

# CITY OF BARTLETT TENNESSEE

**A Great Place to Live, Work, Play, Raise a Family, and Retire!**



**David Parsons, Mayor**  
**FISCAL 2026 ADOPTED BUDGET**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Bartlett  
Tennessee**

For the Fiscal Year Beginning

**July 01, 2024**

*Christopher P. Morill*

Executive Director



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# City of Bartlett

## Bartlett Vision 2030

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**A great place to live, work, play, raise a family, and retire!**

BARTLETT CITY HALL

6400



**Bartlett**  
T E N N E S S E E

HOMETOWN PROUD

**David Parsons, Mayor**



# A MESSAGE FROM THE MAYOR

The City of Bartlett's Strategic Plan identifies the most significant measures to achieve the Vision, Mission, Values and Goals established from community surveys and recommendations from all City Directors and our elected officials.

To set the standard for public service in Tennessee, the City of Bartlett compiled this information to create the Bartlett Vision 2030 Plan. These goals established the performance targets for the City to reach these objectives and continually deliver exceptional service to our community.

You can help by reviewing the document and contributing to the successful actions that are necessary to achieve the desired results. We will track our progress in a transparent and accountable way on the Goal-Measures Dashboard located on the City's website. I want to thank our employees, the University of Memphis, and our city officials for aiding in the development of this plan and their efforts to accomplish it for our residents and visitors.



Sincerely,

David Parsons  
Mayor



**VISION | MISSION | VALUES | GOALS**



## **Vision Statement**

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

## **Mission Statement**

Our mission is to continuously improve the services, amenities, and opportunities we provide citizens to enhance the quality of life in our hometown today, making tomorrow better and the future brighter.

## **Core Values**

**Inspire** our employees to create a community that everyone wants to call home.

**Implement** action to improve the quality of life for our citizens, employees, and visitors.

**Innovate** to build a foundation to make the future brighter for this generation and the next.

## **Action Goals**

**Economic Vitality** - Advance the financial well-being of the community

**Growth & Infrastructure** - Preserve a reliable foundation to promote economic growth and development

**Vibrant Workforce** - Attract, retain, and develop employees for continued success

**Community Engagement** - Deliver community experiences to bring our citizens together

**Health & Public Safety** - Provide a safe and healthy environment for our citizens to enjoy all Bartlett offers

# PERFORMANCE EVALUATION METHODOLOGY

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To set the standard for public service in Tennessee, the City of Bartlett must first know where we are, where we plan to go, how we are going to arrive there, and when we reach our destination. The performance guidance within this document is intended to provide the essential information necessary to evaluate performance and guide achievement. For each goal measure, a status summarizes the comparison of recent performance against the target objective and is utilized to determine if the City of Bartlett is moving in the right direction.

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## STATUS DEFINITIONS

### ON TARGET

status indicator means the performance result is on target.

### CLOSE TO TARGET

status indicator means the performance result is close to the target.

### TARGET PENDING

status indicator means the performance result is pending, and the objective has not begun.

### BELOW TARGET

status indicator means the performance result is below its target and needs improvement.

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|                 |              |           |
|-----------------|--------------|-----------|
| Close to Target | Below Target | On Target |
| ON              | ON           | ON        |

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# ECONOMIC VITALITY



NG

# ECONOMIC VITALITY



## GOVERNMENT DEBT

**GOAL:** Maintain financial stability by having a low government debt-to-assessed value ratio.

**DEFINITION:** Debt to assessed valuation is a financial ratio that measures a government entity's debt level in relation to its property value. Along with other key fiscal metrics, debt to assessed values can provide a useful indication of a government's debt burden and highlight its current fiscal condition.

**ANALYSIS:** The government debt to assessed values ratios varies by state and municipality. The University of Tennessee Institute for Public Service suggests that the overall net debt should not exceed 10 percent of the assessed value. Consequently, the less debt as a percentage of municipal debt to assessed values, the better positioned a community is to repay its debts. The City of Bartlett desires to remain below the recommended amount and exceed that mark by remaining under 6%. The City was below that mark in 2022 and 2023. In addition, the City did not issue any debt in FY24 or FY25, and as additional debt fell off, this ratio dropped to 5.10% by year-end.

**Status:**

On Target

# ECONOMIC VITALITY



## BALANCED BUDGET

**GOAL:** Maintain a balanced budget annually.

**DEFINITION:** This metric covers differences between anticipated (budgeted) and actual revenue. This evaluation ensures that the City has forecasted expenses and revenue accordingly and can provide residents with the services they expect while remaining financially healthy throughout the year.

**ANALYSIS:** The City of Bartlett had a 1.83% surplus in Fiscal Year 2024. Therefore, the City was able to produce a balanced budget in Fiscal Year 2024 and allocated a small portion of the City's existing fund balance for large-scale projects to avoid issuing debt in Fiscal Year 2025.

