Department	Type	Amount	Frequency/Notes/Description
Singleton C.C.	Adult Classes		
	Bench Aerobics	\$ 4.00	Per class
	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
	Line Dancing	\$ 25.00	Resident per Month
		\$ 30.00	Non-Resident per Month
	Clogging	\$ 25.00	Resident per month
		\$ 30.00	Nonresident per month
		\$ 15.00	Senior per month
	Pottery with Susie	\$ 130.00	Resident per session
		\$ 135.00	Nonresident per session
	Art Programs		
	Toddler Art	\$ 60.00	Per Session
	Children's Art Classes	\$ 200.00	Resident Per session (Ages 9-14)
		\$ 205.00	Nonresident Per session (Ages 9-14)
		\$ 125.00	Resident per session (Ages 5-8)
		\$ 130.00	Nonresident per session (Ages 5-8)
	Saturday Artists	\$ 125.00	Resident Per Session (Ages 5-8)
		\$ 130.00	Non Res. Per Session (Ages 5-8)
		\$ 200.00	Resident Per Session (Ages 9-14)
		\$ 205.00	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
	Fall Break Camp	\$ 105.00	Resident & Non Res. Per week
	Spring Break Camp	\$ 105.00	Resident & Non Res. Per week
	Summer Day Camp	\$ 715.00	Resident
		\$ 765.00	Non-resident
	Facility Rental		
	Regular Hours		
	Classroom	\$ 25.00	Resident per hour
		\$ 35.00	Nonresident per hour
	Stage Room	\$ 35.00	Resident per hour
		\$ 45.00	Nonresident per hour
	Auditorium	\$ 45.00	Resident per hour
		\$ 55.00	Nonresident per hour
	Kitchen	\$ 50.00	Resident Flat Fee
		\$ 55.00	Non-Resident Flat Fee

City of Bartlett
Fees Schedule
Fiscal Year 2014-2015

Department	Type	Amount	Frequency/Notes/Description
	Gymnasium, one side only	\$ 45.00	Resident per hour
		\$ 55.00	Nonresident per hour
	Gymnasium, whole gym	\$ 90.00	Resident per hour
		\$ 110.00	Nonresident per hour
	Concession Stand	\$ 85.00	Resident Flat Fee
		\$ 90.00	Non-Resident Flat Fee
	Basketball Tournament	\$ 1,250.00	3 day Resident
		\$ 1,400.00	3 day Non-Resident
After Hours			
	Classroom	\$ 55.00	Resident per hour (2 hr min)
		\$ 65.00	Nonresident per hour (2 hr min)
	Stage Room	\$ 60.00	Resident per hour (2 hr min)
		\$ 70.00	Nonresident per hour (2 hr min)
	Auditorium	\$ 100.00	Resident per hour (2 hr min)
		\$ 120.00	Nonresident per hour
	Kitchen	\$ 50.00	Resident Flat Fee
		\$ 55.00	Non-Resident Flat Fee
	Gymnasium, one side only	\$ 100.00	Resident per hour
		\$ 120.00	Nonresident per hour
	Gymnasium, whole gym	\$ 200.00	Resident per hour
		\$ 220.00	Nonresident per hour
	Deposit Auditorium, Classrooms, Gym & Stage Rm	\$ 200.00	
	Deposit Teen Parties	\$ 500.00	Cash
	Rectangle Tables	\$ 6.00	
	Round Tables	\$ 8.00	
	Metal Chairs	\$ 0.75	
	White Chairs	\$ 1.00	
	Flamingo's	\$ 45.00	
	Golf Tournament	\$ 90.00	Each player
	IDs	\$ 15.00	Resident per year
		\$ 30.00	Nonresident per year
		\$ 5.00	Day Pass
Martial Arts			
	Taekwondo	\$ 75.00	Resident per month
		\$ 80.00	Nonresident per month
	Kendo	\$ 25.00	Per month
Preschool			
	Literature-4 & 5 yrs old (Fridays)	\$ 40.00	Resident per session
		\$ 45.00	Nonresident per session
	Preschool-2 yrs old	\$ 80.00	Resident per month
		\$ 85.00	Nonresident per month
	Preschool-3 & 4 yrs old	\$ 70.00	Resident per month
		\$ 75.00	Nonresident per month

