CITY OF BARTLETT

A great place to Live, Work, Raise a Family and Retire…

A. Keith McDonald, Mayor

FISCAL 2009 BUDGET

CITY OF BARTLETT
TENNESSEE

Fiscal Year 2009 Adopted Budget

(July 1, 2008 – June 30, 2009)

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, 2007

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **City of Bartlett, Tennessee** for its annual budget for the fiscal year beginning **July 1, 2007**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

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

BARTLETT VISION 2020

VISION STATEMENT

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

QUALITY OF LIFE

PRINCIPLES

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

EDUCATION

PRINCIPLES

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

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

ECONOMIC DEVELOPMENT

PRINCIPLES

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

GENERAL GOVERNMENT

PRINCIPLES

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

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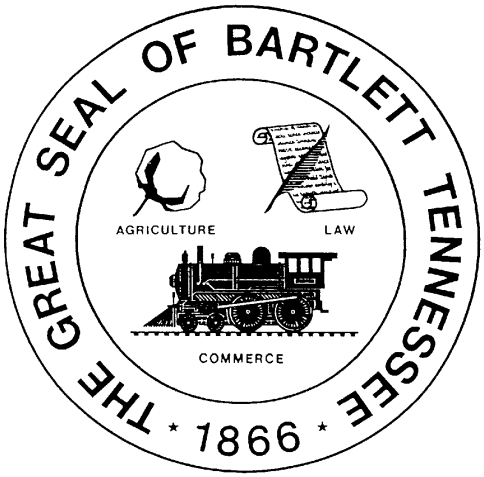
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City of Bartlett

A. Keith McDonald, Mayor

June 10, 2008

Board of Mayor and Aldermen
Citizens of Bartlett

As required by the Charter presented for your approval are the fiscal year 2009 operating and capital budgets. The budgets were prepared under the guidance of the four year budget plan presented to the Mayor and Board of Aldermen last year. As discussed in the four year plan, this budget does not increase property taxes or fees. We all know things have changed dramatically in the year since we prepared the four year plan. However, we will continue to develop our budgets for the next two years with the goal of no new taxes or fee increases and no reduction in service levels.

Our long term strategic goals are:

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

Our goals for the four year plan are:

- Add police officers, 4 new positions per year to increase the ratio to 2.25 per 1,000 citizens.
- Increase number of ambulances from three to four.
- Open and increase services at the new expanded library.
- Open three new parks.
- Major road projects for Kirby Whitten and Old Brownsville.
- Add an additional wastewater plant.
- Limit annexations to areas that are economically feasible or where public safety needs must be met.
- Limit debt to no more than $5 million each year.

Highlights of this budget include:

→ By adding 8 additional police officers in fiscal year 2007 and 10 in 2008 we were able to increase the ratio of Police Officers to our goal of 2.25 officers per 1,000 citizens. For fiscal 2009 we are not budgeting additional officers, however we plan to add officers in 2010 and 2011.

→ We are continuing efforts to recruit additional paramedics in order to operate four ambulance units based on increased demand for services.

→ This budget increases the City's contribution to the employee pension plan to 12.5% of payroll and includes a new line item expense to fund the City's share of retirees health insurance which is 2% of payroll.

→ We have budgeted a 2% general increase for our city employees and recommend continuing the career ladder program.

→ Included in the capital improvements budget is funds for the Fire Administration Building, improvements to the old library building and the replacement of vehicles and equipment for all departments while limiting the amount of debt we issue to less than $5,000,000.

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

This budget was prepared in what we think is the early stages of some very difficult times. Sales taxes are projected to grow much slower than in previous years and we are projecting much slower growth in residential construction and home sales. Our goal was to maintain service levels, continue to enhance public safety and take care of our employees, while not increasing taxes. Our fund balances continue to be strong and we will use fund balance as necessary to offset any temporary slowdown in revenue collections and maintain service levels.

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

ORDINANCE 08-04

AN ORDINANCE TO ADOPT THE 2008-2009 GENERAL FUND, DEBT SERVICE FUND, STREET AID FUND, SOLID WASTE FUND, GENERAL IMPROVEMENT FUND, DRUG ENFORCEMENT FUND, DRAINAGE FUND, PARKS IMPROVEMENT FUND, DEA ENFORCEMENT FUND, CAPITAL IMPROVEMENTS FUND AND UTILITY FUND BUDGETS.

SECTION 1: BE IT ORDAINED by the Board of Mayor and Aldermen of the City of Bartlett that the following appropriations for the 2008-2009 Fiscal Year for the City of Bartlett are as follows:

		Fiscal Year
GENERAL FUND EXPENDITURES:		**08/09**
ADMINISTRATIVE:		
Legislative Board	$	544,349
Mayor's Office	$	632,767
Community Affairs	$	246,111
Building and Grounds	$	390,147
Bartlett Station Municipal Center	$	472,679
Library	$	1,065,000
Finance and Administration	$	1,274,693
City Court	$	688,635
Personnel	$	420,665
Planning and Economic Development	$	321,329
Total Administrative	**$**	**6,056,375**
PUBLIC SAFETY:		
Police Department	$	11,965,692
Fire Department	$	6,262,140
Ambulance Department	$	2,125,997
Code Enforcement	$	923,873
Total Public Safety	**$**	**21,277,702**
PUBLIC WORKS:		
Administration	$	622,270
City Shop	$	826,972
General Maintenance	$	1,136,150
General Services	$	260,140
Grounds Maintenance	$	1,110,779
Animal Control	$	654,027
Engineering Administration	$	360,809
Engineering & Inspection	$	670,443
Total Public Works	**$**	**5,641,590**
PARKS AND RECREATION:		
Administration	$	260,248
Community Center	$	985,039
Athletics	$	711,897
Maintenance	$	1,291,575
Senior Citizen Center	$	313,107
Recreation Center	$	1,575,390
Total Parks and Recreation	**$**	**5,137,256**

PERFORMING ARTS:			
Performing Arts Center	$	635,610	
Total Performing Arts	**$**	**635,610**	
OTHER GENERAL FUND ITEMS /TRANSFERS OUT			
Transfer Out to State Street Aid	$	904,605	
Total Transfers Out	**$**	**904,605**	
TOTAL GENERAL FUND EXPENDITURES		**$**	**39,653,138**
GENERAL FUND REVENUES/TRANSFERS:			
Property Taxes	$	17,736,545	
Local Taxes	$	8,600,025	
Licenses & Privileges	$	1,664,300	
Intergovernmental	$	4,201,980	
General Charges for Services	$	3,977,585	
Department Revenues	$	485,325	
Court Charges	$	1,520,000	
Other Revenue	$	674,250	
Transfer In from General Improvement Fund	$	290,000	
Use of Fund Balance	$	503,128	
TOTAL GENERAL FUND REVENUES/TRANSFERS		**$**	**39,653,138**
SPECIAL REVENUE FUNDS EXPENDITURES			
Street Aid Fund	$	2,690,000	
Solid Waste Fund	$	4,821,237	
General Improvement Fund	$	593,500	
Drug Enforcement Fund	$	390,550	
DEA Enforcement Fund	$	45,500	
Drainage Control Fund	$	91,848	
Park Improvement Fund	$	840,000	
TOTAL SPECIAL REVENUE FUNDS EXPENDITURES		**$**	**9,472,635**
SPECIAL REVENUE FUNDS REVENUES/SOURCES			
Special Revenue Funds Revenue	$	8,451,537	
Special Revenue Use of Fund Balance	$	1,021,098	
TOTAL SPECIAL REVENUE FUNDS REV./SOURCES		**$**	**9,472,635**
UTILITY FUND EXPENDITURES			
Administration	$	2,196,272	
Water & Waste Water Services	$	1,571,612	
Plant Operations	$	1,473,004	
Sewer Lagoon	$	580,607	
Contribution to Retained Earnings	$	229,280	
Total Utility Operation Expenditures	**$**	**6,050,775**	
Utility Debt -- Principal	$	880,000	
Utility Debt -- Interest & Charges	$	614,370	
Total Utility Debt Expenditures	**$**	**1,494,370**	
TOTAL UTILITY FUND EXPENDITURES		**$**	**7,545,145**

UTILITY FUND REVENUES/SOURCES				
Utility Fund Revenues	$	7,545,145		
TOTAL UTILITY FUND REVENUES/SOURCES			**$**	**7,545,145**
GENERAL DEBT SERVICE FUND EXPENDITURES				
Principal	$	2,520,800		
Interest and Other Charges	$	1,086,029		
TOTAL GENERAL DEBT SERVICE EXPENDITURES			**$**	**3,606,829**
GENERAL DEBT SERVICE REVENUES/SOURCES				
Debt Service Revenues	$	3,172,060		
Use of Fund Balance	$	434,769		
TOTAL GENERAL DEBT SERVICE REV./SOURCES			**$**	**3,606,829**

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 2008-2009 are to be included in the budget, while new projects in future years represent "Planned" expenditures, and will require formal appropriation in future years.

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

SECTION 4: WATER/SEWER IN LIEU OF AD VALOREM TAX PAYMENTS -- BE IT FURTHER ORDAINED, that the Treasurer is directed to transfer and deliver to the general fund from the Water/Sewer Department, revenues equivalent to $1.54 per each $100 of Net Book Value of assets of the Bartlett Water/Sewer Department in lieu of property taxes on the day and date regularly that property taxes are collected.

SECTION 5: CITY FEES SCHEDULE -- BE IT FURTHER ORDAINED, that "Exhibit B" represents the fiscal year 2008-2009 comprehensive fees schedule for the City of Bartlett, Tennessee and establishes the rates for fiscal year 2008-2009. Any rate or fee not included in the attached 2008-2009 schedule established by previous resolution, ordinance or administrative action will remain in effect.

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

SECTION 7: OPERATING BUDGETS EXPIRE AT JUNE 30 -- BE IT FURTHER ORDAINED, that Operating budgets not spent or formally encumbered expire at June 30, 2009. Capital Projects are authorized on a "project" basis -- so the appropriation expires on completion of the project.

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

SECTION 9: AFTER THE FISCAL YEAR-END -- BE IT FURTHER ORDAINED, that the Mayor is authorized to transfer appropriations within funds as needed to balance the budget after all year-end entries have been recorded in the fiscal year 2009 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, 2009.

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

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

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

SECTION 13: EFFECTIVE DATE -- BE IT FURTHER ORDAINED, that this Ordinance become effective July 1, 2008.

FIRST READING:	May 13, 2008
SECOND READING:	May 27, 2008
THIRD READING:	June 10, 2008

_____
Rick Faith, Register to the
Board of Mayor and Aldermen

_____
A. Keith McDonald, Mayor

Attest: _____
Stefanie McGee, City Clerk

ORDINANCE 08-05

AN ORDINANCE TO LEVY AND ASSESS A TAX RATE FOR AD VALOREM TAXES UPON REAL PROPERTY AND PERSONAL PROPERTY IN THE CITY OF BARTLETT FOR THE TAX YEAR 2008

BE IT ORDAINED by the Board of Mayor and Alderman of the City of Bartlett, Tennessee, hereinafter referred to as the 2008 Tax Rate Ordinance to provide as follows:

SECTION 1: TAX RATE -- There is hereby levied upon all real property in the City of Bartlett pursuant to TCA 67-5-101 et sec., a tax calculated upon a rate of $1.54 for each $100.00 of assessed valuation and there is hereby levied upon all taxable personal property a tax calculated upon a rate of $1.54 for each $100.00 of assessed valuation.

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

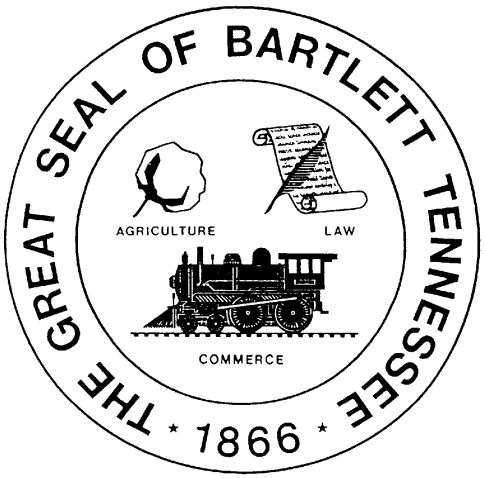
SECTION 3: EFFECTIVE DATE -- Be it further ordained that this Ordinance take effect July 1, 2008.

FIRST READING:	May 13, 2008
SECOND READING:	May 27, 2008
THIRD READING:	June 10, 2008

_____
Rick Faith, Register to the
Board of Mayor and Aldermen

_____
A. Keith McDonald, Mayor

Attest: _____
Stefanie McGee, City Clerk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THE BUDGET DOCUMENT

The City of Bartlett Fiscal 2009 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.

Introduction

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

Summary

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

General Fund

The General Fund section presents the operating budget for each function and department (including cost centers). Budgets are presented at a summary level, function level, department, cost center and at a line item detail level, and with an explanation for each FY 2009 operating and capital expense line item. Also presented are staffing levels, explanation of the increases in each budget, descriptions of each cost center and performance measures.

Special Revenue Funds

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

Utility Fund

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

Debt Service Fund

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

Capital Improvement Plan

This section includes a summary of the five-year capital plan and project detail for each project in the Fiscal Year 2009 capital budget. Sources of funds, expenditures and project start and completion dates are included.

Appendix

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

THE BUDGET PROCESS

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

Budget Guidelines

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

Revenue Forecasting

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

Fund Balance

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

Budget Adoption

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

Budget Document

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

Budget Ordinance

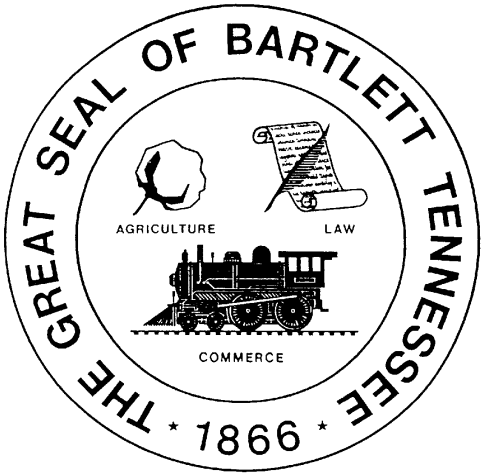
The budget is adopted in the form of an ordinance with such modifications and amendments recommended and approved by the Board. The budget ordinance defines the level of budgetary control at the cost center and/or department level. As indicated previously, no funds may be expended that are not included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

Budget Basis

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

Budget Monitoring and Management

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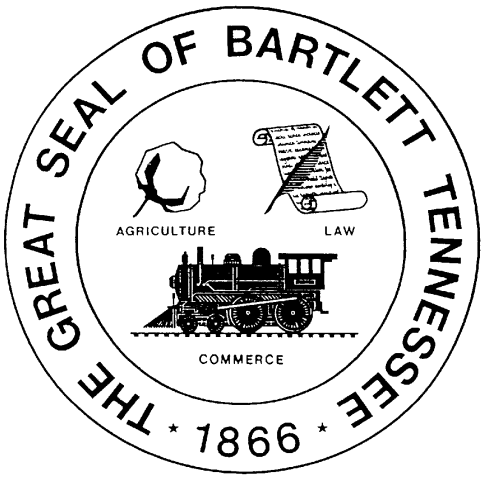
City of Bartlett

Budget Calendar

Fiscal 2008-2009

Day	Date	Activity
Thursday	January 24	Budget Instruction Memo Distributed to Departments
Friday	February 15	Operating & CIP budgets Forecasts/Requests Due
Week of	March 10	Meet with CAO and Departments to Discuss Operating/CIP Budget Forecasts/Requests
Tuesday	April	Board Work Sessions as needed
Tuesday	May 13	Board Meeting – Budget First Reading
Tuesday	May 27	Board Meeting – Budget Second Reading
Tuesday	June 10	Board Meeting – Budget Third Reading – Approved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FINANCIAL POLICIES

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

Operating Management Policies

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

Capital Management Policies

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

Debt Management Policies

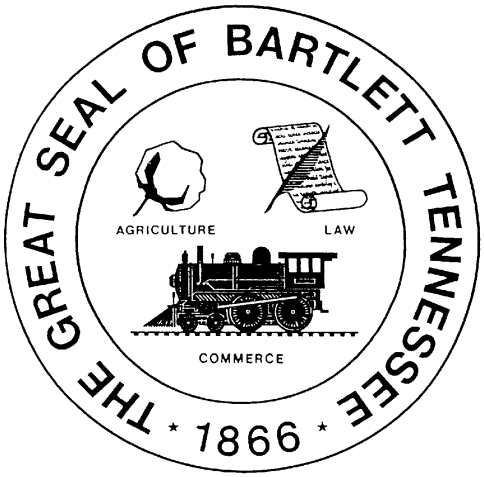
- The City of Bartlett will seek to maintain and if possible improve our bond rating to minimize debt service costs and preserve access to credit markets.
- Each bond issue will include an analysis of how the new issue and current debt impacts debt capacity and is within our debt policies.
- Financing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

Reserve Policies

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

Financial Reporting Policies

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


THE GREAT SEAL OF BARTLETT TENNESSEE
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OPERATING POLICIES

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

Quality of Life Policies

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

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

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

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

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

Education

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

Economic Development

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

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

General Government

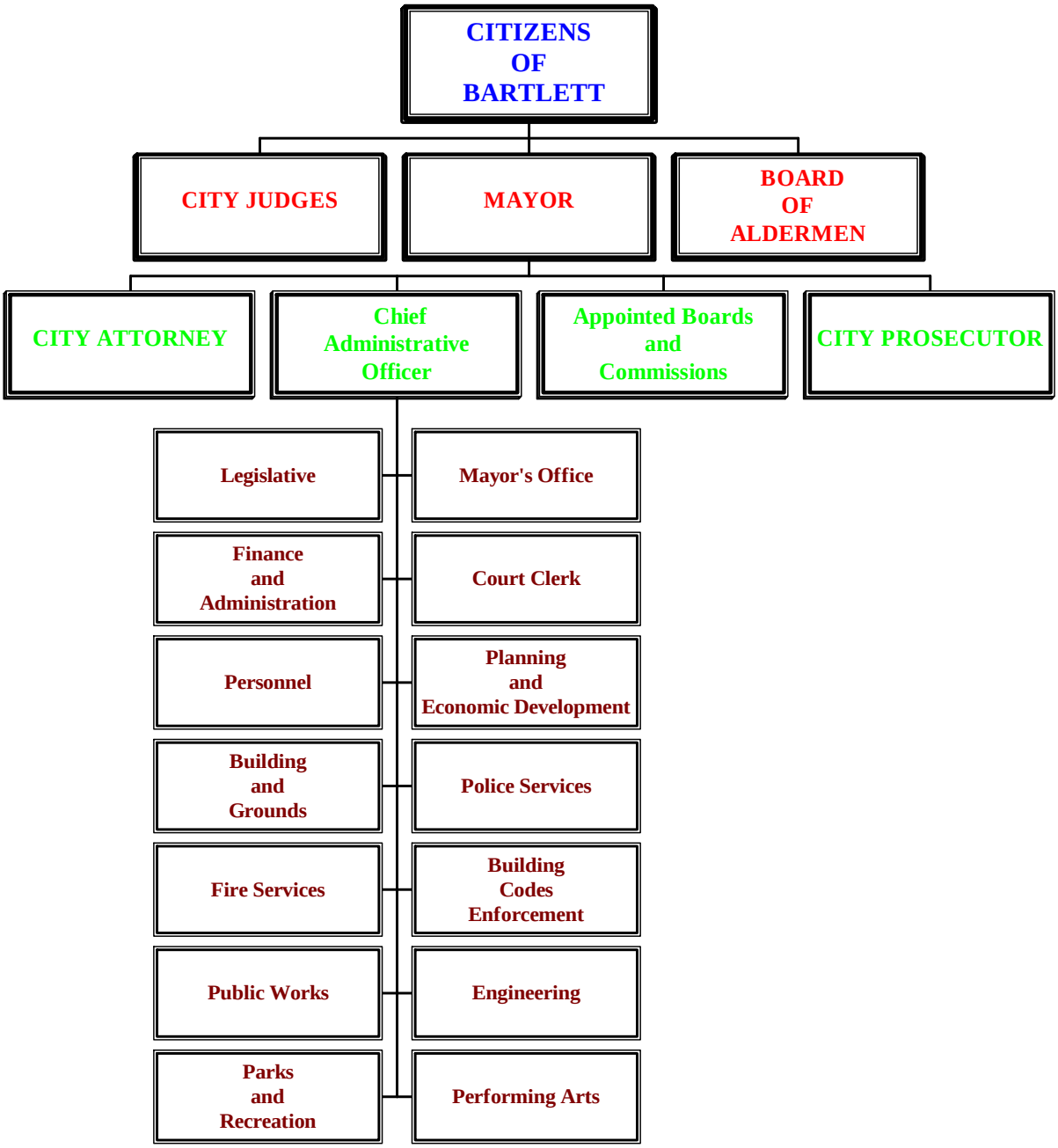
To provide for public safety, we will maintain the ratio of police officers to citizens of 2.25 officers per 1,000 citizens. We will also add 3 new paramedics on January 01, 2009 in the Fire Department in order to operate a fourth ambulance unit.

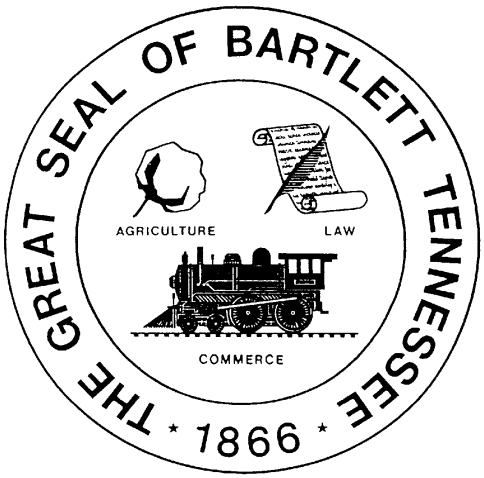
The Code Enforcement Office and Fire Marshall will continue to provide safety inspections for new construction, renovations and commercial facilities to ensure the safety of the structures and our citizens.

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




THE GREAT SEAL OF BARTLETT TENNESSEE
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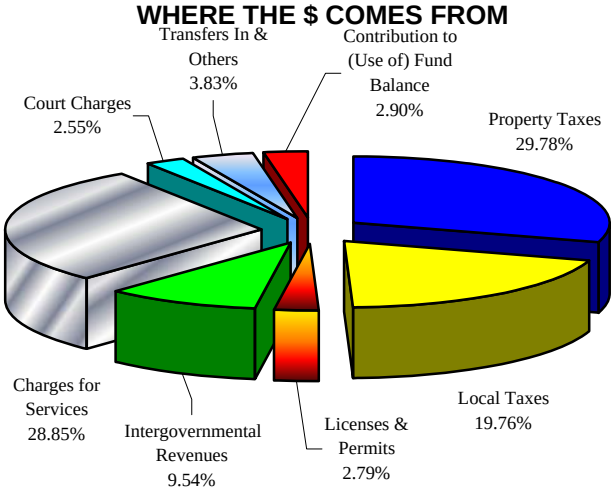
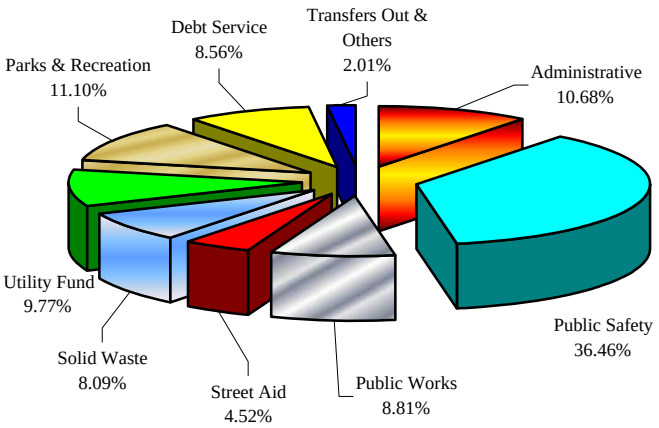
CITY OF BARTLETT
ALL FUNDS - FUNCTION SUMMARY
FY 2009 Adopted Budget

Description	General Fund	Special Revenue Funds	Utility Fund	Debt Service Fund	Total All Funds
Revenues					
Property Taxes	$ 17,736,545	$ 0	$ 0	$ 0	$ 17,736,545
Local Taxes	8,600,025	0	0	3,167,060	11,767,085
Licenses & Permits	1,664,300	0	0	0	1,664,300
Intergovernmental Revenues	4,201,980	1,480,395	0	0	5,682,375
Charges for Services	3,977,585	5,831,837	7,375,145	0	17,184,567
Court Charges	1,520,000	0	0	0	1,520,000
Transfers In & Others	964,250	1,139,305	170,000	5,000	2,278,555
Total Revenues	**$ 38,664,685**	**$ 8,451,537**	**$ 7,545,145**	**$ 3,172,060**	**$ 57,833,427**
Expenditures					
Administrative	$ 6,056,375	$ 303,500	$ 0	$ 0	$ 6,359,875
Public Safety	21,277,702	436,050	0	0	21,713,752
Public Works	5,156,265	91,848	0	0	5,248,113
Street Aid	0	2,690,000	0	0	2,690,000
Solid Waste	0	4,821,237	0	0	4,821,237
Utility Fund	0	0	5,821,495	0	5,821,495
Parks & Recreation	5,772,866	840,000	0	0	6,612,866
Debt Service	0	0	1,494,370	3,606,829	5,101,199
Transfers Out & Others	904,605	290,000	0	0	1,194,605
Total Expenditures	**$ 39,167,813**	**$ 9,472,635**	**$ 7,315,865**	**$ 3,606,829**	**$ 59,563,142**
Contribution to (Use of) Fund Balance	**$ (503,128)**	**$ (1,021,098)**	**$ 229,280**	**$ (434,769)**	**$ (1,729,715)**
Beginning Fund Balance	**$ 12,343,802**	**$ 3,410,631**	**$ 5,374,785**	**$ 1,167,403**	**$ 22,296,620**
Ending Fund Balance	**$ 11,840,674**	**$ 2,389,533**	**$ 5,604,065**	**$ 732,634**	**$ 20,566,905**

WHERE THE $ COMES FROM



WHERE THE $ GOES



CITY OF BARTLETT
GENERAL FUND - SUMMARY BY CATEGORY
FY 2009 Adopted Budget

The General 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 emergency medical services 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 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Revenues				
Property Taxes	$ 14,232,339	$ 16,820,480	$ 17,144,427	$ 17,736,545
Local Taxes	8,327,275	8,000,667	8,675,442	8,600,025
License & Permits	2,008,337	2,140,100	1,656,480	1,664,300
Intergovernmental	4,043,962	4,103,630	4,273,486	4,201,980
Charges for Services	3,611,649	3,953,872	3,806,738	3,977,585
Court Charges	1,660,289	1,642,300	1,503,300	1,520,000
Other Revenue	1,006,073	931,175	953,250	964,250
Total Revenues	**$ 34,889,924**	**$ 37,592,224**	**$ 38,013,123**	**$ 38,664,685**
Expenditures				
Department Revenues/Recoveries	*$ 572,843*	*$ 587,033*	*$ 542,725*	*$ 485,325*
Salaries	17,770,076	19,666,294	19,482,855	20,959,080
Benefits	8,255,051	8,951,047	8,892,101	9,520,630
Other Personnel	746,952	1,007,815	974,234	949,606
Operations	5,673,775	6,810,484	6,450,414	7,110,902
Capital	77,611	183,125	181,614	208,315
Transfer Out	750,387	2,427,500	2,727,500	904,605
Total Expenditures	**$ 32,701,010**	**$ 38,459,231**	**$ 38,165,993**	**$ 39,167,813**
Net From Operations	**$ 2,188,914**	**$ (867,007)**	**$ (152,870)**	**$ (503,128)**
Undesignated Beginning Fund Balance	**$ 10,307,758**	**$ 12,496,672**	**$ 12,496,672**	**$ 12,343,802**
Undesignated Ending Fund Balance	**$ 12,496,672**	**$ 11,629,665**	**$ 12,343,802**	**$ 11,840,674**

CITY OF BARTLETT
SPECIAL REVENUE FUNDS - SUMMARY BY CATEGORY
FY 2009 Adopted Budget

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

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Revenues				
State Street Aid Revenue	$ 2,169,516	$ 2,553,905	$ 2,611,368	$ 2,690,000
Solid Waste Revenue	4,082,053	4,789,076	4,689,518	4,803,137
General Improvement Revenue	619,094	586,500	594,075	593,500
Drug Enforcement Revenue	245,729	129,700	140,200	134,400
Federal Drug Enforcement Revenue	38,067	26,000	45,750	45,500
Drainage Control Revenue	125,928	100,500	48,000	35,000
Parks Improvement Revenue	306,474	347,500	100,000	150,000
Total Revenues	**$ 7,586,861**	**$ 8,533,181**	**$ 8,228,911**	**$ 8,451,537**
Expenditures				
Salaries	$ 1,339,551	$ 1,475,221	$ 1,421,720	$ 1,519,207
Benefits	665,702	726,219	690,479	754,450
Other Personnel	115,339	123,136	123,136	130,000
Operations	3,937,819	4,270,261	4,021,487	4,415,278
Capital	1,279,218	2,604,740	2,060,467	2,363,700
Tranfer Out	613,000	240,000	240,000	290,000
Total Expenditures	**7,950,629**	**9,439,577**	**8,557,289**	**9,472,635**
Net from Operations	**$ (363,769)**	**$ (906,396)**	**$ (328,378)**	**$ (1,021,098)**
Beginning Fund Balance	**$ 4,102,777**	**$ 3,739,009**	**$ 3,739,009**	**$ 3,410,631**
Ending Fund Balance	**$ 3,739,009**	**$ 2,832,612**	**$ 3,410,631**	**$ 2,389,533**

CITY OF BARTLETT
UTILITY FUND - SUMMARY BY CATEGORY
FY 2009 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.

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Revenues				
Operating Revenues	$ 6,590,326	$ 6,610,930	$ 6,700,000	$ 6,769,145
Other Revenues	271,267	230,000	226,395	170,000
Non-Operating Revenues	1,264,057	1,589,000	500,000	606,000
Total Revenues	**$ 8,125,649**	**$ 8,429,930**	**$ 7,426,395**	**$ 7,545,145**
Expenditures				
Salaries	1,326,761	1,448,610	1,411,972	1,499,535
Benefits	637,333	661,507	633,988	691,500
Other Personnel	22,291	56,259	39,020	10,000
Operations	2,474,117	2,971,697	2,911,930	2,996,610
Capital	23,879	600,348	331,740	623,850
Total Expenditures	**$ 4,484,381**	**$ 5,738,420**	**$ 5,328,650**	**$ 5,821,495**
Cash Flow	**$ 3,641,268**	**$ 2,691,510**	**$ 2,097,745**	**$ 1,723,650**
Less:				
Transfer Out	$ 1,000,000	$ 1,350,000	$ 1,350,000	$ 0
Debt Service	1,585,436	1,523,280	1,502,949	1,494,370
Total	**$ 2,585,436**	**$ 2,873,280**	**$ 2,852,949**	**$ 1,494,370**
Net Cash Flow	**$ 1,055,832**	**$ (181,770)**	**$ (755,204)**	**$ 229,280**
Retained Earnings, Beginning of Year	**$ 5,074,157**	**$ 6,129,989**	**$ 6,129,989**	**$ 5,374,785**
Retained Earnings, End of Year	**$ 6,129,989**	**$ 5,948,219**	**$ 5,374,785**	**$ 5,604,065**

CITY OF BARTLETT
GENERAL DEBT SERVICE FUND - SUMMARY BY CAT.
FY 2009 Adopted Budget

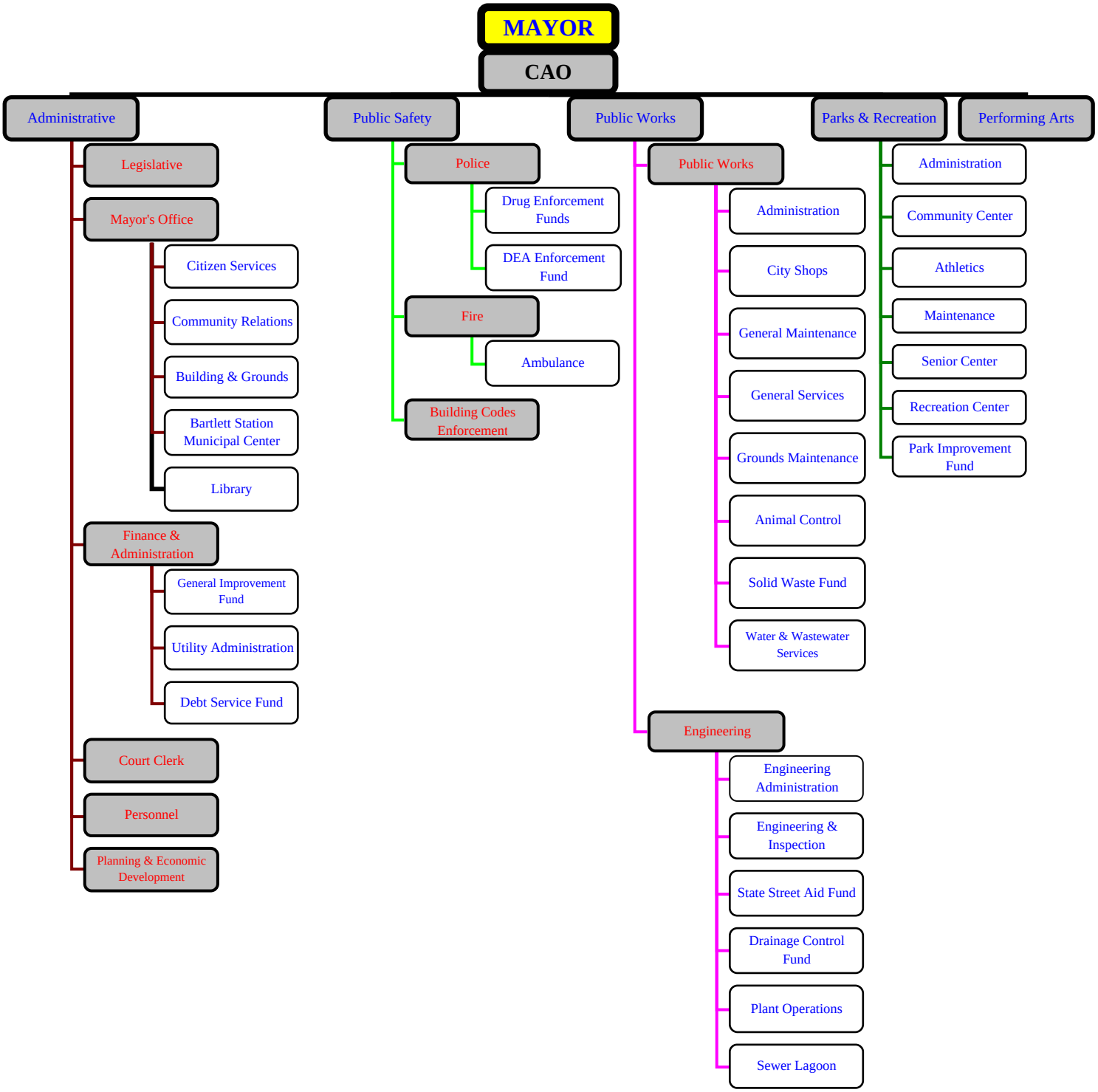
This fund is used for the accumulation of resources for, and the payment of interest and principle on the City's outstanding general obligation debt. Revenues for this fund consist of one third of the local sales tax and a portion of the general revenues.

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Revenues				
Local Sales Tax	$ 3,032,585	$ 2,850,548	$ 3,227,510	$ 3,167,060
Interest	10,021	10,000	5,000	5,000
Transfers	150,000	525,000	525,000	0
Total Revenues	**$ 3,192,605**	**$ 3,385,548**	**$ 3,757,510**	**$ 3,172,060**
Expenditures				
Agent Fees	$ 3,490	$ 3,500	$ 3,500	$ 3,500
Issuance Cost	23,042	26,000	24,305	30,000
Bond Principal	2,294,860	2,367,190	2,367,190	2,520,800
Interest	927,552	994,535	982,740	1,052,529
Total Expenditures	**$ 3,248,944**	**$ 3,391,225**	**$ 3,377,735**	**$ 3,606,829**
Net from Operations	**$ (56,339)**	**$ (5,677)**	**$ 379,775**	**$ (434,769)**
Beginning Fund Balance	**$ 843,967**	**$ 787,628**	**$ 787,628**	**$ 1,167,403**
Ending Fund Balance	**$ 787,628**	**$ 781,951**	**$ 1,167,403**	**$ 732,634**

CITY OF BARTLETT
FY 2009-2013 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Revenues						
G.O. Bonds	$ 1,700,000	$ 1,845,000	$ 1,570,000	$ 1,740,000	$ 3,050,000	**$ 9,905,000**
Capital Note	$ 740,500	$ 926,000	$ 921,500	$ 949,500	$ 927,000	**$ 4,464,500**
Utility Bonds	$ 980,000	$ 2,220,000	$ 2,440,000	$ 1,773,000	$ 1,773,000	**$ 9,186,000**
Other Funds	$ 0	$ 0	$ 450,000	$ 750,000	$ 500,000	**$ 1,700,000**
Total Revenues	**$ 3,420,500**	**$ 4,991,000**	**$ 5,381,500**	**$ 5,212,500**	**$ 6,250,000**	**$ 25,255,500**
Impact on Operating Budget	***$ 0***	***$ (45,000)***	***$ (47,250)***	***$ (49,613)***	***$ (52,093)***	
Expenditures						
G.O. Bond/Other Funded						
Administrative	$ 704,000	$ 20,000	$ 25,000	$ 28,000	$ 30,000	**$ 807,000**
Public Safety	$ 970,000	$ 910,000	$ 1,285,000	$ 510,000	$ 485,000	**$ 4,160,000**
Public Works	$ 171,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,171,000**
Engineering	$ 500,500	$ 1,466,000	$ 791,500	$ 761,500	$ 3,072,000	**$ 6,591,500**
Parks & Recreation	$ 95,000	$ 125,000	$ 140,000	$ 1,140,000	$ 140,000	**$ 1,640,000**
Total G.O. Bond/Other Funded	**$ 2,440,500**	**$ 2,771,000**	**$ 2,491,500**	**$ 2,689,500**	**$ 3,977,000**	**$ 14,369,500**
Utility Bond/Other Funded						
Water	$ 430,000	$ 1,070,000	$ 2,165,000	$ 173,000	$ 173,000	**$ 4,011,000**
Sewer	$ 550,000	$ 1,150,000	$ 725,000	$ 2,350,000	$ 2,100,000	**$ 6,875,000**
Total Utility Bond/Other Funded	**$ 980,000**	**$ 2,220,000**	**$ 2,890,000**	**$ 2,523,000**	**$ 2,273,000**	**$ 10,886,000**
Total Expenditures	**$ 3,420,500**	**$ 4,991,000**	**$ 5,381,500**	**$ 5,212,500**	**$ 6,250,000**	**$ 25,255,500**

CITY OF BARTLETT
ORGANIZATION CHART - BY FUNCTION



CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2009 Adopted Budget

Fiscal Year 2009 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. The Police Department planned to add 8 full time positions (2 jailer and 6 patrolman positions) in FY 2009 but proceeded to added these positions in March 1, 2008. There is a net increase of 4 full time positions in FY 2009. The Fire Department will add 3 paramedic positions in January 1, 2009. P.W. General Services added a building service technician position. A Building Service Technician was also added to the Mayor's Office (in the Bartlett Station Municipal Center), while Legislative eliminated the assistant city attorney position.

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
GENERAL FUND				
Administrative				
Legislative Board				
Full Time	*8.00*	*8.00*	*7.50*	*7.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Legislative Board FTE	***8.00***	***8.00***	***7.50***	***7.00***
Mayor's Office				
Full Time	*6.00*	*7.00*	*6.84*	*6.00*
Part Time (converted to FTE)	*0.00*	*0.11*	*0.00*	*0.15*
Total Mayor's Office FTE	***6.00***	***7.11***	***6.84***	***6.15***
Community Relations				
Full Time	*1.00*	*1.00*	*1.00*	*1.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Community Affairs FTE	***1.00***	***1.00***	***1.00***	***1.00***
Buildings and Grounds				
Full Time	*3.00*	*3.00*	*3.00*	*3.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Buildings and Grounds FTE	***3.00***	***3.00***	***3.00***	***3.00***
Bartlett Station Community Center				
Full Time	*1.00*	*1.00*	*1.00*	*3.00*
Part Time (converted to FTE)	*1.23*	*2.50*	*2.09*	*1.48*
Total B.S. Community Center FTE	***2.23***	***3.50***	***3.09***	***4.48***
Finance and Administration				
Full Time	*12.00*	*13.00*	*12.37*	*13.00*
Part Time (converted to FTE)	*0.98*	*1.00*	*1.03*	*1.00*
Total Finance & Administration FTE	***12.98***	***14.00***	***13.40***	***14.00***
City Court				
Full Time	*10.42*	*11.00*	*10.27*	*11.00*
Part Time (converted to FTE)	*1.05*	*0.00*	*0.64*	*0.38*
Total City Court FTE	***11.47***	***11.00***	***10.91***	***11.38***
Personnel				
Full Time	*4.60*	*4.00*	*3.97*	*4.00*
Part Time (converted to FTE)	*0.00*	*0.05*	*0.00*	*0.00*
Total Personnel FTE	***4.60***	***4.05***	***3.97***	***4.00***

CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2009 Adopted Budget

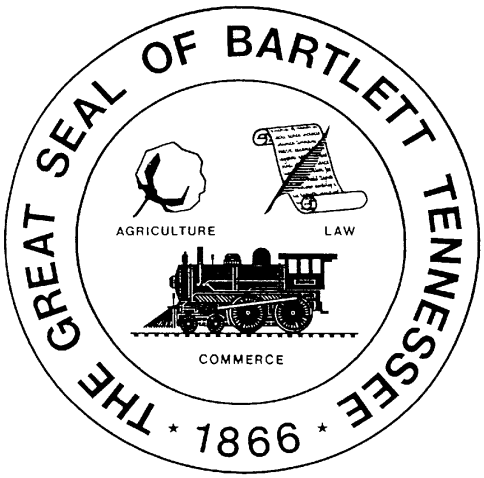
Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Planning & Economic Development				
Full Time	*4.50*	*4.00*	*4.05*	*4.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Planning & Eco Devpmnt FTE	***4.50***	***4.00***	***4.05***	***4.00***
Full Time	**50.52**	**52.00**	**50.00**	**52.00**
Part Time (converted to FTE)	**3.26**	**3.66**	**3.76**	**3.01**
Total Administrative FTE	**53.78**	**55.66**	**53.76**	**55.01**
Public Safety				
Police				
Full Time	*122.63*	*136.00*	*133.85*	*144.00*
Part Time (converted to FTE)	*6.38*	*9.95*	*6.90*	*8.00*
Total Police FTE	***129.01***	***145.95***	***140.75***	***152.00***
Fire				
Full Time	*74.97*	*72.00*	*73.42*	*72.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.37*	*0.75*
Total Fire FTE	***74.97***	***72.00***	***73.79***	***72.75***
Ambulance Service				
Full Time	*22.47*	*22.00*	*22.06*	*25.00*
Part Time (converted to FTE)	*0.00*	*0.67*	*0.00*	*0.00*
Total Ambulance Service FTE	***22.47***	***22.67***	***22.06***	***25.00***
Building Codes Enforcement				
Full Time	*11.00*	*11.00*	*11.00*	*11.00*
Part Time (converted to FTE)	*1.18*	*1.25*	*1.47*	*1.50*
Total Bldg. Codes Enforcement FTE	***12.18***	***12.25***	***12.47***	***12.50***
Full Time	**231.07**	**241.00**	**240.33**	**252.00**
Part Time (converted to FTE)	**7.56**	**11.87**	**8.74**	**10.25**
Total Public Safety FTE	**238.63**	**252.87**	**249.07**	**262.25**
Public Works				
Administration				
Full Time	*5.00*	*5.00*	*5.00*	*5.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Administration FTE	***5.00***	***5.00***	***5.00***	***5.00***
City Shops				
Full Time	*9.53*	*10.00*	*9.40*	*10.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total City Shops FTE	***9.53***	***10.00***	***9.40***	***10.00***
General Maintenance				
Full Time	*15.55*	*16.00*	*15.37*	*16.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total General Maintenance FTE	***15.55***	***16.00***	***15.37***	***16.00***
General Services				
Full Time	*1.91*	*2.00*	*2.00*	*3.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total General Services FTE	***1.91***	***2.00***	***2.00***	***3.00***

CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Grounds Maintenance				
Full Time	*12.62*	*14.00*	*13.21*	*14.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Grounds Maintenance FTE	***12.62***	***14.00***	***13.21***	***14.00***
Animal Control				
Full Time	*6.96*	*8.00*	*7.37*	*8.00*
Part Time (converted to FTE)	*0.60*	*0.75*	*0.56*	*0.75*
Total Animal Control FTE	***7.56***	***8.75***	***7.93***	***8.75***
Engineering Administration				
Full Time	*3.00*	*3.00*	*3.00*	*3.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.05*
Total Engineering Administration FTE	***3.00***	***3.00***	***3.00***	***3.05***
Engineering & Inspection				
Full Time	*8.00*	*8.00*	*8.00*	*8.00*
Part Time (converted to FTE)	*0.46*	*0.75*	*0.48*	*0.75*
Total Engineering & Inspection FTE	***8.46***	***8.75***	***8.48***	***8.75***
Full Time	**62.57**	**66.00**	**63.35**	**67.00**
Part Time (converted to FTE)	**1.06**	**1.50**	**1.04**	**1.55**
Total Public Works FTE	**63.63**	**67.50**	**64.39**	**68.55**
Parks & Recreation				
Administration				
Full Time	*3.00*	*3.00*	*2.39*	*3.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Administration FTE	***3.00***	***3.00***	***2.39***	***3.00***
Community Center				
Full Time	*5.00*	*6.00*	*5.00*	*6.00*
Part Time (converted to FTE)	*13.05*	*13.00*	*12.40*	*13.00*
Total Community Center FTE	***18.05***	***19.00***	***17.40***	***19.00***
Athletics				
Full Time	*3.00*	*3.00*	*3.00*	*3.00*
Part Time (converted to FTE)	*6.43*	*6.75*	*6.11*	*6.90*
Total Athletics FTE	***9.43***	***9.75***	***9.11***	***9.90***
Maintenance				
Full Time	*13.00*	*14.00*	*13.32*	*14.00*
Part Time (converted to FTE)	*1.00*	*1.10*	*2.38*	*1.50*
Total Maintenance FTE	***14.00***	***15.10***	***15.70***	***15.50***
Senior Center				
Full Time	*3.79*	*4.00*	*4.00*	*4.00*
Part Time (converted to FTE)	*0.61*	*0.00*	*0.00*	*0.00*
Total Senior Center FTE	***4.40***	***4.00***	***4.00***	***4.00***
Recreation Center				
Full Time	*10.77*	*12.00*	*11.85*	*12.00*
Part Time (converted to FTE)	*18.38*	*18.25*	*18.67*	*19.23*
Total Recreation Center FTE	***29.15***	***30.25***	***30.52***	***31.23***
Full Time	**38.56**	**42.00**	**39.56**	**42.00**
Part Time (converted to FTE)	**39.47**	**39.10**	**39.56**	**40.63**
Total Parks FTE	**78.03**	**81.10**	**79.12**	**82.63**

CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Performing Arts				
Full Time	**2.00**	**2.00**	**1.79**	**2.00**
Part Time (converted to FTE)	**1.16**	**3.00**	**1.88**	**3.00**
Total Performing Arts FTE	**3.16**	**5.00**	**3.67**	**5.00**
FULL TIME	**384.72**	**403.00**	**395.03**	**415.00**
PART TIME (converted to FTE)	**52.51**	**59.13**	**54.98**	**58.44**
TOTAL GENERAL FUND FTE	**437.23**	**462.13**	**450.01**	**473.44**
SPECIAL REVENUE FUNDS				
Solid Waste Fund				
Full Time	*35.98*	*37.00*	*36.21*	*37.00*
Part Time (converted to FTE)	*1.21*	*1.25*	*1.41*	*1.25*
Total Solid Waste Fund FTE	***37.19***	***38.25***	***37.62***	***38.25***
Drainage Control Fund				
Full Time	*0.90*	*1.00*	*0.87*	*1.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Drainage Control Fund FTE	***0.90***	***1.00***	***0.87***	***1.00***
FULL TIME	**36.88**	**38.00**	**37.08**	**38.00**
PART TIME (converted to FTE)	**1.21**	**1.25**	**1.41**	**1.25**
TOTAL SPECIAL REVENUE FUNDS FTE	**38.09**	**39.25**	**38.49**	**39.25**
UTILITY				
Administration				
Full Time	*10.96*	*11.00*	*11.11*	*11.00*
Part Time (converted to FTE)	*0.31*	*1.25*	*0.70*	*1.25*
Total Administration FTE	***11.27***	***12.25***	***11.81***	***12.25***
Water & Wastewater Services				
Full Time	*15.00*	*15.00*	*15.00*	*15.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Water & Wastewater Services FTE	***15.00***	***15.00***	***15.00***	***15.00***
Plant Operations				
Full Time	*5.00*	*6.00*	*5.00*	*6.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Plant Operations FTE	***5.00***	***6.00***	***5.00***	***6.00***
Sewer Lagoon				
Full Time	*4.00*	*4.00*	*4.00*	*4.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Sewer Lagoon FTE	***4.00***	***4.00***	***4.00***	***4.00***
FULL TIME	**34.96**	**36.00**	**35.11**	**36.00**
PART TIME (converted to FTE)	**0.31**	**1.25**	**0.70**	**1.25**
TOTAL UTILITY FTE	**35.27**	**37.25**	**35.81**	**37.25**
ALL FUNDS				
FULL TIME	**456.56**	**477.00**	**467.22**	**489.00**
PART TIME (converted to FTE)	**54.03**	**61.63**	**57.09**	**60.94**
TOTAL ALL FUNDS FTE	**510.59**	**538.63**	**524.31**	**549.94**


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

CITY OF BARTLETT
GENERAL FUND SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Revenues				
Property Taxes	$ 14,232,339	$ 16,820,480	$ 17,144,427	$ 17,736,545
Local Taxes	8,327,275	8,000,667	8,675,442	8,600,025
License & Permits	2,008,337	2,140,100	1,656,480	1,664,300
Intergovernmental	4,043,962	4,103,630	4,273,486	4,201,980
Charges for Services	3,611,649	3,953,872	3,806,738	3,977,585
Court Charges	1,660,289	1,642,300	1,503,300	1,520,000
Other Revenue/Transfers	1,006,073	931,175	953,250	964,250
Total Revenues	**$ 34,889,924**	**$ 37,592,224**	**$ 38,013,123**	**$ 38,664,685**
Expenditures				
Legislative	$ 420,893	$ 535,285	$ 520,598	$ 544,349
Mayor's Office	600,083	671,150	658,897	632,767
Community Relations	253,257	249,293	224,789	246,111
Building & Grounds	339,392	401,982	375,348	390,147
Bartlett Station Municipal Center	210,038	348,857	332,260	472,679
Library	888,865	994,227	982,598	1,065,000
Finance	1,136,483	1,230,118	1,210,659	1,274,693
City Court	609,431	622,975	635,905	688,635
Personnel	362,752	413,784	371,829	420,665
Planning	331,458	305,165	305,577	321,329
Police	9,569,112	10,929,017	10,986,795	11,965,692
Fire Services and Ambulance	7,177,014	7,908,680	7,757,949	8,388,137
Codes Enforcement	813,442	871,329	896,967	923,873
Public Works	3,500,217	3,958,614	3,864,232	4,125,013
Engineering	882,122	975,687	955,360	1,031,252
Parks & Recreation	4,330,319	4,889,498	4,667,756	5,137,256
Performing Arts	525,743	726,069	690,974	635,610
Expenditures	**$ 31,950,623**	**$ 36,031,731**	**$ 35,438,493**	**$ 38,263,208**
Transfers Out				
Trfr. Out to Debt Service	$ 0	$ 525,000	$ 525,000	$ 0
Trfr. Out to State Street Aid	540,000	600,000	900,000	904,605
Trfr. Out to Capital Improvement/Grants	210,387	1,302,500	1,302,500	0
Total Transfers Out	**$ 750,387**	**$ 2,427,500**	**$ 2,727,500**	**$ 904,605**
Total Expenditures	**$ 32,701,010**	**$ 38,459,231**	**$ 38,165,993**	**$ 39,167,813**
Net From Operations	**2,188,914**	**(867,007)**	**(152,870)**	**(503,128)**
Beginning Fund Balance	**$ 10,307,758**	**$ 12,496,672**	**$ 12,496,672**	**$ 12,343,802**
Ending Fund Balance	**$ 12,496,672**	**$ 11,629,665**	**$ 12,343,802**	**$ 11,840,674**

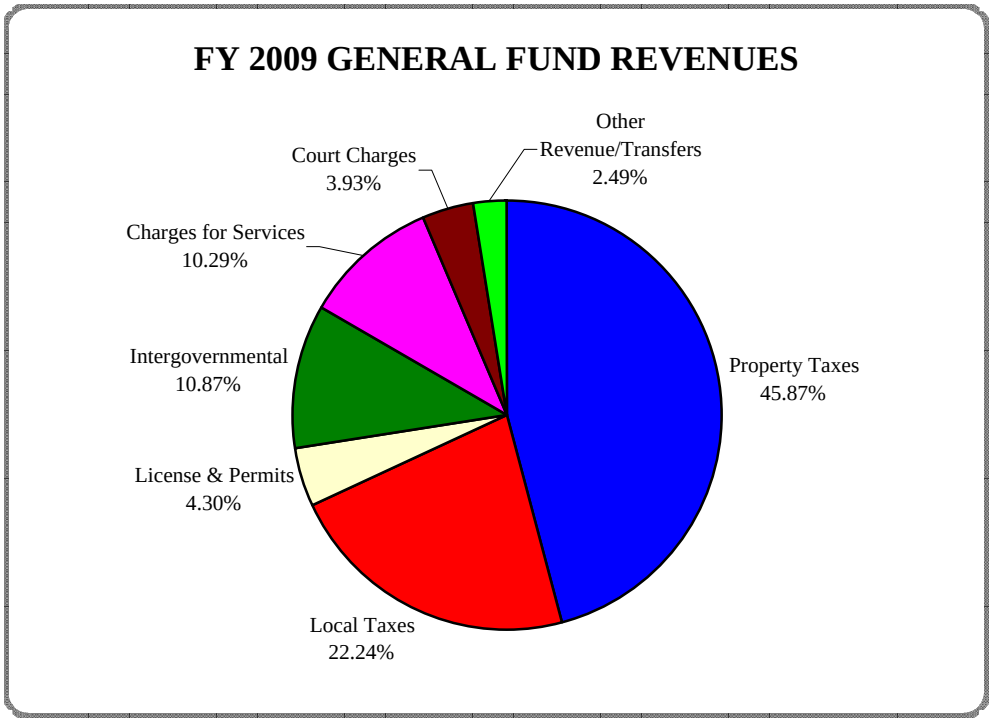
CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Property Taxes				
Real Property Tax	$ 12,244,960	$ 14,670,300	$ 14,849,565	$ 15,366,545
Personalty Tax	495,266	570,000	605,000	620,000
Property Tax - Utility	223,574	145,000	203,069	205,000
In-Lieu Of Tax - Utility	249,537	276,850	311,553	345,000
In-Lieu Of Tax - Industry	454,242	575,545	572,803	575,000
In-Lieu Of Tax - MLG&W	200,095	227,585	247,437	250,000
Delinquent Tax	270,778	265,200	265,000	280,000
Interest & Penalty	93,887	90,000	90,000	95,000
Total Property Taxes	**$ 14,232,339**	**$ 16,820,480**	**$ 17,144,427**	**$ 17,736,545**
Local Taxes				
Local Sales Tax	$ 6,065,169	$ 5,761,285	$ 6,455,020	$ 6,334,120
Wholesale Beer Tax	628,114	678,310	665,165	675,000
Wholesale Liquor Tax	148,060	148,000	140,215	144,500
Beer Permits Application	3,750	3,000	3,000	3,000
Retail Liquor Licenses	10,020	10,500	10,500	10,500
Beer Privilege Tax	6,542	6,550	6,550	6,550
Gross Receipts Business	861,224	781,157	781,157	796,780
Business Licenses	34,472	35,350	35,350	35,500
Penalty - Business Tax	10,664	9,000	12,000	12,000
Interest - Business Tax	2,052	1,665	2,500	2,200
Collection Fees - Business Tax	12,495	14,140	14,140	14,500
Misc Business Permits & Licenses	110	110	110	110
Catv Franchise Fees	329,991	336,600	330,435	335,000
Hotel/Motel Tax	214,612	215,000	219,300	230,265
Total Local Taxes	**$ 8,327,275**	**$ 8,000,667**	**$ 8,675,442**	**$ 8,600,025**
License & Permits				
Additional Building Fees	$ 3,990	$ 5,000	$ 4,500	$ 5,000
Additional Electrical Fees	1,818	1,350	1,500	1,500
Additional Plumbing Fees	2,421	2,800	2,500	2,500
Additional Mechanical Fe	14,283	15,550	12,675	13,000
Issuing Fees	19,260	19,380	14,000	14,000
New Building Permits	152,208	148,000	125,000	125,000
New Electrical Permits	118,566	105,060	64,695	65,000
New Plumbing Permits	76,037	85,000	54,045	55,000
New Mechanical Permits	67,497	65,000	56,215	57,000
Zoning Application Fees	8,264	9,500	5,000	5,000
Planning Fees	1,200	1,050	1,050	1,000
S/D Application Fees	6,001	8,500	1,000	1,000
Miscellaneous Building Permits	30,657	25,500	25,500	25,500
Board Of Zoning Appeals	2,600	2,500	1,000	1,000
Subdivision Inspection Fees	221,369	285,000	85,000	85,000
Subdivision Engineering Fees	171,352	205,000	60,000	60,000
Subdivision Sewer Review Fees	3,973	6,900	1,500	1,500
Road Cut & Boring Permit	4,650	3,500	5,000	5,000
Site Plan Review	2,200	2,200	2,200	2,200
Sign Review	2,625	2,100	2,100	2,100
Building Plan Review	17,454	18,360	12,000	12,000
Sign Inspection	17,984	17,850	15,000	15,000

CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Auto Wheel Fee	1,061,929	1,105,000	1,105,000	1,110,000
Total License & Permits	**$ 2,008,337**	**$ 2,140,100**	**$ 1,656,480**	**$ 1,664,300**
Intergovernmental Revenues				
State Sales Tax	$ 3,374,738	$ 3,443,530	$ 3,401,835	$ 3,402,000
State Income Tax	166,192	115,000	320,281	230,000
State Beer Tax	25,206	23,500	25,000	25,500
State Liquor Tax	49,918	50,470	50,470	51,480
State Excise Tax	12,264	45,900	20,000	20,000
State TVA In Lieu Of Tax	389,643	405,230	435,900	453,000
State Share / Road Maint	26,001	20,000	20,000	20,000
Total Intergovernmental Revenues	**$ 4,043,962**	**$ 4,103,630**	**$ 4,273,486**	**$ 4,201,980**
Misc Charges For Services				
City Service Fees	$ 2,677	$ 4,500	$ 4,500	$ 4,500
Ambulance Fees	525,119	690,000	608,380	650,000
Tow-In Fees	4,400	5,100	5,100	5,100
Accident Reports	41,252	40,000	40,000	40,000
Publication Fees	2,436	1,000	1,200	1,000
Police Background Check	1,575	4,450	1,500	1,500
911 Fees	17,284	23,000	23,000	23,000
Total Misc Charges For Services	**$ 594,743**	**$ 768,050**	**$ 683,680**	**$ 725,100**
Parks & Rec Charges				
Senior Citizens Center	$ 16,988	$ 15,650	$ 49,600	$ 77,795
Community Relations	25,659	25,000	25,588	25,000
Community Center	508,859	495,000	495,000	513,050
Athletics	368,364	375,000	370,530	408,860
Recreation Center	1,843,134	2,009,462	1,951,035	1,956,780
Total Parks & Rec Charges	**$ 2,763,004**	**$ 2,920,112**	**$ 2,891,753**	**$ 2,981,485**
BPACC Revenues	253,903	265,710	231,305	271,000
Court Fines & Costs				
City Court Fines	$ 898,403	$ 853,875	$ 848,930	$ 855,000
City Court Costs	477,775	456,875	376,000	380,000
State Tax On Court Fines	123,884	175,000	125,000	125,000
Bond Forfeitures	44,491	42,420	42,420	45,000
Fines Greater Than Cash	102,463	95,950	95,950	100,000
Other Court Costs	13,274	18,180	15,000	15,000
Total Court Fines & Costs	**$ 1,660,289**	**$ 1,642,300**	**$ 1,503,300**	**$ 1,520,000**
Other Revenues				
Interest	$ 559,097	$ 460,000	$ 460,000	$ 400,000
Sale Of Equipment	16,526	26,775	45,000	45,000
Bartlett Station Municipal Center	81,158	90,000	93,000	112,000
Other Revenues	102,984	114,400	115,250	117,250
Transfer In	246,308	240,000	240,000	290,000
Total Other Revenues	**$ 1,006,073**	**$ 931,175**	**$ 953,250**	**$ 964,250**
TOTAL GENERAL FUND REVENUES	**$ 34,889,924**	**$ 37,592,224**	**$ 38,013,123**	**$ 38,664,685**

CITY OF BARTLETT
ANALYSIS OF GENERAL FUND REVENUE SOURCES
FY 2009 Adopted Budget



General Fund Revenues are classified into seven major sources; Property Taxes, Local Taxes, License & Permits, Intergovernmental, Charges for Services, Court Charges and Other Revenue. Property and Local Taxes are Bartlett's largest sources of revenue, a combined 68.11% of all General Fund Revenues in FY 2009. The anticipated revenue growth in the 2009 budget is less than 2% because of the weak economy impacting all revenue sources.