**Status:**

On Target

# ECONOMIC VITALITY



## ELASTIC REVENUE

**GOAL:** Exceed elastic tax revenue benchmark of 45% annually.

**DEFINITION:** Sales tax is an excellent example of elastic tax revenue. This form of revenue can fluctuate drastically based on market patterns. Those instabilities can significantly impact budget forecasts in declining markets and enhance financial stability during thriving economic times. The City of Bartlett strives to remain financially stable. Therefore, monitoring this economic pattern and seeking to expand quality retail offerings in the community is vitally important to the City's financial future.

**ANALYSIS:** As described, sales tax revenue is elastic and fluctuates based on economic changes. Over the last several years, this revenue has been around 45% at year-end. In Fiscal Year 2023, over 44.55% of total revenue was accounted for as elastic tax revenue, a moderate decrease compared to Fiscal Year 2022. Sales tax revenue is approximately 3.5 percent above last year's totals. However, the fiscal year 2024 elastic tax revenue is 44.21%. As the City of Bartlett seeks to attract new businesses, this revenue source is anticipated to grow in the near future.

**Status**

**Close to Target**

# ECONOMIC VITALITY



## MEDIAN HOME PRICE

**GOAL:** Monitor median home price annually.

**DEFINITION:** This measure is intended to track residential home prices in the City of Bartlett. The median home price provides the City with a metric to ensure homes in Bartlett are holding their value or rising and that the housing supply continually meets consumer demand.

**ANALYSIS:** In December 2024, Bartlett home prices were up just over 9% compared to last year, selling for a median price of \$351K. On average, homes in Bartlett sell after 72 days on the market compared to 64 days last year. There were 70 homes sold in December of this year, up from 49 last year.

**Status:**

On Target



## ECONOMIC VITALITY

### Key Results and Definition

Actual

Target

Results

Status Indicators for Most Recently Reported Results: ■ On Target | ■ Caution | ■ Below Plan | ■ No Information

**Monitor and evaluate median home prices to ensure home values remain consistent with the community's needs**

#### Median Home Price

Monitor median home price annually

|           |           |      |
|-----------|-----------|------|
| \$351,000 | \$350,000 | 2024 |
|-----------|-----------|------|

**Implement proactive measures to spur retail growth and expand elastic tax revenue**

#### % of elastic tax revenue

Exceed elastic tax revenue benchmark of 45% annually

|        |        |      |
|--------|--------|------|
| 44.27% | 45.00% | FY24 |
|--------|--------|------|

**Develop strategies to remain financially stable by maintaining a low debt to assessed values**

#### Government debt to assessed values

Maintain financial stability by having a low government debt-to-assessed value ratio.

|       |       |      |
|-------|-------|------|
| 5.10% | 6.00% | 2024 |
|-------|-------|------|

**Continually maintain a balanced budget**

#### Produce a Balanced Budget

Maintain a balanced budget annually

|               |                 |      |
|---------------|-----------------|------|
| 1.83% Surplus | Balanced Budget | FY24 |
|---------------|-----------------|------|

# GROWTH & INFRASTRUCTURE



# GROWTH & INFRASTRUCTURE



## COMMUNITY IMPROVEMENT PLAN

**GOAL:** Strengthen the overall appearance of residential, commercial, and industrial properties.

**DEFINITION:** The Community Improvement Program is a holistic effort to improve the appearance of residential, commercial, and industrial properties. The initiative will begin with a centralized focus on commercial businesses. The City will be divided into compliance zones, identified by commercial density, the volume of previous code violations, and the division of major thoroughfares. Each zone will be assigned a specific compliance liaison. This liaison is meant to serve as a resource for the respective businesses to provide direction on code compliance matters and a steering reference toward available incentives and other opportunities to overcome obstacles or improve the facade. This endeavor will be evaluated by the percentage of businesses visited per quarter and the percentage of businesses brought into compliance through this effort.

**ANALYSIS:** The Code Enforcement Department has conducted over 4,000 visits to businesses in the City of Bartlett since the initiation of the Community Improvement Program (CIP). During this period, several businesses were cited for violations, but all have since been brought into compliance. The Code Department will continue to carry out regular business visits with the goal of evaluating 175 businesses each month. To date, the CIP has significantly improved code compliance by fostering a culture of understanding and responsibility, promoting proactive measures, and providing resources to help business owners achieve compliance.

**Status:**

On Target

# GROWTH & INFRASTRUCTURE



## DIGITIZE CITY COURT CLERK CASES

**GOAL:** Digitize all qualifying court cases by 2028.

**DEFINITION:** Court digitization provides the practical benefit of improved data management, accessibility, visibility, and control. This process is critical to improving efficiency within the Bartlett City Court system.