City of Bartlett
Fees Schedule
Fiscal Year 2014-2015

Department	Type	Amount	Frequency/Notes/Description
	Preschool Summer Funtime-2 & 3 yrs old	\$ 70.00	Resident per month
		\$ 75.00	Nonresident per month
	Preschool Summer Funtime - 4-5 yrs old	\$ 70.00	Resident per month
		\$ 75.00	Nonresident per month
	Special Events		
	Halloween	\$ 1.00	Per adult
	Pet Show	\$ 10.00	Each pet
	Valentine's 5K/10K Run	\$ 20.00	Each
	Turkey Shoot	\$ 1.00	Each
	Youth Classes		
	Acrobatics & Tumbling	\$ 15.00	Resident Per class
		\$ 20.00	Nonresident per class
	Babysitter Workshop	\$ 85.00	Per session
	Beginner Guitar	\$ 20.00	Per 1/2 hr session
	Baton	\$ 109.00	Resident per Session
		\$ 114.00	Non-Resident per Session
		\$ 35.00	Non-Resident per session
	Drawing - Children	\$ 90.00	
		\$ 95.00	
	Kid's in Kitchen	\$ 35.00	Resident per session
		\$ 40.00	Non-Resident per session
	ACT Prep	\$ 200.00	Resident per session
		\$ 205.00	Nonresident per session
	Adult Art	\$ 200.00	Resident per Session
		\$ 205.00	Non-Resident per Session
	Driver Education	\$ 425.00	Resident per session
		\$ 430.00	Nonresident per session
	Piano with Shirley (Ages 6-High School)	\$ 20.00	Per 1/2 hr session
	Piano with with Vickie (Ages 6-Adults)	\$ 80.00	Per Month
	Tennis (Ages 7-17)	\$ 60.00	Resident - 1 Lesson Per Week
		\$ 65.00	Non Resident - 1 Lesson Per Week
	Trumpet	\$ 20.00	Per 1/2 hr lesson
	Tutoring/Elementary	\$ 325.00	per semester
	Tutoring/Middle School	\$ 325.00	per semester
	Summer Tutoring	\$ 30.00	Per Week
	Tutoring/High School	\$ 325.00	per semester
Senior Center	Ballroom Dance Day Class	\$ 3.00	Per class
	Ballroom Dance Night Class	\$ 10.00	Per Class
	Belly Dancing	\$ 3.00	Per Class
	Bridge Lessons	\$ 6.00	Per Class
	Calligraphy Workshops	\$ 35.00	Per Session
	Ceramics	\$ 10.00	Per month
	Computer Class	\$ 50.00	Per Session

City of Bartlett
Fees Schedule
Fiscal Year 2014-2015

Department	Type	Amount	Frequency/Notes/Description
	Computer Workshop	\$ 40.00	4-8 hours
	Computer Workshop	\$ 25.00	4 hours or less
	Dance - Afternoon	\$ 3.00	Members Per Dance
		\$ 5.00	Non-Members Per Dance
	Dance - Evening	\$ 5.00	Members Per Dance
		\$ 6.00	Non-Members Per Dance
	Duplicate Bridge	\$ 1.00	Per session
	Duplicate Bridge Additional Fee	\$ 1.50	Non-Members per Session
	Exercise Punch Card	\$ 30.00	Per Punch Card
	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.
	Auditorium Deposit	\$ 200.00	Per Auditorium Rental
	Classroom & Room 2 Deposit	\$ 50.00	Per Classroom or Room 2 Rental
	Kitchen (Type-Catering)	\$ 75.00	Additional Flat Fee for Rental
	For Profit Rentals	\$ 5.00	Per Hour Added to Standard Rental Fee
	Equipment - Podium	\$ 25.00	Additional Flat Fee for Rental
	Equipmt - Mic over PA	\$ 25.00	Additional Flat Fee for Rental (Aud. Only)
	Equipmt - TV w/ DVD	\$ 50.00	Additional Flat Fee for Rental
	Rental Cleanup - Classroom	\$ 25.00	Additional Flat Fee Per Classroom Rental
	Rental Cleanup - Room 2	\$ 50.00	Additional Flat Fee Per Rm 2 Rental
	Rental Cleanup - Auditorium	\$ 95.00	Additional Flat Fee Per Auditorium Rental
	Language Classes	\$ 30.00	Per Session
	Line Dance Class	\$ 3.00	Per class
	Manicures	\$ 12.00	Per appointment
	Massage - Chair		
	15-minutes	\$ 16.00	Per 15-minute appointment
	30-minutes	\$ 32.00	Per 30-minute appointment
	Memberships	\$ 15.00	Per year
	Oil Painting Class	\$ 10.00	Per Month
	Pedicures	\$ 18.00	Per appointment
	Photography Workshop	\$ 35.00	Per Session
	Piano/Music Lessons	\$ 80.00	Per Month
	Pottery Class	\$ 15.00	Per Month
	Sketching/Art Class	\$ 10.00	Per Month
	Spanish Lessons	\$ 30.00	Per Session
	Tai Chi	\$ 3.00	Per class
	Yoga	\$ 3.00	Per class
	Zumba Night Class	\$ 3.00	Per class