Property Taxes

FY	Amount	% Inc (Dec)
2005	$ 11,423,316	
2006	$ 12,680,877	11.01%
2007	$ 14,232,339	12.23%
2008 (Proj)	$ 17,144,427	20.46%
2009 (Bdgt)	$ 17,736,545	3.45%

Property Taxes represent the largest percentage (45.87%) of all GF Revenues. A 23 cents increase in 2008 allow us to projected a 20.46% increase in FY 2008 while only a modest 3.45% increase in FY 2009. Property assessments are made by the Shelby County Tax Assessor based on the estimated appraised value and the following classifications:

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

The current property tax rate is at 1.54. The property tax rate increased only twice (2003 & 2007) for the last 12 years. Taxes are due on November 1, and become delinquent March 1 the following year.

Local Taxes is the second largest source of revenue and represent 22.24% of all GF Revenues. They are comprised primarily of Local Sales Taxes ($6,334,120, over two thirds (74%) of local taxes), Wholesale Beer Taxes ($675,000), Gross Receipts Business ($796,780), Catv Franchise Fees ($335,000), along with other local taxes. The current local sales taxes rate is 2.25% the first $1,600 of the gross proceeds. The last increase was in FY 1984, from 1.5% to 2.25%.

Local Taxes

FY	Amount	% Inc (Dec)
2005	$ 7,318,488	
2006	$ 7,688,612	5.06%
2007	$ 8,327,275	8.31%
2008 (Proj)	$ 8,675,442	4.18%
2009 (Bdgt)	$ 8,600,025	-0.87%

CITY OF BARTLETT
ANALYSIS OF GENERAL FUND REVENUE SOURCES
FY 2009 Adopted Budget

Licenses & Permits		
FY	Amount	% Inc (Dec)
2005	$ 1,708,252	
2006	$ 2,270,751	32.93%
2007	$ 2,008,337	-11.56%
2008 (Proj)	$ 1,656,480	-17.52%
2009 (Bdgt)	$ 1,664,300	0.47%

The Office of Code Enforcement sets, monitors and collects most of the L**icense and Permit** fees. Projections for subdivision and new construction permit fees are based on commercial construction continuing at current levels and residential construction at 350 units. The largest fee is the $25 Wheel Tax that generates over 1/2 of the License and Permits revenues.

Intergovernmental Revenues are state shared revenues, the largest being Bartlett's share of the State Sales Tax, 81%. In FY 2005 the State of Tennessee took a part of the shared revenues from municipalities. However, the State has restored and is restoring the shared revenues 50% in FY 2006 and 50% in FY 2007, thus only a projected 5.68% increase in FY 2008. The weak economy negatively affects our budgeted revenue in FY 2009.

Intergovernmental Revenues		
FY	Amount	% Inc (Dec)
2005	$ 2,939,133	
2006	$ 3,458,833	17.68%
2007	$ 4,043,962	16.92%
2008 (Proj)	$ 4,273,486	5.68%
2009 (Bdgt)	$ 4,201,980	-1.67%

Charges for Services		
FY	Amount	% Inc (Dec)
2005	$ 3,460,717	
2006	$ 3,706,246	7.09%
2007	$ 3,611,649	-2.55%
2008 (Proj)	$ 3,806,738	5.40%
2009 (Bdgt)	$ 3,977,585	4.49%

Parks and Recreation fees account for the largest share of **Charges for Services** and the Recreation Center accounts for over 1/2 of the Parks fees. The second largest share of Charges for Services is the ambulance fees ($650,000). We only budget a modest increase in FY 2009.

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

Court Charges		
FY	Amount	% Inc (Dec)
2005	$ 1,578,732	
2006	$ 1,597,456	1.19%
2007	$ 1,660,289	3.93%
2008 (Proj)	$ 1,503,300	-9.46%
2009 (Bdgt)	$ 1,520,000	1.11%

Other Revenue		
FY	Amount	% Inc (Dec)
2005	$ 666,007	
2006	$ 959,951	44.14%
2007	$ 1,006,073	4.80%
2008 (Proj)	$ 953,250	-5.25%
2009 (Bdgt)	$ 964,250	1.15%

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

CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Department Revenues				
State Police Training Grant	$ 49,200	$ 51,000	$ 51,000	$ 0
State Fire Training Grant	25,200	0	0	0
CERT Class Fees	1,020	0	0	0
Property Maintenance Charges	300	0	200	0
Weed Cutting Fees	20,323	12,600	25,000	20,000
Transfer from Grants Fund	0	43,908	0	0
Intergovernment Reimbursement	1,776	0	0	0
Animal Shelter Donations	6,832	6,000	6,000	8,000
Animal Shelter Boarding	1,207	1,500	200	0
Animal Shelter Capture Fee	10,019	4,700	16,000	12,000
Animal Shelter Adoption	57,106	65,000	54,000	55,000
Animal Shelter City License	46,824	52,000	40,000	40,000
Animal Shelter Misc Revenues	22,686	25,000	25,000	25,000
Shop Expense Allocation	330,350	325,325	325,325	325,325
Total Department Revenues	**$ 572,843**	**$ 587,033**	**$ 542,725**	**$ 485,325**
Personnel				
Supervisor Salaries	$ 3,049,496	$ 3,056,357	$ 3,186,406	$ 3,337,691
Employee Wages	13,270,541	14,753,812	14,465,394	15,642,090
Overtime Wages	359,680	488,358	501,464	517,784
Special Hours	171,677	201,600	216,909	228,900
Holiday Pay	338,702	408,536	387,513	424,424
Contracted Services	668,235	922,115	889,195	857,606
Part-Time	918,682	1,166,166	1,123,805	1,246,715
Instructional Expense	4,138	4,000	4,003	4,000
Vacation Pay	153,344	38,000	59,976	35,000
Educational Bonus	59,820	76,480	71,030	86,140
Sick Pay	149,101	22,480	22,453	10,000
Longevity Pay	269,727	334,308	330,973	369,217
FLSA Wages	48,927	68,000	60,656	71,925
Christmas Bonus	36,000	45,960	44,354	48,797
Employee Incentive	3,712	11,136	11,136	11,136
Other Personnel Costs	9,630	11,700	16,386	18,000
Employee Health Insurance	2,843,792	3,295,501	3,264,653	3,287,069
Employee Life Insurance	85,471	96,093	94,481	102,491
Employee Testing	65,224	70,000	70,000	76,000
Worker's Compensation Insurance	543,145	573,333	580,506	615,972
Unemployment Compensation	22,146	1,500	5,193	3,000
Retiree Health Insurance	0	355,895	352,055	379,594
FICA	1,404,805	1,577,432	1,547,394	1,683,291
Pension Contribution	2,296,085	2,046,393	2,043,255	2,372,474
Total Personnel	**$ 26,772,080**	**$ 29,625,156**	**$ 29,349,190**	**$ 31,429,316**
Staffing Level				
Full-Time	*384.72*	*403.00*	*395.03*	*415.00*
Part-Time (converted to FTE)	*52.51*	*59.13*	*54.98*	*58.44*
Total Full-Time Equivalent (FTE)	***437.23***	***462.13***	***450.01***	***473.44***
Operations				
Training	$ 110,553	$ 128,280	$ 112,746	$ 144,223

CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2009 Adopted Budget

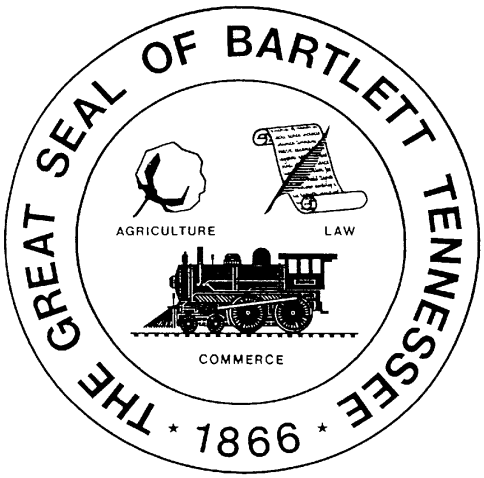
Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
State Training Salary Supplement	74,400	51,000	51,000	0
Firearms Training	27,980	35,000	35,000	35,000
Volunteer Expense	11,312	17,200	15,200	17,000
Travel	57,721	85,654	90,489	94,448
Legal Fees	20,692	32,000	29,000	34,000
Professional Services	113,249	180,317	170,967	202,112
Advertising & Promotional Expenses	0	1,000	1,000	1,000
Other Professional Service	133,728	185,300	173,170	216,440
Boards & Commissions	23,080	73,150	73,150	73,150
DUI Testing Fees	1,274	4,000	4,000	4,000
Postage & Freight	87,746	103,083	83,565	107,125
Notice Publication	46,750	54,500	51,500	54,500
Dues & Subscriptions	63,061	70,860	66,087	68,867
Meetings	9,960	16,800	12,045	14,582
Employee Appreciation	2,209	1,800	1,800	2,800
Utilities	534,488	646,630	570,102	618,250
Building Rent	42,193	45,000	45,000	45,000
Phones-Local	75,204	104,092	84,973	87,063
Long Distance Phone Calls	1,924	3,975	3,106	3,713
Cellular Phones	37,646	39,680	39,711	47,307
Data Processing - Software	28,963	98,895	82,881	59,776
Telecommunication Link	12,074	25,800	24,800	24,800
Library Charge-Shelby Co.	873,863	966,227	950,000	1,025,000
Shop Allocation	220,354	208,150	208,122	208,095
Vehicle Maintenance	240,891	290,200	257,600	282,902
Equipment Maintenance	117,117	166,802	133,104	154,925
Radio Maintenance	16,196	56,526	55,736	66,441
Computer Maintenance	78,605	101,450	94,960	101,388
Grounds Maintenance	138,011	131,350	120,580	136,700
Building Maintenance	222,687	243,520	257,773	246,100
Pool Maintenance	11,894	20,000	20,000	20,000
Swim Competitions	30,249	40,000	40,000	40,000
Fuel System Maintenance	1,398	0	0	0
Street Painting & Signs	21,093	26,461	26,461	25,000
Automobile Allowance	1,088	2,567	1,567	1,800
Office Supplies	83,947	93,725	93,511	96,579
Printing	129,052	109,357	101,623	106,815
Christmas Expenses	2,334	2,500	2,000	2,500
Medical Supplies	85,820	92,950	103,350	110,300
BPACC Capital Fund Expenditures	0	3,767	3,582	0
Special Designation Expend-BPAC	477	0	4,319	3,000
Ticket Sales Expenditures-BPAC	763	4,000	4,000	4,000
Petroleum Supplies	413,244	510,337	529,032	772,790
Special Events	3,582	8,500	8,000	9,000
Concession Supplies Client	5,157	7,500	7,500	7,000
Preschool Supplies	4,775	5,000	5,000	5,000
Recreation Supplies	57,407	78,224	77,340	67,340
Concession Supplies	87,060	68,500	65,500	84,350
Field Trips	14,497	17,500	17,500	18,000
Tournament Expenses	7,796	7,500	6,783	7,500
Cost of Goods Sold	3,110	3,000	3,000	5,000

CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Clothing & Uniforms	188,008	207,390	216,695	216,175
Operating Supplies	240,423	283,453	247,283	281,832
Cleaning Supplies	40,698	46,387	47,087	48,887
Chemical Supplies	7,774	4,000	4,879	5,000
Air Service	5,022	8,000	7,000	8,000
Film & Developing	5,055	7,100	4,350	4,550
Fill Sand, Dirt & Gravel	43,588	46,000	36,000	47,000
Asphalt/Street Repairs	34,702	50,000	40,000	50,000
Concrete & Brick	18,821	20,000	20,000	20,000
Miscellaneous Shop Parts	2,957	3,000	1,500	3,000
Small Tools	25,590	29,894	25,425	30,581
Tournament Awards	16,787	22,225	20,475	21,725
Fire Hose	696	4,000	4,000	4,000
Pipe & Materials-System Maintenance	14,868	15,000	15,000	15,000
Miscellaneous Supplies	3,078	2,100	2,710	2,100
Jail Meals & Supplies	18,846	20,000	20,000	22,000
CERT Training Supplies	252	200	200	200
Public Awareness	23,118	32,700	33,200	38,500
Fire Prevention	4,252	3,000	5,500	5,000
Grant Money Expense	0	5,326	5,326	0
Community Promotions	6,809	7,000	4,000	4,000
Bartlett In Bloom Expenses	8,892	1,000	0	0
Bartlett Station C.C.	3,240	0	0	0
Travel Club	5,967	15,000	6,050	19,500
Equipment Rental	15,663	23,441	17,210	19,863
Street Barricade & Equip Rental	1,340	2,500	2,500	2,500
Copy Machine Rental	33,860	50,150	45,475	49,910
Property Insurance	99,840	113,000	104,369	104,355
Vehicle & Equip Insurance	84,138	94,400	90,707	90,674
General Liability Insurance	152,858	172,500	167,770	167,214
Other Insurance	12,754	15,300	11,868	11,865
Landfill Fees	5,400	3,000	3,000	3,000
Bank Charges	109	1,650	500	1,650
Credit Card Vendor Fees	30,956	29,750	31,600	31,600
Interest Refund	295	1,000	1,000	1,000
State Fees	0	4,700	3,700	5,200
Cash Over/Short	1	100	226	100
Tow-In Fees	7,690	10,200	9,500	13,200
License Fees	0	1,000	1,100	1,100
Animal Control Fees	1,295	1,600	800	1,600
Storage Fees	4,488	6,775	5,755	6,074
Election Expenses	2,916	0	0	5,000
Contingency	51,358	95,612	95,612	100,000
Damage Claims	22,006	31,100	24,895	30,140
Miscellaneous Other Expenses	38,696	50,300	46,912	55,126
Total Operations	**$ 5,673,776**	**$ 6,810,484**	**$ 6,450,414**	**$ 7,110,902**
Capital				
Fencing & Landscaping	$ 1,181	$ 5,000	$ 9,979	$ 4,500
Building Improvements	11,252	79,200	56,620	105,700
Other Improvements	0	20,000	18,000	0

CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Mobil Equipment	0	5,300	0	4,000
Communications Equipment	3,107	3,775	2,631	4,140
Data Processing Equipment	15,755	3,500	11,248	0
Office Equipment	1,494	4,200	4,807	7,850
Vehicles	0	0	19,000	0
Furniture	23,139	11,350	10,020	24,475
Other Equipment	21,683	45,800	44,309	52,650
Drainage Pipe & Improvements	0	5,000	5,000	5,000
Total Capital	**$ 77,611**	**$ 183,125**	**$ 181,614**	**$ 208,315**
TOTAL GENERAL FUND EXPEND'S	**$ 31,950,623**	**$ 36,031,731**	**$ 35,438,493**	**$ 38,263,208**


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

City of Bartlett

ADMINISTRATIVE

FY 2009 Adopted Budget

The Administrative function includes the Legislative Board, Mayor's Office (which includes the Mayor's Office, Citizen Services, Community Relations, Building and Grounds, Bartlett Station Municipal Center and the Library), Finance and Administration, Court Clerk, Personnel, and Planning and Economic Development. The Administrative function budget increased by $437,915 (7.79%) over the FY 2008 Projection. The Mayor's Office's increase is more than $230,000, in which Bartlett Station Municipal Center has the biggest increase ($140,419). Bartlett Station Municipal Center added one full-time building service position in addition to receiving a senior clerk position from the Mayor's Office cost center. Other increases include 2% cost of living increase, step raises and a planned 5% health insurance premium increase.

Full-Time Authorized Personnel Positions

Legislative Board

Alderman	6
City Attorney	1
Total Legislative Board	**7**

Mayor's Office

Mayor	1
Chief Adminstrative 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	2
Total Mayor's Office	**13**

Finance and Administration

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

City Court

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

Personnel

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

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Salaries	2,189,707	2,338,525	2,297,556	2,495,898
Benefits	840,324	883,483	864,784	918,188
Other Personnel	100,552	97,200	107,730	110,000
Operations	1,983,803	2,406,428	2,298,590	2,457,789
Capital	38,267	47,200	49,800	74,500
Total	**5,152,653**	**5,772,836**	**5,618,460**	**6,056,375**

Planning & Economic Development

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

TOTAL ADMINISTRATIVE	**52**

CITY OF BARTLETT
ADMINISTRATIVE BUDGET SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 1,251,918	$ 1,135,886	$ 1,209,760	$ 1,286,208
Employee Wages	846,644	1,080,027	968,734	1,075,508
Overtime Wages	22,658	28,450	32,935	29,700
Special Hours	1,300	5,400	5,200	5,400
Contracted Services	26,413	17,500	28,030	24,000
Part-Time	67,189	88,762	80,927	99,082
Vacation Pay	11,006	0	6,496	0
Educational Bonus	720	720	720	720
Sick Pay	33,051	12,480	12,453	0
Longevity Pay	21,225	21,085	19,198	22,121
Christmas Bonus	3,600	4,489	4,477	5,079
Employee Incentives	3,712	11,136	11,136	11,136
Other Personnel Costs	8,915	9,700	9,700	10,000
Employee Health Insurance	270,752	322,397	304,641	310,831
Employee Life Insurance	9,965	11,968	11,147	12,753
Employee Testing	65,224	70,000	70,000	76,000
Worker's Compensation Insurance	17,710	18,300	18,300	20,027
Retiree Health Insurance	0	44,318	42,995	47,234
FICA	170,698	181,760	177,767	193,072
Pension Contribution	297,885	254,830	255,454	295,215
Total Personnel	**$ 3,130,583**	**$ 3,319,208**	**$ 3,270,070**	**$ 3,524,086**
Staffing Level				
Full-Time	*50.52*	*52.00*	*50.00*	*52.00*
Part-Time (converted to FTE)	*3.26*	*3.66*	*3.76*	*3.01*
Total Full-Time Equivalent (FTE)	***53.78***	***55.66***	***53.76***	***55.01***
Operations				
Training	$ 18,435	$ 35,770	$ 33,020	$ 36,040
Travel	26,756	40,000	41,000	43,425
Legal Fees	20,692	32,000	29,000	34,000
Professional Service	39,500	79,700	70,000	75,000
Advertising & Promotional Expenses	0	1,000	1,000	1,000
Other Professional Service	91,464	95,500	86,050	95,000
Boards & Commissions	23,080	73,150	73,150	73,150
Postage & Freight	49,320	57,800	53,005	60,460
Notice Publication	46,011	52,500	50,500	52,500
Dues & Subscriptions	31,580	40,210	40,756	40,935
Meetings	3,478	7,750	4,900	6,750
Utilities	116,770	149,000	133,000	141,000
Building Rent	42,193	45,000	45,000	45,000
Phones - Local	18,864	41,480	23,491	25,430
Long Distance Phone Calls	278	790	580	655
Cellular Phones	8,731	8,030	9,848	10,500
Data Processing - Software	2,801	7,800	6,000	7,700
Telecommunication Link	4,924	15,000	15,000	15,000
Library Charge-Shelby Co.	873,863	966,227	950,000	1,025,000
Shop Allocation	4,600	5,400	5,300	5,200
Vehicle Maintenance	5,458	7,350	5,500	7,250

CITY OF BARTLETT
ADMINISTRATIVE BUDGET SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Equipment Maintenance	10,922	12,800	10,421	13,000
Radio Maintenance	18	520	520	520
Computer Maintenance	56,459	69,450	69,400	72,850
Grounds Maintenance	35,508	41,000	41,000	42,000
Building Maintenance	53,908	66,000	60,000	62,000
Automobile Allowance	813	1,700	1,300	1,300
Office Supplies	26,899	34,100	32,186	33,750
Printing	97,520	65,400	62,285	64,500
Petroleum Supplies	7,184	12,504	12,154	19,330
Clothing & Uniforms	1,254	1,500	1,600	1,800
Operating Supplies	60,718	67,400	62,408	63,800
Cleaning Supplies	2,410	5,500	4,200	4,500
Film & Developing	245	350	350	550
Small Tools	1,060	1,400	900	900
Tournament Awards	3,654	5,000	6,000	6,000
Public Awareness	0	500	500	500
Community Promotions	6,809	7,000	4,000	4,000
Bartlett Station C.C.	3,240	0	0	0
Equipment Rental	3,596	9,510	8,060	8,060
Copy Machine Rental	11,658	16,500	14,300	15,700
Property Insurance	15,680	19,400	24,741	24,740
Vehicle & Equip Insurance	1,603	2,750	2,018	2,020
General Liability Insurance	66,090	72,450	69,954	69,950
Other Insurance	50	1,050	150	150
Bank Charges	109	1,500	500	1,500
Interest Refund	295	1,000	1,000	1,000
Cash Over/Short	(99)	0	126	0
Storage Fees	4,488	6,775	5,755	6,074
Election Expenses	2,916	0	0	5,000
Contingency	51,358	95,612	95,612	100,000
Damage Claims	0	1,100	1,100	1,100
Miscellaneous Other Expenses	28,644	25,200	29,950	30,200
Total Operations	**$ 1,983,803**	**$ 2,406,428**	**$ 2,298,590**	**$ 2,457,789**
Capital				
Building Improvements	$ 8,467	$ 35,000	$ 35,000	$ 65,000
Data Processing Equipment	7,896	2,000	5,350	0
Office Equipment	1,494	500	2,500	4,500
Furniture	12,897	3,200	1,700	2,500
Other Equipment	7,513	6,500	5,250	2,500
Total Capital	**$ 38,267**	**$ 47,200**	**$ 49,800**	**$ 74,500**
TOTAL ADMINISTRATIVE	**$ 5,152,653**	**$ 5,772,836**	**$ 5,618,460**	**$ 6,056,375**

Legislative Board

City of Bartlett

FY 2009 Adopted Budget

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Salaries	113,767	122,760	122,760	126,180
Benefits	66,351	41,163	42,340	43,314
Operations	231,384	371,362	355,498	374,855
Capital	9,392	0	0	0
Total	**420,893**	**535,285**	**520,598**	**544,349**

What We Do

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

FY 2008 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 2007 Actual	FY 2008 Forecast	FY 2009 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 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 48,131	$ 43,200	$ 43,200	$ 45,600
Employee Wages	65,635	79,560	79,560	80,580
Vacation Pay	169	0	0	0
Sick Pay	17,257	0	0	0
Christmas Bonus	150	87	86	86
Employee Health Insurance	14,539	11,123	12,944	11,096
Employee Life Insurance	243	663	160	681
Worker's Compensation Insurance	3,229	3,320	3,320	3,495
Retiree Health Insurance	0	2,455	2,315	2,524
FICA	10,510	9,398	9,398	9,659
Pension Contribution	20,254	14,117	14,117	15,773
Total Personnel	**$ 180,118**	**$ 163,923**	**$ 165,100**	**$ 169,494**
Staffing Level				
Full-Time	*8.00*	*8.00*	*7.50*	*7.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***8.00***	***8.00***	***7.50***	***7.00***
Operations				
Training	$ 955	$ 2,000	$ 2,000	$ 2,000
Employee training expense such as classes, books and training aids.				
Travel	4,317	5,000	5,000	6,000
Travel to the TML Legislative and Municipal Conference and other meetings by Aldermen and City Attorney.				
Legal Fees	5,002	18,000	10,000	12,000
Bill Hester's and outside attorneys fees.				
Other Professional Service	13,800	26,000	25,000	26,000
Lobbiest contract ($15,000/year) and various court costs.				
Boards & Commissions	22,432	72,500	72,500	72,500
Chamber of Commerce($60,000); Bartlett Arts Council($7,500); Other Boards and Commissions($5,000).				
Postage & Freight	2,151	3,000	2,000	3,000
Mail to boards & commission members or mail on behalf boards & commission members.				
Notice Publication	45,811	52,000	50,000	52,000
Publication of all legal notices and bids for the City, want ads for all depts. in the Commercial Appeal and Bartlett Express.				
Dues & Subscriptions	13,590	20,000	20,000	20,000
TML dues of $9,102; MMG (Bartlett Magazine) $1,225; NL membership dues $3,134; Conf of Mayors; Others $6,539.				
Meetings	809	2,000	1,500	2,000
Board of Mayor & Aldermen work sessions and other meetings				
Long Distance Phone Calls	17	50	25	25
Estimated cost for long distance.				
Cellular Phones	286	0	533	660
Office Supplies	536	1,500	1,000	1,500
Office supplies for boards & commissions.				
Printing	2,164	3,000	1,500	3,000
Charges for printing of letterhead for Aldermen, infopackets for Aldermen, business cards for Aldermen & Commissions.				
Operating Supplies	1,215	200	658	1,000
Various supplies for legislative board and commissions.				
Public Awareness	0	500	500	500
General Liability Insurance	54,961	60,000	57,670	57,670
Legislative portion of liability insurance, errors & omissions.				

CITY OF BARTLETT
LEGISLATIVE BOARD
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Election Expenses	2,916	0	0	5,000
Costs incurred in holding City-wide elections.				
Contingency	51,358	95,612	95,612	100,000
For unexpected City-wide expenses.				
Miscellaneous Other Expenses	9,065	10,000	10,000	10,000
To allow flexibility in meeting unexpected legislative expenses.				
Total Operations	**$ 231,384**	**$ 371,362**	**$ 355,498**	**$ 374,855**
Capital				
Furniture	$ 9,392	$ 0	$ 0	$ 0
Total Capital	**$ 9,392**	**$ 0**	**$ 0**	**$ 0**
Total Legislative Board	**$ 420,893**	**$ 535,285**	**$ 520,598**	**$ 544,349**

Mayor's Office

City of Bartlett

FY 2009 Adopted Budget

Summary Revenue/Expenditure Type*

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Salaries	557,229	668,984	657,581	725,036
Benefits	189,706	250,004	226,600	260,283
Other Personnel	26,413	17,500	28,030	24,000
Operations	1,498,765	1,686,021	1,614,931	1,725,885
Capital	19,522	43,000	46,750	71,500
Total	**2,291,636**	**2,665,509**	**2,573,892**	**2,806,704**

What We Do

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

FY 2008 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 2007 Actual	FY 2008 Forecast	FY 2009 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	Fund balance as of % expenditures	>20%	>20%	>20%

CITY OF BARTLETT
MAYOR'S OFFICE
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 280,327	$ 239,127	$ 292,223	$ 305,653
Employee Wages	86,487	167,844	115,460	82,569
Overtime Wages	336	1,200	0	0
Part-Time	0	2,295	0	2,295
Vacation Pay	(6,734)	0	0	0
Longevity Pay	3,242	3,354	3,354	2,761
Christmas Bonus	450	689	603	603
Employee Health Insurance	42,338	56,709	42,834	34,329
Employee Life Insurance	1,855	2,198	2,020	2,096
Worker's Compensation Insurance	2,110	2,273	2,273	2,277
Retiree Health Insurance	0	8,139	8,154	7,764
FICA	27,862	31,710	30,793	30,132
Pension Contribution	49,790	46,802	46,884	48,528
Total Personnel	**$ 488,063**	**$ 562,340**	**$ 544,598**	**$ 519,007**
Staffing Level				
Full-Time	*6.00*	*7.00*	*6.84*	*6.00*
Part-Time (converted to FTE)	*0.00*	*0.11*	*0.00*	*0.15*
Total Full-Time Equivalent (FTE)	***6.00***	***7.11***	***6.84***	***6.15***
Operations				
Training	$ 2,309	$ 3,000	$ 3,000	$ 3,000
Employee training expense such as classes, books and training aids.				
Travel	12,100	13,000	14,000	15,000
Travel to conferences and various other trips.				
Other Professional Service	39,215	42,000	42,000	42,000
Public awareness program, including $39,000 for cable production.				
Postage & Freight	6,637	4,000	4,800	5,000
Correspondence from Mayor's Office.				
Dues & Subscriptions	5,196	5,000	5,000	5,000
Membership dues, various subscriptions to publication, The Commercial Appeal, and The Bartlett Express.				
Meetings	1,105	3,000	1,000	2,000
Meeting with suburban Mayors and other business leaders.				
Phones - Local	1,190	1,200	1,200	1,200
Cost for phone service for Mayor's office.				
Long Distance Phone Calls	55	100	50	50
Cost for long distance service.				
Cellular Phones	3,326	2,160	3,500	3,500
Charges for four (4) cell phones and wireless connection for labtop computers.				
Shop Allocation	2,000	2,000	2,000	2,000
Estimated costs for repairs to vehicles in Mayor's Office.				
Vehicle Maintenance	1,503	1,000	1,000	1,000
General upkeep and repairs to vehicles in Mayor's Office.				
Equipment Maintenance	109	250	250	250
Maintenance of miscellaneous office equipment in the Mayor's office.				
Radio Maintenance	0	250	250	250
Maintenance for radios in the Mayor's office.				
Computer Maintenance	0	250	250	250
Maintenance of computers in the Mayor's office.				

CITY OF BARTLETT
MAYOR'S OFFICE
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Office Supplies	2,356	4,000	4,000	4,000
Miscellaneous office supplies.				
Printing	3,518	5,000	5,000	5,000
Outside printing costs.				
Petroleum Supplies	2,699	3,000	4,000	5,660
Estimated fuel costs for vehicles.				
Operating Supplies	6,098	4,000	3,000	3,000
Toner cartridges, paper for printer, etc.				
Film & Developing	25	50	50	50
Small Tools	0	200	200	200
Miscellaneous tools for Mayor's office.				
Copy Machine Rental	1,109	3,000	2,400	2,500
Copy machine rental.				
Vehicle & Equip Insurance	672	800	736	735
Auto liability insurance for vehicles (allocation).				
General Liability Insurance	1,691	1,750	1,963	1,965
Allocation.				
Other Insurance	50	0	50	50
Storage Fees	0	700	0	0
Damage Claims	0	100	100	100
Miscellaneous Other Expenses	15,515	7,500	10,000	10,000
To provide the Mayor some flexibility in his budget to handle unanticipated expenses.				
Total Operations	**$ 108,478**	**$ 107,310**	**$ 109,799**	**$ 113,760**
Capital				
Data Processing Equipment	$ 3,542	$ 0	$ 4,500	$ 0
Furniture	0	1,500	0	0
Potential replacements.				
Total Capital	**$ 3,542**	**$ 1,500**	**$ 4,500**	**$ 0**
Total Mayor's Office	**$ 600,083**	**$ 671,150**	**$ 658,897**	**$ 632,767**

CITY OF BARTLETT
COMMUNITY RELATIONS
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 54,930	$ 58,885	$ 58,158	$ 62,127
Vacation Pay	0	0	0	1,206
Christmas Bonus	75	87	86	87
Employee Health Insurance	7,574	11,123	3,628	3,628
Employee Life Insurance	275	318	280	335
Worker's Compensation Insurance	154	165	165	182
Retiree Health Insurance	0	1,178	1,163	1,243
FICA	4,106	4,511	4,432	4,852
Pension Contribution	7,456	6,772	6,689	7,766
Total Personnel	**$ 74,570**	**$ 83,039**	**$ 74,601**	**$ 81,426**
Staffing Level				
Full-Time	*1.00*	*1.00*	*1.00*	*1.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***1.00***	***1.00***	***1.00***	***1.00***
Operations				
Training	$ 1,695	$ 2,000	$ 2,000	$ 2,000
Training workshops for community relations.				
Travel	522	5,000	5,000	5,000
Mileage reimbursement and travel costs to training seminars.				
Professional Services	0	15,000	15,000	15,000
Fireworks contract.				
Other Professional Service	33,230	22,000	14,050	22,000
Entertainment, professional sound system for special events.				
Postage & Freight	17,782	26,000	20,405	26,000
Semi-annual brochure, Bartlett book & special events.				
Dues & Subscriptions	126	1,000	1,000	1,000
Leadership, local paper, dues.				
Meetings	28	300	300	300
Chamber luncheons and other required lunch meetings.				
Cellular Phones	712	400	600	600
Service costs of one cellular phone.				
Vehicle Maintenance	140	500	500	500
Estimated repairs, parts and general upkeep for one vehicle.				
Grounds Maintenance	3,835	5,000	5,000	5,000
Temporary electricity for events.				
Office Supplies	4,494	6,000	6,000	6,000
Paper, toner, writing materials, misc. office supplies.				
Printing	79,369	40,000	40,000	40,000
Semi-annual City Informational Brochure.				
Petrolium Supplies	0	1,804	1,804	2,555
Estimated fuel charges for one vehicle.				
Operating Supplies	20,994	22,000	22,000	22,000
Tents, additional staging, event t-shirts, sweatshirts, carnival tickets, Christmas ornaments.				
Film & Developing	220	300	300	500
Photographs of all special events for employee newsletter and local media.				
Tournament Awards	3,654	5,000	6,000	6,000
Trophies and awards for events.				

CITY OF BARTLETT
COMMUNITY RELATIONS
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Community Promotions	6,809	7,000	4,000	4,000
Banners, signs and advertisement for events.				
Equipment Rental	3,596	4,250	5,000	5,000
Portable lighting and toilets.				
Property Insurance	0	800	0	0
Property insurance allocation.				
General Liability Insurance	685	900	729	730
Allocation.				
Miscellaneous Other Expenses	795	1,000	500	500
Miscellaneous expense as needed.				
Total Operations	**$ 178,687**	**$ 166,254**	**$ 150,188**	**$ 164,685**
Total Community Relations	**$ 253,257**	**$ 249,293**	**$ 224,789**	**$ 246,111**

CITY OF BARTLETT
BUILDINGS AND GROUNDS
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 93,154	$ 95,654	$ 95,654	$ 97,925
Overtime Wages	5,435	5,000	6,700	6,700
Vacation Pay	354	0	0	0
Longevity Pay	3,726	4,054	4,050	4,625
Christmas Bonus	225	258	258	258
Employee Health Insurance	14,980	15,847	15,762	15,765
Employee Life Insurance	503	517	534	529
Worker's Compensation Insurance	4,080	4,199	4,199	4,318
Retiree Health Insurance	0	1,913	1,913	1,959
FICA	7,644	8,030	8,140	8,377
Pension Contribution	12,646	11,000	11,000	12,241
Total Personnel	**$ 142,748**	**$ 146,472**	**$ 148,210**	**$ 152,697**
Staffing Level				
Full-Time	*3.00*	*3.00*	*3.00*	*3.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***3.00***	***3.00***	***3.00***	***3.00***
Operations				
Postage & Freight	$ 6	$ 0	$ 0	$ 0
Dues & Subscriptions	321	600	600	600
Tennessee Code Annotated (T.C.A.) books updates.				
Utilities	47,580	52,000	50,000	52,000
Utilities for City Hall and 6462 Stage Rd. building.				
Building Rent	42,193	45,000	45,000	45,000
Rent for 6462 Stage Road for Code Enforcement, Mayor's Action Center and Community Affairs.				
Phones - Local	10,755	33,000	12,000	13,000
City hall phone service.				
Long Distance Phone Calls	1	100	100	100
Long distance charge and City's service charge.				
Telecommunication Link	4,924	15,000	15,000	15,000
Internet service, phone lines for modems.				
Shop Allocation	500	500	500	500
Estimated labor charges for maintenance truck.				
Vehicle Maintenance	2,748	2,000	1,500	2,000
Estimated repairs and parts and general upkeep for maintenance truck.				
Equipment Maintenance	5,530	5,000	3,000	5,000
Repairs and maintenance to equipment such as postage machine, vacuum cleaners, floor buffer.				
Radio Maintenance	18	100	100	100
Maintenance for radios.				
Grounds Maintenance	28,373	31,000	31,000	32,000
Maintenance of lawns, flowers (includes flowers in Stage Road Medians), shrubbery and trees on City Hall grounds supplies, irrigation system, mulch.				
Building Maintenance	24,785	27,000	27,000	28,000
Repairs and maintenance to HVAC systems, fire alarms, sprinklers, Pest Control for City Hall, Gotten House and Library.				
Office Supplies	34	0	0	0
Petroleum Supplies	981	1,500	1,600	2,265
Estimated fuel charges for maintenance truck.				

CITY OF BARTLETT
BUILDINGS AND GROUNDS
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Clothing & Uniforms	982	1,000	1,000	1,000
Uniforms and cleaning of uniforms for maintenance staff.				
Operating Supplies	10,128	12,000	13,000	13,500
Paper towels, paper products, plates, coffee, flags for entire city, repairs to flags, UPS shipping for City Hall.				
Cleaning Supplies	1,030	3,000	1,800	2,000
Cleaning supplies, chemicals, wax for floor (City Hall and Library).				
Small Tools	18	200	200	200
Hand tools needed for City Hall.				
Equipment Rental	0	3,060	3,060	3,060
Lease on postage machine.				
Copy Machine Rental	5,584	7,000	7,000	7,200
Copier rental and copy costs.				
Property Insurance	8,511	9,000	7,476	7,475
Allocation for City Hall and Gotten House.				
Vehicle & Equip Insurance	259	350	281	280
Allocation for one vehicle.				
General Liability Insurance	1,062	1,100	1,171	1,170
Building and Grounds portion of liability insurance.				
Damage Claim	0	1,000	1,000	1,000
Claims costs.				
Miscellaneous Other Expenses	322	2,500	2,500	2,500
Unanticipated expenses.				
Total Operations	**$ 196,644**	**$ 253,010**	**$ 225,888**	**$ 234,950**
Capital				
Other Equipment	$ 0	$ 2,500	$ 1,250	$ 2,500
Equipment replacement.				
Total Capital	**$ 0**	**$ 2,500**	**$ 1,250**	**$ 2,500**
Total Building & Grounds	**$ 339,392**	**$ 401,982**	**$ 375,348**	**$ 390,147**

CITY OF BARTLETT
BARTLETT STATION MUNICIPAL CENTER
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 0	$ 45,939	$ 44,386	$ 48,443
Employee Wages	0	0	0	69,563
Overtime Wages	966	0	0	0
Contracted Services	26,413	17,500	28,030	24,000
Part-Time	35,594	53,040	45,000	49,761
Longevity Pay	0	0	0	862
Christmas Bonus	150	431	689	1,032
Employee Health Insurance	0	11,123	11,096	28,114
Employee Life Insurance	0	248	222	637
Worker's Compensation Insurance	2,036	2,549	2,549	3,687
Retiree Health Insurance	0	919	888	2,360
FICA	2,808	7,605	6,838	12,979
Pension Contribution	0	5,283	5,104	14,751
Total Personnel	**$ 67,967**	**$ 144,637**	**$ 144,802**	**$ 256,189**
Staffing Level				
Full-Time	*1.00*	*1.00*	*1.00*	*3.00*
Part-Time (converted to FTE)	*1.23*	*2.50*	*2.09*	*1.48*
Total Full-Time Equivalent (FTE)	***2.23***	***3.50***	***3.09***	***4.48***
Operations				
Travel	$ 0	$ 500	$ 500	$ 500
Advertising & Promotional Expenses	0	1,000	1,000	1,000
Postage & Freight	0	500	500	500
Dues & Subscriptions	0	250	250	250
Meetings	130	0	0	0
Utilities	56,479	72,000	58,000	59,000
Utilities cost for the Bartlett Station Municipal Center.				
Phones - Local	779	700	1,750	1,990
Municipal Center local phone service.				
Long Distance Phone Calls	1	20	20	20
Long distance charge and City's service charge.				
Cell Phone	442	550	600	600
Service costs of one cellular phone.				
Equipment Maintenance	2,594	3,500	3,500	3,500
Repairs and maintenance to equipment.				
Grounds Maintenance	3,300	5,000	5,000	5,000
Maintenance of lawns, flowers, shrubbery and trees around the Center.				
Building Maintenance	29,123	39,000	33,000	34,000
Repairs and maintenance to the Center as needed.				
Automobile Allowance	258	600	200	200
Mileage reimbursement cost.				
Office Supplies	420	2,600	2,000	2,000
Printing	0	1,000	1,000	1,000
Clothing & Uniforms	273	500	600	800
Uniforms and cleaning of uniforms for maintenance staff.				
Operating Supplies	20,565	24,000	20,000	20,500
Costs of supplies other than general office supplies to operate department.				

CITY OF BARTLETT
BARTLETT STATION MUNICIPAL CENTER
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Cleaning Supplies	1,380	2,500	2,400	2,500
Cleaning supplies such as wax, soaps and cleaning chemicals.				
Small Tools	823	1,000	500	500
Hand tools, screwdrivers and other small tools.				
Bartlett Station M.C.	3,240	0	0	0
Equipment Rental	0	2,000	0	0
Property Insurance	3,535	5,000	11,464	11,465
Property Insurance allocation.				
Vehicle Insurance	0	0	266	265
General Liability Insurance	618	1,000	908	900
Miscellaneous Other Expenses	2,130	2,000	5,000	5,000
Miscellaneous expense as needed.				
Total Operations	**$ 126,090**	**$ 165,220**	**$ 148,458**	**$ 151,490**
Capital				
Building Improvements	$ 8,467	$ 35,000	$ 35,000	$ 65,000
Other Equipment	7,513	4,000	4,000	0
Total Capital	**$ 15,980**	**$ 39,000**	**$ 39,000**	**$ 65,000**
Total Bartlett Station Municipal Center	**$ 210,038**	**$ 348,857**	**$ 332,260**	**$ 472,679**

CITY OF BARTLETT
LIBRARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Operations				
Utilities	$ 12,711	$ 25,000	$ 25,000	$ 30,000
Phones - Local	0	0	2,300	2,700
Library Charge-City of Memphis	873,863	966,227	950,000	1,025,000
Equipment Maintenance	223	0	0	0
Property Insurance	2,068	3,000	3,298	3,300
Total Operations	**$ 888,865**	**$ 994,227**	**$ 980,598**	**$ 1,061,000**
Capital				
Office Equipment	$ 0	$ 0	$ 2,000	$ 4,000
Total Capital	**$ 0**	**$ 0**	**$ 2,000**	**$ 4,000**
Total Library	**$ 888,865**	**$ 994,227**	**$ 982,598**	**$ 1,065,000**

Finance and Administration

City of Bartlett

FY 2009 Adopted Budget

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Salaries	715,340	751,186	736,269	768,448
Benefits	244,392	248,867	256,163	271,450
Operations	176,457	229,065	217,227	233,795
Capital	293	1,000	1,000	1,000
Total	**1,136,483**	**1,230,118**	**1,210,659**	**1,274,693**

What We Do

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

FY 2008 Performance Highlights

Awarded the Fiscal Year 2008 GFOA Distinguished Budget Presentation Award for the 6th straight year and the Certificate of Achievement for Excellence in Financial Reporting for the 17th straight year.

Objective	Performance Measures	FY 2007 Actual	FY 2008 Forecast	FY 2009 Projected
Increase Property taxes collections	Tax collection rate	99%	99%	99%
To maintain or improve bonds rating	Moody's Investor Service	Aa2	Aa2	Aa2
	Standard & Poor's	AA	AA	AA
Encourage participating and excellence in financial and budgeting reporting	CAFR meets GFOA financial reporting excellence benchmarks	Yes	Yes	Yes
	Budget meets GFOA distinguished budget presentation award	Yes	Yes	Yes
Maintain or increase General Fund balance at 20% of expenditures	General Fund balance % of expenditures	>20%	>20%	>20%

CITY OF BARTLETT
FINANCE AND ADMINISTRATION
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 397,326	$ 359,606	$ 359,606	$ 374,495
Employee Wages	286,489	353,653	341,236	355,427
Overtime Wages	0	5,000	2,500	5,000
Part-Time	31,525	32,927	32,927	33,526
Vacation Pay	7,713	0	0	0
Educational Bonus	720	720	720	720
Longevity Pay	3,719	4,067	4,115	4,883
Christmas Bonus	1,125	1,292	1,206	1,292
Employee Health Insurance	78,323	82,243	91,539	92,932
Employee Life Insurance	3,454	3,852	3,852	3,942
Worker's Compensation Insurance	2,351	2,472	2,472	2,529
Retiree Health Insurance	0	14,265	14,017	14,598
FICA	54,171	57,931	56,217	59,314
Pension Contribution	92,816	82,025	82,025	91,240
Total Personnel	**$ 959,732**	**$ 1,000,053**	**$ 992,432**	**$ 1,039,898**
Staffing Level				
Full-Time	*12.00*	*13.00*	*12.37*	*13.00*
Part-Time (converted to FTE)	*0.98*	*1.00*	*1.03*	*1.00*
Total Full-Time Equivalent (FTE)	***12.98***	***14.00***	***13.40***	***14.00***
Operations				
Training	$ 10,017	$ 22,615	$ 20,615	$ 22,615
Employee training expense such as classes, books, and training aids.				
Travel	6,720	8,000	8,000	8,000
TGFOA, GFOA and Munis Conference for finance staff.				
Professional Services	39,500	54,700	50,000	55,000
External auditor, actuary contracts.				
Postage & Freight	15,155	17,000	17,000	17,500
Postage & Freight for tax bills, A/P checks, tax notices, Business License renewals.				
Dues & Subscriptions	8,299	7,400	8,300	8,500
GFOA dues, GFOA Certificate - CAFR, and GFOA Publications.				
Meetings	158	150	150	150
Meetings expense.				
Phones - Local	3,786	3,840	3,840	3,840
Finance phones.				
Long Distance Phone Calls	81	100	100	100
Long distance charges.				
Cellular Phones	2,829	3,000	3,000	3,300
Cell phones monthly charges.				
Data Processing - Software	2,631	4,000	3,000	4,000
Software & computer maintenance.				
Shop Allocation	1,000	1,000	1,000	1,000
City shop costs for one vehicle.				
Vehicle Maintenance	315	1,000	500	1,000
Vehicle cleaning, maintenance and outside vehicle repair.				
Equipment Maintenance	332	750	500	750
Office equipment maintenance.				

CITY OF BARTLETT
FINANCE AND ADMINISTRATION
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Computer Maintenance	53,683	64,750	64,750	68,000
Server and computer software (Munis and others) maintenance.				
Automobile Allowance	16	600	600	600
Mileage reimbursement cost.				
Office Supplies	10,577	9,000	9,200	9,500
Envelopes, business forms, office supplies, etc.				
Printing	8,585	10,000	9,000	9,500
Budget books, CAFR, tax bills & tax forms.				
Petroleum Supplies	1,683	2,500	2,500	3,540
Fuel expenses for vehicles.				
Operating Supplies	1,203	3,500	1,750	2,000
Miscellaneous supplies.				
Small Tools	219	0	0	0
Purchase of small tools.				
Copy Machine Rental	1,808	3,000	2,500	3,000
Copy machine and pager rental.				
Property Insurance	1,566	1,600	2,503	2,500
Finance portion of liability insurance for EDP Equipment.				
Vehicle & Equip Insurance	224	500	245	250
Finance portion of vehicle and equipment insurance.				
General Liability Insurance	3,285	3,600	3,589	3,590
Allocation.				
Other Insurance	0	1,000	100	100
Bond insurance for Treasurer & notary licenses.				
Bank Charges	109	1,500	500	1,500
Service charges from bank.				
Interest Refund	295	1,000	1,000	1,000
Cash Over/Short	(60)	0	25	0
Storage Fees	1,483	1,960	1,960	1,960
Vital records storage & offsite storage.				
Miscellaneous Other Expenses	959	1,000	1,000	1,000
Miscellaneous expense as needed.				
Total Operations	**$ 176,457**	**$ 229,065**	**$ 217,227**	**$ 233,795**
Capital				
Data Processing Equipment	$ 293	$ 0	$ 0	$ 0
Office Equipment	0	500	500	500
Miscellaneous office equipment such as tables and chairs.				
Furniture	0	500	500	500
Office furniture.				
Total Capital	**$ 293**	**$ 1,000**	**$ 1,000**	**$ 1,000**
Total Finance and Administration	**$ 1,136,483**	**$ 1,230,118**	**$ 1,210,659**	**$ 1,274,693**

City Court

City of Bartlett

FY 2009 Adopted Budget

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Salaries	373,025	382,292	392,779	446,911
Benefits	189,687	192,833	195,569	185,244
Operations	42,675	47,850	47,557	54,980
Capital	4,045	0	0	1,500
Total	**609,431**	**622,975**	**635,905**	**688,635**

FY 2008 Performance Highlights

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

Objective	Performance Measures	FY 2007 Actual	FY 2008 Forecast	FY 2009 Projected
Enhanced training for Court personnel	# of seminars attended	4	5	5
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 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 221,126	$ 188,240	$ 211,298	$ 234,779
Employee Wages	135,337	172,602	150,428	176,432
Overtime Wages	15,262	16,250	22,853	17,000
Special Hours	1,300	5,200	5,200	5,200
Part-Time	0	0	3,000	13,500
Vacation Pay	8,650	0	6,496	0
Sick Pay	15,793	12,480	12,453	0
Longevity Pay	5,386	5,210	3,279	3,000
Christmas Bonus	750	957	861	1,033
Employee Health Insurance	78,778	92,509	85,118	83,382
Employee Life Insurance	1,476	1,949	1,856	2,221
Worker's Compensation Insurance	1,206	1,297	1,297	1,486
Retiree Health Insurance	0	7,217	7,215	8,224
FICA	29,859	29,717	31,897	34,497
Pension Contribution	47,788	41,497	45,097	51,401
Total Personnel	**$ 562,712**	**$ 575,125**	**$ 588,348**	**$ 632,155**
Staffing Level				
Full-Time	*10.42*	*11.00*	*10.27*	*11.00*
Part-Time (converted to FTE)	*1.05*	*0.00*	*0.64*	*0.38*
Total Full-Time Equivalent (FTE)	***11.47***	***11.00***	***10.91***	***11.38***
Operations				
Training	$ (214)	$ 300	$ 300	$ 300
Five Employees attend 2 classes each.				
Travel	103	200	200	200
Five employees will attend 5 courses out of the City, cost for lunch.				
Legal Fees	15,690	14,000	19,000	22,000
Public Defender's salaries (7 court dates).				
Other Professional Service	5,219	5,500	5,000	5,000
Interpreter's cost and special fees from circuit court.				
Postage & Freight	5,836	5,200	6,000	6,000
Postage for letter and collection notices for delinquent fines and costs.				
Dues & Subscriptions	532	1,400	1,000	1,000
Update of Tennessee Code Annotated books used by Attorney's, Judge's, Prosecutor's and Court Clerk's Office.				
Phones - Local	760	700	765	800
Local phone service for current lines.				
Long Distance Phone Calls	20	50	40	40
Long distance fees and charges.				
Cellular Phones	120	500	375	600
Cell phone usage for Court Clerk.				
Data Processing - Software	0	300	0	200
Miscellaneous software.				
Shop Allocation	0	700	700	700
Labor charges for maintenance to Court Clerks vehicle.				
Vehicle Maintenance	0	1,000	500	1,000
Parts and equipment for maintenance on one vehicle.				
Equipment Maintenance	1,126	1,800	1,800	2,000
Maintenance costs for computers, printers, fax machine, typewriters and cash register.				

CITY OF BARTLETT
CITY COURT
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Office Supplies	5,351	5,000	4,000	4,500
Miscellaneous office supplies including computer, copier supplies and cassette tapes used in court rooms.				
Printing	2,644	2,000	1,400	1,800
All forms used in the Clerk's office and court room such as affidavit of complaints, probation orders, case summary report.				
Petroleum Supplies	0	1,200	0	1,415
Fuel expenses for one vehicle.				
Operating Supplies	101	200	200	200
Miscellaneous operating supplies.				
Copy Machine Rental	3,157	3,500	2,400	3,000
Copy machine's rental.				
Vehicle & Equip Insurance	0	300	0	0
General Liability Insurance	1,472	1,500	1,826	1,825
Allocation.				
Cash Over/Short	(39)	0	101	0
Storage Fees	945	1,500	1,200	1,400
Space rented to store files when space is not available in Court Clerk's office.				
Miscellaneous Other Expenses	(149)	1,000	750	1,000
Miscellaneous expenses.				
Total Operations	**$ 42,675**	**$ 47,850**	**$ 47,557**	**$ 54,980**
Capital				
Office Equipment	$ 540	$ 0	$ 0	$ 0
Necessary office equipment.				
Furniture	3,505	0	0	1,500
Shelves for storage building.				
Total Capital	**$ 4,045**	**$ 0**	**$ 0**	**$ 1,500**
Total City Court	**$ 609,431**	**$ 622,975**	**$ 635,905**	**$ 688,635**

Personnel

City of Bartlett

FY 2009 Adopted Budget

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Salaries	196,904	199,473	174,337	203,801
Benefits	69,291	84,571	78,142	87,034
Other Personnel	74,139	79,700	79,700	86,000
Operations	21,464	47,540	39,150	43,330
Capital	954	2,500	500	500
Total	**362,752**	**413,784**	**371,829**	**420,665**

FY 2008 Performance Highlights

The Personnel Department continued upgrading a comprehensive H/R and payroll computer system; maintained the employee turnover rate at approximately 8%; increased the applicant flow of both minority and female applicants to the Fire and Police Departments; continued to offer extensive on-site training opportunities to City employees; and continued to monitor and enhance the compensation system.