City of Bartlett
Fees Schedule
Fiscal Year 2014-2015

Department	Type	Amount	Frequency/Notes/Description
Recreation Center			
	Corporate Family	\$ 605.00	Yearly
	Corporate Senior Family	\$ 508.00	Yearly
	Corporate Senior Single	\$ 335.00	Yearly
	Corporate Single	\$ 400.00	Yearly
	Employee Family	\$ 384.00	Yearly
	Employee Senior Family	\$ 276.00	Yearly
	Employee Senior Single	\$ 192.00	Yearly
	Employee Single	\$ 252.00	Yearly
	Non-Resident College Membership	\$ 161.00	Yearly
	Non-Resident Day Pass Daily	\$ 15.00	Daily
	Non-Resident Day Pass Weekly	\$ 35.00	Weekly
	Non-Resident Family	\$ 734.00	Yearly
	Non-Resident Senior Family	\$ 659.00	Yearly
	Non-Resident Senior Single	\$ 432.00	Yearly
	Non-Resident Single	\$ 486.00	Yearly
	Resident College Membership	\$ 143.75	Yearly
	Resident Day Pass Daily	\$ 10.00	Daily
	Resident Day Pass Weekly	\$ 23.00	Weekly
	Resident Family	\$ 486.00	Yearly
	Resident Senior Family	\$ 356.00	Yearly
	Resident Senior Single	\$ 238.00	Yearly
	Resident Single	\$ 313.00	Yearly
	Aquatics		
	1 student 1 lesson per mem	\$ 35.00	
	1 student 1 lesson per non-mem	\$ 60.00	
	1 student 4 lessons per mem	\$ 85.00	
	1 student 4 lessons per non-mem	\$ 110.00	
	Lifeguard Instructor mem	\$ 195.00	
	Lifeguard Instructor non- mem	\$ 220.00	
	Aquatics		
	1 student 1 lesson per mem	\$ 35.00	
	1 student 1 lesson per non-mem	\$ 60.00	
	1 student 4 lessons per mem	\$ 85.00	
	1 student 4 lessons per non-mem	\$ 110.00	
	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	

City of Bartlett
Fees Schedule
Fiscal Year 2014-2015

Department	Type	Amount	Frequency/Notes/Description
	Recert fee	\$ 27.00	
	Swim class member fee	\$ 70.00	
	Swim class non-member fee	\$ 95.00	
	Swim club registration	\$ 10.00	
	WSI class mem	\$ 195.00	
	WSI class non-mem	\$ 220.00	
	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	
	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	

City of Bartlett
Fees Schedule
Fiscal Year 2014-2015

Department	Type	Amount	Frequency/Notes/Description
	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	
	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	\$ 200.00	
	Camp 2 wk mem 1st sibling	\$ 185.00	
	Camp 2 wk mem 2nd sibling	\$ 175.00	
	Camp 2 wk non-mem	\$ 250.00	
	Camp 2 wk non-mem 1st sibling	\$ 235.00	
	Camp 2 wk non-mem 2nd sibling	\$ 225.00	
	Camp day rate member	\$ 30.00	
	Camp day rate non-member	\$ 35.00	
	Health Non-Profit Booth	\$ 25.00	
	Health Profit Booth	\$ 35.00	
	Junior Youth members	\$ 20.00	
	JYM special	\$ 50.00	
	Kickball Individual	\$ 35.00	
	Kickball Team	\$ 375.00	
	Kids Night Out mem	\$ 10.00	
	Kids Night Out Non-Mem	\$ 15.00	