Objective	Performance Measures	FY 2007 Actual	FY 2008 Forecast	FY 2009 Projected
Maintain employee turnover rate at 10% or below.	Actual turnover rate	8%	8%	8%
Revise/update personnel policy manual.	Complete policy manual revision	N/A	80%	100%
Offer additional training sessions on-site. Both UT-MTAS and in-house staff.	# of training courses offered # of attendees	16 120	16 120	16 120
Secure proposals for new employment physical exams, drug tests and background checks.	Improve quality and control costs	N/A	100%	100%

CITY OF BARTLETT
PERSONNEL
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 168,443	$ 117,619	$ 117,619	$ 126,533
Employee Wages	27,734	80,154	55,836	76,068
Overtime Wages	659	1,000	882	1,000
Special Hours	0	200	0	200
Part-Time	69	500	0	0
Vacation Pay	(822)	0	0	0
Longevity Pay	5,152	4,400	4,400	4,784
Christmas Bonus	300	344	344	344
Employee Incentives	3,712	11,136	11,136	11,136
Other Personnel Costs	8,915	9,700	9,700	10,000
Employee Health Insurance	11,537	23,342	23,342	23,233
Employee Life Insurance	987	1,068	1,068	1,094
Employee Testing	65,224	70,000	70,000	76,000
Worker's Compensation Insurance	1,478	1,108	1,108	1,083
Retiree Health Insurance	0	3,955	3,053	4,052
FICA	16,081	16,474	13,743	15,983
Pension Contribution	30,865	22,744	19,948	25,325
Total Personnel	**$ 340,334**	**$ 363,744**	**$ 332,179**	**$ 376,835**
Staffing Level				
Full-Time	*4.60*	*4.00*	*3.97*	*4.00*
Part-Time (converted to FTE)	*0.00*	*0.05*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.60***	***4.05***	***3.97***	***4.00***
Operations				
Training	$ 2,884	$ 4,655	$ 3,905	$ 4,925
Training expenses for several annual conferences including TN Safety Congress, TNPRIMA, TPMA, SHRM and MUNIS.				
Travel	1,505	4,300	4,300	4,725
Travel expenses associated with several annual conferences.				
Professional Services	0	10,000	5,000	5,000
To store end of year payroll records onto CD's and conduct employee benefits projects and other professional services.				
Postage & Freight	1,720	1,860	2,060	2,220
Mails such as job applications, correspondence, COBRA Benefit notifications and W-2 forms.				
Notice Publication	200	500	500	500
This line item covers job notices in professional publications, internet sites and RFP advertising.				
Dues & Subscriptions	2,816	3,060	3,106	3,085
Dues to professional organizations such as TNPRIMA, GMSHRM, TPMA, IPMA. Various periodicals and resource materials including: TN Law UFLSA Handbook, FLSA Exemptions, Mph Business Journal and Workers Comp Law Bulletin.				
Meetings	1,027	1,300	950	1,300
Costs of luncheons and meetings associated with the Annual United Way Campaign, SHRM, TPMA and TNPRIMA.				
Phones - Local	797	1,200	796	1,000
Fees for phones and service in personnel office. 4 phone and 1 fax line.				
Long Distance Phone Calls	51	250	125	200
Fees for long distance calls.				
Cellular Phones	266	480	300	300
Cell phone usage for Director.				
Data Processing - Software	150	1,000	500	1,000
Software upgrades and new computer software.				

CITY OF BARTLETT
PERSONNEL
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Shop Allocation	700	800	700	600
Labor charges for maintenance to Personnel Department's vehicle.				
Vehicle Maintenance	410	600	250	500
Parts and equipment for maintenance to Personnel Department vehicle.				
Equipment Maintenance	109	400	271	400
Repairs for all office equipment including: line printing laser printers and fax machine.				
Radio Maintenance	0	150	150	150
Replace portable radio battery and general maintenance Safety Officer's radio.				
Computer Maintenance	2,775	4,450	4,400	4,600
Repair and maintenance of all office computers (5). Annual computer software maintenance for MUNIS.				
Office Supplies	1,542	3,000	2,986	3,250
Includes all general supplies used in day to day operation of Personnel Department.				
Printing	825	3,700	3,685	3,500
Cost for printing various forms and certifications. Includes printing cost for employment applications. Printing revised Personnel Policy Manuals and Employee Handbooks.				
Petroleum Supplies	473	1,000	750	1,770
Fuel used for Personnel Department vehicles.				
Operating Supplies	179	500	800	600
Costs of supplies other than general office supplies to operate department.				
Equipment Rental	0	200	0	0
Rental fees for Personnel Department pager.				
Vehicle & Equip Insurance	224	500	245	245
Liability insurance premium for Personnel Department vehicle.				
General Liability Insurance	1,224	1,400	1,206	1,200
Allocation.				
Other Insurance	0	50	0	0
Storage Fees	1,587	1,985	1,965	2,060
Fees to store non-active Personnel records off-site. Also includes fees for local storage building for other personnel records.				
Miscellaneous Other Expenses	0	200	200	200
Other miscellaneous expenses.				
Total Operations	**$ 21,464**	**$ 47,540**	**$ 39,150**	**$ 43,330**
Capital				
Data Processing Equipment	$ 0	$ 2,000	$ 0	$ 0
Purchase new printer for Personnel Office				
Office Equipment	954	0	0	0
Furniture	0	500	500	500
Purchase new file cabinets.				
Total Capital	**$ 954**	**$ 2,500**	**$ 500**	**$ 500**
Total Personnel	**$ 362,752**	**$ 413,784**	**$ 371,829**	**$ 420,665**

Planning & Economic Development

City of Bartlett

FY 2009 Adopted Budget

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Salaries	233,442	213,830	213,830	225,522
Benefits	80,897	66,045	65,970	70,863
Operations	13,058	24,590	24,227	24,944
Capital	4,061	700	1,550	0
Total	**331,458**	**305,165**	**305,577**	**321,329**

What We Do

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

FY 2008 Performance Highlights

Annexed two areas based on development projects; assisted with additional projects in the Bartlett Station area; two changes to the Zoning Ordinance; 231 applications processed; made additional improvements to application forms and staff reports.

Objective	Performance Measures	FY 2007 Actual	FY 2008 Forecast	FY 2009 Projected
Improve regulations through ordinance amendments and new ordinances	Ordinances presented	2	5	5
Improve the development review process	Percent of plans reviewed within 10 days of notification by Codes	Fulfilled	Fulfilled	Improved
Improve staff support for boards and commissions	Improved content of staff comments (photos, illustrations, range of topics)	Fulfilled	Fulfilled	Improved

CITY OF BARTLETT
PLANNING & ECONOMIC DEVELOPMENT
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 81,634	$ 83,270	$ 83,270	$ 88,578
Employee Wages	151,808	130,560	130,560	136,944
Vacation Pay	1,677	0	0	0
Christmas Bonus	375	344	344	344
Employee Health Insurance	22,684	18,378	18,378	18,352
Employee Life Insurance	1,171	1,155	1,155	1,218
Worker's Compensation Insurance	1,066	917	917	970
Retiree Health Insurance	0	4,277	4,277	4,510
FICA	17,655	16,384	16,309	17,279
Pension Contribution	36,269	24,590	24,590	28,190
Total Personnel	**$ 314,339**	**$ 279,875**	**$ 279,800**	**$ 296,385**
Staffing Level				
Full-Time	*4.50*	*4.00*	*4.05*	*4.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.50***	***4.00***	***4.05***	***4.00***
Operations				
Training	$ 789	$ 1,200	$ 1,200	$ 1,200
Employee training expense and other training aids.				
Travel	1,489	4,000	4,000	4,000
Conference travel for Director and Planner.				
Boards & Commissions	648	650	650	650
APA memberships for Planning Commission members.				
Postage & Freight	33	240	240	240
Postage for notice letters, newsletters.				
Dues & Subscriptions	701	1,500	1,500	1,500
Professional association dues for Dir. and Planner				
Meetings	221	1,000	1,000	1,000
Local meetings expense for Dir. and Planner				
Phones - Local	797	840	840	900
Local telephone services.				
Long Distance Phone Calls	53	120	120	120
Long-distance telephone service.				
Cellular Phones	749	940	940	940
Cellular phone services.				
Data Processing - Software	20	2,500	2,500	2,500
New softwares and upgrades.				
Shop Allocation	400	400	400	400
Repair allocation made at the city shop for vehicle.				
Vehicle Maintenance	343	1,250	1,250	1,250
Maintenance allocation for vehicle.				
Equipment Maintenance	900	1,100	1,100	1,100
Share of annual maintenance for large-format copier in Engineering Dept.; misc. maintenance.				
Radio Maintenance	0	20	20	20
Maintenance of radio in vehicle.				
Automobile Allowance	540	500	500	500
Allowance for use of personal vehicle by Planner and Office staff - delivering packets and recording items downtown.				

CITY OF BARTLETT
PLANNING & ECONOMIC DEVELOPMENT
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Office Supplies	1,588	3,000	3,000	3,000
Miscellaneous office supplies.				
Printing	415	700	700	700
Paper, ink cartridges for HP plotter; occasional outside printing of large quantities.				
Petroleum Supplies	1,349	1,500	1,500	2,125
Gasoline allocated from city gas pump usage.				
Operating Supplies	234	1,000	1,000	1,000
Hardware items purchased irregularly -- Handy Maps, cell phones, beepers, staple cartridges for copier.				
Vehicle & Equip Insurance	224	300	245	245
Premium for one vehicle				
General Liability Insurance	1,092	1,200	892	900
Allocation.				
Storage Fees	473	630	630	654
Share of archival storage space annual cost.				
Total Operations	**$ 13,058**	**$ 24,590**	**$ 24,227**	**$ 24,944**
Capital				
Data Equipment	$ 4,061	$ 0	$ 850	$ 0
Furniture	0	700	700	0
Total Capital	**$ 4,061**	**$ 700**	**$ 1,550**	**$ 0**
Total Planning & Economic Development	**$ 331,458**	**$ 305,165**	**$ 305,577**	**$ 321,329**

City of Bartlett

PUBLIC SAFETY

FY 2009 Adopted Budget

The Public Safety function includes Police, Fire & Ambulance, and Building Codes Enforcement. Police planned to add 6 police officers and 2 jailers in Fiscal Year 2009 but proceeded to add those positions in March 1, 2008 (FY 2008). Fire & Ambulance will add 3 paramedics starting January 1, 2009. The Public Safety Function budget increased by $1,635,991 (8.33%) over the FY 2008 Projection. Other increases include 2% cost of living increase, step raises and a planned 5% Health Insurance premium increase for all departments.

Full-Time Authorized Personnel Positions

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

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Revenues	*77,196*	*94,908*	*51,000*	*0*
Salaries	10,651,250	11,886,661	11,833,931	12,802,580
Benefits	5,352,713	5,951,118	5,922,320	6,368,167
Other Personnel	0	2,000	1,006	2,000
Operations	1,611,510	1,941,156	1,901,614	2,075,690
Capital	21,290	23,000	33,840	29,265
Total	**17,559,567**	**19,709,026**	**19,641,711**	**21,277,702**

CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Department Revenues/Grants				
State Police Training Grant	$ 49,200	$ 51,000	$ 51,000	$ 0
State Fire Training Grant	25,200	0	0	0
Transfer From Grants Fund	0	43,908	0	0
CERT Class Fees	1,020	0	0	0
Intergovernment Reimbursement	1,776	0	0	0
Total Department Revenues/Grants	**$ 77,196**	**$ 94,908**	**$ 51,000**	**$ 0**
Personnel				
Supervisor Salaries	$ 1,001,419	$ 1,134,383	$ 1,155,576	$ 1,200,578
Employee Wages	9,170,250	10,136,483	10,059,034	10,934,965
Overtime Wages	248,175	336,108	345,429	368,984
Special Hours	26,242	31,000	39,740	42,000
Holiday Pay	338,702	408,536	387,513	424,424
Part-Time	205,163	248,686	245,275	270,153
Vacation Pay	97,172	38,000	43,357	35,000
Educational Bonus	58,380	73,760	69,550	83,920
Sick Pay	63,094	10,000	10,000	10,000
Longevity Pay	191,830	255,581	250,879	278,078
FLSA Wages	48,927	68,000	60,656	71,925
Christmas Bonus	18,600	24,266	22,564	24,974
Other Personnel Costs	0	2,000	6,136	8,000
Employee Health Insurance	1,831,762	2,134,227	2,123,814	2,121,191
Employee Life Insurance	54,500	60,779	60,646	65,532
Worker's Compensation Insurance	357,705	385,733	391,066	419,891
Unemployment Compensation	14,593	1,500	2,712	3,000
Retiree Health Insurance	0	225,107	224,096	242,710
FICA	851,419	971,256	962,405	1,050,479
Pension Contribution	1,426,030	1,294,373	1,296,809	1,516,943
Total Personnel	**$ 16,003,963**	**$ 17,839,779**	**$ 17,757,257**	**$ 19,172,747**
Staffing Level				
Full-Time	*231.07*	*241.00*	*240.33*	*252.00*
Part-Time (converted to FTE)	*7.56*	*11.87*	*8.74*	*10.25*
Total Full-Time Equivalent (FTE)	***238.63***	***252.87***	***249.07***	***262.25***
Operations				
Training	$ 74,203	$ 71,510	$ 66,121	$ 87,783
State Training Salary Supp	74,400	51,000	51,000	0
Firearms Training	27,980	35,000	35,000	35,000
Volunteer Expense	11,312	16,200	14,200	16,200
Travel	23,602	30,040	36,081	34,623
Other Professional Service	9,950	12,000	8,020	9,040
Dui Testing Fees	1,274	4,000	4,000	4,000
Postage & Freight	11,993	14,110	13,735	14,300
Notice Publication	547	2,000	1,000	2,000
Dues & Subscriptions	15,984	17,800	14,716	15,832
Meetings	6,442	8,500	6,916	7,532
Utilities	129,291	140,000	132,000	140,000
Phones - Local	33,439	37,008	37,028	37,049
Long Distance Phone Calls	1,212	1,750	1,554	1,758

CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Cellular Phones	18,984	19,800	21,316	25,832
Data Processing - Software	6,539	56,400	42,540	20,581
Telecommunication Link	7,150	9,800	9,800	9,800
Shop Allocation	82,600	82,600	82,672	82,745
Vehicle Maintenance	152,581	180,000	178,100	178,202
Equipment Maintenance	41,999	56,915	42,000	50,000
Radio Maintenance	14,683	52,006	52,166	56,121
Computer Maintenance	22,004	31,000	25,060	27,121
Grounds Maintenance	1,353	6,000	4,500	8,000
Building Maintenance	58,292	75,166	80,166	83,000
Office Supplies	25,953	26,300	29,700	30,804
Printing	19,459	22,000	21,000	21,660
Christmas Expenses	2,334	2,500	2,000	2,500
Medical Supplies	45,958	56,000	51,500	59,000
Petroleum Supplies	260,107	331,120	354,765	520,045
Clothing & Uniforms	150,271	162,015	162,016	168,500
Operating Supplies	35,996	42,600	41,616	43,632
Cleaning Supplies	4,860	6,000	5,000	5,000
Chemical Supplies	0	1,000	500	1,000
Air Service	5,022	8,000	7,000	8,000
Film & Developing	4,076	5,400	2,800	2,900
Small Tools	9,445	13,739	10,920	11,526
Fire Hose	696	4,000	4,000	4,000
Jail Meals & Supplies	18,846	20,000	20,000	22,000
CERT Training Supplies	252	200	200	200
Public Awareness	12,350	6,700	12,000	12,000
Fire Prevention	4,252	3,000	5,500	5,000
Grant Money Expense	0	5,326	5,326	0
Equipment Rental	43	1,650	650	653
Copy Machine Rental	9,203	17,000	17,000	17,060
Property Insurance	24,893	27,750	23,031	23,030
Vehicle & Equip Insurance	55,217	61,500	59,316	59,315
General Liability Insurance	57,522	64,000	66,129	65,645
Other Insurance	8,004	9,250	9,134	9,135
Tow-In Fees	7,690	10,200	9,500	13,200
Damage Claims	15,902	20,500	19,500	20,540
Miscellaneous Other Expenses	5,345	2,800	1,820	2,826
Total Operations	**$ 1,611,510**	**$ 1,941,156**	**$ 1,901,614**	**$ 2,075,690**
Capital				
Mobil Equipment	$ 0	$ 5,300	$ 0	$ 0
Communications Equipment	660	1,000	1,020	1,040
Data Processing Equipment	2,791	1,500	3,100	0
Office Equipment	0	3,000	2,000	3,000
Vehicles	0	0	19,000	0
Furniture	7,762	7,200	7,720	20,225
Other Equipment	10,077	5,000	1,000	5,000
Total Capital	**$ 21,290**	**$ 23,000**	**$ 33,840**	**$ 29,265**
TOTAL PUBLIC SAFETY	**$ 17,559,567**	**$ 19,709,026**	**$ 19,641,711**	**$ 21,277,702**

Police Department

City of Bartlett

FY 2009 Adopted Budget

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Revenues	*49,200*	*94,908*	*51,000*	*0*
Salaries	5,832,786	6,654,077	6,671,549	7,251,856
Benefits	2,802,955	3,174,919	3,161,589	3,431,521
Other Personnel	0	2,000	900	2,000
Operations	975,319	1,180,629	1,197,257	1,260,315
Capital	7,252	12,300	6,500	20,000
Total	**9,569,112**	**10,929,017**	**10,986,795**	**11,965,692**

What We Do

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

FY 2008 Performance Highlights

Calls for service increased approximately 3.88%.The uniform patrol division began the conversion of the marked units to the new color scheme. The Crime Suppression unit (CSU) was implemented to concentrate on the abatement of problem crime trends in concentrated areas as needed. One investigator was assigned to the Federal (DEA) Task force. The first Citizens Police Youth Academy was started. Additional police officers added to force.

Objective	Performance Measures	FY 2007 Actual	FY 2008 Forecast	FY 2009 Projected
Reduce the amount of individual and business robberies and maintain a high percentage level of solved vs. unsolved in closed robbery cases	Review of reports filed and percentage of cases solved	95%	80%	90%
Maintain a low rate of fatal accidents through traffic enforcement and high visibility of patrol units.	# of critical/fatal accidents	2	3	0
Reassign personnel to the BSMC for a continued presence on the western part of the city limits and to provide room for growth at the Justice Center	The number of personnel assigned to the BSMC.	6	6	8
Increase Public awareness of Domestic Violence trends and reduce reoccurring domestic violence through department involvement	Number of domestic calls for service and/or arrest for D.V	655	602	565

CITY OF BARTLETT
POLICE DEPARTMENT
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Department Revenues/Grants				
State Police Training Grant	$ 49,200	$ 51,000	$ 51,000	$ 0
Tranfer From Grant Fund	0	43,908	0	0
Total Department Revenues/Grants	**$ 49,200**	**$ 94,908**	**$ 51,000**	**$ 0**
Personnel				
Supervisor Salaries	$ 331,129	$ 364,240	$ 377,518	$ 394,084
Employee Wages	5,104,818	5,792,881	5,789,752	6,322,989
Overtime Wages	218,494	285,908	303,876	320,784
Special Hours	8,365	12,000	12,000	12,000
Holiday Pay	177,820	226,000	214,870	225,000
Part-Time	169,979	199,048	188,403	201,999
Vacation Pay	33,164	18,000	17,410	20,000
Educational Bonus	13,140	21,920	14,500	22,000
Sick Pay	47,271	0	0	0
Longevity Pay	89,242	137,235	137,235	153,217
Christmas Bonus	10,725	14,640	13,779	15,243
Other Personnel Costs	0	2,000	900	2,000
Employee Health Insurance	968,155	1,146,686	1,146,686	1,168,980
Employee Life Insurance	29,686	33,248	33,248	36,272
Worker's Compensation Insurance	190,814	206,838	212,171	226,342
Unemployment Compensation	14,593	1,500	2,712	3,000
Retiree Health Insurance	0	123,142	123,268	134,341
FICA	461,864	537,640	537,640	587,492
Pension Contribution	766,481	708,070	708,070	839,634
Total Personnel	**$ 8,635,741**	**$ 9,830,996**	**$ 9,834,038**	**$ 10,685,377**
Staffing Level				
Full-Time	*122.63*	*136.00*	*133.85*	*144.00*
Part-Time (converted to FTE)	*6.38*	*9.95*	*6.90*	*8.00*
Total Full-Time Equivalent (FTE)	***129.01***	***145.95***	***140.75***	***152.00***
Operations				
Training	$ 52,492	$ 40,000	$ 45,000	$ 48,000
Basic police training, in-service, manuals and other training aids.				
State Training Salary Supp	49,200	51,000	51,000	0
Firearms Training	27,980	35,000	35,000	35,000
Special training in use of firearms, ammunition for the firing range.				
Volunteer Expense	407	1,200	1,200	1,200
Expense allowance paid to citizens who volunteer their in service of the city.				
Travel	18,779	22,500	25,000	27,000
Lodging, food and gas for training classes, court park and out of town investigations.				
Other Professional Service	3,781	5,000	1,000	2,000
Fees paid for miscellaneous professional services (i.e. forensic services).				
DUI Testing Fees	1,274	4,000	4,000	4,000
Medlab fees & supplies for DUI testing.				
Postage & Freight	2,543	4,500	4,500	4,500
Necessary mailings.				
Notice Publication	547	2,000	1,000	2,000
Bid advertising.				

CITY OF BARTLETT
POLICE DEPARTMENT
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Dues & Subscriptions	11,509	14,000	11,000	12,000
IACP, IAAP, FBI dues, Oakstone Publications, TN Advanced Law books. Narcotic division subscriptions.				
Meetings	5,096	7,000	5,500	6,000
Local BPD meeting expenses, food, drinks and paper products.				
Utilities	71,290	75,000	72,000	75,000
Cost of BPD utilities at 3730 Appling and 5868 Stage Rd.				
Phones - Local	28,585	31,000	31,000	31,000
Phone operation cost.				
Long Distance Phone Calls	606	1,000	1,000	1,000
Cost of long distance services.				
Cellular Phones	12,900	13,000	13,000	13,000
Cost of cellular phone services.				
Data Processing - Software	1,415	44,400	32,000	5,000
Software specific to the Police Department needs.				
Telecommunication Link	7,150	9,800	9,800	9,800
TBI, NCIC connections, etc.				
Shop Allocation	50,000	50,000	50,000	50,000
City shop charges.				
Vehicle Maintenance	98,244	105,000	105,000	105,000
Repair, maintenance and equipping of BPD vehicles.				
Equipment Maintenance	17,976	28,915	22,000	25,000
Radar repair, console maintenance, other equip. maintenance.				
Radio Maintenance	4,955	37,106	37,106	40,000
Mobile and portable radios, Motorola Radio Service Agreement at approx. $13,000.				
Computer Maintenance	17,470	28,000	22,000	24,000
Hardware/software maintenance and upgrades to PC's and patrol laptops.				
Grounds Maintenance	1,353	3,000	3,000	5,000
Mulch, herbicide and lawn care.				
Building Maintenance	23,249	40,166	40,166	48,000
Heat/AC Maintenance, electrical, mechanical repairs and beginning carpet replacement.				
Office Supplies	15,207	15,000	17,500	18,500
Paper supplies, toner, pencils, general office supplies.				
Printing	8,401	10,000	10,000	10,000
BPD forms, state and local, business cards, etc.				
Medical Supplies	944	4,000	4,500	6,000
Police car, jail and office medical supplies.				
Petroleum Supplies	184,767	210,000	260,000	368,160
Gas and oil for BPD vehicles.				
Clothing & Uniforms	85,502	91,015	91,016	90,000
Annual allotments for officers, patrol and civilian.				
Operating Supplies	14,845	17,000	17,000	18,000
Miscellaneous supplies, ISD and crime lab supplies.				
Cleaning Supplies	4,860	6,000	5,000	5,000
Cleaning supplies, towels, waxes, soaps, etc.				
Film & Developing	3,912	5,000	2,500	2,500
Photograph expenses for crime scene investigation, and training.				
Small Tools	6,947	10,000	6,000	8,000
Small tools for BPD.				

CITY OF BARTLETT
POLICE DEPARTMENT
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Jail Meals & Supplies	18,846	20,000	20,000	22,000
Meals for inmates and hygiene kits.				
Public Awareness	12,350	6,700	12,000	12,000
Educational supplies, Citizen's Police Academy, K-4, Neighborhood Watch and Child Identification (Fingerprint ID's).				
Grant Money Expense	0	5,326	5,326	0
Equipment Rental	43	1,500	500	500
Tents for Bartlett Celebration and Kid's Count. Other miscellaneous rentals as necessary.				
Copy Machine Rental	4,981	11,000	11,000	11,000
Copier rental for BPD.				
Property Insurance	15,001	16,500	12,121	12,120
Allocated premiums related to recovery of value of BPD property.				
Vehicle & Equip Insurance	32,639	36,000	35,036	35,035
Premiums for vehicles and equipment.				
General Liability Insurance	34,549	38,000	40,486	40,000
Premiums related to the legal liability of the City, officers and employees.				
Other Insurance	100	0	0	0
Tow-In Fees	7,240	8,500	8,500	11,500
Miscellaneous traffic violations including DUI and squad car towing.				
Damage Claims	15,300	15,000	15,000	15,000
Cost incurred to reimburse others for damages.				
Miscellaneous Other Expenses	85	1,500	1,500	1,500
Misc. expenses.				
Total Operations	**$ 975,319**	**$ 1,180,629**	**$ 1,197,257**	**$ 1,260,315**
Capital				
Mobil Equipment	$ 0	$ 5,300	$ 0	$ 0
Data Processing Equipment	2,440	0	0	0
Office Equipment	0	3,000	2,000	3,000
File storage, fax machines, shredders.				
Furniture	4,812	4,000	4,500	17,000
Office furniture, desks, chairs, file cabinets, and shelving for new storage facility.				
Total Capital	**$ 7,252**	**$ 12,300**	**$ 6,500**	**$ 20,000**
Total Police Department	**$ 9,569,112**	**$ 10,929,017**	**$ 10,986,795**	**$ 11,965,692**

Fire & Ambulance Department

City of Bartlett

FY 2009 Adopted Budget

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Revenues	*27,996*	*0*	*0*	*0*
Salaries	4,290,583	4,665,279	4,594,990	4,953,553
Benefits	2,328,088	2,546,412	2,526,930	2,693,009
Operations	573,438	687,489	630,529	733,575
Capital	12,901	9,500	5,500	8,000
Total	**7,177,014**	**7,908,680**	**7,757,949**	**8,388,137**

FY 2008 Performance Highlights

In 2007 the Bartlett Fire Department began implementation of an electronic patient tracking and billing system provided through the Assistance to Firefighters Grants. This system is an electronic tracking,billing and reporting system that will enable our EMS Division to operate primarily paperless once fully operational.Our efforts to teach disaster preparedness to the citizens of Bartlett through CERT training continues to be a success. We trained a total of 69 citizens during 5 classes in 2007. The addition of an EMS Coordinator has already brought beneficial returns by his keep our personnel up with industry standards and ramping up of the quality control. The annual pancake breakfast in October 2007, again proved to be a success by raising over $10,000 for charity. The Fire Division made 3687 calls and the Medical Division made 3305 calls for service in the calendar year 2007. Fire Department personnel participated in joint training exercises with other departments to recieve specilized instruction in rope rescue. Preparations for instruction in ICS-300 and ICS-400 were initiated and were taught to city employees. When complete, we will have instructed all city personnel as mandated by the federal government to be NIMS compliant.

Objective	Performance Measures	FY 2007 Actual	FY 2008 Forecast	FY 2009 Projected
Continue to provide an immediate response to an increasing number of fire and medical emergencies	Average response time	4.5 minutes	less than 5 minutes	less than 5 minutes
Maintain all personnel certified as EMT or Paramedics	Percentage of personnel who are EMT or Paramedics.	98%	99%	100%
Continue to offer CERT training to the Citizens of Bartlett.	Increase to number of ctizens certified in CERT training each year	certify 69 citizens	certify 80 citizens	certify 100 citizens
Achieve NIMS compliance for the City of Bartlett.	Percent compliance	0%	100%	100%

CITY OF BARTLETT
FIRE DEPARTMENT
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Department Revenues/Grants				
State Fire Training Grant	$ 21,150	$ 0	$ 0	$ 0
CERT Grant	1,020	0	0	0
Intergovernment Reimbursement	1,776	0	0	0
Total Department Revenues/Grants	**$ 23,946**	**$ 0**	**$ 0**	**$ 0**
Personnel				
Supervisor Salaries	$ 541,386	$ 568,613	$ 578,575	$ 597,920
Employee Wages	2,865,596	2,888,753	2,945,530	3,064,110
Overtime Wages	22,920	37,000	30,793	35,000
Special Hours	15,746	16,000	24,740	25,000
Holiday Pay	123,379	133,536	132,484	145,000
Part-Time	0	0	11,123	14,100
Vacation Pay	44,799	15,000	14,401	10,000
Educational Bonus	41,280	47,520	50,760	57,600
Sick Pay	14,065	10,000	10,000	10,000
Longevity Pay	84,791	97,811	96,526	106,807
FLSA Wages	39,100	52,000	46,559	52,000
Christmas Bonus	5,625	6,525	6,287	6,525
Other Personnel Costs	0	0	4,210	5,000
Employee Health Insurance	627,955	680,513	680,513	651,770
Employee Life Insurance	17,988	18,670	18,670	19,775
Worker's Compensation Insurance	101,871	102,378	102,378	108,875
Retiree Health Insurance	0	69,147	70,431	73,241
FICA	280,729	295,501	289,006	315,148
Pension Contribution	467,664	397,597	404,973	457,754
Total Personnel	**$ 5,294,893**	**$ 5,436,564**	**$ 5,517,959**	**$ 5,755,625**
Staffing Level				
Full-Time	*74.97*	*72.00*	*73.42*	*72.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.37*	*0.75*
Total Full-Time Equivalent (FTE)	***74.97***	***72.00***	***73.79***	***72.75***
Operations				
Training	$ 13,609	$ 21,000	$ 10,000	$ 16,000
Employee training expenses such as classes, books, and training aids.				
State Training Salary Supp	21,150	0	0	0
Forty (40) hour training required by Tenn. Commission Firefighting.				
Volunteer Expense	10,906	15,000	13,000	15,000
Expense allowance paid to citizens who volunteer their time in service of the City.				
Travel	3,110	4,000	4,000	4,000
Transportation, lodging and meals for out of town expense for professional conferences and seminars.				
Postage & Freight	2,895	2,500	2,000	2,500
Freight on incoming or outgoing shipments as well as postage for mail.				
Dues & Subscriptions	3,068	2,500	2,400	2,500
Dues and subscriptions for affiliation with professional organizations and emergency services publications.				
Meetings	723	500	400	500
Expenses for meetings such as mid south fire chiefs luncheon, and lunch for outside agency personnel.				
Utilities	58,001	65,000	60,000	65,000
Expenses for utilities for 5 fire stations.				

CITY OF BARTLETT
FIRE DEPARTMENT
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Phones - Local	3,858	5,000	5,000	5,000
Service for local telephone at five fire stations.				
Long Distance Phone Calls	423	500	300	500
Service for long distance telephone charges.				
Cellular Phones	3,662	4,000	3,500	4,000
Cellular service charges and pagers.				
Data Processing - Software	100	5,000	4,000	5,000
Upgrade Billing software, new data reporting system, maintenance contracts on existing hardware and other computer softwares.				
Shop Allocation	19,000	19,000	19,000	19,000
Funds for repairs made at the City Shop.				
Vehicle Maintenance	36,124	50,000	50,000	50,000
Charges of repairs, and routine servicing to fire department vehicles.				
Equipment Maintenance	11,378	15,000	16,000	15,000
Specialized equipment which requires routine service or repair such as hurst tool "jaws of life", nozzles, valves, etc.				
Radio Maintenance	6,977	10,000	9,000	10,000
Repairs and/or purchases to maintain or upgrade radios such as portable batteries.				
Grounds Maintenance	0	3,000	1,500	3,000
Grounds keeping expenses.				
Building Maintenance	35,044	35,000	40,000	35,000
Repair and contract fees to maintain five fire station at an acceptable appearance and operational level.				
Office Supplies	5,606	5,500	6,000	6,000
Office supplies such as paper supplies, toner, pencils and general office supplies.				
Printing	1,904	2,000	1,000	1,500
Charges for the professional printing of forms, applications and personnel information.				
Christmas Expenses	2,334	2,500	2,000	2,500
Expenses for fire departmant Christmas party.				
Petroleum Supplies	41,849	75,000	50,000	88,500
Fuel and lubricants for the operations vehicles, and apparatus.				
Clothing & Uniforms	57,082	55,000	55,000	55,000
Annual uniform allotment of $500 for each personnel and to purchase those items that wear out due to normal useage.				
Operating Supplies	19,136	23,000	22,000	23,000
Those items needed to facilitate day to day operations small items not normally on hand otherwise.				
Chemical Supplies	0	1,000	500	1,000
Firefighting additives and chemicals.				
Air Service	2,944	5,000	5,000	5,000
Purchase of parts, masks for new employees and routine servicing of fire department self-contained breathing apparatus (SCBA).				
Film & Developing	164	400	300	400
Photograph expenses for fire scene investigation, and training.				
Small Tools	2,171	3,239	4,600	3,000
Cost of small tools and equipment.				
Fire Hose	696	4,000	4,000	4,000
To replace outdated and damaged hose.				
CERT Training Supplies	252	200	200	200
Fire Prevention	4,252	3,000	5,500	5,000
Literature and information to educate the public about safety, in an effort to involve the community education program.				
Copy Machine Rental	1,946	3,000	3,000	3,000
Lease of copy machine.				
Property Insurance	9,682	11,000	10,745	10,745
Annual premiums on fixed structures insurance.				

CITY OF BARTLETT
FIRE DEPARTMENT
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Vehicle & Equip Insurance	16,424	18,500	17,450	17,450
Annual insurance premiums on rolling stock.				
General Liability Insurance.	16,217	18,000	17,379	17,380
Fire's portion of liability insurance.				
Other Insurance	2,066	2,750	1,839	1,840
Disability insurance for reserves.				
Tow-In Fees	250	1,500	1,000	1,500
Charges for tow-in fees for heavy fire apparatus.				
Damage Claims	602	1,500	1,500	1,500
Damage claims for accidents.				
Miscellaneous Other Expenses	5,020	1,000	0	1,000
Total Operations	**$ 420,626**	**$ 494,089**	**$ 449,113**	**$ 501,515**
Capital				
Data Processing Equipment	$ 351	$ 1,500	$ 1,500	$ 0
Other Equipment	5,067	5,000	1,000	5,000
Other capital equipment.				
Total Capital	**$ 5,418**	**$ 6,500**	**$ 2,500**	**$ 5,000**
Total Fire Department	**$ 5,696,991**	**$ 5,937,153**	**$ 5,969,572**	**$ 6,262,140**

CITY OF BARTLETT
AMBULANCE
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Department Revenues/Grants				
State Fire Training Grant	$ 4,050	$ 0	$ 0	$ 0
Total Department Revenues/Grants	**$ 4,050**	**$ 0**	**$ 0**	**$ 0**
Personnel				
Supervisor Salaries	$ 0	$ 63,071	$ 63,701	$ 65,612
Employee Wages	836,043	1,062,742	939,091	1,150,911
Overtime Wages	6,761	12,000	9,560	12,000
Special Hours	2,132	3,000	3,000	3,000
Holiday Pay	37,502	49,000	40,159	54,424
Part-Time	0	14,100	0	0
Vacation Pay	10,860	5,000	11,546	5,000
Educational Bonus	2,880	2,160	2,130	2,160
Sick Pay	1,759	0	0	0
Longevity Pay	11,714	12,235	8,922	9,475
FLSA Wages	9,827	16,000	14,097	19,925
Christmas Bonus	1,275	1,981	1,378	2,000
Other Personnel Costs	0	0	920	1,000
Employee Health Insurance	152,220	218,386	206,167	212,178
Employee Life Insurance	4,321	6,079	5,965	6,569
Worker's Compensation Insurance	52,666	62,430	62,430	69,046
Retiree Health Insurance	0	22,516	19,988	24,330
FICA	68,811	94,959	91,526	101,242
Pension Contribution	125,007	129,468	123,381	152,065
Total Personnel	**$ 1,323,777**	**$ 1,775,127**	**$ 1,603,961**	**$ 1,890,937**
Staffing Level				
Full-Time	*22.47*	*22.00*	*22.06*	*25.00*
Part-Time (converted to FTE)	*0.00*	*0.67*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***22.47***	***22.67***	***22.06***	***25.00***
Operations				
Training	$ 5,926	$ 6,750	$ 8,000	$ 20,600
Employee training expenses such as classes, books, and training aids.				
State Training Salary Supp	4,050	0	0	0
State training supplement; reimbursed from state.				
Travel	412	1,500	5,000	1,500
Travel expenses for outside professional training seminars, conferences and certification.				
Other Professional Services	6,000	6,000	6,000	6,000
Medical director's annual fee.				
Postage & Freight	2,043	4,000	4,000	4,000
Cost to mail monthly statements on ambulance billing.				
Dues & Subscriptions	460	500	500	500
For professional organizations, and publications.				
Meetings	56	200	200	200
Expenses incurred by attending local profesional organizations meetings such as Mid-South EMS Council.				
Long Distance Phone Calls	7	50	50	50
Long distance charges.				
Cellular Phones	1,560	2,000	4,000	8,000
Cellular service charges and pagers.				

CITY OF BARTLETT
AMBULANCE
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Data Processing - Software	4,882	5,000	4,500	8,500
EMS Charts $6000.00 per year and Ram billing $1700.00 per year.				
Shop Allocation	10,000	10,000	10,000	10,000
Funds for repairs made at the City shop.				
Vehicle Maintenance	14,726	20,000	18,000	18,000
Charges of repairs, and routine servicing to fire department vehicles.				
Equipment Maintenance	12,122	13,000	4,000	10,000
Specialized equipment which requires routine service or repair, including high tech medical equipment.				
Radio Maintenance	0	1,900	3,000	3,000
Repairs or supplies to maintain radios i.e. batteries, etc.				
Office Supplies	412	800	1,000	1,000
Operating supplies which are in order to function as an official branch of the City.				
Printing	1,800	2,000	2,000	2,000
Charges for the professional printing of forms, applicand personnel information.				
Medical Supplies	45,014	52,000	47,000	53,000
Supplies to stock ambulances and equip medical personnel.				
Petroleum Supplies	19,896	30,000	28,000	39,645
Fuel and lubricants for the operations of our emergency vehicles, and apparatus.				
Clothing & Uniforms	5,807	14,000	14,000	21,500
Annual uniform allotment of $500 for each personnel and wear out due to normal useage such as gloves, hoods, boots, and helmets.				
Operating Supplies	1,162	1,800	1,800	1,800
Those supplies needed to facilitate day to day operations.				
Air Service	2,078	3,000	2,000	3,000
Oxygen and bottled air.				
Small Tools	0	200	0	200
Cost of small tools needed on ambulances				
Vehicle & Equip Insurance	3,845	4,500	4,305	4,305
Annual insurance premiums on rolling stock.				
General Liability Insurance	4,515	5,500	5,766	5,765
Allocation.				
Other Insurance	5,838	6,500	7,295	7,295
Insurance on paramedics and EMT's.				
Tow-In Fee	200	200	0	200
Charges for tow-in fees.				
Damage Claims	0	2,000	1,000	2,000
Damage claims for accidents.				
Total Operations	**$ 152,812**	**$ 193,400**	**$ 181,416**	**$ 232,060**
Capital				
Furniture	$ 2,473	$ 3,000	$ 3,000	$ 3,000
Furniture for New Administration edition to Fire Station 1.				
Other Equipment	5,010	0	0	0
Total Capital	**$ 7,483**	**$ 3,000**	**$ 3,000**	**$ 3,000**
Total Ambulance	**$ 1,480,022**	**$ 1,971,527**	**$ 1,788,377**	**$ 2,125,997**

Building Codes Enforcement

City of Bartlett

FY 2009 Adopted Budget

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Salaries	527,881	567,304	567,392	597,171
Benefits	221,671	229,787	233,801	243,637
Other Personnel	0	0	106	0
Operations	62,753	73,038	73,828	81,800
Capital	1,137	1,200	21,840	1,265
Total	**813,442**	**871,329**	**896,967**	**923,873**

FY 2008 Performance Highlights

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

Objective	Performance Measures	FY 2007 Actual	FY 2008 Forecast	FY 2009 Projected
Work with contractors and homeowners to preform inspections at a time most convenient to all concerned.	98% satisfaction	100%	100%	100%
Make annual sign inspection and enforce sign ordinance to bring all commercial signage into compliance.	100% of sign inspections completed annually and all violators have been notified	90%	100%	100%
Code Compliance, working closely with the Citizen Services Center, will enforce all City Ordinance in a professional and timely manner	Enforce all City Ordinance within 10 working days	90%	100%	100%

CITY OF BARTLETT
BUILDING CODES ENFORCEMENT
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 128,905	$ 138,459	$ 135,782	$ 142,962
Employee Wages	363,793	392,107	384,661	396,955
Overtime Wages	0	1,200	1,200	1,200
Special Hours	0	0	0	2,000
Part-Time	35,183	35,538	45,749	54,054
Vacation Pay	8,349	0	0	0
Educational Bonus	1,080	2,160	2,160	2,160
Longevity Pay	6,083	8,300	8,196	8,579
Christmas Bonus	975	1,120	1,120	1,206
Other Personnel Costs	0	0	106	0
Employee Health Insurance	83,432	88,642	90,448	88,263
Employee Life Insurance	2,507	2,782	2,763	2,916
Worker's Compensation Insurance	12,354	14,087	14,087	15,628
Retiree Health Insurance	0	10,302	10,409	10,798
FICA	40,015	43,156	44,233	46,597
Pension Contribution	66,876	59,238	60,385	67,490
Total Personnel	**$ 749,552**	**$ 797,091**	**$ 801,299**	**$ 840,808**
Staffing Level				
Full-Time	*11.00*	*11.00*	*11.00*	*11.00*
Part-Time (converted to FTE)	*1.18*	*1.25*	*1.47*	*1.50*
Total Full-Time Equivalent (FTE)	***12.18***	***12.25***	***12.47***	***12.50***
Operations				
Training	$ 2,177	$ 3,760	$ 3,121	$ 3,183
Employee training expense such as classes,books and other training aids.				
Travel	1,301	2,040	2,081	2,123
Provide transportation to Inspectors or office personnel, for required schooling and seminars, to maintain State Certification.				
Other Professional Service	169	1,000	1,020	1,040
Payment for outside structural Engineering services.				
Postage & Freight	4,512	3,110	3,235	3,300
Required mailing of permits and correspondence.				
Dues & Subscriptions	947	800	816	832
Provide current Building/Mechanical/Electrical/Plumbing magazines and newsletters. Yearly memberships with organizations.				
Meetings	567	800	816	832
Monthly meetings of the Tennessee Building Officials Association for five personnel.				
Phones - Local	996	1,008	1,028	1,049
Business telephone system used by all code employees.				
Long Distance Phone Calls	175	200	204	208
Telephone out of state contractors, engineers, architects and out of state agencies.				
Cellular Phones	862	800	816	832
City's Fire Marshall and out of office employee's.				
Data Processing - Software	142	2,000	2,040	2,081
Purchasing updated software on all computers.				
Shop Allocation	3,600	3,600	3,672	3,745
Cost of labor by City Shop for eight vehices.				
Vehicle Maintenance	3,487	5,000	5,100	5,202
Cost of replacement parts on aging autos charged by the Shop.				

CITY OF BARTLETT
BUILDING CODES ENFORCEMENT
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Equipment Maintenance	523	0	0	0
Yearly maintenance on office equipment and large scanner in Engineering.				
Radio Maintenance	2,752	3,000	3,060	3,121
Yearly maintenance and batteries for twelve radios.				
Computer Maintenance	4,534	3,000	3,060	3,121
Yearly maintenance on software system.				
Office Supplies	4,728	5,000	5,200	5,304
Maintain independent office supplies for Code Enforcement.				
Printing	7,353	8,000	8,000	8,160
Printing of all permit applications needing updated due to the adoption of the 2000 International Codes.				
Petroleum Supplies	13,595	16,120	16,765	23,740
Gasoline for eight autos.				
Clothing & Uniforms	1,879	2,000	2,000	2,000
Uniform shirts and pants for six inspectors.				
Operating Supplies	853	800	816	832
Replacement batteries on flashlights and pagers. To replace cartridges on all four printers and fax machine.				
Small Tools	327	300	320	326
Purchase of small tools.				
Equipment Rental	0	150	150	153
Copy Machine Rental	2,277	3,000	3,000	3,060
Minolta copier yearly rental.				
Property Insurance	210	250	165	165
Property insurance allocation.				
Vehicle & Equip Insurance	2,309	2,500	2,525	2,525
Auto insurance on eight vehicles.				
General Liability Insurance	2,241	2,500	2,498	2,500
Allocation.				
Damage Claims	0	2,000	2,000	2,040
Damage claims for accidents.				
Miscellaneous Other Expenses	234	300	320	326
Odd purchases not covered under other line items.				
Total Operations	**$ 62,753**	**$ 73,038**	**$ 73,828**	**$ 81,800**
Capital				
Communications Equipment	$ 660	$ 1,000	$ 1,020	$ 1,040
Purchase of radios to replace aged units.				
Data Processing Equipment	0	0	1,600	0
Vehicles	0	0	19,000	0
Furniture	477	200	220	225
Add a table and chairs to the conference room.				
Total Capital	**$ 1,137**	**$ 1,200**	**$ 21,840**	**$ 1,265**
Total Building Codes Enforcement	**$ 813,442**	**$ 871,329**	**$ 896,967**	**$ 923,873**

City of Bartlett

PUBLIC WORKS/ ENGINEERING

FY 2009 Adopted Budget

The Public Works/Engineering function includes the Public Works Department and the Engineering Department. The Public Works Department has six cost centers; Administration, City Shop, General Maintenance, General Services, Grounds Maintenance and Animal Control. The Engineering Department has two cost centers; Administration and Inspection. The Public Works/Engineering function budget increased by $336,673 (6.99%) over the FY 2008 Projection. General Services added a building technician position. Other increases include a 2% cost of living increase, step raises, and a planned 5% Health Insurance premium increase.

Full-Time Authorized Personnel Positions

Public Works Administration

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

Public Works City Shop

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

Public Works General Maintenance

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

Public Works General Services

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

Public Works Grounds Maintenance

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

Public Works Animal Control

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

Engineering Administration

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

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Revs/Recvrs	*495,647*	*492,125*	*491,725*	*485,325*
Salaries	2,548,698	2,787,320	2,751,500	2,875,909
Benefits	1,271,915	1,294,005	1,299,408	1,336,322
Other Personnel	216,617	305,565	303,530	312,561
Operations	832,273	951,961	866,703	1,055,248
Capital	8,483	87,575	90,176	61,550
Total	**4,382,339**	**4,934,301**	**4,819,592**	**5,156,265**

Engineering and Inspection

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

TOTAL PUBLIC WORKS/ENGINEERING	**67**

Public Works Summary

FY 2009 Adopted Budget

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Revs/Recvrs	*495,647*	*492,125*	*491,725*	*485,325*
Salaries	1,965,741	2,169,022	2,140,372	2,229,741
Benefits	1,051,539	1,059,266	1,072,128	1,089,443
Other Personnel	216,617	305,565	303,530	312,561
Operations	754,326	830,111	750,551	917,843
Capital	7,640	86,775	89,376	60,750
Total	**3,500,217**	**3,958,614**	**3,864,232**	**4,125,013**

FY 2008 Performance Highlights

The City Shop continued to maintain the City's vehicle fleet and equipment with no additional personnel. The General Maintenance Division projects a completion of 1,605 tickets. This represents a 9 % decline compared to FY06. It should be noted that this division lost 2 workers to the newly formed General Services division who inherited a lot of work that General Maintenance would normally have done. Public Works employees continued to improve educate their personnel through , MTAS, U. T. and offered training programs offered by the City. The City's annexation of 1,400 homes provided for more oportunities for public works to showcase their talents and abilities in the service of Bartlett residents.

Objective	Performance Measures	FY 2007 Actual	FY 2008 Forecast	FY 2009 Projected
Maintain and repair city vehicles & equipment	# of vehicles and equipment maintained	842	876	900
To establish standards by cleaning streets and maintain right-of-ways	Miles of roadway in Bartlett	242	258	265
Maintain the City's street and drainage systems	# of repairs to Drainage structures and Streets	872	876	900
Provide a safe and harmonious coexistance for pets and residents.	# of animals adopted out or returned to their owners	1359	1381	1400

CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Department Revenues				
Shop Expense Allocation	$ 330,350	$ 325,325	$ 325,325	$ 325,325
Weed Cutting Fees	20,323	12,600	25,000	20,000
Property Maintenance Charges	300	0	200	0
Animal Shelter Donations	6,832	6,000	6,000	8,000
Animal Shelter Boarding	1,207	1,500	200	0
Animal Shelter Capture Fee	10,019	4,700	16,000	12,000
Animal Shelter Adoption	57,106	65,000	54,000	55,000
Animal Shelter City License	46,824	52,000	40,000	40,000
Animal Shelter Miscellaneous Revenues	22,686	25,000	25,000	25,000
Total Department Revenues	**$ 495,647**	**$ 492,125**	**$ 491,725**	**$ 485,325**
Personnel				
Supervisor Salaries	$ 368,375	$ 393,187	$ 377,393	$ 390,011
Employee Wages	1,522,554	1,688,235	1,670,359	1,754,768
Overtime Wages	45,404	55,500	60,320	52,500
Special Hours	15,400	16,100	15,600	15,600
Contracted Services	216,177	305,565	303,200	312,561
Part-Time	14,009	16,000	16,700	16,862
Vacation Pay	15,921	0	9,175	0
Sick Pay	52,956	0	0	0
Longevity Pay	36,883	36,543	36,543	40,642
Christmas Bonus	3,975	4,872	4,738	4,873
Other Personnel Costs	715	0	550	0
Employee Health Insurance	397,829	461,588	461,588	449,738
Employee Life Insurance	9,928	11,239	11,239	11,582
Worker's Compensation Insurance	95,033	94,932	96,772	97,684
Unemployment Compensation	5,572	0	2,481	0
Retiree Health Insurance	0	41,630	40,910	42,895
FICA	154,873	169,098	169,098	173,931
Pension Contribution	278,293	239,364	239,364	268,098
Total Personnel	**$ 3,233,898**	**$ 3,533,853**	**$ 3,516,030**	**$ 3,631,745**
Staffing Level				
Full-Time	*51.57*	*55.00*	*52.35*	*56.00*
Part-Time (converted to FTE)	*0.60*	*0.75*	*0.56*	*0.75*
Total Full-Time Equivalent (FTE)	***52.17***	***55.75***	***52.91***	***56.75***
Operations				
Training	$ 5,638	$ 4,800	$ 2,300	$ 4,050
Travel	1,112	2,100	900	1,100
Professional Services	35,962	33,900	35,750	71,500
Other Professional Service	1,712	500	800	750
Postage & Freight	612	750	725	825
Notice Publication	193	0	0	0
Dues & Subscriptions	3,235	1,800	2,070	2,300
Meetings	2,209	1,800	1,800	2,800
Utilities	41,241	46,950	29,500	40,950
Phones - Local	4,656	5,525	5,475	5,475
Long Distance Phone Calls	59	200	65	160

CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Cellular Phones	4,351	5,450	3,800	6,150
Data Processing - Software	3,444	4,900	4,650	5,400
Shop Allocation	110,504	97,500	97,500	97,500
Vehicle Maintenance	66,117	78,700	51,800	73,000
Equipment Maintenance	29,588	49,700	34,750	42,300
Radio Maintenance	1,211	2,200	1,750	2,100
Computer Maintenance	143	1,000	500	1,000
Grounds Maintenance	6,918	19,600	18,930	20,000
Building Maintenance	27,944	21,100	23,257	25,700
Fuel System Maintenance	1,398	0	0	0
Street Painting & Signs	21,093	26,461	26,461	25,000
Office Supplies	10,162	10,025	7,325	8,625
Printing	1,583	2,000	2,020	2,000
Medical Supplies	39,179	35,000	50,000	50,000
Petroleum Supplies	98,616	113,500	107,500	154,580
Special Events	414	500	1,000	1,000
Clothing & Uniforms	19,179	18,800	18,600	20,800
Operating Supplies	45,476	41,000	43,095	47,000
Cleaning Supplies	9,049	9,500	10,500	10,500
Chemical Supplies	5,624	1,000	3,000	2,000
Fill Sand, Dirt & Gravel	16,139	25,000	20,000	25,000
Asphalt	34,702	50,000	40,000	50,000
Concrete & Brick	18,821	20,000	20,000	20,000
Miscellaneous Shop Parts	2,957	3,000	1,500	3,000
Small Tools	8,838	6,250	5,800	9,750
Pipe & Materials-System Ma	14,868	15,000	15,000	15,000
Miscellaneous Supplies	3,078	2,100	2,710	2,100
Public Awareness	1,152	1,000	700	1,500
Equipment Rental	1,734	5,000	2,000	4,000
Street Barricade & Equip Re	1,340	2,500	2,500	2,500
Copy Machine Rental	3,527	3,750	2,650	3,300
Property Insurance	9,934	10,800	8,039	8,040
Vehicle & Equip Insurance	19,903	21,900	21,055	21,054
General Liability Insurance	11,812	13,100	12,787	12,734
Credit Card Vendor Fees	1,260	750	2,600	2,600
State Fees	0	2,000	1,000	2,000
Cash Over/Short	100	100	100	100
Animal Control Fees	1,295	1,600	800	1,600
Damage Claims	3,924	6,000	2,295	5,000
Miscellaneous Other Expenses	321	4,000	3,192	4,000
Total Operations	**$ 754,326**	**$ 830,111**	**$ 750,551**	**$ 917,843**
Capital				
Fencing & Landscaping	$ 1,181	$ 5,000	$ 9,979	$ 4,500
Building Improvements	2,277	24,200	21,620	12,700
Other Improvements	0	20,000	18,000	0
Mobil Equipment	0	0	0	4,000
Communications Equipment	2,447	2,775	1,611	3,100
Data Processing Equipment	1,220	0	0	0

CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Office Equipment	0	350	307	350
Furniture	515	950	600	1,750
Other Equipment	0	28,500	32,259	29,350
Drainage Pipe & Improvement	0	5,000	5,000	5,000
Total Capital	**$ 7,640**	**$ 86,775**	**$ 89,376**	**$ 60,750**
TOTAL PUBLIC WORKS	**$ 3,500,217**	**$ 3,958,614**	**$ 3,864,232**	**$ 4,125,013**

CITY OF BARTLETT
PUBLIC WORKS ADMINISTRATION
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 159,454	$ 167,326	$ 167,326	$ 173,135
Employee Wages	93,628	98,049	98,049	101,237
Overtime Wages	966	2,000	820	2,000
Special Hours	0	500	0	0
Part-Time	173	0	0	500
Vacation Pay	905	0	0	0
Longevity Pay	9,567	9,985	9,985	11,180
Christmas Bonus	375	435	431	435
Employee Health Insurance	32,618	34,464	34,464	31,425
Employee Life Insurance	1,321	1,433	1,433	1,482
Worker's Compensation Insurance	1,365	1,451	1,451	1,502
Retiree Health Insurance	0	5,308	5,308	5,487
FICA	19,822	21,290	21,290	22,021
Pension Contribution	34,351	30,518	30,518	34,296
Total Personnel	**$ 354,545**	**$ 372,759**	**$ 371,075**	**$ 384,700**
Staffing Level				
Full-Time	*5.00*	*5.00*	*5.00*	*5.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***5.00***	***5.00***	***5.00***	***5.00***
Operations				
Training	$ 1,072	$ 900	$ 450	$ 500
Employee training expenses such as classes, books, and training aides.				
Travel	493	600	600	600
Travel and hotel expenses for training.				
Postage & Freight	594	700	700	800
Postage and stamps.				
Notice Publication	193	0	0	0
Dues & Subscriptions	346	650	400	400
TCAPWAS memberships and Public Works magazines.				
Employee Appreciation	2,209	1,800	1,800	2,800
Christmas dinner, spring picnic and quarterly division luncheon.				
Utilities	17,011	17,500	7,000	15,000
Electricity, gas, water.				
Phones - Local	4,306	5,000	5,000	5,000
Local telephone service.				
Long Distance Phone Calls	35	100	30	100
Long distance telephone service.				
Cellular Phones	1,323	1,500	1,300	1,500
Cell phone monthly fees.				
Data Processing - Software	368	400	150	400
Software.				
Shop Allocation	110,504	97,500	97,500	97,500
Shop labor for vehicles and equipment.				
Vehicle Maintenance	612	2,000	600	2,000
Parts for vehicles and equipment.				
Equipment Maintenance	641	200	250	300
Maintenance for printers, fax, adding machines, etc.				

CITY OF BARTLETT
PUBLIC WORKS ADMINISTRATION
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Radio Maintenance	242	500	250	500
Radio repair.				
Computer Maintenance	143	500	250	500
Computer repair parts and labor.				
Grounds Maintenance	522	500	250	500
Fertilizer, plants, sand, seeds, sod for pw admin area.				
Building Maintenance	3,133	600	1,300	1,200
Paint, light bulbs, carpet, doors, windows.				
Office Supplies	3,505	4,800	2,800	3,500
Pen, paper, envelopes, floders, printer cartridges, file folders, diaries, maps, letterhead.				
Printing	330	1,000	1,000	1,000
Newspaper ads, door hangers.				
Petroleum Supplies	36,580	45,000	45,000	63,720
Gas and diesel for Admin, Gen. Maint., and Fleet Services.				
Clothing & Uniforms	13,005	12,500	12,500	14,000
Uniforms for all PW funds except Fleet.				
Operating Supplies	5,008	3,000	3,595	4,000
Luncheons, flowers, plaques, trophies, coffee, Christmas cards, name plates, keys, batteries.				
Small Tool	75	0	0	0
Copy Machine Rental	562	1,200	800	1,000
Copy machine rental.				
Property Insurance	5,240	5,700	4,374	4,375
Property insurance allocation.				
Vehicle & Equip Insurance	9,468	10,500	9,434	9,435
Vehicle and equipment insurance allocation.				
General Liability Insurance	1,608	1,800	1,742	1,740
General liability insurance allocation.				
Damage Claims	488	1,000	500	1,000
Payment for damages caused by PW crews performing jobs.				
Miscellaneous Other Expenses	300	4,000	2,000	4,000
Miscellaneous expenses.				
Total Operations	**$ 219,915**	**$ 221,450**	**$ 201,575**	**$ 237,370**
Capital				
Communications Equipment	0	200	100	200
All communication equipment, accessories purchases and repairs.				
Total Capital	**$ 0**	**$ 200**	**$ 100**	**$ 200**
Total Public Works Administration	**$ 574,460**	**$ 594,409**	**$ 572,750**	**$ 622,270**

CITY OF BARTLETT
CITY SHOP
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Department Revenues				
Shop Expense Allocation	$ 330,350	$ 325,325	$ 325,325	$ 325,325
Total Department Revenues	**$ 330,350**	**$ 325,325**	**$ 325,325**	**$ 325,325**
Personnel				
Supervisor Salaries	$ 57,810	$ 67,100	$ 52,859	$ 53,377
Employee Wages	366,760	398,540	392,354	399,499
Overtime Wages	16,524	15,000	15,000	15,000
Special Hours	5,100	5,200	5,200	5,200
Contracted Services	45,252	53,242	53,242	55,000
Part-Time	510	0	700	700
Vacation Pay	316	0	6,109	0
Sick Pay	20,357	0	0	0
Longevity Pay	12,423	10,902	10,902	11,000
Christmas Bonus	750	870	862	870
Employee Health Insurance	78,422	91,074	91,074	82,258
Employee Life Insurance	2,317	2,514	2,514	2,446
Worker's Compensation Insurance	17,040	16,648	16,648	16,066
Retiree Health Insurance	0	9,313	8,904	9,058
FICA	36,545	38,067	38,067	37,127
Pension Contribution	61,595	53,549	53,549	56,610
Total Personnel	**$ 721,720**	**$ 762,019**	**$ 747,984**	**$ 744,211**
Staffing Level				
Full-Time	*9.53*	*10.00*	*9.40*	*10.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***9.53***	***10.00***	***9.40***	***10.00***
Operations				
Training	$ 380	$ 800	$ 400	$ 800
Employee training expenses such as classes, books and or training aids.				
Travel	$ 10	$ 0	$ 0	$ 0
Postage & Freight	12	50	25	25
Stamps.				
Dues & Subscriptions	423	250	250	250
TCAPWA memberships, PW magazines.				
Utilities	8,012	8,950	8,000	8,950
Electricity, gas, water.				
Long Distance Phone Calls	21	50	15	25
Long distance phone calls.				
Cellular Phones	815	1,100	700	800
Cell phone fees.				
Data Processing - Software	3,076	4,500	4,500	5,000
Software for shop billing and inventory system, Mitchell manuals and engine analyzer updates.				
Vehicle Maintenance	3,560	7,500	2,000	5,000
Parts for vehicle and equipment repairs.				
Equipment Maintenance	3,178	5,000	3,000	3,500
Computer, printer, fax, type writer, engine analyzer.				
Radio Maintenance	38	500	0	500
Radio maintenance.				

CITY OF BARTLETT
CITY SHOP
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Building Maintenance	9,556	5,000	5,000	5,000
Paint, light bulbs, doors, windows, etc.				
Fuel System Maintenance	1,398	0	0	0
Office Supplies	1,586	1,200	1,220	1,500
Pen, paper, envelopes, folders, printer cartridges.				
Clothing & Uniforms	5,080	4,500	4,500	5,000
Uniforms and mats.				
Operating Supplies	7,773	7,000	7,000	7,500
Batteries, welding rods, paint, grease, tool washing wires.				
Cleaning Supplies	1,619	2,000	2,000	2,000
Wax, soap, rags, toilet paper, paper towels, mops, bucks.				
Miscellaneous Shop Parts	2,957	3,000	1,500	3,000
Nuts, bolts, washers, starter fluid, clutch fluid, tubes valve caps, valve stems, battery cleaner.				
Small Tools	1,514	1,500	1,500	4,500
Socket wrenches, hammers, screw drivers, specialized tools needed for repairs of City equipment.				
Miscellaneous Supplies	1,606	1,600	1,600	1,600
Misc office supplies and tool allowance for mechanics.				
Copy Machine Rental	1,887	750	600	750
Copy machine rental.				
Property Insurance	2,371	2,600	2,034	2,035
Property insurance allocation.				
Vehicle & Equip Insurance	1,824	2,000	1,958	1,958
Allocation.				
General Liability Insurance	2,235	2,500	2,418	2,418
Allocation.				
Damage Claims	28	500	0	500
Payment for damages caused by PW employees.				
Total Operations	**$ 60,959**	**$ 62,850**	**$ 50,220**	**$ 62,611**
Capital				
Building Improvements	$ 1,272	$ 1,500	$ 1,500	$ 0
Contracted improvements to gutter system and mechanic's office.				
Communications Equipment	0	50	0	850
Cell phone accessories, purchases and repairs.				
Office Equipment	0	300	257	300
Calculators, adding machines, fax machine.				
Furniture	227	200	200	1,000
Desks and chairs, file cabinet.				
Other Equipment	0	9,500	9,500	18,000
Truck tire changer $18k.				
Total Capital	**$ 1,499**	**$ 11,550**	**$ 11,457**	**$ 20,150**
Total City Shop	**$ 453,829**	**$ 511,094**	**$ 484,336**	**$ 501,647**

CITY OF BARTLETT
GENERAL MAINTENANCE
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Employee Wages	$ 519,153	$ 557,580	$ 544,414	$ 554,484
Overtime Wages	13,218	20,000	20,000	15,000
Special Hours	5,200	5,200	5,200	5,200
Contracted Services	13,564	11,565	15,200	11,565
Vacation Pay	5,083	0	732	0
Longevity Pay	7,259	8,497	8,497	10,946
Christmas Bonus	1,200	1,392	1,378	1,392
Other Personnel Costs	55	0	0	0
Employee Health Insurance	129,881	142,820	142,820	125,988
Employee Life Insurance	2,706	3,011	3,011	2,994
Worker's Compensation Insurance	32,427	33,840	33,840	33,781
Retiree Health Insurance	0	11,152	10,875	11,090
FICA	40,355	45,339	45,339	44,882
Pension Contribution	72,652	64,122	64,122	69,311
Total Personnel	**$ 842,753**	**$ 904,518**	**$ 895,428**	**$ 886,633**
Staffing Level				
Full-Time	*15.55*	*16.00*	*15.37*	*16.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***15.55***	***16.00***	***15.37***	***16.00***
Operations				
Training	$ 1,912	$ 1,500	$ 500	$ 750
Employee training expense such as classes, books and or training aids and tuition.				
Travel	598	1,500	300	500
Travel expenses, food, hotel, gas.				
Other Professional Service	1,487	0	0	0
Tree removal service.				
Dues & Subscriptions	611	400	365	400
TCAPWA dues and magazine subscriptions.				
Cellular Phones	546	750	500	750
Cell phone monthly fees.				
Vehicle Maintenance	29,898	37,000	20,000	30,000
Parts for vehicle repairs some parts will be allocated from inventory others purchased from vendors.				
Equipment Maintenance	11,945	26,000	15,000	20,000
Parts for equipment repairs.				
Radio Maintenance	259	500	1,000	500
Mobil radio repairs.				
Grounds Maintenance	3,159	1,500	1,000	1,500
Fertilizer, grass, seed, plants.				
Building Maintenance	4,330	4,500	4,500	4,500
Painting, light bulbs, carpet, windows, wax.				
Street Painting & Signs	21,093	26,461	26,461	25,000
Sign repair and replacement, street striping and marking.				
Office Supplies	1,048	750	850	850
Pens, pencils, note pads, file cabinets, envelopes and printer cartridges.				
Operating Supplies	14,747	15,000	15,000	16,000
Filter cloth, batteries, water plug, concrete patch, inboards.				

CITY OF BARTLETT
GENERAL MAINTENANCE
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Cleaning Supplies	1,551	1,500	1,500	1,500
Wax, soap, rags, toilet paper, paper towels, mops, bucks.				
Fill Sand, Dirt & Gravel	16,139	25,000	20,000	25,000
Fill sand, dirt and gravel used for road repairs and road projects, also rip rap, CTB, sod, limestone, CR610.				
Asphalt	34,702	50,000	40,000	50,000
Materials for road cuts, road shoulders, salting streets, pot holes and Contracted Asphalt Work.				
Concrete & Brick	18,821	20,000	20,000	20,000
Building inlets, manholes, replacing sidewalks, curb and gutter, water tables, road cuts.				
Small Tools	1,548	2,250	2,250	2,250
Shovel, drills, hammers, screw drivers, flash lights.				
Pipe & Materials-System Maintenance	14,868	15,000	15,000	15,000
Pipe and other materials used for drainage system repair including steel products, manhole, inlets.				
Equipment Rental	1,734	5,000	2,000	4,000
Special construction equipment as needed.				
Street Barricade & Equip Re	1,340	2,500	2,500	2,500
Rental of barricades for street and drainage repairs.				
Copy Machine Rental	411	750	600	750
Rental of copy machine.				
Vehicle & Equip Insurance	2,829	3,000	3,801	3,801
Vehicle and equipment insurance.				
General Liability Insurance	3,185	3,500	3,366	3,366
General liability insurance.				
Damage Claims	2,909	1,000	700	1,000
Payment for damages caused by PW employees doing their job.				
Total Operations	**$ 191,670**	**$ 245,361**	**$ 197,193**	**$ 229,917**
Capital				
Fencing & Landscaping	$ 0	$ 0	$ 4,979	$ 1,000
Building Improvements	550	20,000	17,500	10,000
Expanding the break room area.				
Other Improvements	0	20,000	18,000	0
Fencing and stackable bin blocks at stand pipe.				
Communications Equipment	2,447	1,600	800	1,000
Purchase pagers, cell phones, office phones and accessories.				
Furniture	288	500	300	500
Desks & chairs.				
Other Equipment	0	0	4,859	2,100
4x6 trailer $800 and 90# jack hammer $1,300.				
Drainage Pipe & Improvement	0	5,000	5,000	5,000
Drainage pipe, Bartlett special inlets, 4x4 and 3x3 inlet tops, 6-72 inlet grates, manhole covers.				
Total Capital	**$ 3,285**	**$ 47,100**	**$ 51,438**	**$ 19,600**
Total General Maintenance	**$ 1,037,708**	**$ 1,196,979**	**$ 1,144,059**	**$ 1,136,150**

CITY OF BARTLETT
GENERAL SERVICES
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Department Revenues				
Trash Removal Fees	$ 300	$ 0	$ 0	$ 0
Weed Cutting Fees	20,323	0	0	0
Total Department Revenues	**$ 20,623**	**$ 0**	**$ 0**	**$ 0**
Personnel				
Supervisor Salaries	$ 61,488	$ 63,904	$ 63,904	$ 66,144
Employee Wages	32,957	37,877	39,115	78,063
Overtime Wages	209	1,500	3,500	2,000
Contracted Services	0	24,000	18,000	24,000
Vacation Pay	405	0	0	0
Longevity Pay	2,564	3,834	3,834	4,010
Christmas Bonus	150	174	172	175
Employee Health Insurance	20,204	22,245	22,245	32,955
Employee Life Insurance	487	550	550	779
Worker's Compensation Insurance	5,936	6,347	7,793	8,229
Unemployment Compensation	5,572	0	2,284	0
Retiree Health Insurance	0	2,036	2,060	2,884
FICA	7,187	8,208	8,208	11,500
Pension Contribution	13,080	11,705	11,705	18,026
Total Personnel	**$ 150,239**	**$ 182,380**	**$ 183,370**	**$ 248,765**
Staffing Level				
Full-Time	*1.91*	*2.00*	*2.00*	*3.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***1.91***	***2.00***	***2.00***	***3.00***
Operations				
Training	$ 60	$ 500	$ 250	$ 500
TML classes.				
Professional Services	1,812	0	250	0
Yard cutting and abandoned house repairs.				
Dues & Subscriptions	127	200	100	200
TCAPWA dues and magazine subscription costs.				
Cellular Phones	520	720	350	1,000
Cell phone charges for 2 employees				
Vehicle Maintenance	716	2,000	1,000	2,000
Part costs for vehicles repairs.				
Radio Maintenance	0	100	50	100
Radio repair and maintenance costs.				
Operating Supplies	130	500	500	1,000
Miscellaneous operating supplies.				
Small Tools	577	500	500	1,000
Brooms, rakes, hoes and small tools.				
General Liability Insurance	461	500	549	500
Total Operations	**$ 4,403**	**$ 5,020**	**$ 3,549**	**$ 6,300**
Capital				
Mobil Equipment	$ 0	$ 0	$ 0	$ 4,000
8x12 inclosed utility trailer ($4k).				

CITY OF BARTLETT
GENERAL SERVICES
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Communications Equipment	0	75	50	75
One cell phone purchase.				
Other Equipment	0	3,000	2,000	1,000
Refrigerant recovery unit & tank, refrigerant leak detector & vacuum, cordless & electric hammer drill & bench drill press.				
Total Capital	**$ 0**	**$ 3,075**	**$ 2,050**	**$ 5,075**
Total General Services	**$ 134,019**	**$ 190,475**	**$ 188,969**	**$ 260,140**

CITY OF BARTLETT
GROUND MAINTENANCE
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Department Revenues				
Property Maintenance Charges	$ 0	$ 0	$ 200	$ 0
Weed Cutting Fees	0	12,600	25,000	20,000
Total Department Revenues	**$ 0**	**$ 12,600**	**$ 25,200**	**$ 20,000**
Personnel				
Supervisor Salaries	$ 52,734	$ 48,918	$ 48,918	$ 49,397
Employee Wages	345,417	396,866	396,866	415,278
Overtime Wages	1,934	5,000	5,000	5,000
Contracted Services	112,794	170,496	170,496	170,496
Vacation Pay	6,123	0	102	0
Sick Pay	32,599	0	0	0
Longevity Pay	5,071	3,325	3,325	3,506
Christmas Bonus	900	1,218	1,120	1,218
Employee Health Insurance	275	0	220	0
Employee Life Insurance	86,075	110,648	110,648	113,973
Worker's Compensation Insurance	1,994	2,407	2,407	2,509
Unemployment Compensation	28,882	27,020	27,020	28,161
Retiree Health Insurance	0	8,916	8,886	9,293
FICA	33,655	34,832	34,832	36,284
Pension Contribution	64,120	51,265	51,265	58,084
Total Personnel	**$ 772,573**	**$ 860,911**	**$ 861,105**	**$ 893,199**
Staffing Level				
Full-Time	*12.62*	*14.00*	*13.21*	*14.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***12.62***	***14.00***	***13.21***	***14.00***
Operations				
Training	$ 717	$ 500	$ 300	$ 500
Conferences and other training tuition.				
Travel	11	0	0	0
Professional Services	9,634	10,500	10,500	45,500
Median spraying.				
Dues & Subscriptions	127	300	200	300
TCAPWA dues and magazine subscription costs.				
Utilities	5,674	7,500	4,500	5,000
Electricity, gas, water, sewer.				
Phones - Local	224	350	300	300
Local telephone service.				
Long Distance Phone Calls	0	25	10	25
Long distance phone service.				
Cellular Phones	283	300	250	600
Cell phone monthly fees.				
Vehicle Maintenance	25,737	24,200	24,200	28,000
Parts for vehicle repairs.				
Equipment Maintenance	13,587	18,000	16,000	18,000
Parts for equipment repairs.				
Radio Maintenance	410	400	350	400
Radio repairs.				

CITY OF BARTLETT
GROUND MAINTENANCE
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Grounds Maintenance	3,237	17,500	17,500	17,500
Fertilizer, plants, seeds , sod, fence repair, parking repair, all for grounds maintenance complex and fence repair.				
Building Maintenance	2,754	6,000	6,457	8,000
Paint, light bulbs, carpet, windows and new roof shingles.				
Office Supplies	213	275	275	275
Pen, paper, pencil, folders, diaries, printer cartridges.				
Petroleum Supplies	39,385	42,500	42,500	60,180
Gas and diesel.				
Operating Supplies	5,559	7,500	7,000	8,500
Chain saw chains, weed eater lines, bumper caps, eye glasses, vests, boots, trash bags, other disposable items.				
Small Tools	5,120	1,500	1,500	1,500
Rakes, hoes, job-blades, weed eaters, chain saws, brooms.				
Copy Machine Rental	32	150	50	100
Copy machine rental.				
Property Insurance	753	800	413	415
Property insurance allocation.				
Vehicle & Equip Insurance	4,229	4,700	4,175	4,175
Vehicle and equipment insurance.				
General Liability Insurance	2,732	3,000	2,960	2,960
General liability insurance.				
Damage Claims	499	3,000	500	2,000
Damages caused by PW employees doing their jobs (minor).				
Total Operations	**$ 120,918**	**$ 149,000**	**$ 139,940**	**$ 204,230**
Capital				
Fencing & Landscaping	$ 1,181	$ 5,000	$ 5,000	$ 3,500
Mulch for medians and City Hall, city property fence installation and/or replacement.				
Building Improvements	455	1,500	1,420	1,500
General building improvements.				
Communications Equipment	0	800	661	800
Cell phone purchases and accessories.				
Office Equipment	0	50	50	50
Paper shredder.				
Other Equipment	0	15,500	15,500	7,500
$5k weedeaters, chain saws, and other small equipment.				
Total Capital	**$ 1,636**	**$ 22,850**	**$ 22,631**	**$ 13,350**
Total Ground Maintenance	**$ 895,127**	**$ 1,020,161**	**$ 998,476**	**$ 1,090,779**

CITY OF BARTLETT
ANIMAL CONTROL
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Department Revenues				
Animal Shelter Donations	$ 6,832	$ 6,000	$ 6,000	$ 8,000
Animal Shelter Boarding	1,207	1,500	200	0
Animal Shelter Capture Fee	10,019	4,700	16,000	12,000
Animal Shelter Adoption	57,106	65,000	54,000	55,000
Animal Shelter City License	46,824	52,000	40,000	40,000
Animal Shelter Miscellaneous Revenues	22,686	25,000	25,000	25,000
Total Department Revenues	**$ 144,674**	**$ 154,200**	**$ 141,200**	**$ 140,000**
Personnel				
Supervisor Salaries	$ 36,889	$ 45,939	$ 44,386	$ 47,958
Employee Wages	164,639	199,323	199,561	206,207
Overtime Wages	12,553	12,000	16,000	13,500
Special Hours	5,100	5,200	5,200	5,200
Contracted Services	44,568	46,262	46,262	51,500
Part-Time	13,326	16,000	16,000	15,662
Vacation Pay	3,089	0	2,232	0
Christmas Bonus	600	783	775	783
Other Personnel Costs	385	0	330	0
Employee Health Insurance	50,630	60,337	60,337	63,139
Employee Life Insurance	1,104	1,324	1,324	1,372
Worker's Compensation Insurance	9,383	9,626	10,020	9,945
Unemployment Compensation	0	0	197	0
Retiree Health Insurance	0	4,905	4,877	5,083
FICA	17,309	21,362	21,362	22,117
Pension Contribution	32,495	28,205	28,205	31,771
Total Personnel	**$ 392,069**	**$ 451,266**	**$ 457,068**	**$ 474,237**
Staffing Level				
Full-Time	*6.96*	*8.00*	*7.37*	*8.00*
Part-Time (converted to FTE)	*0.60*	*0.75*	*0.56*	*0.75*
Total Full-Time Equivalent (FTE)	***7.56***	***8.75***	***7.93***	***8.75***
Operations				
Training	$ 1,497	$ 600	$ 400	$ 1,000
Tuition for training classes.				
Professional Services	24,515	23,400	25,000	26,000
City contracted vet fees.				
Other Professional Service	225	500	800	750
Emergency after hours vet fees.				
Postage & Freight	6	0	0	0
Stamps and postage costs.				
Dues & Subscriptions	1,602	0	755	750
TCAPWA and other Animal Shelter/Control dues and subscriptions.				
Utilities	10,544	13,000	10,000	12,000
Electricity, gas, propane, water, sewer.				
Phones - Local	126	175	175	175
Local telephone costs.				
Long Distance Phone Calls	3	25	10	10
Long distance telephone costs.				

CITY OF BARTLETT
ANIMAL CONTROL
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Cellular Phones	863	1,080	700	1,500
Monthly fees for 2 cell phones.				
Vehicle Maintenance	5,595	6,000	4,000	6,000
Parts for vehicle repairs.				
Equipment Maintenance	238	500	500	500
Parts for equipment maintenance.				
Radio Maintenance	262	200	100	100
Communication radio repairs.				
Computer Maintenance	0	500	250	500
Computer repairs and upgrades.				
Grounds Maintenance	0	100	180	500
Plants, seeds, flowers, landscaping, sod.				
Building Maintenance	8,171	5,000	6,000	7,000
Paint, light bulbs, windows, doors, etc HVAC repairs, ventilators.				
Office Supplies	3,809	3,000	2,200	2,500
Paper, pens, pencils, folders, file cabinets, printer.				
Printing	1,253	1,000	1,000	1,000
Flyers, banners, signs.				
Medical Supplies	39,179	35,000	50,000	50,000
First aid kits, animal surgery needs, vaccines.				
Petroleum Supplies	22,651	26,000	20,000	30,680
Oil, gas, diesel, propane.				
Special Events	414	500	1,000	1,000
Christmas parade, Adoption days, special programs.				
Clothing & Uniforms	1,094	1,800	1,600	1,800
Pants, shirts, gloves.				
Operating Supplies	12,258	8,000	10,000	10,000
Pet food, collars, batteries, grab poles, food bowls, litter pans, cat carriers, safety glasses, leashes, collars.				
Cleaning Supplies	5,879	6,000	7,000	7,000
Lysol, pine sol, bleach, soap, paper towels air fresheners, , laundry soap.				
Chemical Supplies	5,624	1,000	3,000	2,000
Flea dip, other disease controlling agents.				
Small Tools	4	500	50	500
Dart guns, darts, traps, catch poles, surgery packs.				
Miscellaneous Supplies	1,472	500	1,110	500
Various supplies.				
Public Awareness	1,152	1,000	700	1,500
Posters, flyers, newspaper articles.				
Copy Machine Rental	636	900	600	700
Copy machine rental.				
Property Insurance	1,570	1,700	1,218	1,215
Property insurance allocation.				
Vehicle & Equip Insurance	1,553	1,700	1,687	1,685
Allocation.				
General Liability Insurance	1,591	1,800	1,752	1,750
General liability insurance.				
Credit Card Vendor Fees	1,260	750	2,600	2,600
Fees charged by credit card companies.				

CITY OF BARTLETT
ANIMAL CONTROL
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
State Fees	0	2,000	1,000	2,000
Incinerator permit fee, license fees for officers, NACA fees.				
Cash Over/Short	100	100	100	100
Animal Control Fees	1,295	1,600	800	1,600
Tag purchases.				
Damage Claims	0	500	595	500
Payment for minor damages caused by PW employees.				
Miscellaneous Other Expenses	18	0	1,192	0
Total Operations	**$ 156,461**	**$ 146,430**	**$ 158,074**	**$ 177,415**
Capital				
Building Improvements	$ 0	$ 1,200	$ 1,200	$ 1,200
Paint front of building and run water line to dog park upgrade electrical panel, seal floors.				
Communications Equipment	0	50	0	175
Cell phone and other telephone purchases.				
Data Processing Equipment	1,220	0	0	0
Furniture	0	250	100	250
Stool for new computer.				
Other Equipment	0	500	400	750
Total Capital	**$ 1,220**	**$ 2,000**	**$ 1,700**	**$ 2,375**
Total Animal Control	**$ 405,075**	**$ 445,496**	**$ 475,642**	**$ 514,027**

Engineering
Summary

FY 2009 Adopted Budget

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Salaries	582,957	618,298	611,128	646,168
Benefits	220,376	234,739	227,280	246,879
Operations	77,947	121,850	116,152	137,405
Capital	843	800	800	800
Total	**882,122**	**975,687**	**955,360**	**1,031,252**

FY 2008 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 2007 Actual	FY 2008 Forecast	FY 2009 Projected
Provide engineering inspection oversight of City capital projects.	Projects completed on time and within the budget.	Most Projects	Most Projects	All Projects
Administer developer projects within the city and reserve area	All work to meet or exceed standards of the city.	All projects	All Projects	All Projects
Continue to install sewers in annexed areas	Completion of projects outlined in Plans of Service	Complete d	Complete d	Completed
Start Right of Way acquisition and Construction of Kirby Whitten	Completion of these activities	Complete d	Complete d	Completed

CITY OF BARTLETT
ENGINEERING BUDGET SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 273,230	$ 234,178	$ 283,882	$ 295,709
Employee Wages	298,696	358,120	311,484	323,559
Overtime Wages	4,360	9,800	6,625	9,600
Special Hours	446	500	800	800
Part-Time	6,224	15,700	8,337	16,500
Vacation Pay	9,333	0	0	0
Education Bonus	720	2,000	760	1,500
Longevity Pay	9,007	9,948	10,094	12,722
Christmas Bonus	825	1,044	1,033	1,044
Employee Health Insurance	65,026	79,811	76,244	76,955
Employee Life Insurance	2,930	3,198	3,010	3,344
Worker's Compensation Insurance	10,069	10,484	10,484	10,920
Retiree Health Insurance	0	11,846	11,907	12,385
FICA	44,671	48,294	46,042	50,600
Pension Contribution	77,795	68,114	67,706	77,409
Total Personnel	**$ 803,332**	**$ 853,037**	**$ 838,408**	**$ 893,047**
Staffing Level				
Full-Time	*11.00*	*11.00*	*11.00*	*11.00*
Part-Time (converted to FTE)	*0.46*	*0.75*	*0.48*	*0.80*
Total Full-Time Equivalent (FTE)	***11.46***	***11.75***	***11.48***	***11.80***
Operations				
Training	$ 3,538	$ 5,500	$ 4,700	$ 5,500
Travel	779	2,500	2,500	3,000
Other Professional Service	2,472	15,300	13,300	19,000
Postage & Freight	758	750	750	1,100
Dues & Subscriptions	4,199	2,400	2,400	2,500
Meetings	0	200	100	200
Phones - Local	2,566	3,200	3,100	3,200
Long Distance Phone Calls	88	450	400	450
Cellular Phones	2,083	2,250	1,800	1,850
Data Processing - Software	14,241	27,200	27,096	23,500
Telecommunication Link	0	1,000	0	0
Shop Allocation	3,600	3,600	3,600	3,600
Vehicle Maintenance	4,761	6,600	4,900	7,000
Equipment Maintenance	2,333	3,500	3,700	3,700
Radio Maintenance	36	800	800	7,200
Building Maintenance	0	100	350	400
Office Supplies	3,090	3,000	3,000	3,000
Printing	3,165	6,600	5,500	5,500
Petroleum Supplies	12,316	13,000	16,800	23,600
Clothing & Uniforms	823	1,400	1,350	2,300
Operating Supplies	2,807	3,200	3,300	3,400
Film & Developing	44	350	200	200
Small Tools	456	500	300	400
Copy Machine Rental	1,575	1,600	1,600	1,700
Property Insurance	7,132	7,800	5,427	5,425
Vehicle & Equip Insurance	2,484	2,750	3,021	3,020

CITY OF BARTLETT
ENGINEERING BUDGET SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
General Liability Insurance	2,599	2,900	2,858	2,860
State Fees	0	2,700	2,700	3,200
License Fees	0	500	600	600
Miscellaneous Other Expenses	0	200	0	0
Total Operations	**$ 77,947**	**$ 121,850**	**$ 116,152**	**$ 137,405**
Capital				
Data Processing Equipment	$ 843	$ 0	$ 0	$ 0
Other Equipment	0	800	800	800
Total Capital	**$ 843**	**$ 800**	**$ 800**	**$ 800**
TOTAL ENGINEERING	**$ 882,122**	**$ 975,687**	**$ 955,360**	**$ 1,031,252**

CITY OF BARTLETT
ENGINEERING ADMINISTRATION
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 163,612	$ 168,910	$ 168,272	$ 176,787
Employee Wages	41,449	43,123	42,278	45,522
Overtime Wages	152	300	496	600
Part-Time	0	200	0	1,000
Vacation Pay	1,884	0	0	0
Longevity Pay	4,452	4,541	4,578	6,114
Christmas Bonus	225	261	258	261
Employee Health Insurance	17,426	18,378	15,978	15,765
Employee Life Insurance	1,055	1,145	1,084	1,200
Worker's Compensation Insurance	1,221	1,267	1,267	1,343
Retiree Health Insurance	0	4,241	4,211	4,446
FICA	15,922	16,626	16,460	17,617
Pension Contribution	27,834	24,384	24,214	27,789
Total Personnel	**$ 275,232**	**$ 283,376**	**$ 279,096**	**$ 298,444**
Staffing Level				
Full-Time	*3.00*	*3.00*	*3.00*	*3.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.05*
Total Full-Time Equivalent (FTE)	***3.00***	***3.00***	***3.00***	***3.05***
Operations				
Training	$ 2,198	$ 2,500	$ 2,200	$ 2,500
Employee training such as classes, books and other training aids.				
Travel	381	1,000	1,000	1,500
Travel to various training seminars.				
Other Professional Service	2,017	9,000	7,000	9,000
Various professional services needed during the year.				
Postage & Freight	692	650	650	1,000
Mail outs for public meetings.				
Dues & Subscriptions	2,248	1,600	1,500	1,600
State dues and subscriptions.				
Meetings	0	200	100	200
Food and drink for meetings hosted in Bartlett.				
Phones - Local	1,214	1,700	1,600	1,700
Local phone service.				
Long Distance Phone Calls	0	200	200	200
Long distance service.				
Cellular Phones	940	850	800	850
Cell phones for city engineer and assistant engineer.				
Data Processing - Software	672	2,000	1,900	2,000
Software upgrades.				
Shop Allocation	600	600	600	600
Repair costs for truck.				
Vehicle Maintenance	1,984	2,100	2,400	2,500
Standard repair costs.				
Equipment Maintenance	1,904	2,500	2,700	2,700
Repair of printers and plotters.				
Radio Maintenance	0	800	800	2,400
Maintain radios.				

CITY OF BARTLETT
ENGINEERING ADMINISTRATION
FY 2009 Adopted Budget

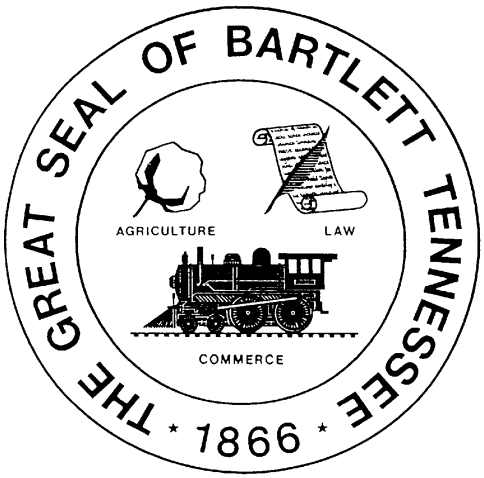
Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Office Supplies	769	500	500	500
Pencils, pens, paper.				
Printing	68	1,600	1,500	1,500
Printing and plotter paper.				
Petroleum Supplies	12,316	13,000	16,800	23,600
Gas for all engineering trucks.				
Clothing & Uniforms	0	600	550	600
Replace shirts for engineering personnel.				
Operating Supplies	458	1,100	1,000	1,100
Print paper, plotter pen sets.				
Film & Developing	0	150	100	100
Pictures for projects.				
Copy Machine Rental	1,575	1,600	1,600	1,700
Copy machine rental.				
Property Insurance	1,148	1,300	0	0
Property insurance allocation.				
Vehicle & Equip Insurance	448	500	541	540
Truck insurance.				
General Liability Insurance	896	1,000	974	975
Liability coverage.				
State Fees	0	1,200	1,200	1,600
State privilege tax 4 Engineers.				
License Fees	0	500	600	600
PE license fee.				
Total Operations	**$ 32,528**	**$ 48,750**	**$ 48,815**	**$ 61,565**
Capital				
Data Processing Equipment	$ 614	$ 0	$ 0	$ 0
Other Equipment	0	800	800	800
Total Capital	**$ 614**	**$ 800**	**$ 800**	**$ 800**
Total Engineering Administration	**$ 308,373**	**$ 332,926**	**$ 328,711**	**$ 360,809**

CITY OF BARTLETT
ENGINEERING & INSPECTION
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 109,618	$ 65,268	$ 115,610	$ 118,922
Employee Wages	257,247	314,997	269,206	278,037
Overtime Wages	4,207	9,500	6,129	9,000
Special Hours	446	500	800	800
Part-Time	6,224	15,500	8,337	15,500
Vacation Pay	7,449	0	0	0
Educational Bonus	720	2,000	760	1,500
Longevity Pay	4,556	5,407	5,516	6,608
Christmas Bonus	600	783	775	783
Employee Health Insurance	47,600	61,433	60,266	61,190
Employee Life Insurance	1,875	2,053	1,926	2,144
Worker's Compensation Insurance	8,848	9,217	9,217	9,577
Retiree Health Insurance	0	7,605	7,696	7,939
FICA	28,749	31,668	29,582	32,983
Pension Contribution	49,961	43,730	43,492	49,620
Total Personnel	**$ 528,101**	**$ 569,661**	**$ 559,312**	**$ 594,603**
Staffing Level				
Full-Time	*8.00*	*8.00*	*8.00*	*8.00*
Part-Time (converted to FTE)	*0.46*	*0.75*	*0.48*	*0.75*
Total Full-Time Equivalent (FTE)	***8.46***	***8.75***	***8.48***	***8.75***
Operations				
Training	$ 1,340	$ 3,000	$ 2,500	$ 3,000
Employee training expenses such as classes, books, other training aids to keep current policies and design guidelines.				
Travel	399	1,500	1,500	1,500
Six employees to various workshops statewide.				
Other Professional Service	455	6,300	6,300	10,000
Testing lab work, surveying costs, and other profession services needed on projects under construction.				
Postage & Freight	66	100	100	100
Mail outs for public meetings.				
Dues & Subscriptions	1,951	800	900	900
APWA dues and subscriptions.				
Phones - Local	1,353	1,500	1,500	1,500
Costs of operation of local phone system.				
Long Distance Phone Calls	88	250	200	250
Costs for long distance phone calls for engineering and inspections.				
Cellular Phones	1,142	1,400	1,000	1,000
Cell phones charges for five employees.				
Data Processing - Software	13,569	25,200	25,196	21,500
Computer programs and software upgrades engineering and inspections operations.				
Telecommunication Link	0	1,000	0	0
Costs for the planning cable link.				
Shop Allocation	3,000	3,000	3,000	3,000
Vehicle repairs costs for five vehicles.				
Vehicle Maintenance	2,777	4,500	2,500	4,500
Vehicle maintenance for five vehicles.				
Equipment Maintenance	429	1,000	1,000	1,000
Repair field equipment.				

CITY OF BARTLETT
ENGINEERING & INSPECTION
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Radio Maintenance	36	0	0	4,800
Building Maintenance	0	100	350	400
Costs of various maintenance items.				
Office Supplies	2,321	2,500	2,500	2,500
Stakes, pens, pencils, and other supplies.				
Printing	3,097	5,000	4,000	4,000
Printing plans for projects that have been bid and are under construction.				
Clothing & Uniforms	823	800	800	1,700
Shirts and pants for five employees.				
Operating Supplies	2,350	2,100	2,300	2,300
Miscellaneous supplies.				
Film & Developing	44	200	100	100
Costs of developing pictures of projects that are under construction and of complaints that are being investigated.				
Small Tools	456	500	300	400
Purchase of hammers, flashlights, plumb bobs, and various other items necessary for inspections.				
Property Insurance	5,984	6,500	5,427	5,425
Costs of insurance for engineering property.				
Vehicle & Equip Insurance	2,036	2,250	2,480	2,480
Costs for insurance for five vehicles.				
General Liability Insurance	1,703	1,900	1,884	1,885
Allocation.				
State Fees	0	1,500	1,500	1,600
State sewer review fee.				
Miscellaneous Other Expenses	0	200	0	0
Miscellaneous expenses.				
Total Operations	**$ 45,419**	**$ 73,100**	**$ 67,337**	**$ 75,840**
Capital				
Data Processing Equipment	$ 229	$ 0	$ 0	$ 0
Total Capital	**$ 229**	**$ 0**	**$ 0**	**$ 0**
Total Engineering & Inspection	**$ 573,749**	**$ 642,761**	**$ 626,649**	**$ 670,443**


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

City of Bartlett

PARKS & RECREATION

FY 2009 Adopted Budget

The Parks and Recreation function has six cost centers; Administration, Community Center, Athletics, Maintenance, Senior Center and Recreation Center. The Parks and Recreation function budget increased by $469,500 (10.06%) over the FY 2008 Projection. Increases include 2% cost of living increase, step raises, and a planned 5% Health Insurance premium increase. There were no staffing changes.

Full-Time Authorized Personnel Positions

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

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Salaries	2,205,128	2,470,273	2,390,800	2,560,251
Benefits	732,872	770,332	752,452	835,465
Other Personnel	298,625	353,800	342,715	390,545
Operations	1,087,096	1,274,743	1,179,115	1,322,995
Capital	6,597	20,350	2,674	28,000
Total	**4,330,319**	**4,889,498**	**4,667,756**	**5,137,256**

Parks & Recreation Summary

City of Bartlett

FY 2009 Adopted Budget

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Salaries	2,205,128	2,470,273	2,390,800	2,560,251
Benefits	732,872	770,332	752,452	835,465
Other Personnel	298,625	353,800	342,715	390,545
Operations	1,087,096	1,274,743	1,179,115	1,322,995
Capital	6,597	20,350	2,674	28,000
Total	**4,330,319**	**4,889,498**	**4,667,756**	**5,137,256**

FY 2008 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 2007 Actual	FY 2008 Forecast	FY 2009 Projected
Develop a 5-year plan for Parks facilities.	Plan updated annually	In Progress	In Progress	In Progress
Develop new Parks in north basin: 1 in District #2; 1 in District #3.	Acquiring land, working on plans for 2 neighborhood parks.	In Progress	In Progress	In progress
Continue to increase (enhance) landscaping in Parks.	# of Parks maintained	24	27	27
Install three (3) pavillions: Freeman Park, Stone Ridge Park, and Quail Ridge Park.	Complete project	N/A	N/A	Completed

CITY OF BARTLETT
PARKS & RECREATION BUDGET SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 84,086	$ 85,768	$ 86,840	$ 89,671
Employee Wages	1,355,950	1,449,887	1,414,722	1,510,362
Overtime Wages	39,084	58,500	56,155	57,000
Special Hours	113,855	145,100	137,069	140,100
Contracted Services	298,625	353,800	342,715	390,545
Part-Time	612,153	731,018	696,014	763,118
Vacation Pay	21,432	0	0	0
Longevity Pay	9,372	9,651	12,759	14,154
Christmas Bonus	8,700	10,680	10,853	12,218
Employee Health Insurance	253,900	282,728	283,616	306,162
Employee Life Insurance	7,402	8,293	7,823	8,640
Worker's Compensation Insurance	59,962	61,137	61,137	64,408
Unemployment Compensation	1,981	0	0	0
Retiree Health Insurance	0	30,714	29,867	32,001
FICA	170,980	190,529	175,587	197,878
Pension Contribution	199,143	176,600	170,810	200,004
Total Personnel	**$ 3,236,625**	**$ 3,594,405**	**$ 3,485,967**	**$ 3,786,261**
Staffing Level				
Full-Time	*38.56*	*42.00*	*39.56*	*42.00*
Part-Time (converted to FTE)	*39.47*	*39.10*	*39.56*	*40.63*
Total Full-Time Equivalent (FTE)	***78.03***	***81.10***	***79.12***	***82.63***
Operations				
Training	$ 7,386	$ 9,200	$ 5,755	$ 9,850
Travel	4,119	9,514	7,275	10,800
Professional Services	22,454	25,612	24,112	32,112
Other Professional Service	28,129	62,000	65,000	92,650
Postage & Freight	7,249	12,850	10,350	15,440
Dues & Subscriptions	7,026	8,250	5,745	6,900
Meetings	40	350	100	100
Utilities	212,873	270,680	235,602	256,300
Phones - Local	14,686	14,879	14,879	14,909
Long Distance Phone Calls	154	285	207	290
Cellular Phones	2,518	3,150	1,947	1,975
Data Processing - Software	0	1,095	1,095	1,095
Shop Allocation	18,750	18,750	18,750	18,750
Vehicle Maintenance	11,930	17,300	16,800	17,200
Equipment Maintenance	28,341	37,887	36,233	39,925
Radio Maintenance	247	1,000	500	500
Computer Maintenance	0	0	0	417
Grounds Maintenance	93,905	64,000	56,000	66,000
Building Maintenance	63,840	48,162	69,000	50,000
Pool Maintenance	11,894	20,000	20,000	20,000
Swim Competitions	30,249	40,000	40,000	40,000
Automobile Allowance	275	867	267	500
Office Supplies	16,226	18,800	19,800	18,900
Printing	5,666	9,955	7,818	10,155
Medical Supplies	683	1,950	1,850	1,300

CITY OF BARTLETT
PARKS & RECREATION BUDGET SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Special Designation Expense	0	0	4,000	3,000
Petroleum Supplies	32,358	36,213	33,813	49,570
Special Events	3,168	8,000	7,000	8,000
Preschool Supplies	4,775	5,000	5,000	5,000
Recreation Supplies	57,407	78,224	77,340	67,340
Concession Supplies	77,415	59,500	59,500	76,850
Field Trips	14,497	17,500	17,500	18,000
Tournament Expenses	7,796	7,500	6,783	7,500
Cost of Goods Sold	3,110	3,000	3,000	5,000
Clothing & Uniforms	16,312	23,450	32,950	22,550
Operating Supplies	87,415	121,253	88,864	116,000
Cleaning Supplies	22,915	23,387	25,387	26,887
Chemical Supplies	2,150	2,000	1,379	2,000
Film & Developing	690	1,000	1,000	900
Fill Sand, Dirt & Gravel	27,449	21,000	16,000	22,000
Small Tools	5,790	8,005	7,505	8,005
Tournament Awards	13,134	17,225	14,475	15,725
Bartlett In Bloom Expenses	8,892	1,000	0	0
Travel Club	5,967	15,000	6,050	19,500
Equipment Rental	7,029	4,150	3,500	4,150
Copy Machine Rental	7,896	11,300	9,925	12,150
Property Insurance	31,992	35,750	34,703	34,695
Vehicle & Equip Insurance	4,707	5,250	5,052	5,020
General Liability Insurance	13,202	18,250	14,270	14,255
Other Insurance	4,700	5,000	2,584	2,580
Landfill Fees	5,400	3,000	3,000	3,000
Bank Charges	0	150	0	150
Credit Card Vendor Fees	25,758	25,000	25,000	25,000
License Fees	0	500	500	500
Damage Claims	2,181	3,500	2,000	3,500
Miscellaneous Other Expenses	4,349	18,100	11,950	18,100
Total Operations	**$ 1,087,096**	**$ 1,274,743**	**$ 1,179,115**	**$ 1,322,995**
Capital				
Building Improvements	$ 0	$ 20,000	$ 0	$ 28,000
Data Processing Equipment	2,026	0	2,674	0
Office Equipment	0	350	0	0
Furniture	628	0	0	0
Other Equipment	3,944	0	0	0
Total Capital	**$ 6,597**	**$ 20,350**	**$ 2,674**	**$ 28,000**
TOTAL PARKS & RECREATION	**$ 4,330,319**	**$ 4,889,498**	**$ 4,667,756**	**$ 5,137,256**

CITY OF BARTLETT
PARKS ADMINISTRATION
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 84,086	$ 85,768	$ 86,840	$ 89,671
Employee Wages	72,633	75,880	54,411	69,182
Special Hours	1,467	0	0	0
Contract Services	645	0	0	0
Vacation Pay	6,692	0	0	0
Longevity Pay	732	732	879	897
Christmas Bonus	225	259	173	258
Employee Health Insurance	20,904	23,342	22,564	28,114
Employee Life Insurance	775	873	701	858
Worker's Compensation Insurance	765	785	785	793
Retiree Health Insurance	0	3,233	2,825	3,177
FICA	12,292	12,441	10,831	12,241
Pension Contribution	21,273	18,590	16,244	19,857
Total Personnel	**$ 222,490**	**$ 221,903**	**$ 196,253**	**$ 225,048**
Staffing Level				
Full-Time	*3.00*	*3.00*	*2.39*	*3.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***3.00***	***3.00***	***2.39***	***3.00***
Operations				
Training	$ 105	$ 800	$ 400	$ 800
Renew TRPA & NRPA registration fees for conference classes.				
Travel	2,981	3,500	1,500	1,800
Travel expense for Director to attend NRPA Conference.				
Postage & Freight	396	500	500	500
Postage for Parks Admin.				
Dues & Subscriptions	372	1,000	900	1,000
TRPA and NRPA membership fees for Director and Park Board Members.				
Meetings	40	100	100	100
Offsite staff meetings.				
Phones - Local	2,361	2,200	2,200	2,200
Admin department local phone expense, includes monthly and service charges.				
Long Distance Phone Calls	90	130	100	130
Admin Department long distance calls.				
Cellular Phones	365	750	250	300
Director's cell phone service charge and usage.				
Shop Allocation	750	750	750	750
City Shop allocation for Director's vehicle.				
Vehicle Maintenance	938	1,200	1,200	1,200
Maintenance and repairs on Director's vehicle.				
Equipment Maintenance	53	0	0	0
Radio Maintenance	0	500	0	0
Repair of mobile radio base.				
Office Supplies	1,818	1,700	1,700	1,700
Copy and printer paper, misc. supplies.				
Printing	494	500	300	400
Letterhead, envelopes, deposit slips, various department tri-fold brochures.				

CITY OF BARTLETT
PARKS ADMINISTRATION
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Petroleum Supplies	5,360	6,000	5,600	7,905
Gas & diesel fuel allocated from City gas pump, usage for Director's vehicle.				
Clothing & Uniforms	*88*	*0*	*0*	*0*
Operating Supplies	5,695	4,000	3,500	4,000
Drinking water, coffee and misc supplies not elsewhere classified.				
Bartlett In Bloom Expenses	8,892	1,000	0	0
America/Bartlett in Bloom expenses.				
Copy Machine Rental	587	1,000	1,000	1,000
Copy machine rental/usage fees.				
Property Insurance	2,767	3,000	7,392	7,390
Insurance allocation for all City parks property.				
Vehicle & Equip Insurance	672	750	275	275
Auto insurance allocation.				
General Liability Insurance	698	750	748	750
Liability coverage for Parks and Rec property.				
Damage Claims	1,973	0	0	0
Miscellaneous Other Expenses	40	3,000	2,500	3,000
Miscellaneous expense not elsewhere identified.				
Total Operations	**$ 37,535**	**$ 33,130**	**$ 30,915**	**$ 35,200**
Capital				
Data Processing Equipment	$ 801	$ 0	$ 0	$ 0
Total Capital	**$ 801**	**$ 0**	**$ 0**	**$ 0**
Total Parks Administration	**$ 260,826**	**$ 255,033**	**$ 227,168**	**$ 260,248**

CITY OF BARTLETT
SINGLETON COMMUNITY CENTER
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Employee Wages	$ 200,248	$ 219,589	$ 213,820	$ 233,223
Overtime Wages	750	3,000	2,500	3,000
Special Hours	3,008	3,000	3,000	3,000
Contracted Services	101,390	107,000	97,000	110,000
Part-Time	217,487	276,965	249,774	291,735
Vacation Pay	2,025	0	0	0
Longevity Pay	2,254	2,288	3,496	3,566
Christmas Bonus	2,025	2,583	2,670	3,000
Employee Health Insurance	38,506	40,623	40,539	51,640
Employee Life Insurance	965	1,186	1,008	1,259
Worker's Compensation Insurance	9,965	10,444	10,444	11,193
Retiree Health Insurance	0	4,392	4,103	4,664
FICA	32,053	38,818	30,630	41,121
Pension Contribution	28,104	25,253	22,648	29,153
Total Personnel	**$ 638,781**	**$ 735,141**	**$ 681,632**	**$ 786,554**
Staffing Level				
Full-Time	*5.00*	*6.00*	*5.00*	*6.00*
Part-Time (converted to FTE)	*13.05*	*13.00*	*12.40*	*13.00*
Total Full-Time Equivalent (FTE)	***18.05***	***19.00***	***17.40***	***19.00***
Operations				
Training	$ 1,315	$ 2,500	$ 700	$ 2,500
TRPA registration and class fees for Department Manager and Assistant Manager and Day Camp Director.				
Travel	351	1,500	1,250	1,500
Travel expense for TRPA/NRPA conferences.				
Other Professional Service	4,332	4,000	2,000	4,000
Miscellaneous professional services.				
Postage & Freight	668	600	600	650
Postage.				
Dues & Subscriptions	225	400	400	400
Subscriptions for Preschool.				
Utilities	44,129	50,000	44,000	50,000
MLGW - electric and gas for center and gym.				
Phones - Local	2,750	2,600	2,600	2,600
Bell South allocation.				
Long Distance Phone Calls	8	50	25	50
Long distance telephone charges				
Cellular Phones	267	300	0	300
Dept. manager's cell phone service and usage costs.				
Equipment Maintenance	4,049	4,500	4,500	4,500
Bell South equipment allocation - fire extinguishers.				
Building Maintenance	24,774	5,000	25,000	5,000
Replace water fountains, sand and recoat main hall floor & dance floor.				
Office Supplies	2,878	3,500	3,500	3,500
Copy paper, toner, misc supplies.				
Printing	952	1,200	1,200	1,500
Flyers, advertisements, posters for special events				

CITY OF BARTLETT
SINGLETON COMMUNITY CENTER
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Preschool Supplies	4,775	5,000	5,000	5,000
Supplies needed for the preschool program and for the Mother's Day Out program.				
Recreation Supplies	13,032	15,000	14,000	15,000
Summer day camp activities.				
Concession Supplies	7,251	7,500	7,500	7,850
Concession stand products for day camp program and fill the vending machines.				
Field Trips	14,497	17,500	17,500	18,000
Bus rental and admission fees for all day camp field trip.				
Tournament Expenses	6,946	6,500	6,500	6,500
Green fees, trophies, silent auction items, lunch and misc expenses (not donated) for the annual golf tournament that benefits the American Cancer Society.				
Clothing & Uniforms	5,732	7,500	6,500	7,500
Day Camp t-shirts for campers and counselors.				
Operating Supplies	8,022	9,000	9,000	9,000
Paper goods, hardware supplies, material needed for meal identification cards, and also marketing expense.				
Cleaning Supplies	3,635	4,500	4,500	5,000
Supplies need to clean facilities.				
Film & Developing	480	600	600	600
Pictures with Easter Bunny/Santa.				
Small Tools	460	750	750	750
Small tools for general use.				
Tournament Awards	2,380	3,000	3,000	3,500
Trophies, ribbons, awards for special events.				
Equipment Rental	0	250	0	250
Carpet shampoo machine rental.				
Copy Machine Rental	4,616	4,500	3,000	4,500
Copy machine lease.				
Property Insurance	5,745	6,250	6,367	6,365
Insurance allocation for parks property.				
General Liability Insurance	2,519	2,800	2,672	2,670
Allocation				
Credit Card Vendor Fees	1,549	2,000	2,000	2,000
Estimated cost of credit card processing.				
Miscellaneous Other Expenses	0	7,500	4,500	7,500
Donations to American Cancer Society and Animal Shelter.				
Total Operations	**$ 168,337**	**$ 176,300**	**$ 179,164**	**$ 178,485**
Capital				
Building Improvements	$ 0	$ 20,000	$ 0	$ 20,000
Replace 5 AC units (expected to go out at any time) and replace VCT flooring in auditorium & kitchen.				
Data Processing Equipment	1,225	0	0	0
Furniture	628	0	0	0
Total Capital	**$ 1,853**	**$ 20,000**	**$ 0**	**$ 20,000**
Total Singleton Community Center	**$ 808,971**	**$ 931,441**	**$ 860,796**	**$ 985,039**

CITY OF BARTLETT
ATHLETICS
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Employee Wages	$ 121,214	$ 126,345	$ 128,463	$ 132,038
Overtime Wages	1,697	4,000	2,655	4,000
Special Hours	107,423	135,000	127,969	135,000
Part-Time	85,138	115,000	104,187	124,000
Vacation Pay	751	0	0	0
Longevity Pay	1,037	1,200	1,628	2,946
Christmas Bonus	1,275	1,895	1,723	1,895
Employee Health Insurance	14,445	14,750	25,837	25,820
Employee Life Insurance	618	682	659	713
Worker's Compensation Insurance	12,578	11,606	11,606	12,098
Unemployment Compensation	1,981	0	0	0
Retiree Health Insurance	0	2,527	2,558	2,641
FICA	24,116	29,333	23,726	30,591
Pension Contribution	16,453	14,530	14,586	16,505
Total Personnel	**$ 388,726**	**$ 456,868**	**$ 445,597**	**$ 488,247**
Staffing Level				
Full-Time	*3.00*	*3.00*	*3.00*	*3.00*
Part-Time (converted to FTE)	*6.43*	*6.75*	*6.11*	*6.90*
Total Full-Time Equivalent (FTE)	***9.43***	***9.75***	***9.11***	***9.90***
Operations				
Training	$ 0	$ 100	$ 175	$ 250
Registration fee to attend TRPA conference/classes and Municipal gov't classes First Aid/CPR training for employees.				
Travel	141	100	611	500
Miscellaneous travel expense to attend conferences/trainings.				
Professional Services	2,000	5,000	2,500	7,500
Postage & Freight	220	250	250	250
Postage costs.				
Dues & Subscriptions	5,177	4,500	2,660	3,100
NYSCA annual fees for ref's & umps, fees for softball league.				
Meetings	0	250	0	0
Miscellaneous meeting costs.				
Utilities	24,646	52,500	52,500	52,500
MLG&W - lights at Parks including tennis courts and baseball fields.				
Phones - Local	831	800	800	800
Bell South allocation.				
Long Distance Phone Calls	10	35	12	35
Long distance calls.				
Cellular Phones	1,254	1,300	897	975
Service and usage charges for 4 departmental cell phones.				
Data Processing - Software	0	600	600	600
New software for online registration and credit card processing.				
Vehicle Maintenance	15	0	0	0
Equipment Maintenance	2,940	4,000	2,346	4,000
Concession stand equipment, scoreboards and lights maintenance.				
Grounds Maintenance	1,940	0	0	0
Office Supplies	2,158	2,400	2,400	2,400
Miscellaneous office supplies.				

CITY OF BARTLETT
ATHLETICS
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Printing	178	1,000	818	1,000
Athletic announcements, rosters, schedules, flyers and permits.				
Medical Supplies	94	300	200	300
First aid and emergency kit supplies.				
Recreation Supplies	29,794	48,000	48,000	35,000
Athletic equipment balls, mitts, bats, BPRD uniforms.				
Concession Supplies	70,164	52,000	52,000	69,000
Food, snacks, drinks, napkins, cups for Freeman, Deermont Ellendale and Appling Ballfields concession stands.				
Clothing & Uniforms	1,265	3,500	15,000	2,000
Operating Supplies	14,156	24,811	8,755	20,000
Miscellaneous operating needs and supplies.				
Film & Developing	185	250	250	300
Photos from various tournaments.				
Tournament Awards	10,443	13,000	10,250	11,000
Trophies and awards (end of season) - all sports.				
Equipment Rental	131	400	0	400
Maintenance Equipment Rental.				
Copy Machine Rental	873	2,400	2,100	2,400
Copy machine.				
Property Insurance	2,148	2,400	2,263	2,260
Property insurance allocation.				
General Liability Insurance	2,039	2,300	2,011	2,000
Allocation.				
Other Insurance	4,700	5,000	2,584	2,580
Insurance allocation - BPRD Supplemental Accident.				
Miscellaneous Other Expenses	0	2,500	1,350	2,500
Miscellaneous expense not classified elsewhere.				
Total Operations	**$ 177,503**	**$ 229,696**	**$ 211,332**	**$ 223,650**
Capital				
Data Equipment	$ 0	$ 0	$ 2,674	$ 0
Office Equipment	0	350	0	0
Total Capital	**$ 0**	**$ 350**	**$ 2,674**	**$ 0**
Total Athletics	**$ 566,228**	**$ 686,914**	**$ 659,603**	**$ 711,897**

CITY OF BARTLETT
PARKS MAINTENANCE
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Employee Wages	$ 455,815	$ 472,186	$ 478,827	$ 509,418
Overtime Wages	32,525	50,000	50,000	50,000
Special Hours	1,958	2,100	2,100	2,100
Contracted Services	62,414	100,000	100,000	100,000
Part-Time	20,913	25,000	28,000	30,000
Vacation Pay	5,928	0	0	0
Longevity Pay	5,349	5,431	6,756	6,745
Christmas Bonus	1,050	1,206	1,464	1,551
Employee Health Insurance	103,174	108,116	91,004	96,560
Employee Life Insurance	2,497	2,550	2,620	2,751
Worker's Compensation Insurance	15,915	16,695	16,695	18,144
Retiree Health Insurance	0	9,444	9,577	10,188
FICA	38,269	42,528	41,550	45,886
Pension Contribution	61,870	54,301	55,066	63,677
Total Personnel	**$ 807,678**	**$ 889,557**	**$ 883,659**	**$ 937,020**
Staffing Level				
Full-Time	*13.00*	*14.00*	*13.32*	*14.00*
Part-Time (converted to FTE)	*1.00*	*1.10*	*2.38*	*1.50*
Total Full-Time Equivalent (FTE)	***14.00***	***15.10***	***15.70***	***15.50***
Operations				
Training	$ 1,572	$ 500	$ 180	$ 500
Training costs at conferences.				
Travel	129	500	0	500
Travel expense related to off-site training classes.				
Other Professional Service	20,297	58,000	53,000	69,000
Year-round spray and fertilizer program.				
Postage & Freight	14	0	0	0
Dues & Subscriptions	273	100	135	150
Fees for park maintenance magazines and trade journals.				
Utilities	3,202	3,800	3,300	3,800
MLG&W - maintenance shop utilities.				
Phones - Local	798	800	800	800
Bell South equipment and service charge.				
Long Distance Phone Calls	2	0	0	0
Cellular Phones.	367	400	400	400
Service and usage charges for dept. manager's cell phone.				
Shop Allocation	18,000	18,000	18,000	18,000
Labor cost associated with vehicle maintenance done by City Shop.				
Vehicle Maintenance	10,845	15,000	15,000	15,000
Dealer maintenance on department's City vehicles.				
Equipment Maintenance	15,175	20,000	20,000	22,000
Lawn equipment maintenance and repair expense.				
Radio Maintenance	247	500	500	500
Radio repairs.				
Grounds Maintenance	91,490	62,000	54,000	64,000
Park landscaping and ballfield maintenance expense.				