City of Bartlett
Fees Schedule
Fiscal Year 2014-2015

Department	Type	Amount	Frequency/Notes/Description
	Lock-in Member	\$ 20.00	
	Lock-in member additional child	\$ 15.00	
	Lock-in non member	\$ 25.00	
	Lock-in non member additional child	\$ 20.00	
	Racquetball league mem	\$ 20.00	
	Racquetball league non-mem	\$ 25.00	
	Racquetball slam add level	\$ 10.00	
	Racquetball slam mem	\$ 20.00	
	Softball registration	\$ 45.00	
	Tanning 1 session	\$ 5.00	
	Tanning punch card 10 sessions	\$ 30.00	
	Tanning unlimited tanning 1 mo.	\$ 30.00	
	Triathlon individual	\$ 25.00	
	Triathlon insurance individual	\$ 5.00	
	Triathlon insurance relay	\$ 15.00	
	Triathlon late fee individual	\$ 5.00	
	Triathlon late fee relay	\$ 15.00	
	Triathlon relay	\$ 75.00	
	Trunk N Treat	\$ 25.00	
Swim Competition			
	Late fee	\$ 10.00	
	Black team mem	\$ 60.00	
	Black team non-mem	\$ 75.00	
	Black 2nd swimmer mem	\$ 50.00	
	Black 2nd swimmer non-mem	\$ 65.00	
	Red team mem	\$ 70.00	
	Red team non-mem	\$ 85.00	
	Red 2nd swimmer mem	\$ 60.00	
	Red 2nd swimmer non-mem	\$ 75.00	
	Senior member	\$ 80.00	
	Senior non-mem	\$ 95.00	
	Senior 2nd swimmer mem	\$ 70.00	
	Senior 2nd swimmer non-mem	\$ 85.00	
	USS transfer fee in LSC	\$ 5.00	
	USS transfer fee in LSC non-mem	\$ 10.00	
	White team mem	\$ 50.00	
	White team non-mem	\$ 65.00	
	White 2nd swimmer mem	\$ 40.00	
	White 2nd swimmer non-mem	\$ 55.00	
	Yearly registration fee	\$ 110.00	
	Yearly US reg fee	\$ 59.00	

City of Bartlett
Fees Schedule
Fiscal Year 2014-2015

Department	Type	Amount	Frequency/Notes/Description	
Performing Arts	Box Office			
	Credit card processing - per subscription	\$ 3.00		
	Credit card processing - per ticket	\$ 1.00		
	Tickets - "Pick 10" (season)	\$ 180.00		
	Tickets - Subscribers- Legend Series	\$ 35.00	when purchased with subscription	
		\$ 45.00	when purchased without subscription	
	Tickets - Client - design/print only	\$ 50.00		
	Tickets - Client - design/print/pre-sell	\$ 100.00		
	Tickets - Client - pre-sell only	\$ 50.00		
	Tickets - Public - DinnerStages	\$ 40.00	dinner & show	
	Tickets - Public - Family Series	\$ 8.00		
	Tickets - Public - Holiday Nutcracker Program	\$ 15.00		
	Tickets - Public - Showcase Series	\$ 25.00		
	Tickets - Subscriber - DinnerStages	\$ 15.00	to cover food portion of ticket	
	Tickets - Subscriber - Family Series	\$ 8.00		
	Tickets - Subscriber - Holiday Nutcracker Program	\$ 15.00		
	Tickets - Subscriber - Showcase Series	\$ 18.00		
	Tickets-Theatrestage Series	\$ 10.00		
	Tickets-TheatreKids Conservatory Series	\$ 8.00		
	Classes & Instruction			
	TheatreKids Conservatory tuition	\$ 75.00		
	Summer camp - per participant	\$ 125.00	Total fee (includes deposit)	
	Summer camp non-refundable deposit	\$ 50.00		
	Concessions			
	BPACC events - per item	\$ 2.00		
	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	\$ 150.00			
Follow spot light - per event	\$ 10.00	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	\$ 15.00			
Stage risers - per event	\$ 75.00			
Stage screen only - per event	\$ 15.00			

City of Bartlett
Fees Schedule
Fiscal Year 2014-2015

Department	Type	Amount	Frequency/Notes/Description
	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.

Bond – a debt security, under which the issuer owes the holders a debt and, depending on the terms of the bond, is obliged to pay them interest (the coupon) and/or to repay the principal at a later date, termed the maturity.

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 (CIB) - The first fiscal year appropriations of the Capital Improvement Program 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 \$5,000) and having a useful life a minimum of 5 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.



GLOSSARY OF TERMS

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.

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.

Enterprise Fund – used to report any activity for which a fee is charged to external users for goods or services.

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.

Fiduciary Fund – fund that when a governmental unit acts in a fiduciary capacity such as a trustee or agent. The government unit is responsible for handling the assets placed under its control



GLOSSARY OF TERMS

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.

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.

Governmental Fund – focuses primarily on the sources, uses, and balances of current financial resources and often has a budgetary orientation. The governmental fund category includes the general fund, special revenue funds, capital projects funds, debt service funds, and permanent funds.

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.

Net Debt - comprises all financial liabilities minus all financial assets of general government.

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.



GLOSSARY OF TERMS

Overlapping Debt - A situation in which two governments with overlapping jurisdiction each have debt. The City and the county have both issued bonds, both the city and the state have overlapping debt.

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 - are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

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.

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

Total Debt – The total of all bonds and other obligations owed by all governmental funds and all enterprise funds.

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.