CITY OF BARTLETT
PARKS MAINTENANCE
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Building Maintenance	12,363	10,000	9,000	10,000
Plumbing, paint and pest control for maintenance shop.				
Office Supplies	146	200	200	300
Paper, pens, and miscellaneous supplies.				
Printing	68	0	0	0
Petroleum Supplies	26,602	25,903	25,903	36,580
City provided gasoline for department vehicles.				
Clothing & Uniforms	5,980	5,500	5,500	6,200
Uniforms for the maintenance crew.				
Operating Supplies	38,408	50,000	40,000	50,000
Miscellaneous supplies, first aid kit, items not elsewhere classification.				
Cleaning Supplies	6,033	5,000	4,000	5,000
Supplies needed to clean facilities.				
Chemical Supplies	2,150	2,000	1,379	2,000
Round up, late treatment.				
Fill Sand, Dirt & Gravel	27,449	21,000	16,000	22,000
Sand, dirt, gravel and playground mulch.				
Small Tools	5,234	6,500	6,000	6,500
Miscellaneous weedeaters and other landscaping tools.				
Equipment Rental	6,866	3,000	3,000	3,000
Rental of backhoe, track hoe, and bulldozer.				
Copy Machine Rental	44	500	200	500
Copy machine and other misc.				
Property Insurance	641	1,300	750	750
Property insurance allocation.				
Vehicle & Equip Insurance	3,811	4,200	4,532	4,500
Allocation.				
General Liability Insurance	3,176	7,200	3,577	3,575
Allocation.				
Landfill Fees	5,400	3,000	3,000	3,000
Dump fees, garbage, leaves and construction debris.				
Damage Claims	207	3,000	1,500	3,000
Minor claims caused by employees.				
Miscellaneous Other Expenses	970	3,000	1,500	3,000
Miscellaneous expense.				
Total Operations	**$ 307,959**	**$ 330,903**	**$ 291,356**	**$ 354,555**
Total Parks Maintenance	**$ 1,115,637**	**$ 1,220,460**	**$ 1,175,015**	**$ 1,291,575**

CITY OF BARTLETT
SENIOR CENTER
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Employee Wages	$ 118,549	$ 133,126	$ 122,046	$ 127,025
Overtime Wages	152	0	0	0
Contracted Services	3,967	1,800	10,715	25,545
Vacation Pay	395	0	0	0
Christmas Bonus	300	345	345	344
Employee Health Insurance	29,682	30,836	41,903	41,797
Employee Life Insurance	610	719	608	686
Worker's Compensation Insurance	1,318	1,402	1,402	1,427
Retiree Health Insurance	0	2,663	2,441	2,541
FICA	9,150	10,210	8,800	9,744
Pension Contribution	17,303	15,309	14,035	15,878
Total Personnel	**$ 181,426**	**$ 196,410**	**$ 202,295**	**$ 224,987**
Staffing Level				
Full-Time	*3.79*	*4.00*	*4.00*	*4.00*
Part-Time (converted to FTE)	*0.61*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.40***	***4.00***	***4.00***	***4.00***
Operations				
Training	$ 280	$ 300	$ 0	$ 800
Employee training expense such as classes, books, and other training aids.				
Travel	97	714	714	1,500
Mileage and travel reimbursements related to off-site events, trips, and training.				
Professional Services	0	612	612	612
Instructors and teachers providing special classes and services.				
Other Professional Services	0	0	10,000	19,650
Manicurist Services, Entertainment (Band) Services.				
Postage & Freight	2,552	2,500	4,000	5,040
Metered postage, stamps, registered mail and all other postage and shipping charges.				
Dues & Subscriptions	105	250	250	250
Membership dues and magazines for the Center: Sam's membership dues, annual credit card fee.				
Utilities	14,803	19,380	10,802	15,000
MLG&W includes additional space previously occupied by Police Department.				
Phones - Local	1,245	1,479	1,479	1,509
Bell South equipment and service.				
Long Distance Phone Calls	4	20	20	25
Long distance calls.				
Equipment Maintenance	1,396	1,887	1,887	1,925
Alarm monitoring system annual service contract; reinspection of fire extinguishers; air condition repair and annual inspection.				
Computer Maintenance	0	0	0	417
Building Maintenance	3,892	3,162	5,000	5,000
Paint, hardware, pest control.				
Automobile Allowance	275	867	267	500
Mileage reimbursement.				
Office Supplies	4,347	5,000	6,000	5,000
Paper, pens, notebooks, stationary, calendars, printer cartridges, envelopes, labels, mailing sealers.				
Printing	249	255	0	255
Professional printing needs including banners, posters, letterhead, and printed envelopes.				
Special Designation Expense	0	0	4,000	3,000

CITY OF BARTLETT
SENIOR CENTER
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Recreation Supplies	1,310	1,224	1,340	1,340
Paper goods, games, and game prizes; DVD's for monthly movie; balloons; popcorn supplies; event decorations.				
Tournament Expenses	850	1,000	283	1,000
Awards and trophies.				
Clothing & Uniforms	574	950	950	850
Purchase uniforms for staff.				
Operating Supplies	2,877	3,000	2,609	3,000
Food for special activities; disposable cups, plates; handy map.				
Cleaning Supplies	1,220	1,887	1,887	1,887
Miscellaneous cleaning solutions, floor maintenance supplies; paper products (bathroom/kitchen).				
Film & Developing	12	150	150	0
Film and film processing for special events.				
Small Tools	0	255	255	255
Miscellaneous small tools.				
Tournament Awards	84	225	225	225
Pool and Golf Tournament trophies.				
Travels by Seniors	0	0	4,000	4,500
Travel costs reimbursed by seniors				
Copy Machine Rental	187	400	625	750
Copy machine rental				
Property Insurance	2,987	3,300	3,105	3,105
Property insurance allocation.				
General Liability Insurance	640	700	727	725
Allocation.				
Miscellaneous Other Expenses	3,335	2,000	2,000	2,000
Miscellaneous expense not classified elsewhere.				
Total Operations	**$ 43,322**	**$ 51,517**	**$ 63,187**	**$ 80,120**
Capital				
Building Improvements	$ 0	$ 0	$ 0	$ 8,000
Replace Heater & A/C (2nd year of 4 years).				
Total Capital	**$ 0**	**$ 0**	**$ 0**	**$ 8,000**
Total Senior Center	**$ 224,748**	**$ 247,927**	**$ 265,482**	**$ 313,107**

CITY OF BARTLETT
RECREATION CENTER
FY 2009 Adopted Budget

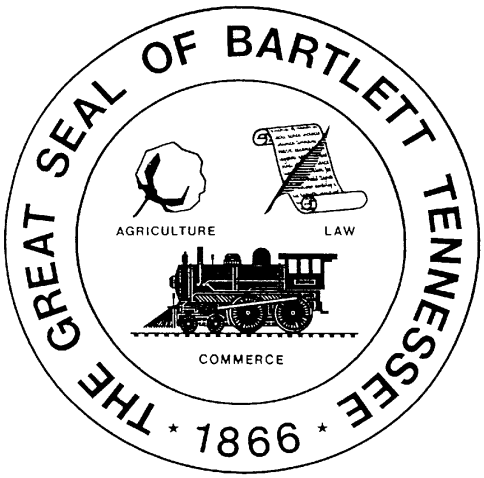
Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Employee Wages	$ 387,490	$ 422,761	$ 417,155	$ 439,476
Overtime Wages	3,959	1,500	1,000	0
Special Hours	0	5,000	4,000	0
Contracted Services	130,209	145,000	135,000	155,000
Part-Time	288,615	314,053	314,053	317,383
Vacation Pay	5,640	0	0	0
Christmas Bonus	3,825	4,392	4,478	5,170
Employee Health Insurance	47,190	65,061	61,769	62,231
Employee Life Insurance	1,937	2,283	2,227	2,373
Worker's Compensation Insurance	19,421	20,205	20,205	20,753
Retiree Health Insurance	0	8,455	8,363	8,790
FICA	55,100	57,199	60,050	58,295
Pension Contribution	54,139	48,617	48,231	54,934
Total Personnel	**$ 997,525**	**$ 1,094,526**	**$ 1,076,531**	**$ 1,124,405**
Staffing Level				
Full-Time	*10.77*	*12.00*	*11.85*	*12.00*
Part-Time (converted to FTE)	*18.38*	*18.25*	*18.67*	*19.23*
Total Full-Time Equivalent (FTE)	***29.15***	***30.25***	***30.52***	***31.23***
Operations				
Training	$ 4,114	$ 5,000	$ 4,300	$ 5,000
Employee training expense such as classes, books, and other training aids.				
Travel	420	3,200	3,200	5,000
Airfare, hotel, and meals related to TRPA Training and other conferences.				
Professional Services	20,454	20,000	21,000	24,000
Linen service, web site support and maintenance.				
Other Professional Service	3,500	0	0	0
Postage & Freight	3,399	9,000	5,000	9,000
Brochure, newsletter mailings, renewal notices and welcome letters.				
Dues & Subscriptions	875	2,000	1,400	2,000
Sam's Club membership, Southeaster Swim Team Registration fees, TRPA fees.				
Utilities	126,092	145,000	125,000	135,000
MLG&W.				
Phones - Local	6,700	7,000	7,000	7,000
Local phone service, usage charges and voicemail services, $570 per month.				
Long Distance Phone Calls	41	50	50	50
Long distance calls.				
Cellular Phones	266	400	400	0
Facility Manager's cell phone.				
Data Processing - Software	0	495	495	495
Desktop pc memory upgrades.				
Vehicle Maintenance	131	1,100	600	1,000
Maintenance expense for City vehicle.				
Equipment Maintenance	4,728	7,500	7,500	7,500
Annual maintenance on fitness equipment and cost of replace parts due to usual wear and tear of aging equipment.				
Grounds Maintenance	475	2,000	2,000	2,000
Landscaping expense.				

CITY OF BARTLETT
RECREATION CENTER
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Building Maintenance	22,810	30,000	30,000	30,000
Paint, plumbing, pest control, HVAC maintenance, roof repair, refurnish the basketball and racquetball floors.				
Pool Maintenance	11,894	20,000	20,000	20,000
Products and chemicals to clean and maintain the pool.				
Swim Competitions	30,249	40,000	40,000	40,000
Entry fees for 16 swim meets, USS Swim Registration, trophies, t-shirts and fund raisers.				
Office Supplies	4,880	6,000	6,000	6,000
Miscellaneous pens, pencils, paper, copy paper.				
Printing	3,726	7,000	5,500	7,000
Banners, posters, flyers for advertisements, pamphlets and key tags.				
Medical Supplies	589	1,650	1,650	1,000
Emergency Medical Kit.				
Petroleum Supplies	396	4,310	2,310	5,085
City provided gasoline for City vehicle transportation.				
Special Events	3,168	8,000	7,000	8,000
Supplies and other items needed for birthday parties, Night Out, holiday events and Kids Triathlon.				
Recreation Supplies	13,272	14,000	14,000	16,000
Supplies for daycare operations, sporting goods, replace dumb bells, purchase metabolic indicator.				
Cost of Goods Sold	3,110	3,000	3,000	5,000
Displays, vending items.				
Clothing & Uniforms	2,673	6,000	5,000	6,000
Uniforms for the staff, shirts for the training staff sweatshirts.				
Operating Supplies	18,258	30,442	25,000	30,000
Decorations for events, meeting supplies, shirts, dumpster (trash) pickup.				
Cleaning Supplies	12,027	12,000	15,000	15,000
Cleaning solutions and detergents, mops, brooms, and cleaning tools.				
Film & Developing	13	0	0	0
Pictures for special events.				
Small Tools	96	500	500	500
Small tools for general use.				
Tournament Awards	227	1,000	1,000	1,000
Basketball and Racquetball Tournaments, swim programs, ribbons, medals, and trophies for special events.				
Travel Club	5,967	15,000	2,050	15,000
Offset travel costs for BRC members.				
Equipment Rental	33	500	500	500
Maintenance Equipment Rental.				
Copy Machine Rental	1,588	2,500	3,000	3,000
Cost of copier rental.				
Property Insurance	17,704	19,500	14,826	14,825
Insurance Allocation.				
Vehicle & Equip Insurance	224	300	245	245
Insurance Allocation.				
General Liability Insurance	4,130	4,500	4,535	4,535
Insurance Allocation.				
Bank Charges	0	150	0	150
Miscellaneous Bank Fees.				
Credit Card Vendor Fees	24,210	23,000	23,000	23,000
Credit Card Processing Fees.				

CITY OF BARTLETT
RECREATION CENTER
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
License Fees	0	500	500	500
Training Staff Licenses.				
Damage Claims	0	500	500	500
Claims for damages.				
Miscellaneous Other Expenses	0	100	100	100
Miscellaneous expense.				
Total Operations	**$ 352,440**	**$ 453,197**	**$ 403,161**	**$ 450,985**
Capital				
Other Equipment	$ 3,944	$ 0	$ 0	$ 0
Total Capital	**$ 3,944**	**$ 0**	**$ 0**	**$ 0**
Total Recreation Center	**$ 1,353,909**	**$ 1,547,723**	**$ 1,479,692**	**$ 1,575,390**


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

City of Bartlett

PERFORMING ARTS

FY 2009 Adopted Budget

Full-Time Authorized Personnel Positions

Performing Arts

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

The Performing Arts Center budget decreased by $55,364 (-8.01%) over the FY 2008 Projection. Decreases were caused by the $84,750 carryforward from FY 2007 to 2008, mostly in contract services with bands and producers. The salary and benefits increases include the 2% cost of living increase, step raises, and a planned 5% Health Insurance premium increase. There were no staffing changes.

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Salaries	175,293	183,515	209,068	224,442
Benefits	57,227	52,109	53,137	62,488
Other Personnel	131,158	249,250	219,253	134,500
Operations	159,093	236,195	204,392	199,180
Capital	2,973	5,000	5,124	15,000
Total	**525,743**	**726,069**	**690,974**	**635,610**

Performing Arts Center

City of Bartlett

FY 2009 Adopted Budget

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Salaries	175,293	183,515	209,068	224,442
Benefits	57,227	52,109	53,137	62,488
Other Personnel	131,158	249,250	219,253	134,500
Operations	159,093	236,195	204,392	199,180
Capital	2,973	5,000	5,124	15,000
Total	**525,743**	**726,069**	**690,974**	**635,610**

FY 2008 Performance Highlights

The 2007-08 season was highlighted by performances from Marty STuart, Ronnie Milsap and touring theatrical productions of Almost Heaven , The Music of John Denver and Beehive, a musical tribute to the girl groups of the 60' and 70's. The season was also marked by the continuation of a very popular dinner series called DinnerStage that seated the audience on stage with the performers for an intimate catered dinner and concert. An emphasis on showcasing more local talent saw Missoula Children's Theatre productions featuring Bartlett area school students, a new theatre collaboration with the Bartlett Community Theatre. BPACC served as a catalyst for the creation of many new artistic and cultural activities provided by a number of outside performance organizations. We continue to place a strong emphasis on use of facilities for a variety of business, civic and social events. The Lucy Opry completed its 8th season with BPACC and a very strong series of Southern Gospel concerts were also begun. Several new dance studios began producing their programs here and a steady use of meeting facilities continued to frequent BPACC.

Objective	Performance Measures	FY 2007 Actual	FY 2008 Forecast	FY 2009 Projected
Maximize ticket revenue, continue to sell-out events, increase subscriptions, and add performances when feasible.	Revenue from ticket sales	105,000	105,000	110,000
Increase sponsorship with both cash and in-kind services	Actual contributions	$55,000 ($50,000 in-kind)	$40,000 ($50,000 in-kind)	$70,000 ($50,000 in-kind)
Pursue New rental accounts	Revenues from new rental accounts.	N/A	$ 15,000	$20,000
Host dinner shows and develop audio recordings	Sold-out dinner shows Recordings produced and marketed	N/A N/A	3 6	4 6

CITY OF BARTLETT
PERFOMING ARTS
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 70,468	$ 72,955	$ 72,955	$ 75,514
Employee Wages	76,447	41,060	41,061	42,928
Special Hours	14,432	3,500	18,500	25,000
Contracted Services	127,020	245,250	215,250	130,500
Part-Time	13,945	66,000	76,552	81,000
Instructional Expense	4,138	4,000	4,003	4,000
Vacation Pay	(1,520)	0	948	0
Longevity Pay	1,409	1,500	1,500	1,500
Christmas Bonus	300	609	689	609
Employee Health Insurance	24,523	14,750	14,750	22,192
Employee Life Insurance	745	616	616	640
Worker's Compensation Insurance	2,666	2,747	2,747	3,042
Retiree Health Insurance	0	2,280	2,280	2,369
FICA	12,165	16,495	16,495	17,331
Pension Contribution	16,939	13,112	13,112	14,805
Total Personnel	**$ 363,678**	**$ 484,874**	**$ 481,458**	**$ 421,430**
Staffing Level				
Full-Time	*2.00*	*2.00*	*1.79*	*2.00*
Part-Time (converted to FTE)	*1.16*	*3.00*	*1.88*	*3.00*
Total Full-Time Equivalent (FTE)	***3.16***	***5.00***	***3.67***	***5.00***
Operations				
Training	$ 1,352	$ 1,500	$ 850	$ 1,000
Employee training, conference registration fees.				
Volunteer Expense	0	1,000	1,000	800
Special public relations initiatives (i.e. receptions, Westendorf award, sponsorship recognitions).				
Travel	1,352	1,500	2,733	1,500
Travel expenses for annual conferences, mileage for business use of employee vehicles.				
Professional Services	15,333	41,105	41,105	23,500
Creative services and production of promotional materials and other costs associated with professional help with special projects.				
Postage & Freight	17,814	16,823	5,000	15,000
Postage and handling of direct mail and day-to-day.				
Dues & Subscriptions	1,037	400	429	400
Membership fees with professional affiliations.				
Utilities	34,314	40,000	40,000	40,000
Monthly utility bills.				
Phones - Local	993	2,000	1,000	1,000
Monthly local telephone usage.				
Long Distance Phone Calls	133	500	300	400
Long distance telephone usage.				
Cellular Phones	980	1,000	1,000	1,000
Monthly cellular contract.				
Data Processing - Software	1,939	1,500	1,500	1,500
New and upgraded software needs.				
Shop Allocation	300	300	300	300
City shop work on city vehicle.				
Vehicle Maintenance	44	250	500	250
Additional city vehicle repair work by city shop.				

CITY OF BARTLETT
PERFOMING ARTS
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Equipment Maintenance	3,933	6,000	6,000	6,000
Service contracts and repair work on facility equipment.				
Grounds Maintenance	328	750	150	700
Bedding plants, tree replacements, fertilizer.				
Building Maintenance	18,703	32,992	25,000	25,000
Ongoing upkeep of facility.				
Office Supplies	1,617	1,500	1,500	1,500
Miscellaneous office products.				
Printing	1,658	3,402	3,000	3,000
Costs associated with miscellaneous printing projects.				
BPAAC Special Designation	0	3,767	3,582	0
Expenditure of designated contributions.				
Special Designation Expense	477	0	319	0
Ticket Sales Expenditures	763	4,000	4,000	4,000
Payments made as part of special percentage-based of contracts.				
Petroleum Supplies	2,663	4,000	4,000	5,665
Fuel charges for city vehicle.				
Concession Supplies Client	5,157	7,500	7,500	7,000
Costs associated with client catering services.				
Concession Supplies	9,645	9,000	6,000	7,500
Supplies for in-house concession sales and any special that includes food or special catering.				
Clothing & Uniforms	168	225	179	225
Staff shirts or special apparel.				
Operating Supplies	8,011	8,000	8,000	8,000
Miscellaneous general operating supplies.				
Cleaning Supplies	1,464	2,000	2,000	2,000
Miscellaneous custodial supplies.				
Public Awareness	9,616	24,500	20,000	24,500
All advertising and promotional fees.				
Equipment Rental	3,261	3,131	3,000	3,000
Contracts for leased equipment and other specialized equipment needs.				
Property Insurance	10,209	11,500	8,428	8,425
Allocation.				
Vehicle & Equip Insurance	224	250	245	245
Allocation.				
General Liability Insurance	1,633	1,800	1,772	1,770
Allocation.				
Credit Card Vendor Fees	3,937	4,000	4,000	4,000
Banking fees for credit card transactions.				
Miscellaneous Expense	36	0	0	0
Total Operations	**$ 159,093**	**$ 236,195**	**$ 204,392**	**$ 199,180**
Capital				
Building Improvements	$ 507	$ 0	$ 0	$ 0
Data Equipment	979	0	124	0
Furniture	1,337	0	0	0
Other Equipment	150	5,000	5,000	15,000
Total Capital	**$ 2,973**	**$ 5,000**	**$ 5,124**	**$ 15,000**
TOTAL PERFORMING ARTS	**$ 525,743**	**$ 726,069**	**$ 690,974**	**$ 635,610**

City of Bartlett

SPECIAL REVENUE FUNDS

FY 2009 Adopted Budget

Full-Time Authorized Personnel Positions

Solid Waste Fund

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

Drainage Control Fund

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

TOTAL SPECIAL REVENUE FUNDS	**38**

The Special Revenue Funds includes State Street Aid, Solid Waste, General Improvement, Drug Enforcement, DEA Enforcement, Drainage Control, and the Park Improvement Fund. The Special Revenue Funds are required by state law or city ordinance to be accounted for in separate funds. The revenues in each of these programs are collected to be used for each fund's specific purpose. The total of all Special Revenue Funds expenditure budgets is higher than the budgeted revenues resulting an increase used of fund balance in FY 2009. The personnel budgets include the 2% cost of living increase, step raises and a planned 5% health insurance premium increase. There were no staffing changes.

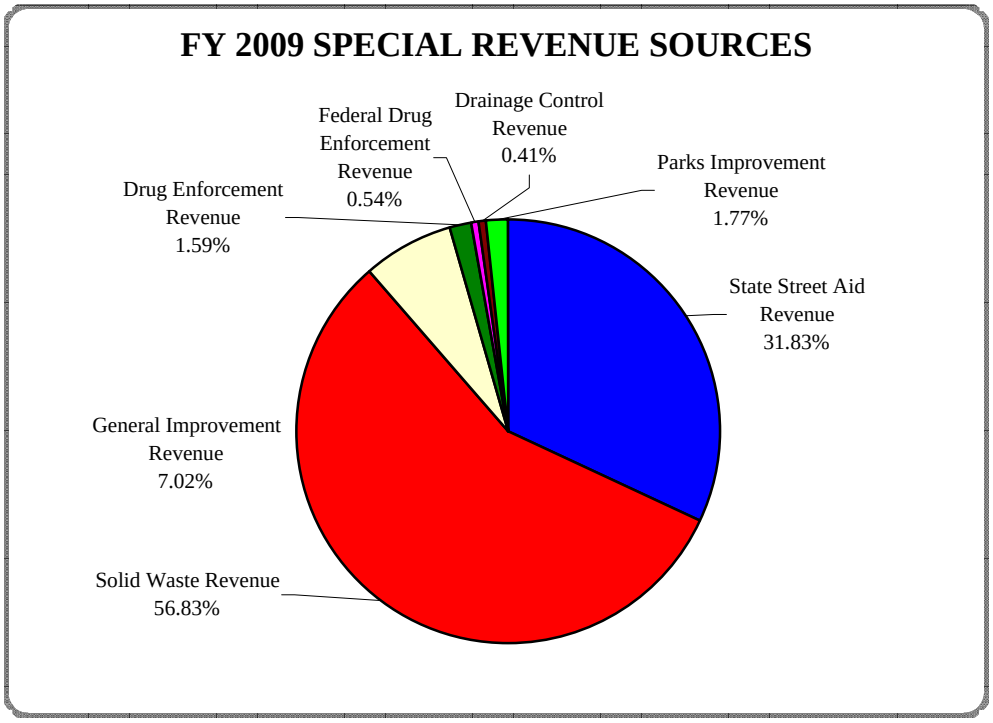
Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Revenues	*7,586,861*	*8,533,181*	*8,228,911*	*8,451,537*
Salaries	1,339,551	1,475,221	1,421,720	1,519,207
Benefits	665,702	726,219	690,479	754,450
Other Personnel	115,339	123,136	123,136	130,000
Operations	3,937,819	4,270,261	4,021,487	4,415,278
Capital	1,279,218	2,604,740	2,060,467	2,363,700
Tranfer Out	613,000	240,000	240,000	290,000
Net Income	**(363,769)**	**(906,396)**	**(328,378)**	**(1,021,098)**
Beg Fund Bal	**4,102,777**	**3,739,009**	**3,739,009**	**3,410,631**
End Fund Bal	**3,739,009**	**2,832,612**	**3,410,631**	**2,389,533**

CITY OF BARTLETT
SUMMARY OF ALL SPECIAL REVENUE FUNDS
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Revenues				
State Street Aid Revenue	$ 2,169,516	$ 2,553,905	$ 2,611,368	$ 2,690,000
Solid Waste Revenue	4,082,053	4,789,076	4,689,518	4,803,137
General Improvement Revenue	619,094	586,500	594,075	593,500
Drug Enforcement Revenue	245,729	129,700	140,200	134,400
Federal Drug Enforcement Revenue	38,067	26,000	45,750	45,500
Drainage Control Revenue	125,928	100,500	48,000	35,000
Parks Improvement Revenue	306,474	347,500	100,000	150,000
Total Revenues	**$ 7,586,861**	**$ 8,533,181**	**$ 8,228,911**	**$ 8,451,537**
Expenditures				
Personnel				
Solid Waste Fund	$ 2,078,899	$ 2,275,380	$ 2,187,387	$ 2,350,609
Drainage Control Fund	41,692	49,196	47,948	53,048
Total Personnel	**$ 2,120,592**	**$ 2,324,576**	**$ 2,235,335**	**$ 2,403,657**
Staffing Level				
Full-Time	*36.88*	*38.00*	*37.08*	*38.00*
Part-Time (converted to FTE)	*1.21*	*1.25*	*1.41*	*1.25*
Total Full-Time Equivalent (FTE)	***38.09***	***39.25***	***38.49***	***39.25***
Operations				
State Street Aid Fund	$ 2,225,471	$ 2,390,000	$ 2,325,000	$ 2,430,000
Solid Waste Fund	1,595,943	1,703,096	1,564,711	1,822,428
General Improvement Fund	67,718	15,300	18,500	8,000
Drug Enforcement Funds	39,379	115,650	82,676	106,550
Federal Drug Enforcement Fund	4,576	18,300	5,000	20,500
Drainage Control Fund	4,733	27,915	25,600	27,800
Total Operations	**$ 3,937,819**	**$ 4,270,261**	**$ 4,021,487**	**$ 4,415,278**
Transfers Out				
Solid Waste to Debt Service	150,000	0	0	0
General Improvement Fund to General Fund	238,000	240,000	240,000	290,000
Drainage Fund to CIP Fund	225,000	0	0	0
Total Transfers Out	**$ 613,000**	**$ 240,000**	**$ 240,000**	**$ 290,000**
Capital				
State Street Aid Fund	$ 243,490	$ 466,892	$ 465,292	$ 260,000
Solid Waste Fund	327,356	636,557	654,796	648,200
General Improvement Fund	363,281	420,123	426,500	295,500
Drug Enforcement Funds	54,664	103,368	98,866	284,000
Federal Drug Enforcement Fund	91,906	63,100	50,100	25,000
Drainage Control Fund	0	19,700	10,750	11,000
Parks Improvement Fund	198,522	895,000	354,163	840,000
Total Capital	**$ 1,279,218**	**$ 2,604,740**	**$ 2,060,467**	**$ 2,363,700**
Total Expenditures	**$ 7,950,629**	**$ 9,439,577**	**$ 8,557,289**	**$ 9,472,635**
Net From Operations	**(363,769)**	**(906,396)**	**(328,378)**	**(1,021,098)**
Beginning Fund Balance	**$ 4,102,777**	**$ 3,739,009**	**$ 3,739,009**	**$ 3,410,631**
Ending Fund Balance	**$ 3,739,009**	**$ 2,832,612**	**$ 3,410,631**	**$ 2,389,533**

CITY OF BARTLETT
ANALYSIS OF SPECIAL REVENUE SOURCES
FY 2009 Adopted Budget



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

State Street Aid Fund

FY	Amount	% Inc (Dec)
2005	$ 2,133,763	
2006	$ 2,162,608	1.35%
2007	$ 2,169,516	0.32%
2008 (Proj)	$ 2,611,368	20.37%
2009 (Bdgt)	$ 2,690,000	3.01%

This is the City's portion of the motor fuel and gasoline taxes collected by and distributed by the State and some developer fees used for streetlights and paving. There was a $400,000 transfer in for FY 2006, $540,000 for FY 2007. $900,000 for FY 2008 and a budgeted $904,605 transfer in for FY 2009 from the General Fund for street paving. Gas taxes are projected to stay the same in FY 2009.

Solid Waste revenue is based on a $22.00 per month charge for collection and disposal. There was a solid waste fee increase of $3 per month to fund increased costs from $19.00 to $22.00 on July 1, 2007. Solid Waste revenues are budgeted to increase 2.42%.

Solid Waste Fund

FY	Amount	% Inc (Dec)
2005	$ 3,228,204	
2006	$ 3,973,369	23.08%
2007	$ 4,082,053	2.74%
2008 (Proj)	$ 4,689,518	14.88%
2009 (Bdgt)	$ 4,803,137	2.42%

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CITY OF BARTLETT
ANALYSIS OF SPECIAL REVENUE SOURCES
FY 2009 Adopted Budget

General Improvement Fund		
FY	Amount	% Inc (Dec)
2005	$ 511,418	
2006	$ 557,203	8.95%
2007	$ 619,094	11.11%
2008 (Proj)	$ 594,075	-4.04%
2009 (Bdgt)	$ 593,500	-0.10%

General Improvement revenue is derived from a $2.50 City Service fee charged to all utility and solid waste customers. A portion ($290,000) of this revenue is transferred to the General Fund and the balance is used for small capital purchases and improvements.

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

Drug Enforcement Funds		
FY	Amount	% Inc (Dec)
2005	$ 126,954	
2006	$ 142,599	12.32%
2007	$ 245,729	72.32%
2008 (Proj)	$ 140,200	-42.95%
2009 (Bdgt)	$ 134,400	-4.14%

Federal Drug Enforcement Fund		
FY	Amount	% Inc (Dec)
2005	$ 101,062	
2006	$ 20,226	-79.99%
2007	$ 38,067	88.21%
2008 (Proj)	$ 45,750	20.18%
2009 (Bdgt)	$ 45,500	-0.55%

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

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

Drainage Control Fund		
FY	Amount	% Inc (Dec)
2005	$ 100,179	
2006	$ 311,932	211.37%
2007	$ 125,928	-59.63%
2008 (Proj)	$ 48,000	-61.88%
2009 (Bdgt)	$ 35,000	-27.08%

Parks Improvement Fund		
FY	Amount	% Inc (Dec)
2005	$ 254,222	
2006	$ 1,027,091	304.01%
2007	$ 306,474	-70.16%
2008 (Proj)	$ 100,000	-67.37%
2009 (Bdgt)	$ 150,000	50.00%

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

CITY OF BARTLETT
STREET AID FUND
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Street Aid Fund Revenues				
Gas Taxes	$ 1,426,406	$ 1,525,605	$ 1,451,368	$ 1,480,395
Street Lighting Fee	94,512	206,000	150,000	100,000
Developer Paving Fee	92,218	205,000	100,000	200,000
Developer Road Repair Fees	0	10,300	0	0
Interest	15,172	6,500	10,000	5,000
LGIP Interest	1,207	500	0	0
Transfer From Gen Fund	540,000	600,000	900,000	904,605
Total Street Aid Revenues	**$ 2,169,516**	**$ 2,553,905**	**$ 2,611,368**	**$ 2,690,000**
Street Aid Expenditures				
Operations				
Signal Repair	$ 0	$ 60,000	$ 42,000	$ 30,000
Street Lighting	994,578	1,050,000	1,133,000	1,200,000
Street Paving	1,037,190	1,050,000	1,050,000	1,000,000
Street Paving Developer	192,015	205,000	100,000	200,000
Miscellaneous Expense	1,688	25,000	0	0
Total Operations	**$ 2,225,471**	**$ 2,390,000**	**$ 2,325,000**	**$ 2,430,000**
Capital				
Handicap Ramp At Curbs	$ 29,769	$ 138,822	$ 138,000	$ 100,000
Curb Replacement	109,001	205,778	205,000	100,000
Signal Maintenance	104,720	122,292	122,292	60,000
Total Capital	**$ 243,490**	**$ 466,892**	**$ 465,292**	**$ 260,000**
Total Street Aid Expenditures	**$ 2,468,961**	**$ 2,856,892**	**$ 2,790,292**	**$ 2,690,000**
Net From Operations	**(299,445)**	**(302,987)**	**(178,924)**	**0**
Beginning Fund Balance	**$ 574,998**	**$ 275,553**	**$ 275,553**	**$ 96,629**
Ending Fund Balance	**$ 275,553**	**$ (27,434)**	**$ 96,629**	**$ 96,629**

Solid Waste Fund

City of Bartlett

FY 2009 Adopted Budget

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

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Revenues	*4,082,053*	*4,789,076*	*4,689,518*	*4,803,137*
Salaries	1,307,950	1,437,644	1,385,144	1,478,783
Benefits	655,610	714,600	679,107	741,826
Other Personnel	115,339	123,136	123,136	130,000
Operations	1,595,943	1,703,096	1,564,711	1,822,428
Capital	327,356	636,557	654,796	648,200
Transfer Out	150,000	0	0	0
Net Income	**(70,144)**	**174,043**	**282,624**	**(18,100)**
Beg Fund Bal	**354,294**	**284,150**	**284,150**	**566,774**
End Fund Bal	**284,150**	**458,193**	**566,774**	**548,674**

FY 2008 Performance Highlights

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

Objective	Performance Measures	FY 2007 Actual	FY 2008 Forecast	FY 2009 Projected
Avoid extensive delays in leaf collection. Contracted labor and additional leaf machines have helped minimize delays.	Period that our crews ran behind during our 6-month loose-leaf collection season.	4 out of 6 months	4 out of 6 months	4 out of 6 months
Reduce the amount of solid waste taken to the contracted landfill. - Although no particular method is required, we accomplish this through recycling.	% of solid waste diverted from the landfill (the state has mandated a minimum 25% reduction)	35%	35%	36%
Maintain the current level of household service.	# of complaints/services provided (# of customers x 52 = # of services provided)	1 per 11,038	1 per 14,604	1 per 15,000

CITY OF BARTLETT
SOLID WASTE FUND
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Solid Waste Revenues				
Sanitation Fee-Residential	$ 3,995,685	$ 4,680,720	$ 4,606,757	$ 4,725,600
Sanitation Fee-Commercial	14,207	11,330	14,442	17,620
Recycling Fee	536	1,030	4,000	4,000
Carts Commercial	1,085	515	625	525
Special Sanitation Pick Up	490	206	1,000	1,000
Carts Residential	33,708	77,250	30,637	30,637
Appliances	8,050	8,755	7,542	8,755
Interest	20,026	8,240	15,000	15,000
Other Revenue	8,266	1,030	9,515	0
Total Solid Waste Revenues	**$ 4,082,053**	**$ 4,789,076**	**$ 4,689,518**	**$ 4,803,137**
Solid Waste Expenditures				
Personnel				
Supervisor Salaries	$ 61,488	$ 63,904	$ 63,904	$ 66,812
Employee Wages	1,076,470	1,192,740	1,180,240	1,230,971
Overtime Wages	144,209	160,000	120,000	160,000
Contracted Services	115,339	123,136	123,136	130,000
Part-Time	25,784	21,000	21,000	21,000
Vacation Pay	8,717	0	610	0
Educational Bonus	720	720	720	720
Sick Pay	279	0	0	0
Longevity Pay	14,610	18,620	18,620	20,545
Christmas Bonus	2,625	3,480	3,273	3,480
Employee Health Insurance	293,077	336,529	310,068	337,580
Employee Life Insurance	6,253	6,786	6,530	7,008
Worker's Compensation Insurance	65,297	67,092	67,092	69,294
Unemployment Compensation	258	0	0	0
Retiree Health Insurance	0	25,133	24,867	25,956
FICA	97,471	111,726	111,247	115,020
Pension Contribution	166,302	144,514	136,080	162,223
Total Personnel	**$ 2,078,899**	**$ 2,275,380**	**$ 2,187,387**	**$ 2,350,609**
Staffing Level				
Full-Time	*35.98*	*37.00*	*36.21*	*37.00*
Part-Time (converted to FTE)	*1.21*	*1.25*	*1.41*	*1.25*
Total Full-Time Equivalent (FTE)	***37.19***	***38.25***	***37.62***	***38.25***
Operations				
Training	$ 1,190	$ 1,000	$ 0	$ 0
Employee training expense.				
Travel	10	500	0	0
Travel expenses including lodging, fuel, meals, parking.				
Other Professional Services	1,007	10,000	5,000	10,000
Contracted assisted collections Spring cleanings.				
Postage	0	300	50	100
Mail outs for special notices.				
Dues & Subscriptions	316	325	334	334
TCAPWA and SWANA membership dues and various magazine subscriptions.				

CITY OF BARTLETT
SOLID WASTE FUND
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Utilities	9,760	12,100	11,000	12,000
Electricity, water, sewer, propane.				
Phone-Local	1,193	1,500	1,200	1,500
Local telphone costs.				
Long Distance	101	150	25	50
Long distance telephone costs.				
Cell Phone	343	720	400	1,080
Cell phone monthly costs add phone for station K and other uses.				
Shop Allocation	100,000	100,000	100,000	100,000
Shop labor allocation.				
Vehicle Maintenance	252,232	270,000	220,000	270,000
Parts for vehicle repairs.				
Equipment Maintenance	16,941	19,000	30,000	40,000
Parts for equipment repairs, leaf machines, loaders.				
Radio Maintenance	666	800	700	800
Repairs for communication radios.				
Building Maintenance	3,607	4,000	6,000	6,000
Paint, tiles, light bulbs, doors, windows, etc.				
Office Supplies	869	1,500	1,000	1,100
Paper, pens, pencils, folders, envelopes, printer cartridges.				
Printing	311	1,000	1,000	1,000
Cart hangers, fliers, Bartlett Exress ad.				
Petroleum	257,278	257,000	260,000	368,160
Gas, diesel, oil.				
Clothing	12,615	12,000	11,000	12,000
Clothes, uniforms, gloves, rain coats, etc.				
Operating Supplies	14,904	12,000	12,000	15,000
Wasp spray, gloves, rain suits, decals, vests.				
Clean Supplies	4,658	5,000	5,000	5,000
Wax, cleaning agents, rags, soap, toilet paper, paper towels steam cleaning soap.				
Sand/Dirt	2,009	3,000	3,000	3,000
Sod, dirt, sand, gravel, limestone.				
Small Tools	13	2,000	1,000	2,000
Screw drivers, hammers, power and hand tools, vaccuum clean rakes.				
Copier Rent	214	200	200	200
Copy machine rental expense.				
Property Insurance	1,616	1,800	1,091	1,091
Property insurance.				
Vehicle Insurance	24,698	28,000	29,289	28,851
Vehicle and equipment insurance.				
Gen Liability Insurance	10,551	10,551	11,662	11,662
General liability insurance.				
Landfill Fee	779,292	857,150	800,000	900,000
Waste disposal fees paid to landfill (BFI) FY09 est. 3K tons x $29.14 + 20k cy x 1.50/cy.				
Disposal Fee Recycling	60,515	60,000	27,260	0
Hauling fees for all sites and rental on recycling bins located at the schools & bin rental fees.				
Damage Claims	10,692	10,000	5,000	10,000
Money paid for minor damage claims for SW workers doing job.				

CITY OF BARTLETT
SOLID WASTE FUND
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Miscellaneous Expense	28,343	21,500	21,500	21,500
Shelby County Waste facility ($20,000), $1,000 for the Transfer Station licensing fee and $500 for the application fee.				
Total Operations	**$ 1,595,943**	**$ 1,703,096**	**$ 1,564,711**	**$ 1,822,428**
Transfers Out				
Transfer To Debt Service	$ 150,000	$ 0	$ 0	$ 0
Total Transfers Out	**$ 150,000**	**$ 0**	**$ 0**	**$ 0**
Capital				
Fencing & Lanscaping	$ 2,660	$ 0	$ 0	$ 0
Building Improvements	41,432	1,500	1,500	10,000
Install an inner wall at transfer station.				
Mobil Equipment	0	90,000	0	5,000
2 - 40 cy rolloff containers $5k..				
Communication Equipment	1,883	1,200	0	900
Pagers, telephone, cell phone purchases.				
Data Equipment	1,603	1,800	1,800	1,800
Printers, computer upgrades and purchases.				
Office Equipment	0	500	250	500
Adding machines, calculators, lights, clocks, fax machines.				
Vehicles	171,536	505,000	555,990	530,000
A 33 cy packers $250k, 2 kboom @ $280k.				
Furniture	0	500	0	0
Desks, chairs, tables.				
Other Equipment	83,597	0	59,198	0
Carts	24,645	36,057	36,057	100,000
Garbage cart purchases for distribution/sale to public.				
Total Capital	**$ 327,356**	**$ 636,557**	**$ 654,796**	**$ 648,200**
Total Solid Waste Expenditures	**$ 4,152,198**	**$ 4,615,033**	**$ 4,406,894**	**$ 4,821,237**
Net From Operations	**(70,144)**	**174,043**	**282,624**	**(18,100)**
Beginning Fund Balance	**$ 354,294**	**$ 284,150**	**$ 284,150**	**$ 566,774**
Ending Fund Balance	**$ 284,150**	**$ 458,193**	**$ 566,774**	**$ 548,674**

CITY OF BARTLETT
GENERAL IMPROVEMENT FUND
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
General Improvement Revenues				
City Service Fee	$ 568,600	$ 582,500	$ 576,000	$ 583,500
Interest	20,494	4,000	15,000	10,000
Other Revenues	30,000	0	3,075	0
Total General Improvement Revenues	**$ 619,094**	**$ 586,500**	**$ 594,075**	**$ 593,500**
General Improvement Expenditures				
Operations				
Eng & Professional Services	$ 0	$ 500	$ 0	$ 0
Board of Equalization	57,955	0	0	0
Rental	5,929	10,300	7,000	8,000
Software	3,834	4,500	4,500	0
Miscellaneous Expense	0	0	7,000	0
Total Operations	**$ 67,718**	**$ 15,300**	**$ 18,500**	**$ 8,000**
Transfers Out				
Transfer To General Fund	$ 238,000	$ 240,000	$ 240,000	$ 290,000
Total Transfers Out	**$ 238,000**	**$ 240,000**	**$ 240,000**	**$ 290,000**
Capital				
Building Improvement	$ 117,039	$ 64,623	$ 65,000	$ 45,000
Communication Equipment	23,355	45,000	45,000	40,000
Data Equipment	108,721	150,000	150,000	140,000
Furniture	0	0	6,000	0
Other Equipment	103,808	150,000	150,000	60,000
Curb Repair	10,358	10,500	10,500	10,500
Total Capital	**$ 363,281**	**$ 420,123**	**$ 426,500**	**$ 295,500**
Total Gen Improvement Expenditures	**$ 668,999**	**$ 675,423**	**$ 685,000**	**$ 593,500**
Net From Operations	**(49,905)**	**(88,923)**	**(90,925)**	**0**
Beginning Fund Balance	**$ 490,306**	**$ 440,401**	**$ 440,401**	**$ 349,476**
Ending Fund Balance	**$ 440,401**	**$ 351,478**	**$ 349,476**	**$ 349,476**

CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Drug Enforcement Funds Revenues				
TN Unauthorized Tax	$ 9,668	$ 5,000	$ 10,000	$ 10,000
Tow-In Fee	0	500	200	200
Drug Enforcement Fines	14,000	10,000	8,000	8,000
Restitution Payment	1,100	500	0	500
Other Court Fines	13,020	10,000	10,000	10,000
Confiscated DEA Sales	13,105	5,000	5,000	5,000
Interest	13,323	5,000	10,000	5,000
Dare Donations	204	200	1,500	200
Sale Confiscated Property	68,924	50,000	50,000	50,000
Confiscated Cash	2,476	2,000	2,000	2,000
Other Revenues	109,909	41,500	43,500	43,500
Total Drug Enforcement Funds Revenues	**$ 245,729**	**$ 129,700**	**$ 140,200**	**$ 134,400**
Drug Enforcement Funds Expenditures				
Dare Program Expenditures				
Operations				
Training	$ 1,160	$ 1,000	$ 1,000	$ 2,000
Travel	1,867	2,000	850	2,500
Dues & Subscriptions	75	0	0	0
Vehicle Maintenance	0	0	110	0
Office Supplies	0	500	500	500
Printing	0	1,200	950	1,200
Operating Supplies	9,580	15,000	15,000	13,000
Small Tools	0	6,500	6,450	6,500
Public Awareness	3,660	5,000	5,000	5,500
Total Operations	**$ 16,342**	**$ 31,200**	**$ 29,860**	**$ 31,200**
Capital				
Data Equipment	$ 3,302	$ 5,500	$ 3,500	$ 5,500
Total Capital	**$ 3,302**	**$ 5,500**	**$ 3,500**	**$ 5,500**
Total Dare Program Expenditures	**$ 19,644**	**$ 36,700**	**$ 33,360**	**$ 36,700**
Drug Enforcement Expenditures				
Operations				
Training	$ 166	$ 25,000	$ 12,000	$ 12,000
Firearm Training	0	750	750	1,000
Travel	121	3,000	3,000	3,000
Professional Services	0	2,500	500	2,000
Contract Services	0	500	200	500
Notice Publication	1,331	3,000	1,500	3,000
Dues & Subscriptions	0	0	0	500
Phone-Local	844	1,000	1,100	1,250
Long Distance	0	100	50	100
Cell Phone	454	0	3,720	4,500
Vehicle Maintenance	2,166	3,600	6,045	7,500
Office Supplies	0	0	0	3,000
Clothing	327	2,500	2,100	2,500

CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Operating Supplies	452	10,000	3,500	5,000
Small Tools	2,063	4,000	4,000	4,000
Public Awareness	5,186	6,000	5,000	6,000
Drug Prevention	0	500	500	500
Equipment Rental	0	1,000	500	1,000
Copier Rental	1,138	2,500	1,801	2,500
Tow-In Fee	1,453	3,000	2,250	5,000
Informant Payments	7,334	15,000	4,000	10,000
Miscellaneous Expense	0	500	300	500
Total Operations	**$ 23,037**	**$ 84,450**	**$ 52,816**	**$ 75,350**
Capital				
Mobil Equipment	$ 0	$ 0	$ 2,866	$ 0
Communication Equipment	0	6,000	3,000	6,000
Data Equipment	1,335	2,500	1,500	240,000
Office Equipment	0	1,000	0	2,500
Vehicles	38,326	86,185	86,000	25,000
Other Equipment	11,701	2,183	2,000	5,000
Total Capital	**$ 51,362**	**$ 97,868**	**$ 95,366**	**$ 278,500**
Total Drug Enforcement Expenditures	**$ 74,399**	**$ 182,317**	**$ 148,182**	**$ 353,850**
Total Drug Enforcement Funds Expenditures	**$ 94,043**	**$ 219,017**	**$ 181,542**	**$ 390,550**
Net From Operations	**151,686**	**(89,317)**	**(41,342)**	**(256,150)**
Beginning Fund Balance	**$ 214,309**	**$ 365,995**	**$ 365,995**	**$ 324,653**
Ending Fund Balance	**$ 365,995**	**$ 276,678**	**$ 324,653**	**$ 68,503**

CITY OF BARTLETT
FEDERAL DRUG ENFORCEMENT FUND
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Fed Drug Enforcement Revenues				
DEA Funds	$ 37,321	$ 25,000	$ 25,000	$ 25,000
Interest	746	1,000	750	500
Other Revenues	0	0	20,000	20,000
Total Fed Drug Enforcement Revenues	**$ 38,067**	**$ 26,000**	**$ 45,750**	**$ 45,500**
Fed Drug Enforcement Expenditures				
Operations				
Training	$ 0	$ 2,000	$ 0	$ 2,000
Volunteer Expense	946	1,500	1,500	1,500
Travel	0	2,500	0	2,500
Dues & Subscription	0	500	0	500
Cell Phone	2,094	3,800	1,200	3,800
Vehicle Maintenance	20	0	0	2,000
Radio Maintenance	0	1,200	0	1,200
Office Supplies	0	1,000	0	1,000
Small Tools	0	1,800	0	2,000
Copier Rental	1,276	3,000	1,900	3,000
Tow-In Fees	240	0	0	0
Miscellaneous Expense	0	1,000	400	1,000
Total Operations	**$ 4,576**	**$ 18,300**	**$ 5,000**	**$ 20,500**
Capital				
Data Equipment	$ 0	$ 47,100	$ 50,100	$ 15,000
Vehicles	59,726	0	0	0
Other Equipment	32,180	16,000	0	10,000
Total Capital	**$ 91,906**	**$ 63,100**	**$ 50,100**	**$ 25,000**
Total Fed Drug Enforcement Expenditures	**$ 96,482**	**$ 81,400**	**$ 55,100**	**$ 45,500**
Net From Operations	**(58,415)**	**(55,400)**	**(9,350)**	**0**
Beginning Fund Balance	**$ 237,311**	**$ 178,896**	**$ 178,896**	**$ 169,546**
Ending Fund Balance	**$ 178,896**	**$ 123,496**	**$ 169,546**	**$ 169,546**

CITY OF BARTLETT
DRAINAGE FUND
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Drainage Control Revenues				
Drainage Fee Not Served Detention Basin	$ 31,500	$ 25,000	$ 0	$ 10,000
Drainage Fee Detention Basin	80,145	75,000	40,000	20,000
Interest	14,283	500	8,000	5,000
Total Drainage Revenues	**$ 125,928**	**$ 100,500**	**$ 48,000**	**$ 35,000**
Drainage Control Expenditures				
Personnel				
Employee Wages	$ 31,070	$ 35,077	$ 35,076	$ 37,924
Overtime Wages	530	2,500	1,500	2,500
Vacation Pay	265	0	0	0
Christmas Bonus	75	87	86	87
Employee Health Insurance	2,298	3,628	3,628	3,628
Employee Life Insurance	156	189	176	205
Worker's Compensation Insurance	99	98	98	106
Retiree Health Insurance	0	702	702	758
FICA	2,392	2,881	2,648	3,099
Pension Contribution	4,807	4,034	4,034	4,741
Total Personnel	**$ 41,692**	**$ 49,196**	**$ 47,948**	**$ 53,048**
Staffing Level				
Full-Time	*0.90*	*1.00*	*0.87*	*1.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***0.90***	***1.00***	***0.87***	***1.00***
Operations				
Training	$ 0	$ 2,000	$ 2,000	$ 2,000
Travel	0	1,000	1,000	1,000
Professional Services	0	2,650	1,500	2,500
Other Professional Services	0	0	0	100
Dues & Subscriptions	0	0	200	200
Dues & Subscription	0	500	400	500
Printing	0	4,000	4,000	4,000
Operating Supplies	0	5,165	5,000	5,000
Public Awareness	2,233	10,100	9,000	10,000
State Fees	2,500	2,500	2,500	2,500
Total Operations	**$ 4,733**	**$ 27,915**	**$ 25,600**	**$ 27,800**
Transfers Out				
Transfer Out CIP	$ 225,000	$ 0	$ 0	$ 0
Total Transfers Out	**$ 225,000**	**$ 0**	**$ 0**	**$ 0**
Capital				
Other Equipment	$ 0	$ 1,000	$ 750	$ 1,000
Drain Pipe	0	18,700	10,000	10,000
Total Capital	**$ 0**	**$ 19,700**	**$ 10,750**	**$ 11,000**
Total Drainage Control Expenditures	**$ 271,425**	**$ 96,811**	**$ 84,298**	**$ 91,848**

CITY OF BARTLETT
DRAINAGE FUND
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Net From Operations	**(145,498)**	**3,689**	**(36,298)**	**(56,848)**
Beginning Fund Balance	**$ 557,745**	**$ 412,247**	**$ 412,247**	**$ 375,949**
Ending Fund Balance	**$ 412,247**	**$ 415,936**	**$ 375,949**	**$ 319,101**

CITY OF BARTLETT
PARK IMPROVEMENTS FUND
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Park Improvement Revenues				
Parks Dev Fee Dist1	$ 8,400	$ 1,000	$ 0	$ 0
Parks Dev Fee Dist2	124,950	122,500	50,000	50,000
Parks Dev Fee Dist3	0	122,500	0	50,000
Greenbelt	89,095	51,500	0	20,000
Interest	74,029	50,000	50,000	30,000
Donation Capital Projects	10,000	0	0	0
Total Park Improvement Revenues	**$ 306,474**	**$ 347,500**	**$ 100,000**	**$ 150,000**
Park Improvement Expenditures				
Park Improvements Dist1	$ 11,695	$ 0	$ 0	$ 0
Park Improvements Dist2	18,601	300,000	177,272	180,000
Park Improvements Dist3	70,030	50,000	82,763	65,000
Greenbelt	0	80,000	0	120,000
Park Improvements Miscellaneous	98,196	465,000	94,128	475,000
Total Park Improvement Expenditures	**$ 198,522**	**$ 895,000**	**$ 354,163**	**$ 840,000**
Net From Operations				
Park Improvements Dist1	$ (3,295)	$ 1,000	$ 0	$ 0
Park Improvements Dist2	106,349	(177,500)	(127,272)	(130,000)
Park Improvements Dist3	(70,030)	72,500	(82,763)	(15,000)
Greenbelt	89,095	(28,500)	0	(100,000)
Park Improvements Undesignated	(14,167)	(415,000)	(44,128)	(445,000)
Total Net From Operations	**$ 107,952**	**$ (547,500)**	**$ (254,163)**	**$ (690,000)**
Beginning Fund Balance				
Designated Beginning District 1	$ 13,200	$ 9,905	$ 9,905	$ 9,905
Designated Beginning District 2	252,350	358,699	$ 358,699	231,427
Designated Beginning District 3	613,612	543,582	$ 543,582	460,819
Designated Beginning Greenbelt	250,833	339,928	$ 339,928	339,928
Unreserved Beginning Fund Balance	543,819	529,652	$ 529,652	485,524
Total Beginning Fund Balance	**$ 1,673,814**	**$ 1,781,766**	**$ 1,781,766**	**$ 1,527,603**
Ending Fund Balance				
Designated Ending District 1	$ 9,905	$ 10,905	$ 9,905	$ 9,905
Designated Ending District 2	358,699	181,199	231,427	101,427
Designated Ending District 3	543,582	616,082	460,819	445,819
Designated Ending Greenbelt	339,928	311,428	339,928	239,928
Unreserved Ending Fund Balance	529,652	114,652	485,524	40,524
Total Ending Fund Balance	**$ 1,781,766**	**$ 1,234,266**	**$ 1,527,603**	**$ 837,603**

City of Bartlett

UTILITY FUND

FY 2009 Adopted Budget

Full-Time Authorized Personnel Positions

Utility Administration	
Supervisor	1
Foreman Meter Reader	1
Senior Meter Reader	1
Meter Reader	3
General Clerk	2
Skill Clerk	2
Senior Clerk	1
Total Utility Administration	**11**
Water & Wastewater Services	
Manager	1
Driver	5
Sewer Tech	2
Foreman	3
Supervisor	1
Utility Worker	2
Utility Location Technician	1
Total Water & Wastewater Svcs	**15**
Plant Operations	
Manager	1
Assistant Manager	1
Engineer	1
Utility Worker	1
Watertreat Operator	2
Total Plant Operations	**6**
Sewer Lagoon	
Manager	1
Driver	1
Watertreat Operator	1
Utility Worker	1
Total Sewer Lagoon	**4**
TOTAL UTILITY FUND	**36**

The Utility Fund has four cost centers; Administration, Water & Wastewater Services, Plant Operations and Sewer Lagoon. The Utility Fund budget increased by $492,845 (9.25%) over the FY 2008 Projection. Expenditure increases include water mains & system improvements in Utility Administration ($245,000) to replace water meters and transponders, 2% cost of living increase, step raises, and a planned 5% Health Insurance premium increase. There were no staffing changes.

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Revenues	*8,125,649*	*8,429,930*	*7,426,395*	*7,545,145*
Salaries	1,326,761	1,448,610	1,411,972	1,499,535
Benefits	637,333	661,507	633,988	691,500
Other Personnel	22,291	56,259	39,020	10,000
Operations	2,474,117	2,971,697	2,911,930	2,996,610
Capital	23,879	600,348	331,740	623,850
Transfer Out	1,000,000	1,350,000	1,350,000	0
Debt Service	1,585,436	1,523,280	1,502,949	1,494,370
Net Income	**1,055,832**	**(181,770)**	**(755,204)**	**229,280**
Beg Ret Engs	**5,074,157**	**6,129,989**	**6,129,989**	**5,374,785**
End Ret Engs	**6,129,989**	**5,948,219**	**5,374,785**	**5,604,065**

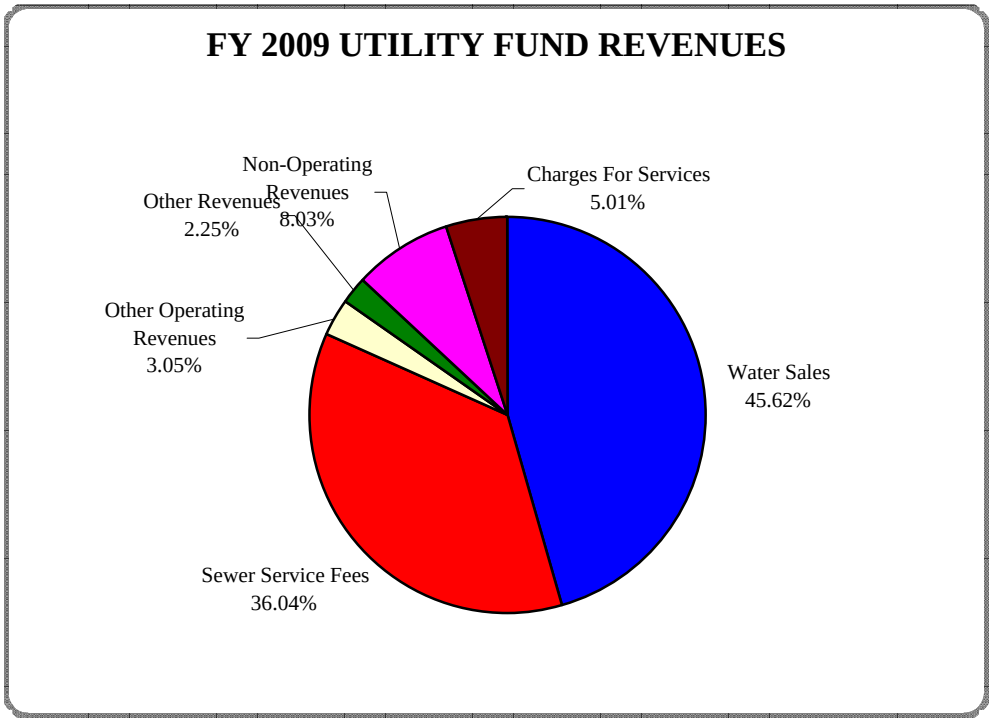
CITY OF BARTLETT
UTILITY FUND SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Utility Revenues				
Operating Revenues	$ 6,590,326	$ 6,610,930	$ 6,700,000	$ 6,769,145
Other Revenues	271,267	230,000	226,395	170,000
Non-Operating Revenues	1,264,057	1,589,000	500,000	606,000
Total Utility Revenues	**$ 8,125,649**	**$ 8,429,930**	**$ 7,426,395**	**$ 7,545,145**
Utility Expenditures				
Utility Administration	$ 1,630,525	$ 2,007,471	$ 1,904,812	$ 2,196,272
Water & Wastewater Services	1,115,600	1,648,930	1,450,700	1,571,612
Plant Operations	1,232,774	1,483,062	1,410,469	1,473,004
Sewer Lagoon	505,483	598,958	562,669	580,607
Total Utility Expenditures	**$ 4,484,381**	**$ 5,738,420**	**$ 5,328,650**	**$ 5,821,495**
Projected Cash Flow	**$ 3,641,268**	**$ 2,691,510**	**$ 2,097,745**	**$ 1,723,650**
Less:				
Transfer to CIP	$ 1,000,000	$ 1,350,000	$ 1,350,000	$ 0
Debt Service	1,585,436	1,523,280	1,502,949	1,494,370
Total	**$ 2,585,436**	**$ 2,873,280**	**$ 2,852,949**	**$ 1,494,370**
Net From Operations	**$ 1,055,832**	**$ (181,770)**	**$ (755,204)**	**$ 229,280**
Beginning Fund Balance	**$ 5,074,157**	**$ 6,129,989**	**$ 6,129,989**	**$ 5,374,785**
Ending Fund Balance	**$ 6,129,989**	**$ 5,948,219**	**$ 5,374,785**	**$ 5,604,065**

CITY OF BARTLETT
UTILITY FUND REVENUES
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Water Sales				
Metered Water Sales City Residential	$ 2,383,458	$ 2,404,000	$ 2,493,288	$ 2,511,475
Metered Water Sales City Commercial	622,493	636,000	640,000	635,000
Metered Water Sales Rural Residential	182,156	180,000	204,887	210,000
Metered Water Sales Rural Commercial	81,728	87,000	88,000	85,500
Total Water Sales	**$ 3,269,835**	**$ 3,307,000**	**$ 3,426,175**	**$ 3,441,975**
Sewer Service Fees				
Sewer Service Fees City Residential	$ 1,453,378	$ 1,455,500	$ 1,500,000	$ 1,507,070
Sewer Service Fees City Commercial	437,942	437,700	450,000	455,000
Sewer Service Fees Rural Residential	381	400	400	400
Sewer Service Fees Rural Commercial	42,528	43,000	44,000	43,000
North Sewer Service Fees City Res.	616,812	615,400	634,710	650,000
North Sewer Service Fees City Comm	14,256	14,500	14,500	14,500
North Sewer Service Fees Rural Res.	45,808	43,500	50,000	45,000
North Sewer Service Fees Rural Comm.	4,238	4,200	4,200	4,200
Total Sewer Service Fees	**$ 2,615,344**	**$ 2,614,200**	**$ 2,697,810**	**$ 2,719,170**
Other Operating Revenues				
Service Connection Fee	$ 67,901	$ 70,000	$ 53,785	$ 60,000
Disconnect/Reconnect Fee	19,479	20,000	20,000	20,000
Forfeited Discounts	141,914	150,000	150,000	150,000
Total Other Operating Revenues	**$ 229,294**	**$ 240,000**	**$ 223,785**	**$ 230,000**
Other Revenues				
Interest-Checking Account	$ 57,253	$ 80,000	$ 40,000	$ 40,000
Interest Income On LGIP	184,328	120,000	150,000	100,000
Other Revenues	22,953	20,000	24,395	20,000
Insurance Recoveries	0	2,500	0	2,500
Reimbursements For Damage	6,732	7,500	12,000	7,500
Total Other Revenues	**$ 271,267**	**$ 230,000**	**$ 226,395**	**$ 170,000**
Non-Operating Revenues				
Water Main Extensions	$ 0	$ 2,000	$ 0	$ 2,000
Sewer Main Extension Charge	3,644	4,000	122,000	4,000
Water Tap Fees South	229,200	300,000	147,000	160,000
Water Tap Fees North	270,000	400,000	20,000	100,000
Sewer Tap South Basin	238,625	350,000	112,000	150,000
Sewer Tap North Basin	305,460	350,000	46,000	100,000
Subdivision Development	217,128	183,000	53,000	90,000
Total Non-Operating Revenues	**$ 1,264,057**	**$ 1,589,000**	**$ 500,000**	**$ 606,000**
Charges For Services				
Tower Lease Payments	$ 314,452	$ 277,230	$ 277,230	$ 278,000
Water Meter Installation	161,400	172,500	75,000	100,000
Total Charges For Services	**$ 475,852**	**$ 449,730**	**$ 352,230**	**$ 378,000**
TOTAL UTILITY FUND REVENUES	**$ 8,125,649**	**$ 8,429,930**	**$ 7,426,395**	**$ 7,545,145**

CITY OF BARTLETT
ANALYSIS OF UTILITY REVENUE SOURCES
FY 2009 Adopted Budget



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

Water Sales		
FY	Amount	% Inc (Dec)
2005	$ 3,095,593	
2006	$ 3,196,461	3.26%
2007	$ 3,269,835	2.30%
2008 (Proj)	$ 3,426,175	4.78%
2009 (Bdgt)	$ 3,441,975	0.46%

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 2009 is based on current user rates and an additional 150 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 2009 revenue projection is based on current user rates and an additional 150 residential users.

Sewer Service		
FY	Amount	% Inc (Dec)
2005	$ 2,333,504	
2006	$ 2,522,333	8.09%
2007	$ 2,615,344	3.69%
2008 (Proj)	$ 2,697,810	3.15%
2009 (Bdgt)	$ 2,719,170	0.79%

CITY OF BARTLETT
ANALYSIS OF UTILITY REVENUE SOURCES
FY 2009 Adopted Budget

Other Operating Revenues		
FY	Amount	% Inc (Dec)
2005	$ 203,927	
2006	$ 218,893	7.34%
2007	$ 229,294	4.75%
2008 (Proj)	$ 223,785	-2.40%
2009 (Bdgt)	$ 230,000	2.78%

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)
2005	$ 1,388,163	
2006	$ 3,139,941	126.19%
2007	$ 1,264,057	-59.74%
2008 (Proj)	$ 500,000	-60.44%
2009 (Bdgt)	$ 606,000	21.20%

Other Revenues		
FY	Amount	% Inc (Dec)
2005	$ 113,566	
2006	$ 165,353	45.60%
2007	$ 271,267	64.05%
2008 (Proj)	$ 226,395	-16.54%
2009 (Bdgt)	$ 170,000	-24.91%

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

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

Charges for Services		
FY	Amount	% Inc (Dec)
2005	$ 481,720	
2006	$ 429,206	-10.90%
2007	$ 475,852	10.87%
2008 (Proj)	$ 352,230	-25.98%
2009 (Bdgt)	$ 378,000	7.32%

CITY OF BARTLETT
UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 285,089	$ 294,280	$ 295,129	$ 338,239
Employee Wages	966,964	1,051,944	1,024,175	1,057,910
Overtime Wages	46,155	55,500	56,374	56,500
Special Hours	20,900	22,600	20,800	22,600
Contracted Services	22,126	56,259	39,020	10,000
Part-Time	7,653	24,286	15,494	24,286
Vacation Pay	15,313	0	0	0
Sick Pay	3,724	0	0	0
Longevity Pay	14,606	17,324	16,364	21,444
Christmas Bonus	2,625	3,208	3,104	3,208
Other Personnel Costs	165	0	0	0
Employee Health Insurance	265,549	291,561	277,105	292,984
Employee Life Insurance	6,661	7,323	7,012	7,540
Worker's Compensation Insurance	44,585	45,847	45,847	47,282
Retiree Health Insurance	0	27,124	26,360	27,922
FICA	99,421	113,154	107,178	116,601
Pension Contribution	184,849	155,966	151,018	174,519
Total Personnel	**$ 1,986,385**	**$ 2,166,376**	**$ 2,084,980**	**$ 2,201,035**
Staffing Level				
Full-Time	*34.96*	*36.00*	*35.11*	*36.00*
Part-Time (converted to FTE)	*0.31*	*1.25*	*0.70*	*1.25*
Total Full-Time Equivalent (FTE)	***35.27***	***37.25***	***35.81***	***37.25***
Operations				
Training	$ 4,876	$ 6,375	$ 5,600	$ 6,675
Travel	4,555	12,500	9,200	13,200
Professional Services	0	1,500	1,500	1,500
Other Professional Service	23,088	100,275	103,275	102,375
Postage & Freight	54,205	63,600	63,500	66,000
Dues & Subscriptions	4,100	4,300	4,200	4,400
Utilities	559,527	550,000	570,000	570,000
Water Purchased For Resale	20,530	30,000	20,000	20,000
Phones - Local	9,573	10,070	10,250	10,570
Long Distance Phone Calls	67	450	270	420
Cellular Phones	2,910	3,400	3,650	3,700
Data Processing - Software	0	153,800	113,450	35,800
Telecommunication Link	5,606	4,600	1,000	1,000
Shop Allocation	23,000	23,000	23,000	23,000
Vehicle Maintenance	22,903	32,000	29,500	32,500
Equipment Maintenance	162,932	229,793	200,000	205,000
Radio Maintenance	858	2,150	1,650	6,450
Computer Maintenance	8,002	11,500	11,250	25,200
Grounds Maintenance	2,480	3,700	3,700	3,700
Building Maintenance	26,408	18,750	21,250	21,500
Water & Sewer Line Maintenance	3,167	30,000	20,000	30,000
Waste Refuse	18,243	28,000	28,000	32,000
Office Supplies	3,715	6,150	6,250	6,750
Printing	7,956	11,500	11,500	12,000

CITY OF BARTLETT
UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Petroleum Supplies	54,365	79,678	80,000	114,130
Clothing & Uniforms	10,038	11,680	11,330	13,330
Operating Supplies	24,905	25,000	18,250	21,250
Cleaning Supplies	943	2,500	2,600	2,600
Chemical Supplies	83,460	109,500	105,300	111,000
Fill Sand, Dirt & Gravel	7,207	13,200	12,800	14,700
Concrete & Brick	15,256	15,000	15,000	16,000
Small Tools	4,041	6,500	6,250	6,750
Pipe & Materials-System Ma	72,627	100,000	90,000	100,000
Meters & Meter Boxes	9,367	20,000	11,000	12,000
Public Awareness	3,057	0	0	0
Equipment Rental	440	1,500	1,500	1,500
Street Barricade & Equip Re	190	500	350	500
Property Insurance	98,574	107,400	101,907	101,905
Vehicle & Equip Insurance	8,989	10,050	10,893	10,880
General Liability Insurance	13,907	29,116	15,060	15,050
Bank Charges	64	0	0	0
Lab Testing	36,898	41,000	38,000	38,000
CSX Leases	1,006	3,500	3,000	3,000
Cash Over Or Short	85	100	114	100
Pollution Control Fees	36,278	40,250	40,250	40,250
In Lieu Of Tax Payments	249,537	276,850	311,553	345,000
Storage Fees	473	675	578	675
Sewer Service Fees	770,775	719,035	757,000	771,000
Damage Claims	2,435	9,500	6,500	11,500
Miscellaneous Other Expenses	498	11,750	10,700	11,750
Total Operations	**$ 2,474,117**	**$ 2,971,697**	**$ 2,911,930**	**$ 2,996,610**
Capital				
Mobil Equipment	$ 3,125	$ 1,500	$ 0	$ 55,000
Communications Equipment	3,420	5,350	3,810	3,650
Data Processing Equipment	8,780	51,400	46,500	22,500
Office Equipment	180	500	180	500
Vehicles	0	179,948	154,000	146,500
Furniture	0	900	500	900
Other Equipment	8,375	45,750	1,750	49,800
Sewer System Improvements	0	85,000	75,000	50,000
Water Mains & System Improvement	0	230,000	50,000	295,000
Total Capital	**$ 23,879**	**$ 600,348**	**$ 331,740**	**$ 623,850**
TOTAL UTILITY FUND EXPENDITURES	**$ 4,484,381**	**$ 5,738,420**	**$ 5,328,650**	**$ 5,821,495**

Utility Administration

City of Bartlett

FY 2009 Adopted Budget

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Salaries	335,429	376,995	364,427	395,200
Benefits	178,794	174,820	172,658	183,137
Operations	1,113,158	1,276,756	1,301,047	1,296,935
Capital	3,144	178,900	66,680	321,000
Total	**1,630,525**	**2,007,471**	**1,904,812**	**2,196,272**

FY 2008 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 2007 Actual	FY 2008 Forecast	FY 2009 Projected
2 accurate billings per month	% of bills processed & ready for mailing within two days	99%	99%	99%
Accurately read water meters monthly	# of meters read monthly	20,500	20,750	21,000
Accurately read water meters monthly	% of meters read accurately	99%	99%	99%

CITY OF BARTLETT
UTILITY ADMINISTRATION
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 89,646	$ 92,098	$ 92,098	$ 96,066
Employee Wages	237,321	254,611	253,483	268,848
Overtime Wages	809	6,000	3,352	6,000
Part-Time	7,653	24,286	15,494	24,286
Vacation Pay	12,292	0	0	0
Sick Pay	1,975	0	0	0
Longevity Pay	1,862	2,463	2,427	2,881
Christmas Bonus	825	1,033	1,033	1,033
Employee Health Insurance	81,721	86,111	85,675	85,676
Employee Life Insurance	1,650	1,872	1,746	1,971
Worker's Compensation Insurance	7,088	7,427	7,427	8,131
Retiree Health Insurance	0	6,934	6,912	7,298
FICA	24,771	29,108	27,566	30,533
Pension Contribution	46,610	39,872	39,872	45,614
Total Personnel	**$ 514,223**	**$ 551,815**	**$ 537,085**	**$ 578,337**
Staffing Level				
Full-Time	*10.96*	*11.00*	*11.11*	*11.00*
Part-Time (converted to FTE)	*0.31*	*1.25*	*0.70*	*1.25*
Total Full-Time Equivalent (FTE)	***11.27***	***12.25***	***11.81***	***12.25***
Operations				
Training	$ 944	$ 1,875	$ 1,200	$ 1,875
Training for employees.				
Travel	186	5,000	300	5,000
Travel for site visits and software training.				
Other Professional Service	0	25	25	25
Postage & Freight	53,753	62,800	62,800	65,200
Postage fees for mailing utility bills.				
Dues & Subscriptions	42	100	100	100
Anticipated cost of dues & subscriptions.				
Phones - Local	1,201	1,350	1,350	1,350
Local phone costs.				
Long Distance Phone Calls	26	100	50	100
Long distance charges.				
Cellular Phones	272	350	300	350
Service charges for one cell phone.				
Data Processing - Software	0	150,000	110,850	25,000
Cost of on-line payment software for Utility Billing.				
Vehicle Maintenance	5,307	6,000	4,500	6,000
Maintenance costs for 7 meter reading vehicles.				
Equipment Maintenance	2,943	8,000	5,000	8,000
Cost of maintenance agreement on meter reading devices.				
Radio Maintenance	117	500	300	500
Anticipated cost of maintenance on present equipment & purchase of a new portable radio.				
Computer Maintenance	7,502	11,000	11,000	24,700
Utility software maintenance contract.				
Office Supplies	2,461	3,650	3,650	4,000
Anticipated cost of office supplies.				

CITY OF BARTLETT
UTILITY ADMINISTRATION
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Printing	7,956	9,500	9,500	10,000
Cost of printing water bills, meter cards, and other office forms.				
Petroleum Supplies	5,526	15,000	15,000	22,090
Fuel cost for 7 meter reading vehicles.				
Clothing & Uniforms	2,164	2,330	2,330	3,330
Uniform costs for 6 meter readers.				
Operating Supplies	1,109	2,500	2,500	2,500
Anticipated cost of operating supplies.				
Small Tool	981	2,000	2,000	2,000
Cost of small tools used by meter readers and office staff.				
Vehicle Insurance	1,553	1,700	1,687	1,680
Vehicle insurance for 7 meter reading vehicles.				
General Liability Insurance	5,063	5,316	5,360	5,360
Department's portion of general liability insurance.				
Bank Charges	64	0	0	0
Anticipated cost of bank charges.				
Cash Over Or Short	85	100	114	100
Anticipated cost of shortage in cash drawer fund.				
In Lieu Of Tax Payments	249,537	276,850	311,553	345,000
Transfers from the Utility Fund to the General Fund in of property taxes.				
Storage Fees	473	675	578	675
Cost of 1/2 storage building rental fees to store water billing records.				
Sewer Service Fees	763,608	708,035	748,000	760,000
Anticipated cost of sewer charges to Memphis.				
Damage Claims	0	1,000	500	1,000
Minor damage claims				
Miscellaneous Other Expenses	284	1,000	500	1,000
Anticipated cost of any miscellaneous exp.				
Total Operations	**$ 1,113,158**	**$ 1,276,756**	**$ 1,301,047**	**$ 1,296,935**
Capital				
Communications Equipment	$ 565	$ 2,000	$ 2,000	$ 2,000
Radios				
Data Processing Equipment	2,579	34,400	34,180	15,000
Printer for billing & anticipated cost of computers.				
Vehicles	0	37,000	30,000	18,500
Replacement vehicle.				
Furniture	0	500	500	500
Chairs and a desk.				
Other Equipment	0	40,000	0	40,000
Misc other equipment.				
Water Mains & System Improvement	0	65,000	0	245,000
Replace meters and/or transponders.				
Total Capital	**$ 3,144**	**$ 178,900**	**$ 66,680**	**$ 321,000**
Total Utility Administration	**$ 1,630,525**	**$ 2,007,471**	**$ 1,904,812**	**$ 2,196,272**

Water & Wastewater Services

City of Bartlett

FY 2009 Adopted Budget

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Salaries	569,849	601,912	596,912	623,469
Benefits	264,496	275,139	275,126	295,213
Other Personnel	22,291	46,259	30,000	0
Operations	243,570	359,270	310,252	362,230
Capital	15,394	366,350	238,410	290,700
Total	**1,115,600**	**1,648,930**	**1,450,700**	**1,571,612**

FY 2008 Performance Highlights

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

Objective	Performance Measures	FY 2007 Actual	FY 2008 Forecast	FY 2009 Projected
Reduce wastewater system inflow and infiltration problems in order to reduce system repair costs	Cost of lift station repairs	$9,400	$10,500	$10,000
Reduce maintenance cost on radio read meters by changing over to manaul read meters.	Cost of labor and materials repairing radio read meters or transponders.	$833	$415	$0 or phased out
Maintain City's sewer and water lines, valves, manholes, and meters	Number of work tickets completed	2069	3027	3200

CITY OF BARTLETT
WATER & WASTEWATER SERVICES
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 65,784	$ 68,442	$ 68,442	$ 71,885
Employee Wages	471,579	498,270	498,270	516,384
Overtime Wages	27,286	30,000	25,000	30,000
Special Hours	5,200	5,200	5,200	5,200
Contracted Services	22,126	46,259	30,000	0
Vacation Pay	1,020	0	0	0
Sick Pay	1,127	0	0	0
Longevity Pay	8,295	9,361	9,361	12,821
Christmas Bonus	1,125	1,305	1,292	1,305
Other Personnel Costs	165	0	0	0
Employee Health Insurance	108,163	114,276	114,276	119,045
Employee Life Insurance	2,868	3,060	3,060	3,177
Worker's Compensation Insurance	22,759	23,769	23,769	24,790
Retiree Health Insurance	0	11,334	11,334	11,765
FICA	43,010	46,862	46,862	48,776
Pension Contribution	76,127	65,172	65,172	73,534
Total Personnel	**$ 856,636**	**$ 923,310**	**$ 902,038**	**$ 918,682**
Staffing Level				
Full-Time	*15.00*	*15.00*	*15.00*	*15.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***15.00***	***15.00***	***15.00***	***15.00***
Operations				
Training	$ 1,122	$ 1,000	$ 1,000	$ 1,200
Employee training expense such as classes, books, and training aids.				
Travel	1,603	1,000	2,400	1,200
Travel expenses for seminars.				
Other Professional Service	20,288	26,250	26,250	26,250
Lift station repair/maintenance, TN1Call service.				
Postage & Freight	22	200	200	200
Stamps and postage costs.				
Dues & Subscriptions	1,143	1,000	800	1,000
TCAPWA, AAWA and other membership and magazine fess and licensing fees.				
Phones - Local	1,939	2,520	2,200	2,520
Local telephone monthly costs.				
Long Distance Phone Calls	17	50	20	20
Long distance costs.				
Cellular Phones	1,183	1,200	1,200	1,200
Cell phone monthly fees.				
Data Processing - Software	0	800	600	800
Software for mapping.				
Shop Allocation	14,000	14,000	14,000	14,000
Shop inventory parts.				
Vehicle Maintenance	13,203	17,500	16,000	17,500
Parts for vehicle repairs and maintenance.				
Equipment Maintenance	12,473	12,000	17,000	17,000
Parts for equipment repairs and maintenance.				

CITY OF BARTLETT
WATER & WASTEWATER SERVICES
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Radio Maintenance	704	850	850	850
Communication radio maintenance.				
Computer Maintenance	500	500	250	500
Computer repair parts and labor.				
Grounds Maintenance	478	500	500	500
Sod, seeds, fertilizer, landscaping materials.				
Building Maintenance	523	750	750	1,000
Paint, tiles, rugs, windows, ceiling tiles.				
Water & Sewer Line Maintenance	3,167	30,000	20,000	30,000
Repair and rehab sewer and water lines.				
Office Supplies	527	1,000	600	750
Dairies, paper, pens, pencils, paper, batteries, printer cartridges.				
Petroleum Supplies	32,990	45,000	45,000	63,720
Oil, gas, diesel.				
Clothing & Uniforms	5,821	7,000	6,000	7,000
Clothing purchases, uniform rentals, welcome mats.				
Operating Supplies	12,816	12,000	6,000	8,000
Paint for TN1-Call, grease for lift stations, batteries, water plug, traffic cones, barricade purchases.				
Cleaning Supplies	0	500	500	500
Wax, soap, rags, toilet paper, paper towels, mops, bucks.				
Chemical Supplies	1,095	2,500	2,300	2,500
Insecticide, lift station degreaser.				
Fill Sand, Dirt & Gravel	7,207	12,000	12,000	13,500
For road repairs, sewer/water projects, limestone, rip, ctb.				
Concrete & Brick	15,256	15,000	15,000	16,000
Setting meters, water valve & sewer repairs, manholes, replacing sidewalk and curb and gutter.				
Small Tools	1,663	3,000	2,500	3,000
Drills, hammers, shovels, wrenches, sockets, buckets, screw drivers, flash lights.				
Pipe & Materials-System Maintenance	72,627	100,000	90,000	100,000
Water and sewer pipe, couplings, fittings for fire hydrants, water valves, fire hydrant purchases needed for system repairs.				
Meters & Meter Boxes	9,367	20,000	11,000	12,000
Meter boxes and meter parts.				
Street Barricade & Equip Re	190	500	350	500
Barricade and other equipment rental expenses.				
Property Insurance	355	400	297	295
Property insurance.				
Vehicle & Equip Insurance	5,365	6,000	6,726	6,725
Vehicle and equipment insurance costs.				
General Liability Insurance	3,490	16,000	3,759	3,750
General liability insurance costs.				
Damage Claims	2,435	7,500	4,000	7,500
Payment of minor damage claims.				
Miscellaneous Other Expenses	0	750	200	750
Misc. expenses.				
Total Operations	**$ 243,570**	**$ 359,270**	**$ 310,252**	**$ 362,230**
Capital				
Mobil Equipment	$ 3,125	$ 1,500	$ 0	$ 55,000
Backhoes, trailers, non-tagged equipment, portable sewer jetter $52k.				

CITY OF BARTLETT
WATER & WASTEWATER SERVICES
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Communications Equipment	2,260	1,700	1,160	1,000
Purchase of cell phones, pagers and accessories.				
Data Processing Equipment	1,455	6,500	6,500	0
Computer upgrade and dvd recorder for video truck.				
Office Equipment	180	500	0	500
Adding machines, vcr, TV, calculator.				
Vehicles	0	104,000	104,000	128,000
Sewer truck and camera system $128k.				
Furniture	0	400	0	400
Chairs, desks, bulletin boards, book shelves.				
Other Equipment	8,375	1,750	1,750	5,800
Leak detector.				
Sewer System Improvements	0	85,000	75,000	50,000
Slip lining pipes and major repairs.				
Water Mains & System Improvement	0	165,000	50,000	50,000
Water meters, special fittings, fitting kits, large and small meters only.				
Total Capital	**$ 15,394**	**$ 366,350**	**$ 238,410**	**$ 290,700**
Total Water & Wastewater Services	**$ 1,115,600**	**$ 1,648,930**	**$ 1,450,700**	**$ 1,571,612**

Utility
Plant Operations

City of Bartlett

FY 2009 Adopted Budget

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Salaries	260,526	302,268	281,757	305,913
Benefits	120,127	134,516	112,409	134,171
Other Personnel	0	10,000	9,020	10,000
Operations	847,375	1,008,330	1,002,283	1,017,920
Capital	4,746	27,948	5,000	5,000
Total	**1,232,774**	**1,483,062**	**1,410,469**	**1,473,004**

FY 2008 Performance Highlights

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

Objective	Performance Measures	FY 2007 Actual	FY 2008 Forecast	FY 2009 Projected
Upgrade Various water lines in the city	Install upgrades within the fiscal year	Complete d	Complete d	Completed
Upgrade SCADA system	Improved operation of the SCADA system to ensure no loss of service.	N/A	N/A	Completed
Continue the Cities tank Maintenance program	Maintain highly visible tanks in good condition	Complete d	Complete d	Completed

CITY OF BARTLETT
PLANT OPERATIONS
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 74,133	$ 76,254	$ 76,254	$ 109,894
Employee Wages	160,397	197,814	171,173	167,819
Overtime Wages	14,895	16,000	23,930	16,000
Special Hours	11,100	12,200	10,400	12,200
Contract Services	0	10,000	9,020	10,000
Vacation Pay	1,729	0	0	0
Sick Pay	622	0	0	0
Longevity Pay	4,448	5,500	4,576	4,575
Christmas Bonus	375	522	431	522
Employee Health Insurance	40,890	54,178	42,828	53,934
Employee Life Insurance	1,337	1,534	1,372	1,500
Worker's Compensation Insurance	10,326	10,084	10,084	9,580
Retiree Health Insurance	0	5,681	4,922	5,554
FICA	19,772	24,349	20,378	23,792
Pension Contribution	40,628	32,668	27,818	34,714
Total Personnel	**$ 380,653**	**$ 446,784**	**$ 403,186**	**$ 450,084**
Staffing Level				
Full-Time	*5.00*	*6.00*	*5.00*	*6.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***5.00***	***6.00***	***5.00***	***6.00***
Operations				
Training	$ 1,815	$ 2,500	$ 2,600	$ 2,600
Employee training expense such as classes, books and other training aids.				
Travel	1,672	5,000	5,500	5,500
Travel expenses for seminars.				
Other Professional Service	1,300	64,000	67,000	66,100
Engineering fees for various projects and Ground Water Institue Grant match.				
Postage & Freight	429	500	500	500
Postage for mailing water samples to laboratories for analysis.				
Dues & Subscriptions	2,865	3,000	3,100	3,100
AWWA and TWWA dues.				
Utilities	429,953	425,000	445,000	445,000
Electric and gas to run 4 water plants.				
Water Purchased For Resale	20,530	30,000	20,000	20,000
Water purchased from MLGW during high demand.				
Phones - Local	4,829	4,500	5,000	5,000
Phone service for four water plants.				
Long Distance Phone Calls	24	200	200	200
Long distance for vendors and equipment.				
Cellular Phones	1,173	1,500	1,800	1,800
Local cell phones for on call personnel.				
Data Processing - Software	0	2,000	2,000	2,000
Instrumentation software upgrades.				
Telecommunication Link	5,606	4,600	1,000	1,000
Leased lines to connect water plants.				
Shop Allocation	7,500	7,500	7,500	7,500
Repair costs of five water vehicles.				

CITY OF BARTLETT
PLANT OPERATIONS
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Vehicle Maintenance	4,341	6,500	7,000	7,000
Parts replacement for repairing of five water vehicles.				
Equipment Maintenance	125,933	176,580	145,000	150,000
Repair and replace waterplant equipment.				
Radio Maintenance	0	500	500	4,800
Repair radios.				
Grounds Maintenance	395	1,300	1,300	1,300
Upkeep of four water plants.				
Building Maintenance	22,282	15,000	17,500	17,500
Repair and upkeep of four water plants.				
Office Supplies	453	500	1,000	1,000
Supplies for offices at Germantown Road.				
Printing	0	2,000	2,000	2,000
Yearly consumer confidence report.				
Petroleum Supplies	12,740	14,000	15,000	21,240
Gas for five water vehicles.				
Clothing & Uniforms	298	850	1,200	1,200
Shirts and pants for water operators.				
Operating Supplies	4,446	4,500	4,750	4,750
Miscellaneous supplies.				
Cleaning Supplies	832	1,500	1,600	1,600
Miscellaneous cleaning supplies for four water plants.				
Chemical Supplies	74,131	90,000	95,000	95,000
Chlorine, lime, fluoride, and phosphate for 4 water treatment plants.				
Small Tools	272	500	750	750
Various small tools plants and trucks.				
Public Awareness	3,057	0	0	0
Property Insurance	66,002	72,000	75,265	75,265
Insurance on four waterplants and 8 water tanks.				
Vehicle & Equip Insurance	1,553	1,700	1,953	1,950
Insurance for five vehicles.				
General Liability Insurance	3,771	4,100	4,265	4,265
Allocation.				
Lab Testing	15,929	16,000	16,000	16,000
State and Federal mandated water analysis.				
CSX Leases	1,006	3,500	3,000	3,000
CSX encroachment fees.				
Pollution Control Fees	31,028	35,000	35,000	35,000
State and Groundwater fees.				
Sewer Service Fees	1,000	1,000	1,000	1,000
Damage Claims	0	1,000	2,000	3,000
Possible damage claims.				
Miscellaneous Other Expenses	213	10,000	10,000	10,000
Miscellaneous expenses.				
Total Operations	**$ 847,375**	**$ 1,008,330**	**$ 1,002,283**	**$ 1,017,920**
Capital				
Communications Equipment	$ 0	$ 1,000	$ 0	$ 0
Data Processing Equipment	4,746	8,000	5,000	5,000
Computer replacement for instrumentation.				

CITY OF BARTLETT
PLANT OPERATIONS
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Vehicles	0	18,948	0	0
Total Capital	**$ 4,746**	**$ 27,948**	**$ 5,000**	**$ 5,000**
Total Plant Operations	**$ 1,232,774**	**$ 1,483,062**	**$ 1,410,469**	**$ 1,473,004**

Utility
Sewer Lagoon

City of Bartlett

FY 2009 Adopted Budget

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2007 Actual	FY 2008 Revised	FY 2008 Projection	FY 2009 Adopted
Salaries	160,958	167,435	168,876	174,953
Benefits	73,916	77,032	73,795	78,979
Operations	270,015	327,341	298,348	319,525
Capital	595	27,150	21,650	7,150
Total	**505,483**	**598,958**	**562,669**	**580,607**

FY 2008 Performance Highlights

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

Objective	Performance Measures	FY 2007 Actual	FY 2008 Forecast	FY 2009 Projected
Provide optimal gallons treated at permitted levels	Meet all Permit limits without violation	N/A	N/A	N/A

CITY OF BARTLETT
SEWER LAGOON
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Personnel				
Supervisor Salaries	$ 55,525	$ 57,486	$ 58,335	$ 60,394
Employee Wages	97,667	101,249	101,249	104,859
Overtime Wages	3,166	3,500	4,092	4,500
Special Hours	4,600	5,200	5,200	5,200
Vacation Pay	272	0	0	0
Longevity	0	0	0	1,167
Christmas Bonus	300	348	348	348
Employee Health Insurance	34,775	36,996	34,326	34,329
Employee Life Insurance	806	857	834	892
Worker's Compensation Insurance	4,412	4,567	4,567	4,781
Retiree Health Insurance	0	3,175	3,192	3,305
FICA	11,868	12,835	12,372	13,500
Pension Contribution	21,484	18,254	18,156	20,657
Total Personnel	**$ 234,874**	**$ 244,467**	**$ 242,671**	**$ 253,932**
Staffing Level				
Full-Time	*4.00*	*4.00*	*4.00*	*4.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.00***	***4.00***	***4.00***	***4.00***
Operations				
Training	$ 995	$ 1,000	$ 800	$ 1,000
Employee training expense such as class training aids.				
Travel	1,095	1,500	1,000	1,500
Travel to Jackson and Nashville for training.				
Professional Services	0	1,500	1,500	1,500
Review of lab and plant.				
Other Professional Service	1,500	10,000	10,000	10,000
CMOM Program.				
Postage & Freight	0	100	0	100
Normal operations.				
Dues & Subscriptions	50	200	200	200
Licensing fees for Operators.				
Utilities	129,575	125,000	125,000	125,000
Wastewater and pump station utility costs.				
Phones - Local	1,604	1,700	1,700	1,700
Local phones charges.				
Long Distance Phone Calls	0	100	0	100
Long distance phone charges.				
Cellular Phones	282	350	350	350
1 cell phone.				
Data Processing - Software	0	1,000	0	8,000
Software upgrades.				
Shop Allocation	1,500	1,500	1,500	1,500
Truck repair and service.				
Vehicle Maintenance	52	2,000	2,000	2,000
Truck repair and service.				
Equipment Maintenance	21,583	33,213	33,000	30,000
Repair equipment in wastewater plants.				

CITY OF BARTLETT
SEWER LAGOON
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Radio Maintenance	38	300	0	300
Radio repairs.				
Grounds Maintenance	1,608	1,900	1,900	1,900
Shrubs and plantings around wastewater plants.				
Building Maintenance	3,603	3,000	3,000	3,000
Building repair.				
Waste Refuse	18,243	28,000	28,000	32,000
Sludge disposal costs.				
Office Supplies	274	1,000	1,000	1,000
Normal office supplies.				
Petroleum Supplies	3,110	5,678	5,000	7,080
Gas for vehicles and lubricants for wastewater plant equipment.				
Clothing & Uniforms	1,755	1,500	1,800	1,800
Uniforms for four workers.				
Operating Supplies	6,534	6,000	5,000	6,000
Miscellaneous supplies or daily operations of two wastewater plants and one sludge disposal facility.				
Cleaning Supplies	112	500	500	500
Various cleaning supplies.				
Chemical Supplies	8,234	17,000	8,000	13,500
Polymer costs and chlorine costs.				
Fill Sand, Dirt & Gravel	0	1,200	800	1,200
For road repairs.				
Small Tools	1,125	1,000	1,000	1,000
Various small tools for wastewater treatment plants.				
Equipment Rental	440	1,500	1,500	1,500
Water pump Rental.				
Property Insurance	32,217	35,000	26,345	26,345
Insurance on two Wastewater Treatment Plants and one Sludge Facility.				
Vehicle & Equip Insurance	518	650	527	525
Insurance on two vehicles.				
General Liability Insurance	1,583	3,700	1,676	1,675
Two Treatment Plants and one Sludge Facility.				
Lab Testing	20,969	25,000	22,000	22,000
NPDES testing for two treatment plants and one sludge facility.				
Pollution Control Fees	5,250	5,250	5,250	5,250
State yearly permit fees.				
Sewer Service Fees	6,167	10,000	8,000	10,000
Annual pretreatment cost.				
Total Operations	**$ 270,015**	**$ 327,341**	**$ 298,348**	**$ 319,525**
Capital				
Communications Equipment	$ 595	$ 650	$ 650	$ 650
Replacement radios.				
Data Processing Equipment	0	2,500	1,000	2,500
One replacement computer and hardwares.				
Vehicles	0	20,000	20,000	0
Replace 1997 4x4 Ford.				

CITY OF BARTLETT
SEWER LAGOON
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Other Equipment	0	4,000	0	4,000
New wastewater sampler needed for WWTP #1.				
Total Capital	**$ 595**	**$ 27,150**	**$ 21,650**	**$ 7,150**
Total Sewer Lagoon	**$ 505,483**	**$ 598,958**	**$ 562,669**	**$ 580,607**

Debt Service Fund

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

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

Debt Management Policies

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

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

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

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

Credit Ratings

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

Debt Limits

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

CITY OF BARTLETT
GENERAL DEBT SERVICE
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
General Debt Service Revenues				
Local Sales Tax	$ 3,032,585	$ 2,850,548	$ 3,227,510	$ 3,167,060
Interest	10,021	10,000	5,000	5,000
Transfer From General Fund	0	525,000	525,000	0
Transfer From Solid Waste Fund	150,000	0	0	0
Total General Debt Service Revenues	**$ 3,192,605**	**$ 3,385,548**	**$ 3,757,510**	**$ 3,172,060**
General Debt Service Expenditures				
Paying Agent Fee	$ 3,490	$ 3,500	$ 3,500	$ 3,500
Go Bond Issuance Expense	23,042	26,000	24,305	30,000
1996A Principal	130,000	0	0	0
1996 Capital Note Principal	345,000	0	0	0
1997A Principal	45,000	50,000	50,000	50,000
1998A Principal	335,000	350,000	350,000	365,000
2001A Principal	285,000	300,000	300,000	310,000
2002A Principal	620,000	645,000	645,000	655,000
2003A Principal	70,000	205,000	205,000	215,000
2004A Principal	70,000	70,000	70,000	70,000
2005A Principal	195,000	200,000	200,000	195,000
2006A Principal	0	100,000	100,000	100,000
2007A Principal	0	0	0	95,000
2004 Capital Note Principal	199,860	207,190	207,190	214,800
2006 Capital Note Principal	0	240,000	240,000	251,000
1996A Interest	6,500	0	0	0
1996 Capital Note Interest	17,250	0	0	0
1997A Interest	10,000	7,750	7,750	5,250
1998A Interest	81,905	67,332	67,332	51,932
2001A Interest	95,494	85,031	85,031	73,667
2002A Interst	160,145	145,262	145,262	128,194
2003A Interest	107,325	103,200	103,200	96,900
2004A Interest	60,203	58,715	58,715	57,053
2005A Interest	294,203	288,277	288,277	282,353
2006A Interest	36,875	106,200	106,200	102,200
2007A Interest	0	54,563	56,768	119,025
2008A Interest	0	0	0	70,000
2004 Capital Note Interest	44,582	37,113	37,113	29,370
2006 Capital Note Interest	13,070	27,092	27,092	16,585
2008 Capital Note Interest	0	14,000	0	20,000
Total General Debt Service Expenditures	**$ 3,248,944**	**$ 3,391,225**	**$ 3,377,735**	**$ 3,606,829**
Net General Debt Service	**$ (56,339)**	**$ (5,677)**	**$ 379,775**	**$ (434,769)**
Beginning Fund Balance	**$ 843,967**	**$ 787,628**	**$ 787,628**	**$ 1,167,403**
Ending Fund Balance	**$ 787,628**	**$ 781,951**	**$ 1,167,403**	**$ 732,634**

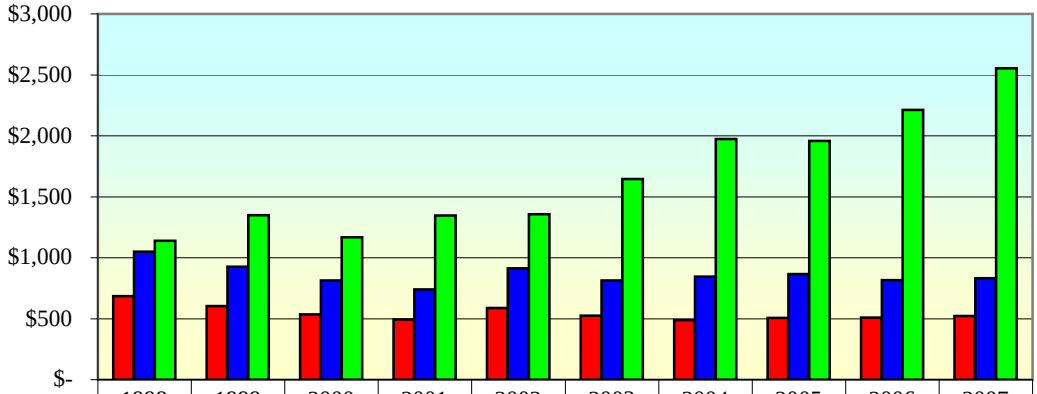
City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - General Long-Term Debt
June 30, 2008

Fiscal Year	Series 2007 Bonds		2006 Capital Note		Series 2006 Bonds		Series 2005 Bonds		2004 Capital Note		Series 2004 Bonds		Series 2003 Bonds		Series 2002 Bonds		Series 2001A Bonds		Series 1998A Bonds		Series 1997A Bonds		Total	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2009	95,000	119,025	251,000	16,585	100,000	102,200	195,000	282,353	214,800	29,370	70,000	57,053	215,000	96,900	655,000	128,194	310,000	73,666	365,000	51,933	50,000	5,250	2,520,800	962,527
2010	105,000	115,025	262,000	5,607	105,000	98,200	205,000	276,096	222,680	21,342	70,000	55,215	220,000	90,375	675,000	109,063	85,000	66,119	380,000	35,690	55,000	2,750	2,384,680	875,481
2011	110,000	110,725			110,000	94,000	215,000	269,271	230,850	13,020	75,000	53,128	285,000	82,800	605,000	89,484	90,000	62,639	400,000	18,400			2,120,850	793,466
2012	110,000	106,325			110,000	89,600	220,000	261,928	239,330	4,392	75,000	50,821	295,000	73,731	135,000	77,838	95,000	58,845					1,279,330	723,479
2013	115,000	101,825			110,000	85,200	635,000	246,965			80,000	48,340	310,000	63,668	140,000	73,264	95,000	54,831					1,485,000	674,093
2014	120,000	97,125			125,000	80,800	655,000	224,390			80,000	45,680	320,000	52,798	145,000	68,346	100,000	50,564					1,545,000	619,703
2015	125,000	92,225			125,000	75,800	680,000	201,028			85,000	42,833	330,000	41,258	150,000	63,109	105,000	45,924					1,600,000	562,175
2016	130,000	87,125			130,000	70,800	705,000	176,614			90,000	39,770	340,000	29,028	155,000	57,503	110,000	40,951					1,660,000	501,790
2017	135,000	81,825			135,000	65,600	730,000	150,778			90,000	36,575	130,000	20,268	160,000	51,496	115,000	35,663					1,495,000	442,204
2018	140,000	76,325			140,000	60,200	760,000	123,395			95,000	33,198	55,000	16,725	170,000	44,996	120,000	30,051					1,480,000	384,890
2019	145,000	70,625			150,000	54,600	785,000	94,616			100,000	29,540	55,000	14,553	175,000	37,987	130,000	24,019					1,540,000	325,939
2020	155,000	64,586			155,000	48,600	255,000	75,053			100,000	25,715	60,000	12,223	185,000	30,446	135,000	17,576					1,045,000	274,198
2021	160,000	58,168			160,000	42,400	265,000	65,106			105,000	21,690	60,000	9,748	190,000	22,383	140,000	10,855					1,080,000	230,349
2022	165,000	51,505			165,000	36,000	275,000	54,643			110,000	17,390	65,000	7,138	200,000	13,850	150,000	3,713					1,130,000	184,238
2023	170,000	44,595			175,000	29,400	285,000	43,580			115,000	12,833	65,000	4,391	210,000	4,725							1,020,000	139,524
2024	180,000	37,333			180,000	22,400	300,000	31,880			120,000	7,925	70,000	1,505									850,000	101,043
2025	185,000	29,713			185,000	15,200	310,000	19,603			125,000	2,688											805,000	67,203
2026	195,000	21,733			195,000	7,800	325,000	6,663															715,000	36,195
2027	205,000	13,281																					205,000	13,281
2028	210,000	4,463																					210,000	4,463
	$ 2,955,000	$ 1,383,550	$ 513,000	$ 22,192	$ 2,555,000	$ 1,078,800	$ 7,800,000	$ 2,603,959	$ 907,660	$ 68,123	$ 1,585,000	$ 580,391	$ 2,875,000	$ 617,105	$ 3,950,000	$ 872,683	$ 1,780,000	$ 575,414	$ 1,145,000	$ 106,023	$ 105,000	$ 8,000	$ 26,170,660	$ 7,916,239

CITY OF BARTLETT
ANALYSIS OF GENERAL DEBT SERVICE
Last 10 Years

Debt per Capita
(FY 1998 - FY 2007)

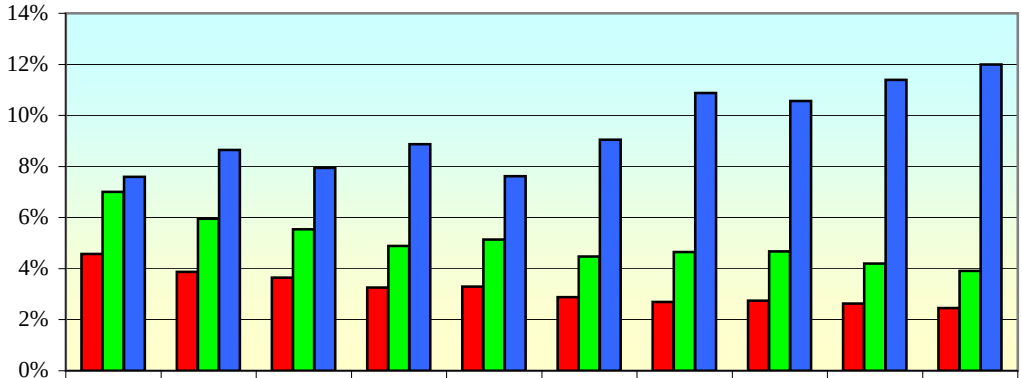
One of the measures of the capacity of a local government to service debt is Debt per Capita. Over the last five years the City of Bartlett's net debt per capita has remained steady.



	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Net Debt	$685	$604	$536	$494	$587	$525	$488	$508	$510	$522
Total Debt	$1,050	$927	$815	$741	$913	$813	$845	$866	$815	$832
Net & Overlapping	$1,138	$1,348	$1,169	$1,347	$1,357	$1,645	$1,973	$1,957	$2,212	$2,553

Debt to Assessed Values
(FY 1998 - FY 2007)

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



	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Net Debt	4.6%	3.9%	3.6%	3.3%	3.3%	2.9%	2.7%	2.7%	2.6%	2.5%
Total Debt	7.0%	5.9%	5.5%	4.9%	5.1%	4.5%	4.7%	4.7%	4.2%	3.9%
Net & Overlapping	7.6%	8.6%	7.9%	8.9%	7.6%	9.0%	10.9%	10.6%	11.4%	12.0%

CITY OF BARTLETT
UTILITY FUND DEBT SERVICE
FY 2009 Adopted Budget

Description	FY 2007 Actual	FY 2008 Revised Budget	FY 2008 Projection	FY 2009 Adopted Budget
Utility Debt Expenditures				
Paying Agent Fee	$ 2,645	$ 3,000	$ 3,000	$ 3,000
Debt Issuance Expense	34,312	18,000	11,940	10,000
1997B Principal	350,000	170,000	170,000	180,000
1998B Principal	100,000	100,000	100,000	0
2001B Principal	115,000	120,000	120,000	125,000
2002B Principal	155,000	155,000	155,000	160,000
2003B Principal	180,000	235,000	235,000	245,000
2004B Principal	50,000	55,000	55,000	55,000
2005B Principal	10,000	5,000	5,000	20,000
2006B Principal	0	55,000	55,000	60,000
2007B Principal	0	0	0	35,000
1996B Interest	1,875	0	0	0
1997B Interest	40,125	27,000	27,000	18,500
1998B Interest	8,167	4,500	4,500	0
2001B Interest	111,093	108,567	108,567	104,003
2002B Interest	64,253	61,463	61,463	57,325
2003B Interest	217,115	212,690	212,690	205,490
2004B Interest	45,298	44,428	44,428	43,123
2005B Interest	54,155	54,030	54,030	53,355
2006B Interest	46,400	60,740	60,740	58,541
2007B Interest	0	33,862	19,591	41,033
2008B Interest	0	0	0	20,000
Total Utility Debt Expenditures	**$ 1,585,436**	**$ 1,523,280**	**$ 1,502,949**	**$ 1,494,370**

City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - Water and Sewer Fund
June 30, 2008

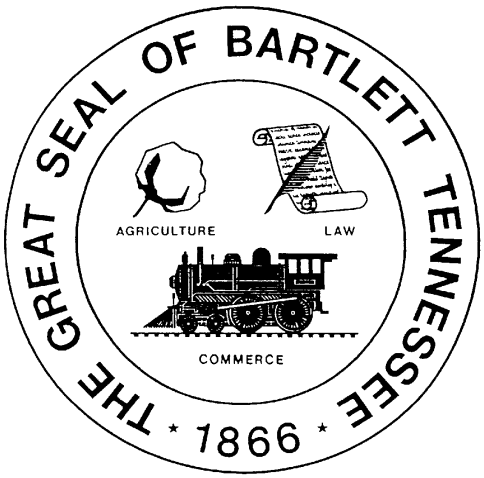
Fiscal Year	Series 2007 Bonds		Series 2006 Bonds		Series 2005 Bonds		Series 2004 Bonds		Series 2003 Bonds		Series 2002 Bonds		Series 2001 Bonds		Series 1997B Bonds		Total	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2009	35,000	41,033	60,000	58,541	20,000	53,355	55,000	43,123	245,000	205,490	160,000	57,325	125,000	104,003	180,000	18,500	880,000	581,369
2010	35,000	39,633	60,000	56,141	120,000	51,405	55,000	41,679	255,000	197,990	165,000	52,650	130,000	99,093	190,000	9,500	1,010,000	548,090
2011	35,000	38,233	65,000	54,041	115,000	47,586	55,000	40,098	460,000	187,265	80,000	48,925	135,000	93,824			945,000	509,971
2012	40,000	36,733	65,000	51,701	125,000	43,530	60,000	38,328	475,000	172,646	80,000	46,375	140,000	88,185			985,000	477,498
2013	40,000	35,133	70,000	49,345	130,000	39,068	60,000	36,408	500,000	156,428	85,000	43,630	145,000	82,163			1,030,000	442,173
2014	40,000	33,533	70,000	46,790	135,000	34,430	60,000	34,413	515,000	138,915	85,000	40,698	150,000	75,708			1,055,000	404,485
2015	45,000	31,833	75,000	44,200	135,000	29,705	65,000	32,255	525,000	120,453	90,000	37,590	160,000	68,690			1,095,000	364,725
2016	45,000	30,033	75,000	41,200	140,000	24,858	65,000	29,980	550,000	100,828	90,000	34,283	165,000	61,174			1,130,000	322,354
2017	45,000	28,233	80,000	38,200	150,000	19,635	70,000	27,583	485,000	81,438	95,000	30,754	175,000	53,181			1,100,000	279,023
2018	50,000	26,333	85,000	35,000	155,000	14,030	70,000	25,028	220,000	67,933	100,000	26,914	185,000	44,585			865,000	239,821
2019	50,000	24,320	85,000	31,600	155,000	8,256	75,000	22,308	230,000	59,043	105,000	22,748	190,000	35,538			890,000	203,812
2020	50,000	22,270	90,000	28,200	15,000	5,065	75,000	19,439	240,000	49,523	110,000	18,245	200,000	26,055			780,000	168,796
2021	55,000	20,091	95,000	24,600	20,000	4,395	80,000	16,395	245,000	39,519	115,000	13,406	210,000	16,035			820,000	134,441
2022	55,000	17,809	95,000	20,800	20,000	3,620	85,000	13,095	260,000	28,975	120,000	8,265	220,000	5,445			855,000	98,009
2023	60,000	15,423	100,000	17,000	20,000	2,830	85,000	9,653	270,000	17,778	125,000	2,813					660,000	65,495
2024	60,000	12,933	105,000	13,000	20,000	2,030	90,000	5,998	280,000	6,020							555,000	39,980
2025	65,000	10,306	110,000	8,800	20,000	1,225	95,000	2,043									290,000	22,374
2026	65,000	7,544	110,000	4,400	20,000	410											195,000	12,354
2027	70,000	4,675															70,000	4,675
2028	75,000	1,594															75,000	1,594
	$ 1,015,000	$ 477,689	$ 1,495,000	$ 623,560	$ 1,515,000	$ 385,433	$ 1,200,000	$ 437,820	$ 5,755,000	$ 1,630,240	$ 1,605,000	$ 484,620	$ 2,330,000	$ 853,676	$ 370,000	$ 28,000	$ 15,285,000	$ 4,921,038

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	
1998	4,280,909	2,563,868	1,717,041	1,095,000	832,761	1,927,761	0.89
1999	4,182,177	2,832,004	1,350,173	1,295,000	695,526	1,990,526	0.68
2000	4,373,504	3,010,137	1,363,367	1,340,000	629,605	1,969,605	0.69
2001	6,970,022	3,544,845	3,425,177	1,390,000	589,561	1,979,561	1.73
2002	5,958,023	3,198,385	2,759,638	1,245,000	590,984	1,835,984	1.50
2003	6,753,253	3,500,754	3,252,499	1,420,000	562,568	1,982,568	1.64
2004	7,749,801	3,751,076	3,998,725	1,125,000	544,863	1,669,863	2.39
2005	7,616,473	3,949,404	3,667,069	1,160,000	621,735	1,781,735	2.06
2006	9,688,303	4,071,905	5,616,398	1,255,000	569,220	1,824,220	3.08
2007	10,805,844	4,237,489	6,568,355	1,010,000	573,585	1,583,585	4.15

(1) Excludes depreciation expense.

(2) Includes revenue from water and sewer development and tap fees as required by GASB Statement No. 33.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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 2009 - 2013 Capital Improvement budget. Sources of funds, expenditures and project start and completion dates are included.

Management Policies

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

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

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

Planning

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

Amendments

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

Significant Nonroutine Capital Expenditures

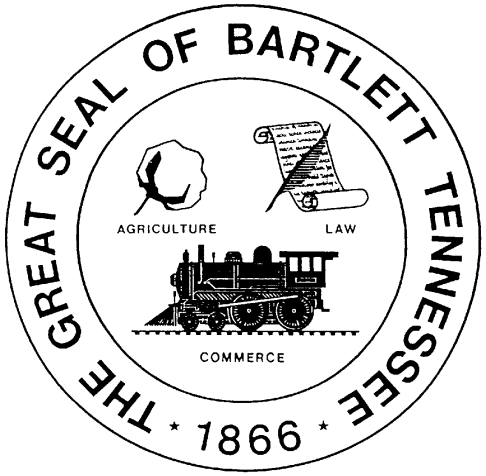
Two significant nonroutine capital expenditures projects are the Staff Building and Fire Administration Addition. The Staff Building project is to improve the old Bartlett libary building to provide partition & furnishing for office space in order to relocate Bartlett employees from a private rental facility. Engineering ($50,000) started in FY 2008 and construction ($685,000) starts in FY 2009. The expected savings from the Staff Building project is $45,000 plus inflation (5%) starting in FY 2010. The Fire Administration Addition project is to add office and storage space to the Fire department administrative building. Engineering ($30,000) started in FY 2008 and construction ($450,000) starts in FY 2009. The operating costs this project are minimal and will be absorbed through the Fire department's budget.

CITY OF BARTLETT
FY 2009-2013 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Revenues						
G.O. Bonds	$ 1,700,000	$ 1,845,000	$ 1,570,000	$ 1,740,000	$ 3,050,000	**$ 9,905,000**
Capital Note	$ 740,500	$ 926,000	$ 921,500	$ 949,500	$ 927,000	**$ 4,464,500**
Utility Bonds	$ 980,000	$ 2,220,000	$ 2,440,000	$ 1,773,000	$ 1,773,000	**$ 9,186,000**
Utility Operating Transfer In	$ 0	$ 0	$ 450,000	$ 750,000	$ 500,000	**$ 1,700,000**
Total Revenues	**$ 3,420,500**	**$ 4,991,000**	**$ 5,381,500**	**$ 5,212,500**	**$ 6,250,000**	**$ 25,255,500**
Impact on Operating Budget	***$ 0***	***$ (45,000)***	***$ (47,250)***	***$ (49,613)***	***$ (52,093)***	
Expenditures						
G.O. Bond/Other Funded						
Administrative	$ 704,000	$ 20,000	$ 25,000	$ 28,000	$ 30,000	**$ 807,000**
Public Safety	$ 970,000	$ 910,000	$ 1,285,000	$ 510,000	$ 485,000	**$ 4,160,000**
Public Works	$ 171,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,171,000**
Engineering	$ 500,500	$ 1,466,000	$ 791,500	$ 761,500	$ 3,072,000	**$ 6,591,500**
Parks & Recreation	$ 95,000	$ 125,000	$ 140,000	$ 1,140,000	$ 140,000	**$ 1,640,000**
Total G.O. Bond/Other Funded	**$ 2,440,500**	**$ 2,771,000**	**$ 2,491,500**	**$ 2,689,500**	**$ 3,977,000**	**$ 14,369,500**
Utility Bond/Other Funded						
Water	$ 430,000	$ 1,070,000	$ 2,165,000	$ 173,000	$ 173,000	**$ 4,011,000**
Sewer	$ 550,000	$ 1,150,000	$ 725,000	$ 2,350,000	$ 2,100,000	**$ 6,875,000**
Total Utility Bond/Other Funded	**$ 980,000**	**$ 2,220,000**	**$ 2,890,000**	**$ 2,523,000**	**$ 2,273,000**	**$ 10,886,000**
Total Expenditures	**$ 3,420,500**	**$ 4,991,000**	**$ 5,381,500**	**$ 5,212,500**	**$ 6,250,000**	**$ 25,255,500**

CITY OF BARTLETT
FY 2009-2013 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY CATEGORY

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
GENERAL FUND						
Source of Funds						
G.O. Bonds	$ 1,700,000	$ 1,845,000	$ 1,570,000	$ 1,740,000	$ 3,050,000	**$ 9,905,000**
Capital Note	$ 740,500	$ 926,000	$ 921,500	$ 949,500	$ 927,000	**$ 4,464,500**
Total Source	**$ 2,440,500**	**$ 2,771,000**	**$ 2,491,500**	**$ 2,689,500**	**$ 3,977,000**	**$ 14,369,500**
Project Costs						
Land/Right of Way	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Design/Engineering	$ 80,000	$ 0	$ 40,000	$ 340,000	$ 0	**$ 460,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 300,000	$ 0	**$ 300,000**
Construction	$ 1,485,000	$ 1,145,000	$ 730,000	$ 1,100,000	$ 3,050,000	**$ 7,510,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 875,500	$ 1,326,000	$ 1,721,500	$ 949,500	$ 927,000	**$ 5,799,500**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 2,440,500**	**$ 2,771,000**	**$ 2,491,500**	**$ 2,689,500**	**$ 3,977,000**	**$ 14,369,500**
UTILITY FUND						
Source of Funds						
Utility Bonds	$ 980,000	$ 2,220,000	$ 2,440,000	$ 1,773,000	$ 1,773,000	**$ 9,186,000**
Utility Operating Transfer In	$ 0	$ 0	$ 450,000	$ 750,000	$ 500,000	**$ 1,700,000**
Total Source	**$ 980,000**	**$ 2,220,000**	**$ 2,890,000**	**$ 2,523,000**	**$ 2,273,000**	**$ 10,886,000**
Project Costs						
Land/Right of Way	$ 40,000	$ 0	$ 0	$ 0	$ 0	**$ 40,000**
Design/Engineering	$ 0	$ 425,000	$ 0	$ 0	$ 0	**$ 425,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 825,000	$ 1,680,000	$ 2,775,000	$ 2,400,000	$ 2,150,000	**$ 9,830,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 115,000	$ 115,000	$ 115,000	$ 123,000	$ 123,000	**$ 591,000**
Total Project Costs	**$ 980,000**	**$ 2,220,000**	**$ 2,890,000**	**$ 2,523,000**	**$ 2,273,000**	**$ 10,886,000**
TOTAL CIP COSTS	**$ 3,420,500**	**$ 4,991,000**	**$ 5,381,500**	**$ 5,212,500**	**$ 6,250,000**	**$ 25,255,500**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ADMINISTRATIVE SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

PROJECT	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Administrative						
Vehicles	$ 19,000	$ 20,000	$ 25,000	$ 28,000	$ 30,000	**$ 122,000**
Staff Building	$ 685,000	$ 0	$ 0	$ 0	$ 0	**$ 685,000**
Total Administrative	**$ 704,000**	**$ 20,000**	**$ 25,000**	**$ 28,000**	**$ 30,000**	**$ 807,000**
Impact on Operating Budget	***$ 0***	***$ (45,000)***	***$ (47,250)***	***$ (49,613)***	***$ (52,093)***	
Source of Funds						
G.O. Bonds	$ 685,000	$ 0	$ 0	$ 0	$ 0	**$ 685,000**
Capital Note	$ 19,000	$ 20,000	$ 25,000	$ 28,000	$ 30,000	**$ 122,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 704,000**	**$ 20,000**	**$ 25,000**	**$ 28,000**	**$ 30,000**	**$ 807,000**
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	$ 610,000	$ 0	$ 0	$ 0	$ 0	**$ 610,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 94,000	$ 20,000	$ 25,000	$ 28,000	$ 30,000	**$ 197,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 704,000**	**$ 20,000**	**$ 25,000**	**$ 28,000**	**$ 30,000**	**$ 807,000**

ADMINISTRATIVE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 10609

Project Name: Vehicles and Equipment

Project Description

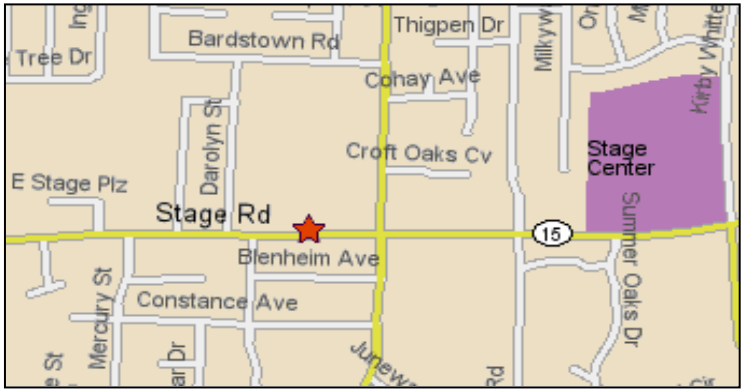
Replace one vehicle and equipment.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/08	12/08
Total Project	**07/08**	**12/08**

Location

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

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 19,000	$ 20,000	$ 25,000	$ 28,000	$ 30,000	**$ 122,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 19,000**	**$ 20,000**	**$ 25,000**	**$ 28,000**	**$ 30,000**	**$ 122,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 19,000	$ 20,000	$ 25,000	$ 28,000	$ 30,000	**$ 122,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 19,000**	**$ 20,000**	**$ 25,000**	**$ 28,000**	**$ 30,000**	**$ 122,000**

ADMINISTRATIVE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 108

Project Name: Staff Building

Project Description

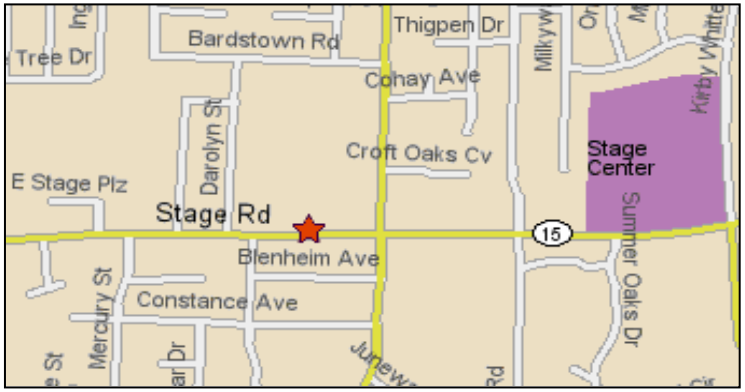
Relocate Bartlett employees to the old Bartlett Library and provide partition & furnishing for the office space.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	08/08	04/09
Total Project	**08/08**	**04/09**

Location

6382 Stage Rd.

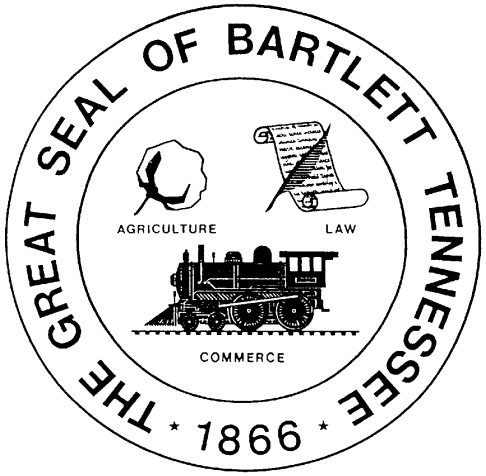
Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ (45,000)	$ (47,250)
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ (45,000)**	**$ (47,250)**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 685,000	$ 0	$ 0	$ 0	$ 0	**$ 685,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 685,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 685,000**
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	$ 610,000	$ 0	$ 0	$ 0	$ 0	**$ 610,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 75,000	$ 0	$ 0	$ 0	$ 0	**$ 75,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 685,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 685,000**


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

PUBLIC SAFETY SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

PROJECT	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Police						
Police Vehicles & Equipment	$ 435,000	$ 435,000	$ 435,000	$ 435,000	$ 435,000	**$ 2,175,000**
Total Police	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 2,175,000**
Fire						
Fire Vehicles	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	**$ 125,000**
Fire Admin Addition	$ 450,000	$ 0	$ 0	$ 0	$ 0	**$ 450,000**
Fire - Sirens	$ 60,000	$ 0	$ 0	$ 0	$ 0	**$ 60,000**
Fire - Pumper	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Fire Ambulances	$ 0	$ 100,000	$ 100,000	$ 0	$ 0	**$ 200,000**
Fire - Aerial Truck	$ 0	$ 0	$ 700,000	$ 0	$ 0	**$ 700,000**
Total Fire	**$ 535,000**	**$ 425,000**	**$ 825,000**	**$ 25,000**	**$ 25,000**	**$ 1,835,000**
Code Enforcement						
Code Enforcement Vehicles	$ 0	$ 50,000	$ 25,000	$ 50,000	$ 25,000	**$ 150,000**
Total Code Enforcement	**$ 0**	**$ 50,000**	**$ 25,000**	**$ 50,000**	**$ 25,000**	**$ 150,000**
Impact on Operating Budget	***$ 0***	***$ 0***	***$ 0***	***$ 0***	***$ 0***	
Source of Funds						
G.O. Bonds	$ 510,000	$ 400,000	$ 800,000	$ 0	$ 0	**$ 1,710,000**
Capital Note	$ 460,000	$ 510,000	$ 485,000	$ 510,000	$ 485,000	**$ 2,450,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 970,000**	**$ 910,000**	**$ 1,285,000**	**$ 510,000**	**$ 485,000**	**$ 4,160,000**
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	$ 450,000	$ 0	$ 0	$ 0	$ 0	**$ 450,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 520,000	$ 910,000	$ 1,285,000	$ 510,000	$ 485,000	**$ 3,710,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 970,000**	**$ 910,000**	**$ 1,285,000**	**$ 510,000**	**$ 485,000**	**$ 4,160,000**

Department: POLICE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 20309

Project Name: Police Vehicles & Equipment

Project Description

Replace 12 patrol cars ($276,000) plus equipment ($114,000), and 2 detective undercover cars ($40,000) plus equipment ($5,000).

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/07	06/08
Total Project	**N/A**	**N/A**

Location

3730 Appling Rd.

Location Map

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 435,000	$ 435,000	$ 435,000	$ 435,000	$ 435,000	**$ 2,175,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 2,175,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 435,000	$ 435,000	$ 435,000	$ 435,000	$ 435,000	**$ 2,175,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 2,175,000**

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 25709

Project Name: Fire Vehicles

Project Description

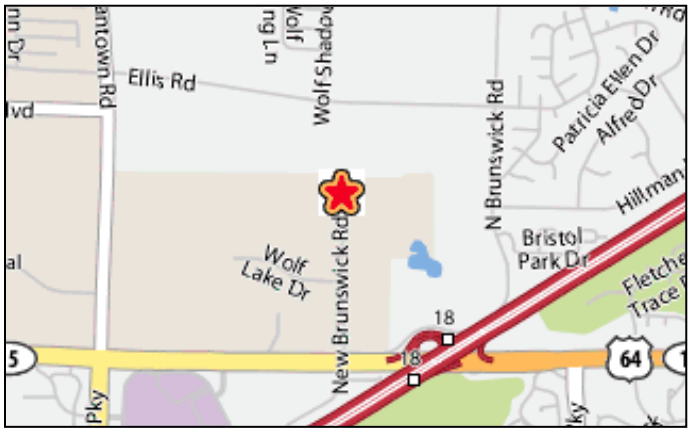
A new vehicle for the new EMS Supervisor and each replacement vehicle per year after FY 2008.

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	07/07	09/07
Total Project	**07/07**	**09/07**

Location

Fire station #5, 3725 Brunswick Road.

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	**$ 125,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 125,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	**$ 125,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 125,000**

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 259

Project Name: Fire Admin Addition

Project Description

Add office and storage space to the Fire department administrative building.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/07	12/07
Utility Relocation	N/A	N/A
Construction	07/08	06/09
Total Project	**N/A**	**N/A**

Location

Fire Station 1 @ Stage and Altruria Road.

Location Map

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 450,000	$ 0	$ 0	$ 0	$ 0	**$ 450,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 450,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 450,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 450,000	$ 0	$ 0	$ 0	$ 0	**$ 450,000**
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	**$ 450,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 450,000**

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 260

Project Name: Civil Defense Sirens

Project Description

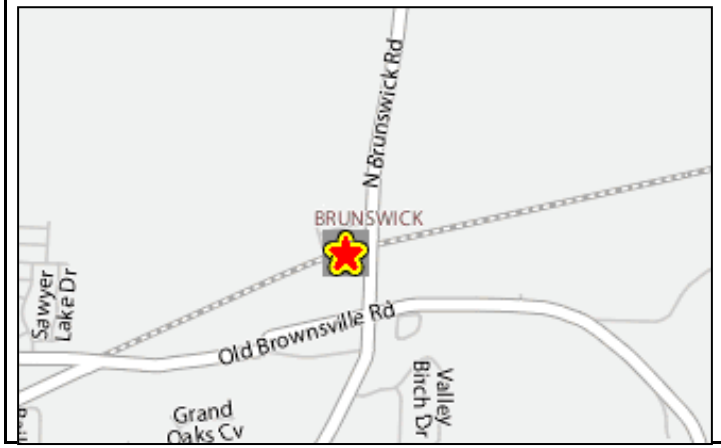
Purchase and install 2 civil defense sirens in the north annex area. Brunswick Rd. and Old Brownsville Rd.

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	07/08	09/08
Total Project	**07/08**	**12/08**

Location

Old Brownsville Rd at railroad tracks and Freeman Brunswick park on Brunswick Rd.

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 60,000	$ 0	$ 0	$ 0	$ 0	**$ 60,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 60,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 60,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 60,000	$ 0	$ 0	$ 0	$ 0	**$ 60,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 60,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 60,000**

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: to be determined

Project Name: Fire Pumper

Project Description

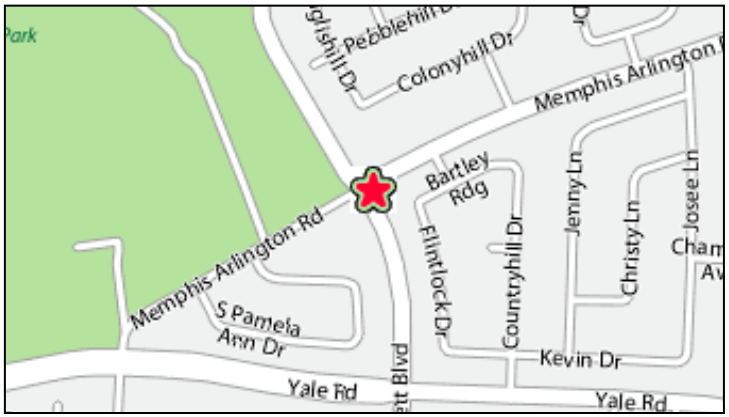
Replace the 1989 pumper assigned to station #2. The 1989 pumper would be placed in reserve to replace the 1975 pumper currently used a reserve pumper.

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

Location

Fire Station 2, 5996 Memphis Arlington.

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 300,000**	**$ 0**	**$ 0**	**$ 0**	**$ 300,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 300,000**	**$ 0**	**$ 0**	**$ 0**	**$ 300,000**

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 25608

Project Name: Fire Ambulances

Project Description

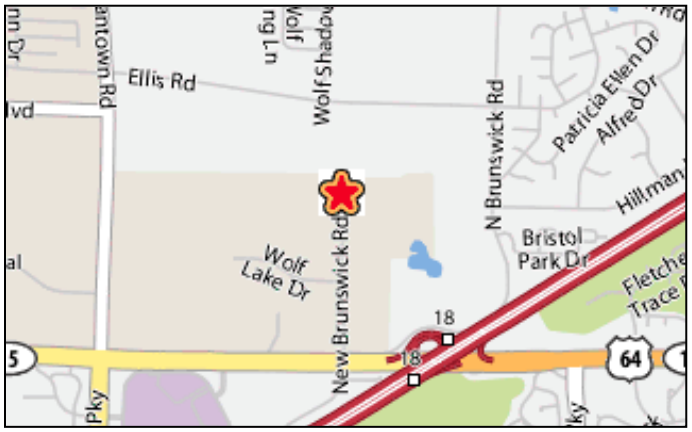
Purchase of a new Ambulance and equipment for station 5. Ambulance replacement cycle is 2 year.

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

Location

Fire station #5, 3725 Brunswick Road.

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 100,000	$ 100,000	$ 0	$ 0	**$ 200,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 100,000**	**$ 100,000**	**$ 0**	**$ 0**	**$ 200,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 100,000	$ 100,000	$ 0	$ 0	**$ 200,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 100,000**	**$ 100,000**	**$ 0**	**$ 0**	**$ 200,000**

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: to be determined

Project Name: Fire Aerial Truck

Project Description

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

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

Location

Fire station #3, 7855 Memphis Arlington.

Location Map

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 700,000	$ 0	$ 0	**$ 700,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 0**	**$ 700,000**	**$ 0**	**$ 0**	**$ 700,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 700,000	$ 0	$ 0	**$ 700,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 0**	**$ 700,000**	**$ 0**	**$ 0**	**$ 700,000**

Department: CODE ENFORCEMENT

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 29108

Project Name: Code Enforcement Vehicles

Project Description

Replace an inspection 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	07/09	12/09
Total Project	**07/09**	**12/09**

Location

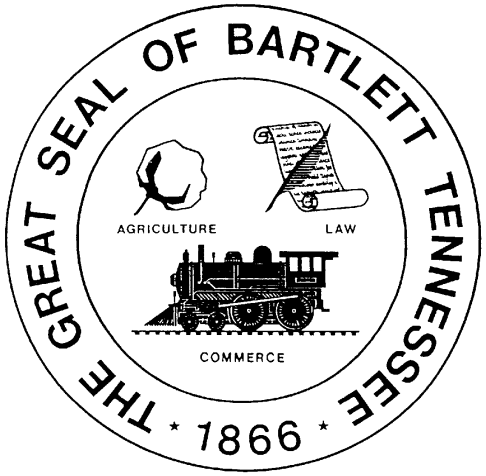
6464 Stage Road, Bartlett.

Location Map

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 50,000	$ 25,000	$ 50,000	$ 25,000	**$ 150,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 50,000**	**$ 25,000**	**$ 50,000**	**$ 25,000**	**$ 150,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 50,000	$ 25,000	$ 50,000	$ 25,000	**$ 150,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 50,000**	**$ 25,000**	**$ 50,000**	**$ 25,000**	**$ 150,000**


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

PUBLIC WORKS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

PROJECT	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Public Works						
Public Works Vehicles & Equp	$ 146,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,146,000**
Public Works Shop Drive Thru	$ 25,000	$ 0	$ 0	$ 0	$ 0	**$ 25,000**
Total Public Works	**$ 171,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 1,171,000**
Engineering						
Misc. Drainage Improvements	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	**$ 250,000**
Engineering Vehicle	$ 20,500	$ 21,000	$ 21,500	$ 21,500	$ 22,000	**$ 106,500**
Kirby Whitten	$ 250,000	$ 0	$ 0	$ 0	$ 0	**$ 250,000**
Brunswick Road Improvements	$ 30,000	$ 270,000	$ 0	$ 0	$ 0	**$ 300,000**
Frank Creek Bridge Rehab	$ 30,000	$ 300,000	$ 0	$ 0	$ 0	**$ 330,000**
Kroger Signal Rehab	$ 20,000	$ 150,000	$ 0	$ 0	$ 0	**$ 170,000**
Stage Road Improvements	$ 100,000	$ 0	$ 0	$ 0	$ 0	**$ 100,000**
Elmore Box	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Old Brownsville West	$ 0	$ 300,000	$ 0	$ 300,000	$ 3,000,000	**$ 3,600,000**
LED Replacement	$ 0	$ 75,000	$ 0	$ 0	$ 0	**$ 75,000**
Egypt Cenral/Kirby Whitten Signal	$ 0	$ 0	$ 150,000	$ 0	$ 0	**$ 150,000**
Bartlett Road Bridge	$ 0	$ 0	$ 250,000	$ 0	$ 0	**$ 250,000**
Taper Inlet	$ 0	$ 0	$ 300,000	$ 0	$ 0	**$ 300,000**
Brother & Stage Left Signal	$ 0	$ 0	$ 20,000	$ 150,000	$ 0	**$ 170,000**
Old Brownsville East	$ 0	$ 0	$ 0	$ 140,000	$ 0	**$ 140,000**
Germantown North	$ 0	$ 0	$ 0	$ 100,000	$ 0	**$ 100,000**
Total Engineering	**$ 500,500**	**$ 1,466,000**	**$ 791,500**	**$ 761,500**	**$ 3,072,000**	**$ 6,591,500**
Source of Funds						
G.O. Bonds	$ 505,000	$ 1,445,000	$ 770,000	$ 740,000	$ 3,050,000	**$ 6,510,000**
Capital Note	$ 166,500	$ 271,000	$ 271,500	$ 271,500	$ 272,000	**$ 1,252,500**
Total Source	**$ 671,500**	**$ 1,716,000**	**$ 1,041,500**	**$ 1,011,500**	**$ 3,322,000**	**$ 7,762,500**
Project Costs						
Land/Right of Way	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Design/Engineering	$ 80,000	$ 0	$ 40,000	$ 240,000	$ 0	**$ 360,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 300,000	$ 0	**$ 300,000**
Construction	$ 425,000	$ 1,145,000	$ 730,000	$ 200,000	$ 3,050,000	**$ 5,550,000**
Equipment/Furnishings	$ 166,500	$ 271,000	$ 271,500	$ 271,500	$ 272,000	**$ 1,252,500**
Total Project Costs	**$ 671,500**	**$ 1,716,000**	**$ 1,041,500**	**$ 1,011,500**	**$ 3,322,000**	**$ 7,762,500**

Department: PUBLIC WORKS

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 30709

Project Name: Public Works Vehicles & Equipment

Project Description

Replace vehicles and equipment. FY 2009: General Maintenance (2 p/u $45k), Grounds Maintenance (crew cab $29k, ext. cab p/u $22k, Gen. Services 1/2 ton p/u $20k., Fleet Services - service truck $30k

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	07/08	12/08
Total Project	**07/08**	**12/08**

Location

Public Works buildings around the City.

Location Map

At various locations throughout the City.

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 146,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,146,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 146,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 1,146,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 146,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,146,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 146,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 1,146,000**

Department: PUBLIC WORKS

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 308

Project Name: Public Works Shop Drive Through

Project Description

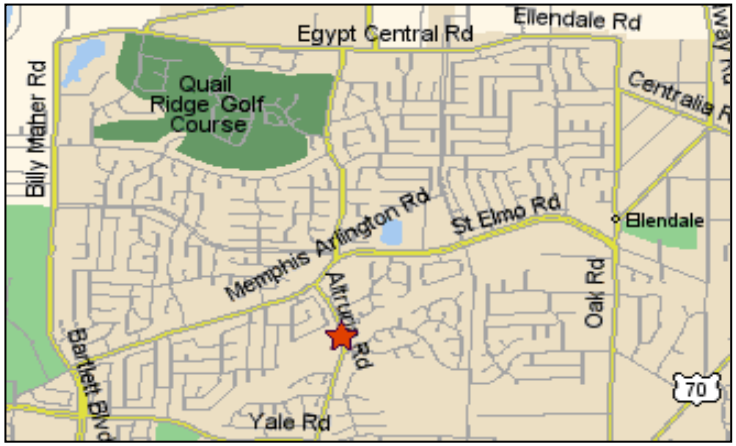
Drive Through 13k and parts room 12k.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/08	12/08
Equipment/Furnishings	N/A	N/A
Total Project	**07/08**	**12/08**

Location

Public Works shop building (3585 Altruria Road).

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 25,000	$ 0	$ 0	$ 0	$ 0	**$ 25,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 25,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 25,000**
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	$ 25,000	$ 0	$ 0	$ 0	$ 0	**$ 25,000**
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	**$ 25,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 25,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 63609

Project Name: Miscellaneous Drainage Improvements

Project Description

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

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/08	06/09
Total Project	**07/08**	**06/09**

Location

At various locations throughout the City.

Location Map

At various locations throughout the City.

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	**$ 250,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 250,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	**$ 250,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 250,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 42009

Project Name: Engineering Vehicle

Project Description

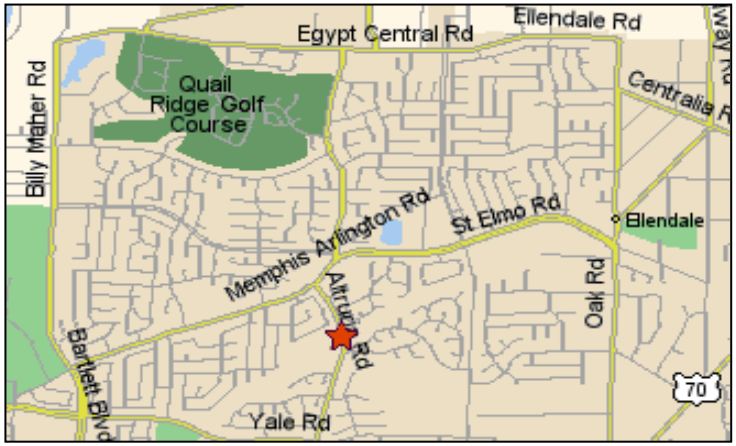
Vehicle replacement.

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	07/08	09/08
Total Project	**07/08**	**09/08**

Location

3585 Altruria Road.

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 20,500	$ 21,000	$ 21,500	$ 21,500	$ 22,000	**$ 106,500**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 20,500**	**$ 21,000**	**$ 21,500**	**$ 21,500**	**$ 22,000**	**$ 106,500**
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	$ 20,500	$ 21,000	$ 21,500	$ 21,500	$ 22,000	**$ 106,500**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 20,500**	**$ 21,000**	**$ 21,500**	**$ 21,500**	**$ 22,000**	**$ 106,500**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 40301

Project Name: Kirby Whitten

Project Description

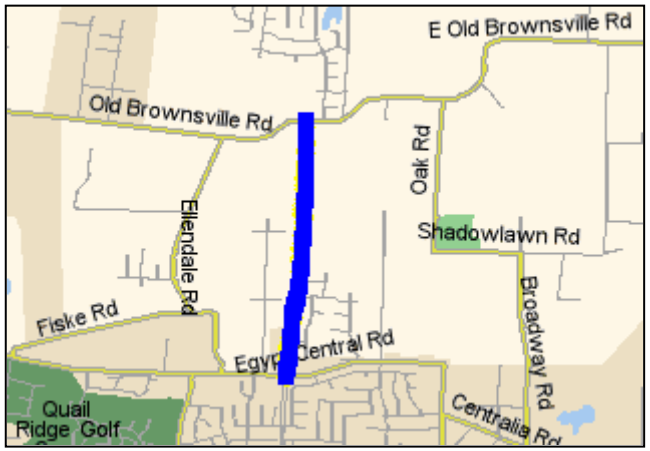
This project will construct Kirby Whitten from Egypt Central to Old Brownsville Road. It is a surface transportation project with an 80/20 funding of federal/local match. Engineering is underway and right of way and was funded in previous budgets as well as construction. An additional 250,000 is put in the construction phase to cover cost increases due to delay.

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	07/08	06/09
Total Project	**07/08**	**06/09**

Location

This project will build Kirby Whitten Road from Egypt Central northwardly to Old Brownsville Road.

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 250,000	$ 0	$ 0	$ 0	$ 0	**$ 250,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 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

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 441

Project Name: Brunswick Road Improvements

Project Description

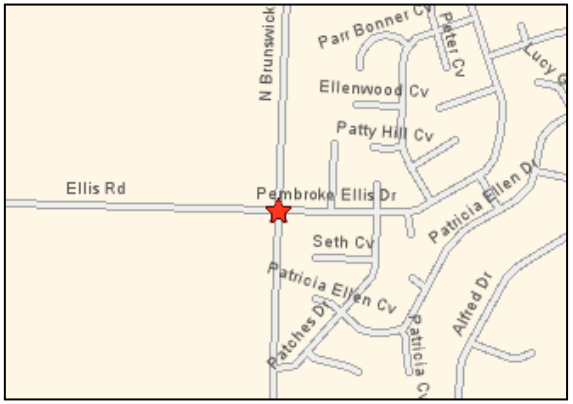
Widen Brunswick road from Ellis Road to Hilman Way and improve the vertical geometry.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	11/08	12/08
Utility Relocation	N/A	N/A
Construction	07/09	06/10
Total Project	**11/08**	**06/10**

Location

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

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 30,000	$ 270,000	$ 0	$ 0	$ 0	**$ 300,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 30,000**	**$ 270,000**	**$ 0**	**$ 0**	**$ 0**	**$ 300,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 30,000	$ 0	$ 0	$ 0	$ 0	**$ 30,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 270,000	$ 0	$ 0	$ 0	**$ 270,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 30,000**	**$ 270,000**	**$ 0**	**$ 0**	**$ 0**	**$ 300,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 442

Project Name: Old Brownsville\Frank Creek Bridge Rehab

Project Description

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

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	01/09	04/09
Utility Relocation	N/A	N/A
Construction	07/09	01/10
Total Project	**01/09**	**01/10**

Location

Franks Creek and Old Brownsville Road.

Location Map

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 30,000	$ 300,000	$ 0	$ 0	$ 0	**$ 330,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 30,000**	**$ 300,000**	**$ 0**	**$ 0**	**$ 0**	**$ 330,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 30,000	$ 0	$ 0	$ 0	$ 0	**$ 30,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 30,000**	**$ 300,000**	**$ 0**	**$ 0**	**$ 0**	**$ 330,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 443

Project Name: Kroger Signal Rehab

Project Description

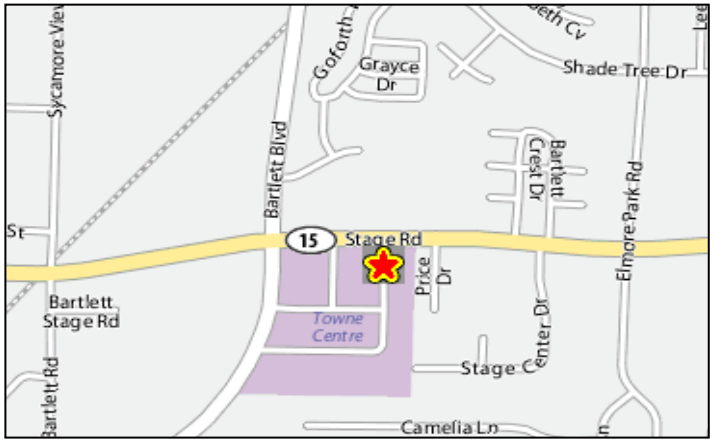
Rebuild the signal at Stage and Kroger.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	01/09	04/09
Utility Relocation	N/A	N/A
Construction	07/09	01/10
Total Project	**01/09**	**01/10**

Location

Stage and Kroger Driveway.

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 20,000	$ 150,000	$ 0	$ 0	$ 0	**$ 170,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 20,000**	**$ 150,000**	**$ 0**	**$ 0**	**$ 0**	**$ 170,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 20,000	$ 0	$ 0	$ 0	$ 0	**$ 20,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 150,000	$ 0	$ 0	$ 0	**$ 150,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 20,000**	**$ 150,000**	**$ 0**	**$ 0**	**$ 0**	**$ 170,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 439

Project Name: Stage Road Improvements

Project Description

Improvements to Stage Road in the Bartlett Station area.

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	07/08	06/09
Total Project	**07/08**	**06/09**

Location

Stage Road.

Location Map

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 100,000	$ 0	$ 0	$ 0	$ 0	**$ 100,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 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

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: to be determined

Project Name: Elmore Box

Project Description

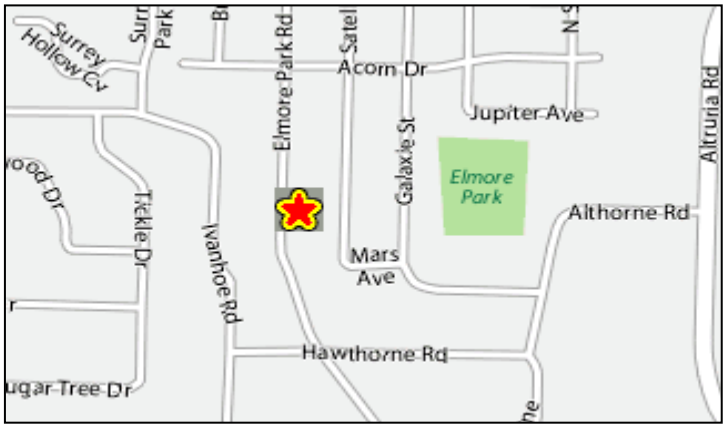
Replace a corrigated metal pipe under Elmore Street.

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

Location

Elmore Road between Acorn and Hawthorne.

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 300,000**	**$ 0**	**$ 0**	**$ 0**	**$ 300,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 300,000**	**$ 0**	**$ 0**	**$ 0**	**$ 300,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 421

Project Name: Old Brownsville - West

Project Description

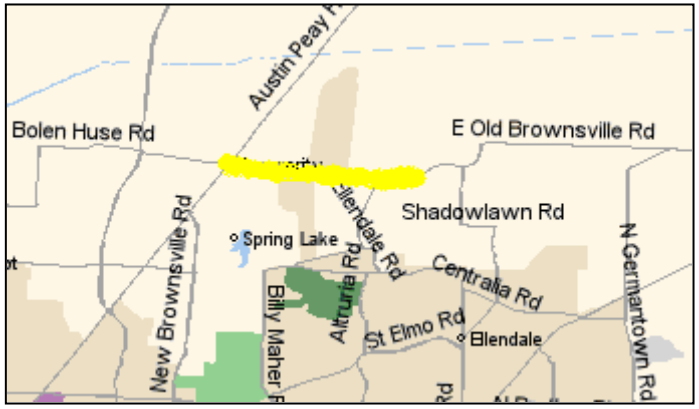
This project will re-build Old Brownsville Road from Kirby Whitten to Austin Peay Highway. It is funded 80/20 through the surface transportation fund. Re-paving of the roadway in 10 years. Initial engineering of 150,000 was provided in 2005 budget and an additional of 140,000 in 2007 budget.

Project Schedule	Start	Finish
Land/Right of Way	07/10	12/10
Design/Engineering	01/05	12/08
Utility Relocation	N/A	N/A
Construction	07/11	06/13
Total Project	**01/05**	**06/13**

Location

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

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 300,000		$ 300,000	$ 3,000,000	**$ 3,600,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 300,000**	**$ 0**	**$ 300,000**	**$ 3,000,000**	**$ 3,600,000**
Project Costs						
Land/Right of Way	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 300,000	$ 0	**$ 300,000**
Construction	$ 0	$ 0	$ 0		$ 3,000,000	**$ 3,000,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 300,000**	**$ 0**	**$ 300,000**	**$ 3,000,000**	**$ 3,600,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 43708

Project Name: LED Replacement

Project Description

Replace old street light bulbs (at intersection) with new and more efficient lights LED (light emmitting diode).

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

Location

Various locations around the city.

Location Map

At various locations throughout the City.

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 75,000	$ 0	$ 0	$ 0	**$ 75,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 75,000**	**$ 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**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 75,000	$ 0	$ 0	$ 0	**$ 75,000**
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**	**$ 75,000**	**$ 0**	**$ 0**	**$ 0**	**$ 75,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

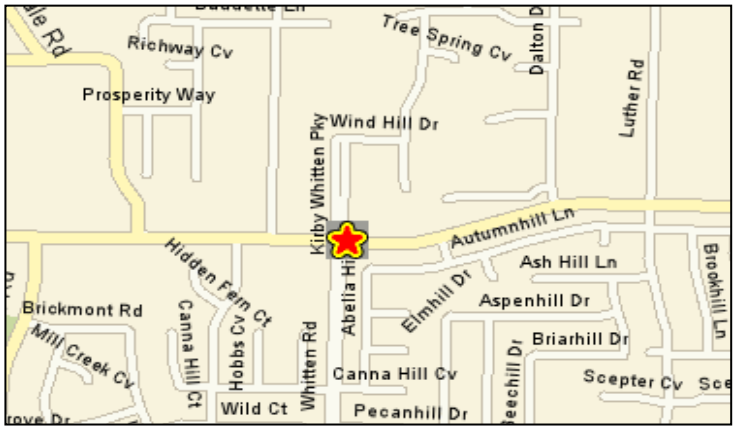
Project No.: 434

Project Name: Egypt Cenral/Kirby Whitten Signal

Project Description
Install signal at Egypt Central and Kirby Whitten.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/10	01/11
Total Project	**07/10**	**01/11**

Location
Egypt Central and Kirby Whitten intersection.

Location Map


Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 150,000	$ 0	$ 0	**$ 150,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 0**	**$ 150,000**	**$ 0**	**$ 0**	**$ 150,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 150,000	$ 0	$ 0	**$ 150,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 0**	**$ 150,000**	**$ 0**	**$ 0**	**$ 150,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 426

Project Name: Bartlett Road Bridge

Project Description

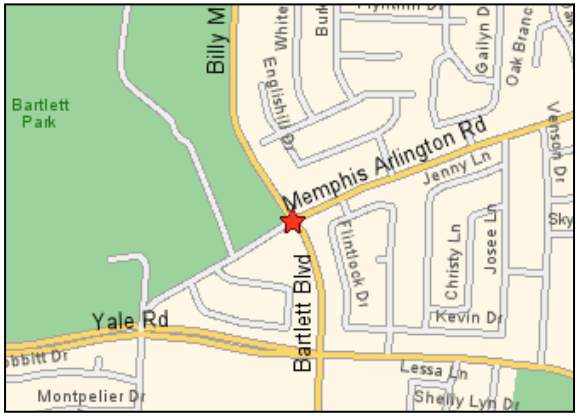
Rebuild and construct deck on bartlett road bridge.

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

Location

Bartlett road and Harrington creek.

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 250,000	$ 0	$ 0	**$ 250,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 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

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: to be determined

Project Name: Stage Slope Taper Inlet

Project Description

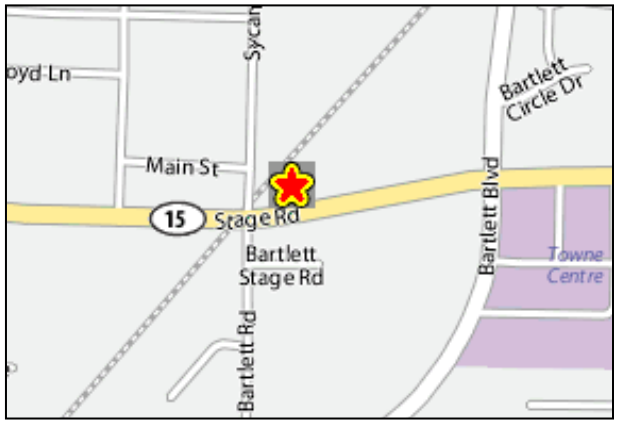
Install a modified inlet headwall at the box under Stage road by the Library.

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

Location

Stage and Bartlett Municipal Center.

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 300,000	$ 0	$ 0	**$ 300,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 0**	**$ 300,000**	**$ 0**	**$ 0**	**$ 300,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 20,000	$ 0	$ 0	**$ 20,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 280,000	$ 0	$ 0	**$ 280,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 0**	**$ 300,000**	**$ 0**	**$ 0**	**$ 300,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: to be determined

Project Name: Brother and Stage Left Turn

Project Description

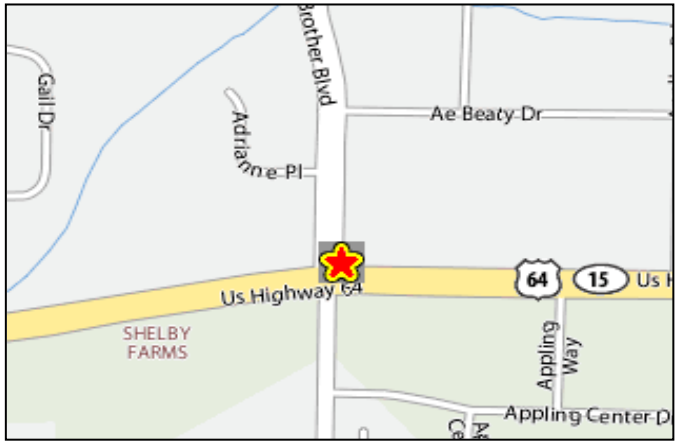
Install a East Bound Left turn lane on Brother along with signal modifications.

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

Location

Brother and Stage.

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 20,000	$ 150,000	$ 0	**$ 170,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 0**	**$ 20,000**	**$ 150,000**	**$ 0**	**$ 170,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 20,000	$ 0	$ 0	**$ 20,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 150,000	$ 0	**$ 150,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 0**	**$ 20,000**	**$ 150,000**	**$ 0**	**$ 170,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

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	07/12	12/12
Design/Engineering	07/11	12/11
Utility Relocation	N/A	N/A
Construction	07/13	06/15
Total Project	**07/11**	**06/15**

Location

Old Brownsville - Kirby Whitten Road to Germantown Parkway.

Location Map

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 140,000	$ 0	**$ 140,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 0**	**$ 0**	**$ 140,000**	**$ 0**	**$ 140,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 140,000	$ 0	**$ 140,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 0**	**$ 0**	**$ 140,000**	**$ 0**	**$ 140,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: To be determined

Project Name: Germantown North

Project Description

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

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/11	12/11
Utility Relocation	N/A	N/A
Construction	07/13	06/14
Total Project	**07/11**	**06/14**

Location

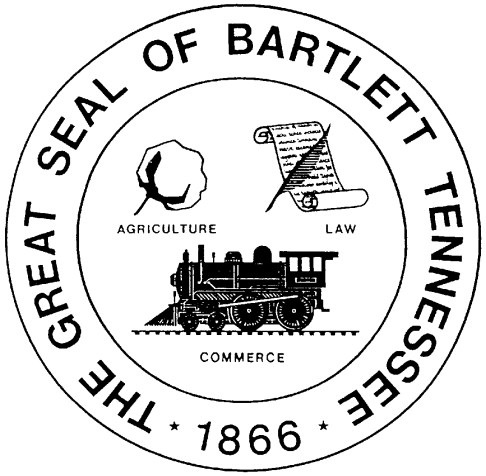
US 70 to Old Brownsville.

Location Map

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 100,000	$ 0	**$ 100,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 0**	**$ 0**	**$ 100,000**	**$ 0**	**$ 100,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 100,000	$ 0	**$ 100,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 0**	**$ 0**	**$ 100,000**	**$ 0**	**$ 100,000**


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

PARKS AND RECREATION SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

PROJECT	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Parks and Recreation						
Parks Vehicles & Equipment	$ 20,000	$ 50,000	$ 65,000	$ 65,000	$ 65,000	**$ 265,000**
Recreation Vehicles & Equipment	$ 75,000	$ 75,000	$ 75,000	$ 75,000	$ 75,000	**$ 375,000**
Water Park & Outdoor Pool	$ 0	$ 0	$ 0	$ 1,000,000	$ 0	**$ 1,000,000**
Total Parks and Recreation	**$ 95,000**	**$ 125,000**	**$ 140,000**	**$ 1,140,000**	**$ 140,000**	**$ 1,640,000**
Impact on Operating Budget	***$ 0***	***$ 0***	***$ 0***	***$ 0***	***$ 0***	
Source of Funds						
G. O. Bonds	$ 0	$ 0	$ 0	$ 1,000,000	$ 0	**$ 1,000,000**
Capital Note	$ 95,000	$ 125,000	$ 140,000	$ 140,000	$ 140,000	**$ 640,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 95,000**	**$ 125,000**	**$ 140,000**	**$ 1,140,000**	**$ 140,000**	**$ 1,640,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 100,000	$ 0	**$ 100,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 900,000	$ 0	**$ 900,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 95,000	$ 125,000	$ 140,000	$ 140,000	$ 140,000	**$ 640,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 95,000**	**$ 125,000**	**$ 140,000**	**$ 1,140,000**	**$ 140,000**	**$ 1,640,000**

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 50709

Project Name: Parks Vehicles & Equipment

Project Description

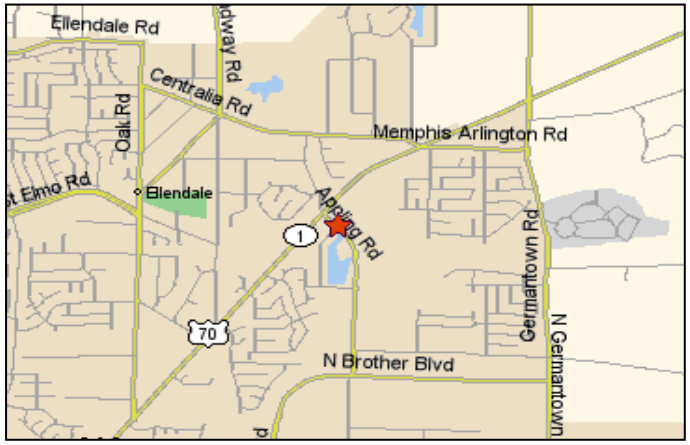
Replace a mower.

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	07/08	06/09
Total Project	**07/08**	**06/09**

Location

3179 N. Germantown Pkwy. 38133

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 20,000	$ 50,000	$ 65,000	$ 65,000	$ 65,000	**$ 265,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 20,000**	**$ 50,000**	**$ 65,000**	**$ 65,000**	**$ 65,000**	**$ 265,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 20,000	$ 50,000	$ 65,000	$ 65,000	$ 65,000	**$ 265,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 20,000**	**$ 50,000**	**$ 65,000**	**$ 65,000**	**$ 65,000**	**$ 265,000**

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 54309

Project Name: Recreation Center Equipment

Project Description

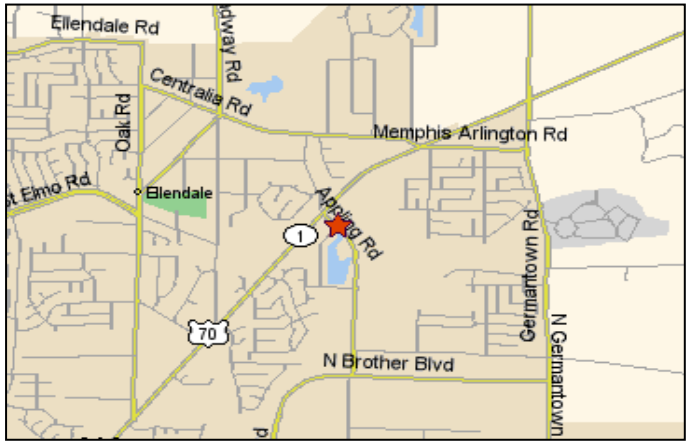
Replace fitness equipments and appliances (treadmills, cross trainers, bikes, HAVC, ect…)

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	07/08	06/09
Total Project	**07/07**	**09/07**

Location

7700 Flaherty Place.

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 75,000	$ 75,000	$ 75,000	$ 75,000	$ 75,000	**$ 375,000**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ 375,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 75,000	$ 75,000	$ 75,000	$ 75,000	$ 75,000	**$ 375,000**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ 375,000**

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: To be determined

Project Name: Water Park & Outdoor Pool

Project Description

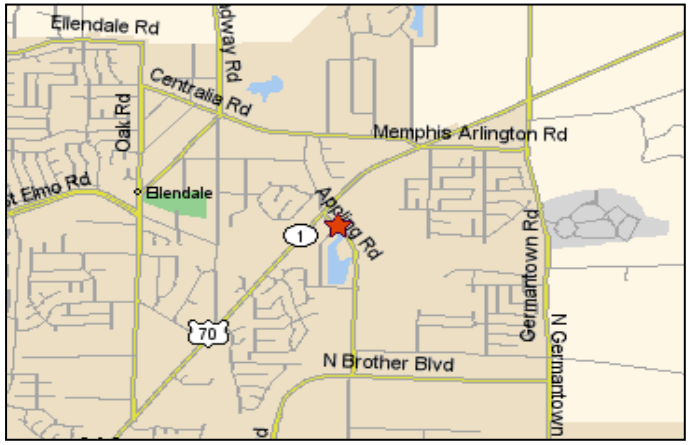
Design, engineer and build a water park and an outdoor pool.

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

Location

Recreation Center - 7700 Flaherty Place.

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 1,000,000	$ 0	**$ 1,000,000**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Drainage Fund Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other Funds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 0**	**$ 0**	**$ 1,000,000**	**$ 0**	**$ 1,000,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 100,000	$ 0	**$ 100,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 900,000	$ 0	**$ 900,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 0**	**$ 0**	**$ 1,000,000**	**$ 0**	**$ 1,000,000**

UTILITY FUND SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

PROJECT	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Water						
Tank Maint. & Paint	$ 115,000	$ 115,000	$ 115,000	$ 123,000	$ 123,000	**$ 591,000**
Water Line Upgrades	$ 100,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	**$ 300,000**
Hwy 70/Gtwn. Sewer Easements	$ 40,000	$ 0	$ 0	$ 0	$ 0	**$ 40,000**
Bristol Telemet Replacement	$ 75,000	$ 0	$ 0	$ 0	$ 0	**$ 75,000**
Retrofit Reservoir - Germantown	$ 100,000	$ 200,000	$ 2,000,000	$ 0	$ 0	**$ 2,300,000**
Water Plant Site Purchase	$ 0	$ 125,000	$ 0	$ 0	$ 0	**$ 125,000**
Austin Peay Xing	$ 0	$ 80,000	$ 0	$ 0	$ 0	**$ 80,000**
Water Plant Well - Ardie	$ 0	$ 500,000	$ 0	$ 0	$ 0	**$ 500,000**
Total Water	**$ 430,000**	**$ 1,070,000**	**$ 2,165,000**	**$ 173,000**	**$ 173,000**	**$ 4,011,000**
Sewers						
Sewers in Annexation Area	$ 400,000	$ 400,000	$ 400,000	$ 400,000	$ 400,000	**$ 2,000,000**
Sewer Rehab	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	**$ 500,000**
Sewer Line Upgrades	$ 50,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	**$ 450,000**
Upgrade Sewage Plant #2	$ 0	$ 300,000	$ 0	$ 1,500,000	$ 1,500,000	**$ 3,300,000**
Buckhead Outfall	$ 0	$ 250,000	$ 0	$ 250,000	$ 0	**$ 500,000**
Sludge Digestion Upgrade	$ 0	$ 0	$ 125,000	$ 0	$ 0	**$ 125,000**
Total Sewers	**$ 550,000**	**$ 1,150,000**	**$ 725,000**	**$ 2,350,000**	**$ 2,100,000**	**$ 6,875,000**
Source of Funds						
Utility Bonds	$ 980,000	$ 2,220,000	$ 2,440,000	$ 1,773,000	$ 1,773,000	**$ 9,186,000**
Utility Operating Transfer In	$ 0	$ 0	$ 450,000	$ 750,000	$ 500,000	**$ 1,700,000**
Total Source	**$ 980,000**	**$ 2,220,000**	**$ 2,890,000**	**$ 2,523,000**	**$ 2,273,000**	**$ 10,886,000**
Project Costs						
Land/Right of Way	$ 40,000	$ 0	$ 0	$ 0	$ 0	**$ 40,000**
Design/Engineering	$ 0	$ 425,000	$ 0	$ 0	$ 0	**$ 425,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 825,000	$ 1,680,000	$ 2,775,000	$ 2,400,000	$ 2,150,000	**$ 9,830,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 115,000	$ 115,000	$ 115,000	$ 123,000	$ 123,000	**$ 591,000**
Total Project Costs	**$ 980,000**	**$ 2,220,000**	**$ 2,890,000**	**$ 2,523,000**	**$ 2,273,000**	**$ 10,886,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 70109

Project Name: Tank Maintenance & Paint

Project Description

This is a current contract with Utility Services to paint and clean our tanks.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/08	06/09
Total Project	**N/A**	**N/A**

Location

All water tanks located in the City of Bartlett.

Location Map

All water tanks located in the City of Bartlett.

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 115,000	$ 115,000	$ 115,000	$ 123,000	$ 123,000	**$ 591,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 115,000**	**$ 115,000**	**$ 115,000**	**$ 123,000**	**$ 123,000**	**$ 591,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 115,000	$ 115,000	$ 115,000	$ 123,000	$ 123,000	**$ 591,000**
Total Project Costs	**$ 115,000**	**$ 115,000**	**$ 115,000**	**$ 123,000**	**$ 123,000**	**$ 591,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 70209

Project Name: Water Line Upgrades

Project Description

Various upgrades needed to maintain system.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/08	06/09
Total Project	**07/08**	**06/09**

Location

Various locations around the City.

Location Map

Various locations around the City.

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 100,000	$ 50,000	$ 0	$ 50,000	$ 50,000	**$ 250,000**
Utility Operating Transfer In	$ 0	$ 0	$ 50,000	$ 0	$ 0	**$ 50,000**
Total Source	**$ 100,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 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	$ 100,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	**$ 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	**$ 100,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 300,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 716

Project Name: Hwy 70/Germantown Sewer Easements

Project Description

Acquire sewer easements for the instalation of sewers to be reimbursed by the developer.

Project Schedule	Start	Finish
Land/Right of Way	07/08	12/08
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	N/A	N/A
Total Project	**07/08**	**12/08**

Location

West of Germantown and north of Summer.

Location Map

Exact location to be determined.

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 40,000	$ 0	$ 0	$ 0	$ 0	**$ 40,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 40,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 40,000**
Project Costs						
Land/Right of Way	$ 40,000	$ 0	$ 0	$ 0	$ 0	**$ 40,000**
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	**$ 40,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 40,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 717

Project Name: Bristol Telemetry Replacement

Project Description

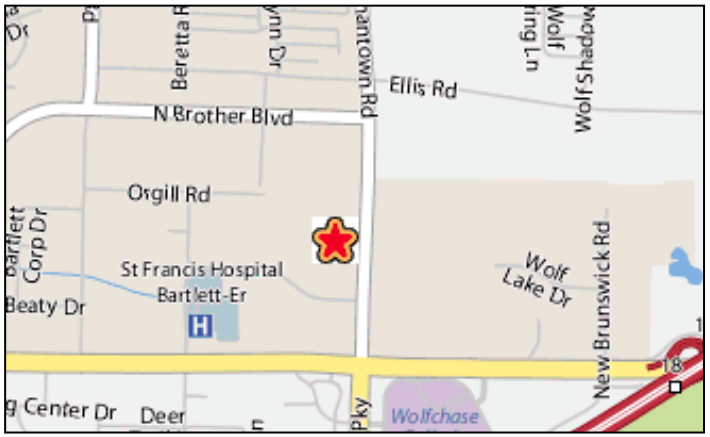
Replace existing telemetry at plant 3.

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	10/08	03/09
Total Project	**10/08**	**03/09**

Location

Germantown water plant.

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 75,000	$ 0	$ 0	$ 0	$ 0	**$ 75,000**
Utility Operating Transfer In	$ 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**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 75,000	$ 0	$ 0	$ 0	$ 0	**$ 75,000**
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	**$ 75,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 75,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

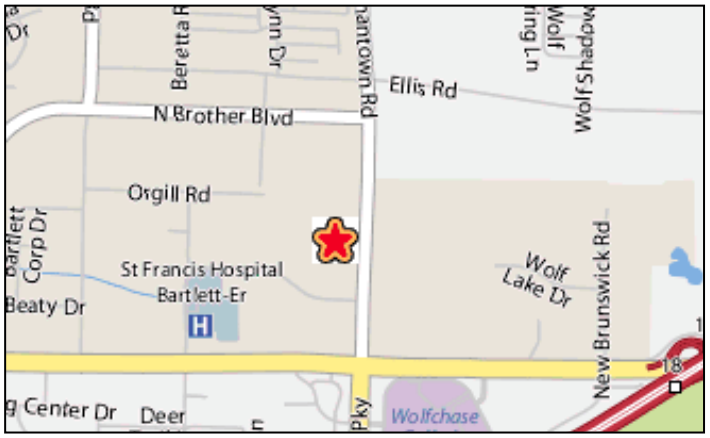
Project No.: 715

Project Name: Retrofit Reservoir - Germantown

Project Description
Repair and maintain the current resevoir.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/08	06/09
Total Project	**07/08**	**06/09**

Location
Germantown water plant.

Location Map


Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 100,000	$ 200,000	$ 2,000,000	$ 0	$ 0	**$ 2,300,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 100,000**	**$ 200,000**	**$ 2,000,000**	**$ 0**	**$ 0**	**$ 2,300,000**
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	$ 100,000	$ 200,000	$ 2,000,000	$ 0	$ 0	**$ 2,300,000**
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	**$ 100,000**	**$ 200,000**	**$ 2,000,000**	**$ 0**	**$ 0**	**$ 2,300,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: To be determined

Project Name: Water Plant Site Purchase

Project Description

Purchase site for a future water Plant.

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

Location

Locate and purchase site in north basin area.

Location Map

Exact location to be determined.

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 0	$ 125,000	$ 0	$ 0	$ 0	**$ 125,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 125,000**	**$ 0**	**$ 0**	**$ 0**	**$ 125,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 125,000	$ 0	$ 0	$ 0	**$ 125,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 125,000**	**$ 0**	**$ 0**	**$ 0**	**$ 125,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: To be determined

Project Name: Austin Peay Xing

Project Description

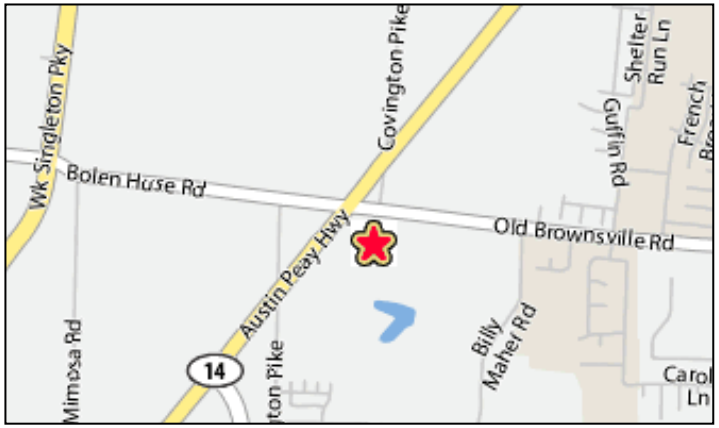
Install 16' water main under new construction at Austin Peay Highway.

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	10/09	05/10
Total Project	**10/09**	**05/10**

Location

Austin Peay Highway and Old Brownsville.

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 0	$ 80,000	$ 0	$ 0	$ 0	**$ 80,000**
Utility Operating Transfer In	$ 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 2009 - FY 2013

Project No.: To be determined

Project Name: Water Plant Well - Ardie

Project Description

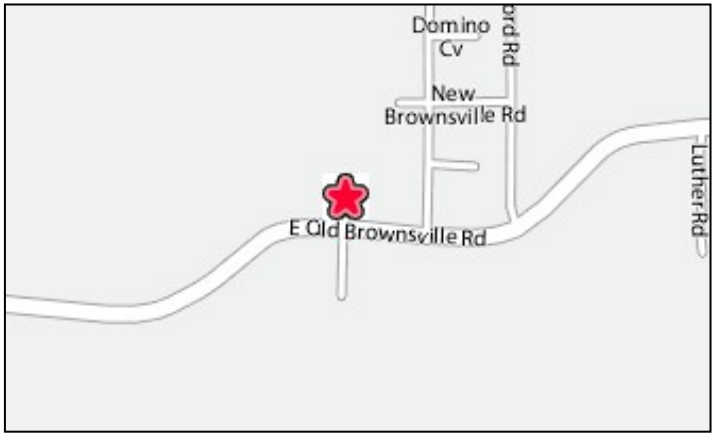
Construct a new water plant well.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/09	05/10
Total Project	**07/09**	**05/10**

Location

Ardie and Old Brownsville Road.

Location Map



Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 0	$ 500,000	$ 0	$ 0	$ 0	**$ 500,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 500,000**	**$ 0**	**$ 0**	**$ 0**	**$ 500,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 500,000	$ 0	$ 0	$ 0	**$ 500,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 500,000**	**$ 0**	**$ 0**	**$ 0**	**$ 500,000**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 81109

Project Name: Sewers in Annexation Area

Project Description

Funds for extending sewers in our annexed areas.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/08	06/09
Total Project	**07/08**	**06/09**

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 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 400,000	$ 400,000	$ 0	$ 0	$ 0	**$ 800,000**
Utility Operating Transfer In	$ 0	$ 0	$ 400,000	$ 400,000	$ 400,000	**$ 1,200,000**
Total Source	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 2,000,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 400,000	$ 400,000	$ 400,000	$ 400,000	$ 400,000	**$ 2,000,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 2,000,000**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 81609

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	07/08	06/09
Total Project	**07/08**	**06/09**

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 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	**$ 500,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 500,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	**$ 500,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 500,000**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 81809

Project Name: Sewer Line Upgrades

Project Description

Various upgrades needed to maintain system.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/08	06/09
Total Project	**07/08**	**06/09**

Location

Various locations around the City.

Location Map

These projects are located at various locations around the City.

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 50,000	$ 100,000	$ 100,000	$ 0	$ 0	**$ 250,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 100,000	$ 100,000	**$ 200,000**
Total Source	**$ 50,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 450,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 50,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	**$ 450,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 50,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 450,000**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: To be determined

Project Name: Upgrade Sewage Plant #2

Project Description

Buy land and construct a new sewer plant.

Project Schedule	Start	Finish
Land/Right of Way	09/08	12/08
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/10	06/13
Total Project	**09/08**	**06/13**

Location

Area north of the river

Location Map

Exact location to be determined.

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 0	$ 300,000	$ 0	$ 1,500,000	$ 1,500,000	**$ 3,300,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 300,000**	**$ 0**	**$ 1,500,000**	**$ 1,500,000**	**$ 3,300,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 0	$ 1,500,000	$ 1,500,000	**$ 3,000,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 300,000**	**$ 0**	**$ 1,500,000**	**$ 1,500,000**	**$ 3,300,000**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: 819

Project Name: Buckhead Outfall

Project Description

Install new sanitary sewer outfall from Westbrook to Germantown Road.

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

Location

Westbrook and Germantown Road.

Location Map

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 0	$ 250,000	$ 0	$ 0	$ 0	**$ 250,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 250,000	$ 0	**$ 250,000**
Total Source	**$ 0**	**$ 250,000**	**$ 0**	**$ 250,000**	**$ 0**	**$ 500,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 250,000	$ 0	$ 250,000	$ 0	**$ 500,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 250,000**	**$ 0**	**$ 250,000**	**$ 0**	**$ 500,000**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

Project No.: To be determined

Project Name: Sludge Digestion Upgrade

Project Description

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

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

Location

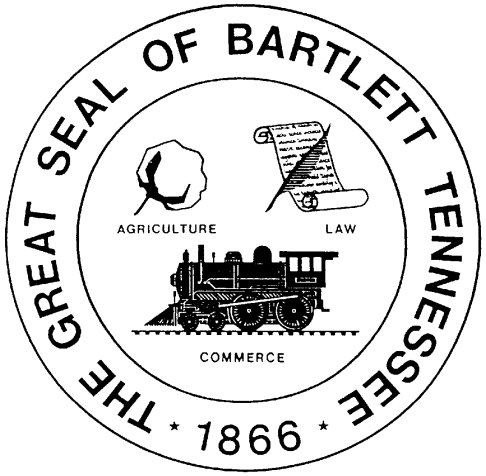
Shelter Run Lane.

Location Map

Impact on Operating Budget	FY 2009	FY 2010	FY 2011
Personnel	$ 0	$ 0	$ 0
Operations	$ 0	$ 0	$ 0
Capital	$ 0	$ 0	$ 0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Bonds	$ 0	$ 0	$ 125,000	$ 0	$ 0	**$ 125,000**
Utility Operating Transfer In	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Source	**$ 0**	**$ 0**	**$ 125,000**	**$ 0**	**$ 0**	**$ 125,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Relocation	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Construction	$ 0	$ 0	$ 125,000	$ 0	$ 0	**$ 125,000**
Landscaping	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Equipment/Furnishings	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Other	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Total Project Costs	**$ 0**	**$ 0**	**$ 125,000**	**$ 0**	**$ 0**	**$ 125,000**

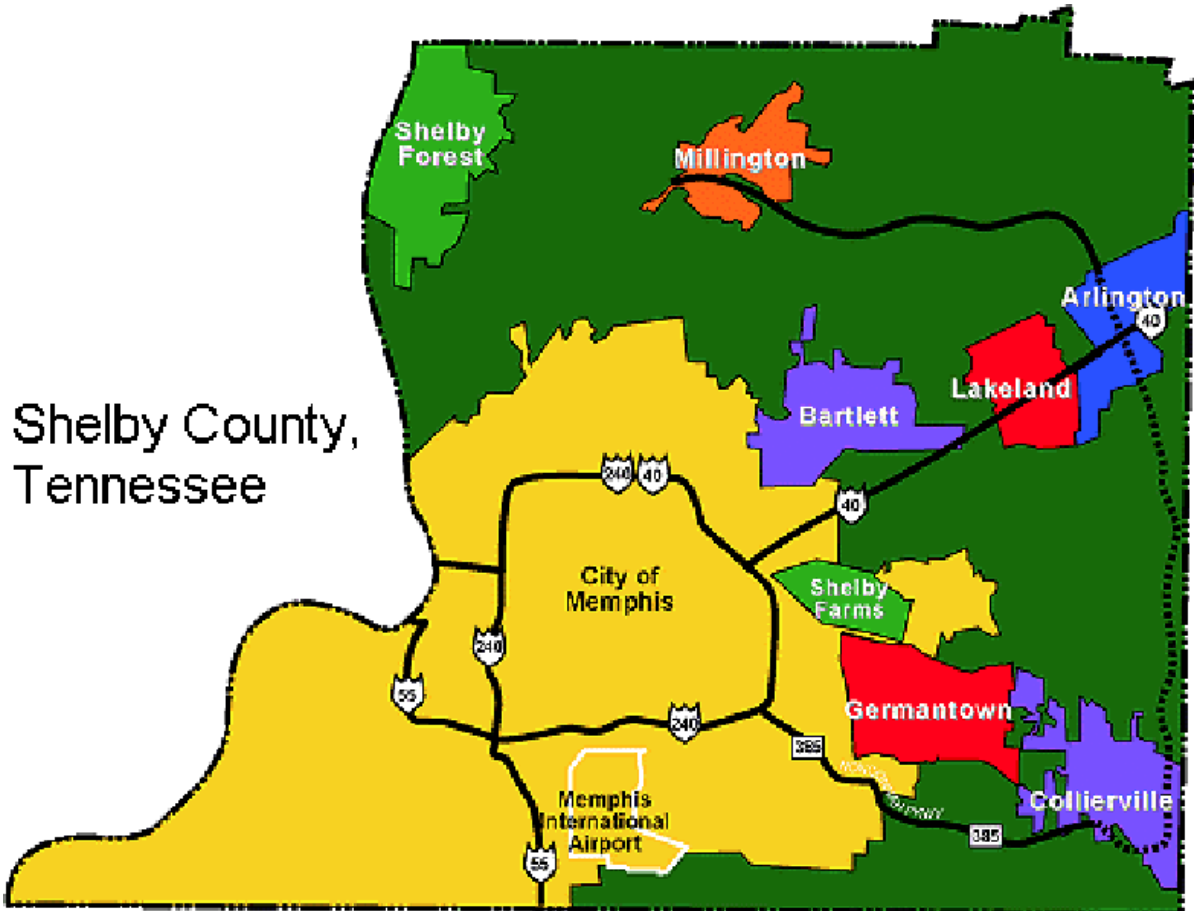

THE GREAT SEAL OF BARTLETT TENNESSEE
AGRICULTURE
LAW
COMMERCE
* 1866 *

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

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

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

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



BARTLETT COMMUNITY PROFILE

GEOGRAPHIC

Total Square Miles in City Limits		26.5
Miles of Streets		285
City Lane Miles	605	
State Highway Lane Miles	18.75	
Total Lane Miles		624

SEWER SYSTEM

Miles of Sewer Lines	344
Number of Sewer Connections	18,444
Pump Stations	28
Capacity of Bartlett System (Gallons/day)	2,700,000

WATER SYSTEM

Miles of Water Lines	370
Number of Water Connections	19,894
Number of Water Plants	4
Number of Storage Tanks	9
Capacity of Bartlett System (max gallon/day)	17,000,000

RECREATION

Number of Parks		26
Total Acres	688	
Developed	24	
Undeveloped	2	
Number of Tennis Courts		14
Number of Baseball Fields		17
Miles of Walking Trails		11.75

PUBLIC SAFETY

Number of Fire Stations	5
Number of Commissioned Police Officers	110

SCHEDULE OF MAJOR TAXPAYERS (June 30, 2007)

Customer Name	Assessed Value
Brother Industries	$ 27,072,400
Saint Francis Hospital	18,376,320
Bell South Telecommunication	10,523,231
Bristol Park at Wolfchase GP	8,637,080
UHS of Lakeside Inc.	7,562,560
Weingarten Nostat Inc	7,017,200

POPULATION (US Census)

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

HOUSING STARTS

2004	336
2005	314
2006	358
2007	215

COMMERCIAL INDUSTRIAL/PERMITS

2004	106
2005	109
2006	131
2007	97

HOUSING UNITS

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

2008 TAX YEAR

Property Tax Rate	1.54
Local Sales Tax	2.25%
State Sales Tax	7.00%
Bond Ratings	
Standard and Poor's	AA
Moody's	Aa2

CIP PROJECT SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

PROJECT	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
FUNDING SOURCES						
General Obligation Bonds	$ 1,700,000	$ 1,845,000	$ 1,570,000	$ 1,740,000	$ 3,050,000	**$ 9,905,000**
Utility Bonds	$ 980,000	$ 2,220,000	$ 2,440,000	$ 1,773,000	$ 1,773,000	**$ 9,186,000**
Capital Note	$ 740,500	$ 926,000	$ 921,500	$ 949,500	$ 927,000	**$ 4,464,500**
Utility Operating Transfer In	$ 0	$ 0	$ 450,000	$ 750,000	$ 500,000	**$ 1,700,000**
Total Funding Sources	**$ 3,420,500**	**$ 4,991,000**	**$ 5,381,500**	**$ 5,212,500**	**$ 6,250,000**	**$ 25,255,500**
PROJECT COST						
Administrative						
Vehicles	$ 19,000	$ 20,000	$ 25,000	$ 28,000	$ 30,000	**$ 122,000**
Staff Building	$ 685,000	$ 0	$ 0	$ 0	$ 0	**$ 685,000**
Total Administrative	**$ 704,000**	**$ 20,000**	**$ 25,000**	**$ 28,000**	**$ 30,000**	**$ 807,000**
Police						
Police Vehicles	$ 435,000	$ 435,000	$ 435,000	$ 435,000	$ 435,000	**$ 2,175,000**
Total Police	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 2,175,000**
Fire						
Fire Vehicles	$ 25,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000	**$ 125,000**
Fire Admin Addition	$ 450,000	$ 0	$ 0	$ 0	$ 0	**$ 450,000**
Fire - Sirens	$ 60,000	$ 0	$ 0	$ 0	$ 0	**$ 60,000**
Fire - Pumper	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Fire Ambulances	$ 0	$ 100,000	$ 100,000	$ 0	$ 0	**$ 200,000**
Fire - Aerial Truck	$ 0	$ 0	$ 700,000	$ 0	$ 0	**$ 700,000**
Total Fire	**$ 535,000**	**$ 425,000**	**$ 825,000**	**$ 25,000**	**$ 25,000**	**$ 1,835,000**
Code Enforcement						
Code Enforcement Vehicles	$ 0	$ 50,000	$ 25,000	$ 50,000	$ 25,000	**$ 150,000**
Total Code Inspection	**$ 0**	**$ 50,000**	**$ 25,000**	**$ 50,000**	**$ 25,000**	**$ 150,000**
Public Works						
Public Works Vehicles & Equp	$ 146,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,146,000**
Public Works Shop Drive Thru	$ 25,000	$ 0	$ 0	$ 0	$ 0	**$ 25,000**
Total Public Works	**$ 171,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 1,171,000**

Exhibit A

CIP PROJECT SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

PROJECT	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Engineering						
Misc. Drainage Improvements	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	**$ 250,000**
Engineering Vehicle	$ 20,500	$ 21,000	$ 21,500	$ 21,500	$ 22,000	**$ 106,500**
Kirby Whitten	$ 250,000	$ 0	$ 0	$ 0	$ 0	**$ 250,000**
Brunswick Road Improvements	$ 30,000	$ 270,000	$ 0	$ 0	$ 0	**$ 300,000**
Frank Creek Bridge Rehab	$ 30,000	$ 300,000	$ 0	$ 0	$ 0	**$ 330,000**
Kroger Signal Rehab	$ 20,000	$ 150,000	$ 0	$ 0	$ 0	**$ 170,000**
Stage Road Improvements	$ 100,000	$ 0	$ 0	$ 0	$ 0	**$ 100,000**
Elmore Box	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Old Brownsville West	$ 0	$ 300,000	$ 0	$ 300,000	$ 3,000,000	**$ 3,600,000**
LED Replacement	$ 0	$ 75,000	$ 0	$ 0	$ 0	**$ 75,000**
Egypt Cenral/Kirby Whitten Signal	$ 0	$ 0	$ 150,000	$ 0	$ 0	**$ 150,000**
Bartlett Road Bridge	$ 0	$ 0	$ 250,000	$ 0	$ 0	**$ 250,000**
Taper Inlet	$ 0	$ 0	$ 300,000	$ 0	$ 0	**$ 300,000**
Brother & Stage Left Signal	$ 0	$ 0	$ 20,000	$ 150,000	$ 0	**$ 170,000**
Old Brownsville East	$ 0	$ 0	$ 0	$ 140,000	$ 0	**$ 140,000**
Germantown North	$ 0	$ 0	$ 0	$ 100,000	$ 0	**$ 100,000**
Total Engineering	**$ 500,500**	**$ 1,466,000**	**$ 791,500**	**$ 761,500**	**$ 3,072,000**	**$ 6,591,500**
Parks						
Parks Vehicles & Equipment	$ 20,000	$ 50,000	$ 65,000	$ 65,000	$ 65,000	**$ 265,000**
Recreation Vehicles & Equipment	$ 75,000	$ 75,000	$ 75,000	$ 75,000	$ 75,000	**$ 375,000**
Water Park & Outdoor Pool	$ 0	$ 0	$ 0	$ 1,000,000	$ 0	**$ 1,000,000**
Total Parks	**$ 95,000**	**$ 125,000**	**$ 140,000**	**$ 1,140,000**	**$ 140,000**	**$ 1,640,000**
Water						
Tank Maint. & Paint	$ 115,000	$ 115,000	$ 115,000	$ 123,000	$ 123,000	**$ 591,000**
Water Line Upgrades	$ 100,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	**$ 300,000**
Hwy 70/Gtwn. Sewer Easements	$ 40,000	$ 0	$ 0	$ 0	$ 0	**$ 40,000**
Bristol Telemet Replacement	$ 75,000	$ 0	$ 0	$ 0	$ 0	**$ 75,000**
Retrofit Reservoir - Germantown	$ 100,000	$ 200,000	$ 2,000,000	$ 0	$ 0	**$ 2,300,000**
Water Plant Site Purchase	$ 0	$ 125,000	$ 0	$ 0	$ 0	**$ 125,000**
Austin Peay Xing	$ 0	$ 80,000	$ 0	$ 0	$ 0	**$ 80,000**

Exhibit A

CIP PROJECT SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2009 - FY 2013

PROJECT	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL
Water Plant Well - Ardie	$ 0	$ 500,000	$ 0	$ 0	$ 0	**$ 500,000**
Total Water	**$ 430,000**	**$ 1,070,000**	**$ 2,165,000**	**$ 173,000**	**$ 173,000**	**$ 4,011,000**
Sewers						
Sewers in Annexation Area	$ 400,000	$ 400,000	$ 400,000	$ 400,000	$ 400,000	**$ 2,000,000**
Sewer Rehab	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	**$ 500,000**
Sewer Line Upgrades	$ 50,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	**$ 450,000**
Upgrade Sewage Plant #2	$ 0	$ 300,000	$ 0	$ 1,500,000	$ 1,500,000	**$ 3,300,000**
Buckhead Outfall	$ 0	$ 250,000	$ 0	$ 250,000	$ 0	**$ 500,000**
Sludge Digestion Upgrade	$ 0	$ 0	$ 125,000	$ 0	$ 0	**$ 125,000**
Total Sewers	**$ 550,000**	**$ 1,150,000**	**$ 725,000**	**$ 2,350,000**	**$ 2,100,000**	**$ 6,875,000**
TOTAL CIP	**$ 3,420,500**	**$ 4,991,000**	**$ 5,381,500**	**$ 5,212,500**	**$ 6,250,000**	**$ 25,255,500**

City of Bartlett
Fees Schedule
Fiscal Year 2008-2009

Department	Type	Amount	Frequency/Notes/Description
BSMC	Municipal Center Rental Fee		
	Weekday, M-F (8:00am-5:00pm)		
	Auditorium (all day)	$ 350.00	$70/hr with 4-hr. minimum
	Banquet Hall (all day)	$ 425.00	$85/hr with 4-hr minimum
	Boardroom (all day)	$ 175.00	$35/hr with 2-hr minimum
	Chapel (all day)	$ 350.00	$70/hr with 4-hr minimum
	Conference Room (all day)	$ 125.00	$25/hr with 2-hr minimum
	Meeting Room (all day)	$ 150.00	$30/hr with 2-hr minimum
	Reception Hall (all day)	$ 250.00	$50/hr with 2-hr minimum
	Weekend and Evening Rates		
	Auditorium (all day)	$ 500.00	$100/hr with 4-hr minimum
	Banquet Hall (all day)	$ 625.00	$125/hr with 4-hr minimum
	Boardroom (all day)	$ 200.00	$40/hr with 2-hr minimum
	Chapel (all day)	$ 425.00	$85/hr with 4-hr minimum
	Conference Room (all day)	$ 150.00	$30/hr with 2-hr minimum
	Meeting Room (all day)	$ 175.00	$35/hr with 2-hr minimum
	Reception Hall (all day)	$ 325.00	$65/hr with 2-hr minimum
	Equipment Rental		
	Sound Equipment (include 2hrs Tech.)	$ 150.00	All day
	Sound Techincian	$ 15.00	Per hour
	Stage Risers (3-5) panels	$ 100.00	All day
	Wedding and Reception Packages		
	Reception only		
	Banquet Hall	$ 1,200.00	5 consecutive hrs + 2 hrs decorating
	Reception Hall	$ 600.00	5 consecutive hrs + 2 hrs decorating
	Wedding only		
	Auditorium	$ 1,000.00	5 consecutive hrs + 2 hrs rehearsal
	Chapel	$ 800.00	5 consecutive hrs + 2 hrs rehearsal
	Wedding & Reception		
	Auditorium & Banquet Hall	$ 1,760.00	8 consecutive hrs + 2 hrs rehearsal
	Auditorium & Reception Hall	$ 1,280.00	8 consecutive hrs + 2 hrs rehearsal
	Chapel & Banquet Hall	$ 1,600.00	8 consecutive hrs + 2 hrs rehearsal
	Chapel & Reception Hall	$ 1,120.00	8 consecutive hrs + 2 hrs rehearsal
Finance	Alcoholic Beverage Application Fee	$ 500.00	
	Alcoholic Beverage Duplicate License Fee	$ 10.00	Each
	Alcoholic Beverage Renewal Fee	$ 500.00	Annual
	Auto Tag Renewal Fee	$ 25.00	Annual
	Beer Permit Application Fee	$ 250.00	Each
	Beer Privilege Tax	$ 100.00	Annual
	City Service Fee	$ 2.50	Monthly
	Copy fees	$ 0.25	Per page after first 5 free pages
	Legal Notice	$ 100.00	Each
	Liquor Privilege Tax License	$ 600.00	$600 - $1,000 Annual Based on Seating

City of Bartlett
Fees Schedule
Fiscal Year 2008-2009

Department	Type	Amount	Frequency/Notes/Description
	Lost Payroll Check Fee	$ 25.00	Each
	Outdoor Sales Permit Fee	$ 55.00	Each
	Penalty Personalty Property Taxes	5%	
	Penalty Real Property Taxes	5%	
	Returned Check Fee	$ 25.00	Each
	Taxicab Permit Fee, per cab	$ 80.00	Annual
	Wholesale Beer Tax	17%	Reported Monthly
	Wholesale Liquor Tax	17%	Reported Monthly
	Wine Only Privilege Tax License	$ 125.00	$125 - $200 Annual Based on Seating
	Cable Franchise Fee	5%	Annual(Applied to Gross Revenues)
	Cable Application/Bid Fee	$ 5,000.00	Per Application
	Cable Bid Copy Fee	$ 25.00	Per Cable Bid
City Court	Alcohol/Drug Treatment Fee	$ 100.00	Set by State
	Breath Alcohol Test Charge	$ 17.50	Set by State
	City Court Costs	$ 60.00	Set by City
	City Litigation Tax	$ 13.75	Can be no more that State Lit. Tax
	County Drug Treatment Fee	$ 70.00	Set by State
	Criminal Privilege Tax on Litigation	$ 29.50	Set by State
	DA Crime Fee	$ 75.00	Set by State
	Indigent Tax	$ 12.50	Set by State
	Miscellanous Fees for Court Dockets	$ 40.00	Set by City
	Probation Fee	$ 250.00	Set by City
	Reinstatement Fees From State	$ 10.00	Per person when DL Reinstated
	State Court Costs (Criminal Charge)	$ 62.00	Set by State
	State Court Costs (Traffic Charge)	$ 42.00	Set by State
	State Drug Treatment Fee	$ 5.00	Set by State
	State Impair Driv. Fund Fees	$ 5.00	Set by State
	State Litigation Tax	$ 13.75	Set by State
	State Tax On Crimes Against Person/Crim. Injury Fund	$ 26.50	Or $50.00 (Set by State)
	Traffic Privilege Tax on Litigation	$ 17.75	Set by State
	Traumatic Brain Injury Fund	$ 5.00	Or $15.00 (Set by State)
Planning	11 X 17 COLOR MAPS Copy Fee	$ 3.00	Each
	Administrative Review	$ 200.00	Each
	Article V – Schedule Of District Regulations Copy Fee	$ 1.75	Each
	Construction Plan	$ 100.00	Each
	Plus	$ 10.00	Per lot
	Dedication of Street	$ 300.00	Each
	Final Plan	$ 300.00	Each
	Plus	$ 20.00	Per lot
	Handbook Copy Fee	$ 6.00	Each
	Landscape/Tree Ordinance Copy Fee	$ 3.50	Each

City of Bartlett
Fees Schedule
Fiscal Year 2008-2009

Department	Type	Amount	Frequency/Notes/Description
	Master Plan	$ 300.00	Each
	Plus	$ 20.00	Per lot
	Planned Development: Outline Plan	$ 300.00	Five acres or less, $30 per acre after first five and maximum fee of $2,000
	Renotification Fee	$ 100.00	Up to 100 labels
		$ 1.00	Per label over first 100
	Reprocessing of Applications	$ 150.00	Five acres or less, $15 per acre after first five and maximum fee of $1,000
	Re-Record Plat Fees	$ 50.00	Each
	Rerecording	$ 50.00	Each
	Revocations	$ 300.00	Each
	Rezoning and Special Use Permits	$ 500.00	Five acres or less, $50 per acre after first five and maximum fee of $3,000
	Sign Ordinance Copy Fee	$ 2.75	Each
	Sign Review	$ 100.00	Each
	Sign Summary, Appendix 5 & Chart 1 Copy Fee	$ 1.25	Each
	Site Plan Review-DRC	$ 200.00	Each
	Site Plan Review (with contract)	$ 300.00	Each
	Site Plan Review (without contract)	$ 300.00	Each
	Special Exceptions	$ 300.00	Each
	Street Name Change	$ 300.00	Each
	Street, Alley Closure	$ 300.00	Each
	Subdivision Ordinance Copy Fee	$ 7.00	Each
	Variances	$ 300.00	Each
	Zoning Ordinance W/ New Ordinances Copy Fee	$ 28.50	Each
Police	Accident/Incident Reports	$ 15.00	Each
	Background Checks	$ 15.00	Each
	Bartlett Youth Services	$ 25.00	Per month
	Beer Server Permits	$ 10.00	Each
	DUI Tapes/Video	$ 15.00	Each if picked up
	DUI Tapes/Video	$ 18.00	Each if mailed
	Fingerprints	$ 15.00	Per card
	Sexual Offender Registry	$ 100.00	Each
	Sexual Oriented Business Employee Permit Fee	$ 15.00	Annual
	Sexual Oriented Business Permit Fee	$ 500.00	Annual
	Tow fees	$ 125.00	Each
Fire	Ambulance Transport Fee for BLS	$ 400.00	For BLS
	Ambulance Transport Fee for ALS I	$ 460.00	For ALS I
	Ambulance Transport Fee for ALS II	$ 490.00	For ALS II
	Plus a mileage fee	$ 8.00	Per mile
	CERT classes fee	$ 15.00	Per person per class
	CPR Classes	$ 20.00	Per person per class

City of Bartlett
Fees Schedule
Fiscal Year 2008-2009

Department	Type	Amount	Frequency/Notes/Description
	Fire/Medical Report	$ 15.00	Each
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)
	Additional Re-inspection fee	$ 50.00	
	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	
	Gates, wall fence, or others	$ 20.00	Minimum
	Per $1,000	$ 4.00	
	Hazardous occupancies	$ 200.00	
	Imploded Structures-flat fee	$ 1,000.00	
	New construction & additions	$ 40.00	Minimum Fee (not 1&2 family dwelling)
	Less than $25,000-per $1,000	$ 4.00	
	$25,000 to $1,000,000-per $1,000	$ 3.00	Plus one-time $100
	$1,000,001 to $25 million-per $1,000	$ 2.00	Plus one-time $3,025
	$25,000,001 & above-per $1,000	$ 1.50	Plus one-time $51,025
	New construction of or addition to existing	$ 0.05	Per square foot (1&2 family dwelling)
	Minimum fee of	$ 125.00	
	Removal or moving of structures	$ 200.00	
	Special events	$ 60.00	
	Temporary construction trailer (6 months)	$ 60.00	
	Work commencing before permit issued	Double Fee	

City of Bartlett
Fees Schedule
Fiscal Year 2008-2009

Department	Type	Amount	Frequency/Notes/Description
	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
	Additional re-inspection fee	$ 50.00	
	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	
	General Inspection (not a complaint)	$ 50.00	
	Installed Motors		
	1st H.P.	$ 6.00	
	Each additional H.P.	$ 1.00	
	Fuel Pumps	$ 20.00	
	Motors moved at same address	$ 15.00	
	Low Voltage (Non-Residential)	$ 15.00	Per System/Per Floor
	Minimum permit fee	$ 15.00	
	Miscellaneous Items		
	Meter Put Back	$ 15.00	
	Recalls	$ 15.00	
	Underground or overhead low voltage cable	$ 20.00	Per 100 ft
	Miscellaneous Fees		
	Battery Charger up to 100 amperes	$ 15.00	
	Battery Charger-more than 100 amperes	$ 15.00	
	Electric welder	$ 25.00	
	Fire Ruling	$ 50.00	
	Lighting and Convenience Outlet Circuits	$ 4.00	
	Modular Res. Buildings	$ 50.00	
	Motion picture machine	$ 30.00	
	Panels	$ 15.00	
	Power Rectifier-more than 100 amperes	$ 3.00	Each unit
	Power Rectifier-up to 100 amperes	$ 15.00	
	Relocated Houses	$ 50.00	
	X-ray unit-120 volt	$ 15.00	
	X-ray unit-208/240 volt	$ 50.00	

City of Bartlett
Fees Schedule
Fiscal Year 2008-2009

Department	Type	Amount	Frequency/Notes/Description
	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		
	Additional re-inspection fee	$ 50.00	
	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	
	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 2008-2009

Department	Type	Amount	Frequency/Notes/Description
	Mechanical Permit Fees		
	Additional re-inspection fee	$ 50.00	
	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	
	For 1st $1,000	$ 15.00	
	For 1st $1,000	$ 16.00	
	For each additional $1,000 >$1 mil	$ 3.00	
	For each additional $1,000<$1 mil	$ 8.00	
	Minimum Permit Fee	$ 15.00	
	Work commencing before permit issued	Double Fee	
	Plan Review Fee		
	$0-$25,000 total valuation	$ 50.00	
	$25,001-$50,000 total valuation	$ 100.00	
	$50,001-$100,000 total valuation	$ 150.00	
	$100,001-$200,000 total valuation	$ 200.00	
	$200,001-$300,000 total valuation	$ 300.00	
	$300,001-$400,000 total valuation	$ 400.00	
	$400,001-$500,000 total valuation	$ 500.00	
	$500,001 and up	$ 600.00	
	Annual Sign Inspection	$ 10.00	
	Signs (New)	$ 25.00	
	Plumbing Permit Fees		
	Additional re-inspection fee	$ 50.00	
	Amending Permit Fee	$ 20.00	
	Fees for issuing permits	$ 4.00	
	Filing to Board of Appeals	$ 100.00	
	First re-inspection fee	$ 30.00	
	Installation of Plumbing Fixtures	$ 7.50	Each Fixture
	Minimum Permit fee	$ 15.00	
	Sewer Repair	$ 100.00	Commercial Minimum
	Per $1,000	$ 8.00	
	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 2008-2009

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			
	Cats	$	7.00	Per Day
	Dogs	$	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			
	Initial Cutting	$	175.00	Estimated Average Cost
	Subsequent Cuttings	$	65.00	Estimated Average Cost
	Shelter Misc. Revenue	$	25.00	Owner surrender
		$	25.00	Cremation fee
		$	15.00	Micro-chipping
Solid Waste	Appliance Pickup	$	25.00	Each
	Commercial Pickup-Set Up Fee	$	15.00	Each
	Commercial Pickup - Charge for Cart	$	50.00	Each
	Commercial Pickup - Monthly Charges:			
	For 1 Cart	$	20.00	Monthly
	For 2 Carts	$	25.00	Monthly
	For 3 Carts	$	30.00	Monthly
	Residential Cart Replacement Cost	$	50.00	Each
	Residential Cart Addional Purchase	$	37.50	Each
	Residential Pickup	$	22.00	Monthly
	Special Pickup:	$	250.00	Each - based on full brush truck
	Yard Waste Cart Purchase	$	25.00	Each - While Grant carts are available
Water/Wastewater				
	Barrel Locks to Contractors	$	7.50	Each
	Deposit for Fire Hydrant Meter	$	500.00	Each
	Rental for Fire Hydrant Meter	$	25.00	Monthly
	Water Usage of Fire Hydrant Meter	$	1.00	Per 1,000 gal.
	City Water Rates			
	Residential -- City Customers	$	4.00	The first 2,000 gallons
	Residential -- City Customers	$	1.24	Next 8,000 gallons, per 1,000 gallons
	Residential -- City Customers	$	1.14	Over 10,000 gallons, per 1,000 gallons
	Residential -- Rural Customers	$	6.00	The first 2,000 gallons
	Residential -- Rural Customers	$	1.86	Next 8,000 gallons, per 1,000 gallons
	Residential -- Rural Customers	$	1.71	Over 10,000 gallons, per 1,000 gallons
	Commercial -- City Customers	$	7.50	The first 2,000 gallons

City of Bartlett
Fees Schedule
Fiscal Year 2008-2009

Department	Type	Amount	Frequency/Notes/Description
	Commercial -- City Customers	$ 1.45	Next 8,000 gallons, per 1,000 gallons
	Commercial -- City Customers	$ 1.32	Over 10,000 gallons, per 1,000 gallons
	Commercial -- Rural Customers	$ 10.75	The first 2,000 gallons
	Commercial -- Rural Customers	$ 2.17	Next 8,000 gallons, per 1,000 gallons
	Commercial -- Rural Customers	$ 1.99	Over 10,000 gallons, per 1,000 gallons
	City Sewer Rates		
	Residential -- City Customers	$ 4.27	The first 2,000 gallons
	Residential -- City Customers	$ 1.13	each additional 1,000 gallons
	Residential -- City Customers	$ 22.00	Maximum monthly
	Residential -- Rural Customers	$ 6.27	The first 2,000 gallons
	Residential -- Rural Customers	$ 1.23	each additional 1,000 gallons
	Residential -- Rural Customers	$ 27.60	Maximum monthly
	Commercial -- City Customers	$ 10.27	The first 2,000 gallons
	Commercial -- City Customers	$ 1.23	each additional 1,000 gallons
	Commercial -- Rural Customers	$ 15.27	The first 2,000 gallons
	Commercial -- Rural Customers	$ 1.33	each additional 1,000 gallons
Engineering	Fee for Plans and Specifications (for copies)		
	From $100,000 to $250,000	$ 25.00	
	From $250,001 to $500,000	$ 50.00	
	From $500,001 to $750,000	$ 75.00	
	Greater than $750,000	$ 100.00	
	Commercial & Industrial		
	City Subdivision Inspection		
	Mimimum, per lot	$ 300.00	Whichever is greater
	Or % of Development Cost	3.0%	Whichever is greater
	Drainage Control Fee		
	For those lots not served by a detension basin	$ 500.00	Per half acre
	For those lots served by a detension basin	$ 250.00	Per half acre
	Sewer Connection Charge		
	Per Acre	$ 2,333.00	Whichever is greater
	Per Front Foot	$ 33.00	Whichever is greater
	Sewer Review Fee		
	Mimimum	$ 25.00	Per contract
	Per lot	$ 10.00	Whichever is greater
	Per 250 feet of Sewer line Extension	$ 25.00	Whichever is greater
	Subdivision and site plan review		
	Mimimum	$ 175.00	Whichever is greater
	Or % of Public Improvement Cost	1.5%	Whichever is greater
	Water Connection Fee	$ 3,000.00	Per lot
	Water Plant Expansion % of Water Main Cost	15%	
	Water System Engineering % of Water Main Cost	6%	

City of Bartlett
Fees Schedule
Fiscal Year 2008-2009

Department	Type	Amount	Frequency/Notes/Description
	Residential		
	City Subdivision Inspection		
	Mimimum, per lot	$ 300.00	Whichever is greater
	Or % of Development Cost	3.0%	Whichever is greater
	Drainage Control Fee		
	For those lots not served by a detension basin	$ 500.00	Per lot
	For those lots served by a detension basin	$ 250.00	Per lot
	Park Land Development Fee	$ 700.00	Per lot
	Sewer Connection Charge	$ 2,000.00	
	Sewer Review Fee		
	Mimimum	$ 25.00	Per contract
	Per lot	$ 10.00	Whichever is greater
	Per 250 feet of Sewer line Extension	$ 25.00	Whichever is greater
	Subdivision and site plan review	$ 175.00	Per lot
	Water Connection Fee	$ 2,000.00	Per lot
	Water Plant Expansion Percent of Water Main Cost	15%	
	Water System Engineering % of Water Main Cost	6%	
	Street Cut Permit per 25 feet of cut	$ 10.00	
	Emissions Fee	$ 29.65	Per ton of emissions
Parks	Facility Rental		
	Dixon-Brewer Park Gazebo	$ 40.00	Residents (1/2 day/$80 all day)
		$ 60.00	Non-Residents(1/2 day/$120 all day)
	Ellendale Park Pavilion	$ 40.00	Residents (1/2 day/$80 all day)
		$ 60.00	Non-Residents(1/2 day/$120 all day)
	W. J. Freeman Park - Gazebo	$ 30.00	Residents (1/2 day/$60 all day)
		$ 45.00	Non-Residents(1/2 day/$90 all day)
Athletics	Adult Sports	$ 500.00	Softball
		$ 500.00	Basketball
		$ 150.00	Volleyball
	Facility Rental		
	Deermont	$ 2,000.00	Weekend
	Ellendale, Freeman & Appling	$ 100.00	Per field per day
	Late Registration	$ 20.00	Per person
	Lights	$ 15.00	Per 1.5hr
	Tennis Fees	$ 10.00	Per player
	Tournament Fees	$ 200.00	Per team
	Youth Sports-per person	$ 70.00	Baseball, Softball & Basketball
		$ 50.00	Volleyball
	Plus Non-Resident fee	$ 30.00	Per person

City of Bartlett
Fees Schedule
Fiscal Year 2008-2009

Department	Type	Amount	Frequency/Notes/Description
Singleton C.C.	Adult Classes		
	Ballroom Dancing	$ 55.00	Resident per session
		$ 60.00	Nonresident per session
	Bench Aerobics	$ 4.00	Per class
	Beginner Adult Tennis Clinic	$ 60.00	Resident per session
		$ 65.00	Nonresident per session
	Belly Dancing	$ 75.00	Resident per session
		$ 80.00	Nonresident per month
	Chair Yoga	$ 5.00	Per class
	Clogging	$ 25.00	Resident per month
		$ 30.00	Nonresident per month
		$ 15.00	Senior per month
	Crossfit	$ 125.00	Resident per session
		$ 130.00	Nonresident per session
	Dancersize	$ 5.00	Per class
	Line Dancing	$ 25.00	Resident per month
		$ 30.00	Nonresident per month
		$ 30.00	Couples
	Pilates	$ 6.00	Per class
	Pottery with Susie	$ 120.00	Resident per session
		$ 125.00	Nonresident per session
	Yoga	$ 5.00	Per class
	Art Programs		
	Spring Break Camp	$ 105.00	Resident per Week
	Teen/Adult Basic Drawing	$ 175.00	Resident per session
		$ 180.00	Nonresident per session
	Watercolor Art Classes for Adults	$ 155.00	Resident per Session
		$ 160.00	Nonresident per month
	Dance Factory		
	Dance Factory-Fall	$ 40.00	Resident per month
		$ 45.00	Nonresident per month
	Dance Factory-Summer Session	$ 80.00	Resident per session
		$ 90.00	Nonresident per session
	Day Camp	$ 730.00	Resident yearly
		$ 780.00	Non-resident yearly
	Facility Rental	$ 35.00	Resident per hour
		$ 45.00	Nonresident per hour
		$ 90.00	Resident per After Hours
		$ 100.00	Nonresident per After Hours
	Golf Tournament	$ 80.00	Each player
	IDs	$ 10.00	Resident per year
		$ 30.00	Nonresident per year
		$ 5.00	Day Pass

City of Bartlett
Fees Schedule
Fiscal Year 2008-2009

Department	Type	Amount	Frequency/Notes/Description
	Martial Arts		
	Karate	$ 55.00	Resident per month
		$ 60.00	Nonresident per month
	Kendo	$ 15.00	Per month
	Preschool		
	Literature-4 & 5 yrs old	$ 35.00	Resident per session
		$ 40.00	Nonresident per session
	Preschool-2 yrs old	$ 80.00	Resident per month
		$ 85.00	Nonresident per month
	Preschool-3 & 4 yrs old	$ 70.00	Resident per month
		$ 75.00	Nonresident per month
	Preschool Funtime-2 & 3 yrs old	$ 35.00	Resident per month
		$ 40.00	Nonresident per month
	Preschool Funtime - 4-5 yrs old	$ 55.00	Resident per month
		$ 60.00	Nonresident per month
	Special Events		
	Garage Sale	$ 30.00	Each
	Halloween	$ 1.00	Per adult
	Holly Craft	$ 60.00	Each
	Pet Show	$ 10.00	Each pet
	Run	$ 15.00	Each
	Turkey Shoot	$ 1.00	Each
	Youth Classes		
	Acrobatics & Tumbling	$ 15.00	Per class
	ACT Prep	$ 180.00	Resident per session
		$ 185.00	Nonresident per session
	Babysitter Workshop	$ 40.00	Per session
	Beginner Guitar	$ 20.00	Per 1/2 hr session
	Cheerleading	$ 7.00	Per Week
	Chem Works	$ 120.00	Resident per session
		$ 125.00	Nonresident per session
	Children's Art Classes	$ 125.00	Resident per session
		$ 130.00	Nonresident per session
	College Funding & Planning	$ 35.00	Resident per session
		$ 40.00	Nonresident per session
	Driver Education	$ 365.00	Resident per session
		$ 370.00	Nonresident per session
	Mad Science	$ 110.00	Resident per session
		$ 115.00	Nonresident per session
	Piano	$ 20.00	Per 1/2 hr session
	Private and Group Lessons	$ 30.00	Per hour
		$ 15.00	Per 1/2 hour

City of Bartlett
Fees Schedule
Fiscal Year 2008-2009

Department	Type	Amount	Frequency/Notes/Description
	Secret Agent Lab	$ 120.00	Resident per session
		$ 125.00	Nonresident per session
	Tutoring/Elementary	$ 15.00	Per 1 hr session
	Tutoring/Middle School	$ 20.00	Per 1 hr session
	Tutoring/High School	$ 25.00	Per 1 hr session
	Youth Tennis Clinic	$ 120.00	Resident per session
		$ 125.00	Nonresident per session
Senior Center	Ballroom Dance	$3.00	Per class
	Ceramics	$10.00	Per month
	Computer Classes	$50.00	Per session
	Duplicate Bridge	$0.50	Per session
	Exercise	$2.00	Per class
	Friday Night Dance	$5.00	Members
		$6.00	Non-Members
	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.
	Kitchen	$70.00	Flat Fee per Rental
		$75.00	Non-Resident Flat Fee Per Rental
	For Profit Rentals	$5.00	Per Hour Added to Standard Rental Fee
	Line Dance Class	$3.00	Per class
	Manicures	$12.00	Per appointment
	Memberships	$10.00	Per year
	Pedicures	$18.00	Per appointment
	Spanish Lessons	$20.00	Per 8 week Session
	Tai Chi	$2.00	Per class
	Yoga	$2.00	Per class
Recreation Center			
	Corporate Family	$ 605.00	Yearly
	Corporate Senior Family	$ 508.00	Yearly
	Corporate Senior Single	$ 335.00	Yearly
	Corporate Single	$ 400.00	Yearly
	Employee Family	$ 384.00	Yearly
	Employee Senior Family	$ 276.00	Yearly
	Employee Senior Single	$ 192.00	Yearly
	Employee Single	$ 252.00	Yearly
	Non-Resident College Membership	$ 161.00	Yearly
	Non-Resident Day Pass Daily	$ 15.00	Daily

City of Bartlett
Fees Schedule
Fiscal Year 2008-2009

Department	Type	Amount	Frequency/Notes/Description
	Non-Resident Day Pass Weekly	$ 35.00	Weekly
	Non-Resident Family	$ 734.00	Yearly
	Non-Resident Senior Family	$ 659.00	Yearly
	Non-Resident Senior Single	$ 432.00	Yearly
	Non-Resident Single	$ 486.00	Yearly
	Resident College Membership	$ 143.75	Yearly
	Resident Day Pass Daily	$ 10.00	Daily
	Resident Day Pass Weekly	$ 23.00	Weekly
	Resident Family	$ 486.00	Yearly
	Resident Senior Family	$ 356.00	Yearly
	Resident Senior Single	$ 238.00	Yearly
	Resident Single	$ 313.00	Yearly
	Aquatics		
	1 student 1 lession per mem	$ 20.00	
	1 student 1 lession per non-mem	$ 35.00	
	1 student 4 lessions per mem	$ 70.00	
	1 student 4 lessions per non-mem	$ 85.00	
	Adult swim lesson mem	$ 60.00	
	Adult swim lesson non-mem	$ 75.00	
	Lifeguard Instructor mem	$ 180.00	
	Lifeguard Instructor non- mem	$ 195.00	
	Lifeguard recert mem fee	$ 50.00	
	Lifeguard recert non-mem fee	$ 65.00	
	Lifeguard Staff Training	$ 65.00	
	Lifeguard training mem fee	$ 160.00	
	Lifeguard training non-mem fee	$ 175.00	
	Masters swim mem daily	free	
	Masters swim non-mem daily	$ 25.00	
	Recert fee	$ 7.00	
	Swim class member fee	$ 60.00	
	Swim class non-member fee	$ 75.00	
	Swim club registration	$ 10.00	
	WSI class mem	$ 170.00	
	WSI class non-mem	$ 185.00	
	WSI staff training	$ 70.00	
	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	

City of Bartlett
Fees Schedule
Fiscal Year 2008-2009

Department	Type	Amount	Frequency/Notes/Description
	Facility Rental		
	Basketball court rental	$ 40.00	
	Home School Swim	$ 3.00	
	HS Lap Lane Rental fee	$ 10.00	
	Lock-In Rental Balance	$ 700.00	
	Lock-In Rental Deposit	$ 100.00	
	Pantry room	$ 20.00	
	Party room mem	$ 52.50	
	Party room non-mem	$ 60.00	
	Racquetball court rental	$ 20.00	
	Scuba	$ 10.00	
	Volleyball court rental	$ 75.00	
	Yearly locker rental	$ 60.00	
	Fitness		
	1 Hr Personal Training Member	$ 50.00	
	1 Hr Personal Training Non-Member	$ 65.00	
	12 Hrs Personal Training Member	$ 513.00	
	12 Hrs Personal Training Non-Member	$ 684.00	
	2 Hr Update Personal Training	$ 75.00	
	20 Hrs Personal Training Member	$ 800.00	
	20 Hrs Personal Training Non-Member	$ 1,000.00	
	20/20/20 Senior Member	$ 130.00	
	20/20/20 Senior Non-Member	$ 170.00	
	3 Hr Personal Training Member	$ 100.00	
	3 Hr Personal Training Non-Member	$ 145.00	
	30 Hrs Personal Training Member	$ 1,050.00	
	30 Hrs Personal Training Non-Member	$ 1,350.00	
	6 Hrs Personal Training Member	$ 270.00	
	6 Hrs Personal Training Non-Member	$ 360.00	
	Eager To Exercise Mem	$ 30.00	
	Eager To Exercise Non-Mem	$ 40.00	
	Fast Track	$ 225.00	
	Fitness Assessment	$ 25.00	
	Indoor Triathlon	$ 20.00	
	Just For Teens Member	$ 65.00	
	Just For Teens Non-Member	$ 85.00	
	Just For Women Member	$ 130.00	
	Just For women Non-Member	$ 170.00	
	Team Training 1 Mem & 1 Non- Mem 1session	$ 65.00	
	Team Training 1 Mem & 1 Non-Mem 8 sessions	$ 440.00	
	Team Training 1 Mem & 1 Non-Mem 12 sessions	$ 540.00	
	Team Training 2 Members 1 session	$ 60.00	
	Team Training 2 Members 8 sessions	$ 400.00	

City of Bartlett
Fees Schedule
Fiscal Year 2008-2009

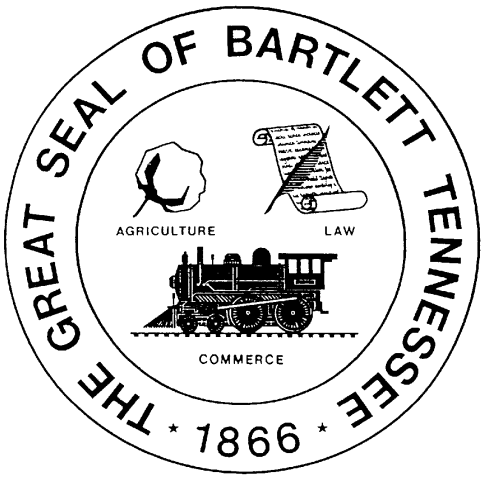
Department	Type	Amount	Frequency/Notes/Description
	Team Training 2 Members 12 sessions	$ 480.00	
	Team Training 2 Non-Mem 1 session	$ 70.00	
	Team Training 2 Non-mem 8 sessions	$ 480.00	
	Team Training 2 Non-mem 12 sessions	$ 600.00	
	Martial Arts Contract Monthly	$ 450.00	
	Other Recreation Center		
	Basketball league registration	$ 40.00	
	Camp 2 wk mem	$ 250.00	
	Camp 2 wk mem 1st sibling	$ 235.00	
	Camp 2 wk mem 2nd sibling	$ 225.00	
	Camp 2 wk non-mem	$ 300.00	
	Camp 2 wk non-mem 1st sibling	$ 285.00	
	Camp 2 wk non-mem 2nd sibling	$ 275.00	
	Camp 4 wk mem	$ 500.00	
	Camp 4 wk mem 1st sibling	$ 470.00	
	Camp 4 wk mem 2nd sibling	$ 450.00	
	Camp 4 wk non-mem	$ 600.00	
	Camp 4 wk non-mem 1st sibling	$ 570.00	
	Camp 4 wk non-mem 2nd sibling	$ 550.00	
	Camp 6 wk mem	$ 750.00	
	Camp 6 wk mem 1st sibling	$ 705.00	
	Camp 6 wk mem 2nd sibling	$ 675.00	
	Camp 6 wk non-mem	$ 900.00	
	Camp 6 wk non-mem 1st sibling	$ 855.00	
	Camp 6 wk non-mem 2nd sibling	$ 825.00	
	Camp 8 wk mem	$ 1,000.00	
	Camp 8 wk mem 1st sibling	$ 940.00	
	Camp 8 wk mem 2nd sibling	$ 900.00	
	Camp 8 wk non-mem	$ 1,200.00	
	Camp 8 wk non-mem 1st sibling	$ 1,140.00	
	Camp 8 wk non-mem 2nd sibling	$ 1,100.00	
	Camp care before & after	$ 25.00	
	Camp care before or after	$ 15.00	
	Health Non-Profit Booth	$ 25.00	
	Health Profit Booth	$ 35.00	
	Junior Youth members	$ 20.00	
	JYM special	$ 50.00	
	Kids Night Out mem	$ 10.00	
	Kids Night Out Non-Mem	$ 15.00	
	Lock-in Member	$ 20.00	
	Lock-in member additional child	$ 15.00	
	Lock-in non member	$ 25.00	
	Lock-in non member additional child	$ 20.00	

City of Bartlett
Fees Schedule
Fiscal Year 2008-2009

Department	Type	Amount	Frequency/Notes/Description
	Racquetball league mem	$ 20.00	
	Racquetball league non-mem	$ 25.00	
	Racquetball slam add level	$ 10.00	
	Racquetball slam mem	$ 20.00	
	Softball registration	$ 45.00	
	Tanning 1 session	$ 5.00	
	Tanning punch card 10 sessions	$ 30.00	
	Tanning unlimited tanning 1 mo.	$ 30.00	
	Triathlon individual	$ 20.00	
	Triathlon insurance individual	$ 5.00	
	Triathlon insurance relay	$ 15.00	
	Triathlon late fee individual	$ 40.00	
	Triathlon late fee relay	$ 120.00	
	Triathlon relay	$ 60.00	
	Trunk N Treat	$ 25.00	
	Swim Competition		
	Black 2nd swimmer mem	$ 35.00	
	Black 2nd swimmer non-mem	$ 50.00	
	Black team mem	$ 45.00	
	Black team non-mem	$ 60.00	
	Late fee	$ 10.00	
	Red 2nd swimmer mem	$ 45.00	
	Red 2nd swimmer non-mem	$ 60.00	
	Red team mem	$ 55.00	
	Red team non-mem	$ 70.00	
	Senior 2nd swimmer mem	$ 55.00	
	Senior 2nd swimmer non-mem	$ 70.00	
	Senior member	$ 65.00	
	Senior non-mem	$ 80.00	
	USS transfer fee	$ 1.00	
	White 2nd swimmer mem	$ 25.00	
	White 2nd swimmer non-mem	$ 40.00	
	White team mem	$ 35.00	
	White team mem	$ 35.00	
	White team non-mem	$ 50.00	
	Yearly registration fee	$ 55.00	
	Yearly US reg fee	$ 50.00	
	Senior non-mem	$ 80.00	
	USS transfer fee	$ 1.00	
Performing Arts	Box Office		
	Credit card processing - per subscription	$ 2.00	
	Credit card processing - per ticket	$ 1.00	
	Tickets - "Pick 10" (season)	$ 150.00	

City of Bartlett
Fees Schedule
Fiscal Year 2008-2009

Department	Type	Amount	Frequency/Notes/Description
	Tickets - All - Legend Series	$ 35.00	
	Tickets - Client - design/print only	$ 40.00	
	Tickets - Client - design/print/pre-sell	$ 90.00	
	Tickets - Client - pre-sell only	$ 50.00	
	Tickets - Public - DinnerStages	$ 30.00	$30 includes dinner & show
	Tickets - Public - Family Series	$ 7.50	
	Tickets - Public - Showcase Series	$ 20.00	
	Tickets - Subscriber - DinnerStages	$ 15.00	
	Tickets - Subscriber - Family Series	$ 7.50	
	Tickets - Subscriber - Showcase Series	$ 15.00	
	Classes & Instruction		
	Summer camp - per participant	$ 100.00	
	Summer camp non-refundable deposit	$ 25.00	
	Concessions		
	BPACC events - per item	$ 1.00	
	Client coffee refills - each	$ 5.00	
	Client coffee station - per event	$ 20.00	
	Client concessions - per event	$ 25.00	
	Client merchandise - per event	$ 30.00	
	DinnerStage meal - per person	$ 10.00	
	Equipment Rental		
	Audio recording - per event	$ 50.00	
	Banquet table w/cloth & skirt - per event	$ 20.00	
	Banquet table with cloth only - per event	$ 15.00	
	Corded microphones > 10 - per event	$ 18.00	
	Facility piano & bench - per event	$ 50.00	
	Facility piano tuning - per event	$ 100.00	
	Follow spot light - per event	$ 5.00	
	Lecturn only - per event	$ 5.00	
	Lecturn with microphone - per event	$ 10.00	
	Removal of seats - per row/event	$ 50.00	
	Stage lighting/design (color) - per hour	$ 10.00	
	Stage risers - per event	$ 75.00	
	Stage screen only - per event	$ 15.00	
	Video recording and sale - per event	$ 50.00	
	Video/data projector/screen - per event	$ 250.00	
	Wireless microphones - per event	$ 50.00	
	Performance Rental Space		
	Auditorium (per hr, 4-hour minimum)	$ 75.00	$85 includes house mananger
	Green Room (per hr, 4-hour minimum)	$ 30.00	
	Studio (per hr, 4-hour minimum)	$ 45.00	
	Sponsorship		
	Per agreement - minimum	$ 1,000.00	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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.

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

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

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

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

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

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

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

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

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

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

GLOSSARY OF TERMS

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

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

Cost Center - A sub-unit of a department.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

GLOSSARY OF TERMS

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.

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

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

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

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

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

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

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

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

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

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

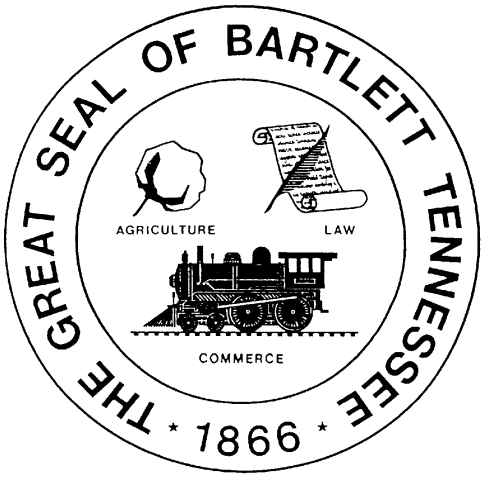
Retained Earnings - The accumulated earnings of a Utility or Internal Service fund that have been retained in the fund and that are not reserved for any specific purpose.

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

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

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

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