**ANALYSIS:** The City of Bartlett has court cases dating back to 1978, and the digitization of these files and future cases is required to better prepare the Court Clerk's Office for the justice system's ever-increasing demands. To digitize these records most efficiently, the Court Clerk's Office consulted with Avenu Insights and, utilizing the recommendations of the Municipal Technical Advisory Service (MTAS), developed an internal digitization process. The Court Clerks' Office is now digitizing all new cases and intends to electronically scan those cases originating in 2022 and 2023 by year's end. The Court Clerk's Office will continue working in this manner to digitize all eligible cases by 2028.

**Status:**

**Below Target**

# GROWTH & INFRASTRUCTURE



## ANNUAL PAVING PROGRESS

**GOAL:** Execute a data-driven paving plan to improve roadway conditions across the City.

**DEFINITION:** The City of Bartlett is responsible for the maintenance and repair of 302.5 centerline miles (700 lane miles) of roadways. Therefore, the City recently employed Pavement Management Group (PMG) to provide a data-driven pavement management solution to support this responsibility better. This innovative solution leverages high-definition video to deliver the insight and analytics necessary to construct an effective annual paving plan. This solution will allow the City of Bartlett to maximize its yearly paving budget, extend pavement service life, and optimize roadway network conditions.

**ANALYSIS:** The paving, milling, and chip and fog seal work has been awarded to Lehman-Roberts. The police station was the first part of this project to be paved in October of 2024 before the temperatures dropped. Additional paving, milling, and chip and fog seal work will continue in the spring of 2025 as temperatures rise. The HA5 and rejuvenator will be added following the state bid in the spring as well. Crack sealing for all these products was completed in the fall of 2025.

**Status:**

**Close to Target**

# GROWTH & INFRASTRUCTURE



## PUMP STATION REPLACEMENT

**GOAL:** Replace the identified Sewer Pump Stations by 2026.

**DEFINITION:** The City of Bartlett is responsible for maintaining 28 pump stations and 341 miles of sewer pipe within the City limits. This collection system transports sewer to treatment plants within the City as well as to the City of Memphis.

**ANALYSIS:** The City contracted with Allen & Hoshall Engineering to produce construction plans to replace the City's four largest sewer pump stations, which are approaching the end of life. The construction contract was awarded to Chris Hill Construction in January 2025. Work on this project will begin mid-April of 2025 with an expected completion date of July 2026.

**Status:**

**On Target**

# GROWTH & INFRASTRUCTURE



## MOSS VALLEY SEWER

**GOAL:** Complete construction of the Moss Valley Sewer line by 2025.

**DEFINITION:** The City of Bartlett, currently discharges a portion of the Fletcher Creek Sewer Basin to Memphis via the Moss Valley Sewer Line. As a part of the City of Memphis Sewer Study, it was discovered that the Moss Valley Sewer line is currently undersized. The City of Bartlett contracted with Barge Design Solutions to produce a set of Construction plans for the installation of a larger sewer replacement line. This upsized line installation will allow the City of Bartlett to spur development within this sewer sub-basin.

**ANALYSIS:** The City of Bartlett has assessed sewer flows, developed a construction plan, acquired the necessary easements, completed the formal bidding process, and awarded the project to Encor. Although the City has faced a few unexpected challenges in starting construction, plans are in place to begin in early spring, with the goal of completing the project by July 2025. This critical project will unlock over 38 acres of prime real estate adjacent to the Union Depot development.

**Status:** **Below Target**

# GROWTH & INFRASTRUCTURE



## FLETCHER CREEK SEWER BASIN

**GOAL:** Expand capacity in the Fletcher Creek Sewer Basin.

**DEFINITION:** The City of Bartlett currently discharges a portion of the Fletcher Creek Sewer Basin to Memphis via the Santa Valley Sewer Line. As a part of the City of Memphis Sewer Study, this area will require a six-million-gallon Sewer Equalization Tank. The City of Bartlett has contracted with Barge Design Solutions to conduct a Sewer Flow Monitoring Study. This Study will allow the City to size the required tank, phase the tank construction, and ultimately spur development within this sewer basin.

**ANALYSIS:** Barge Design Solutions has completed the flow monitoring and modeling for the MF18 Fletcher Creek Sewer Basin. They have determined that the equalization (EQ) tank should be sized at 1.5 million gallons (MG). These findings have been reported to the City of Memphis, which is currently reviewing the data. Before the design phase of the project can begin, the City of Memphis must agree with the proposed solution.

Additionally, the City of Bartlett has applied for federal funding through the FY25 Community Project Funding, supported by Congressman Kustoff, and is currently awaiting a decision. This funding would be directly applied to the design phase of the project, which is estimated to cost \$5 million and will take approximately one year to complete.

**Status:** Close to Target

# GROWTH & INFRASTRUCTURE



## TDOT PROJECTS

**GOAL:** Complete existing TDOT projects before the end of Fiscal Year 2026.

**DEFINITION:** The Tennessee Department of Transportation (TDOT) historically offers grant funding for municipalities for street paving, ADA improvements, road improvements, and walking trails. The City of Bartlett has approved funding for multiple projects to be completed in The Quali-fying Period (TIP) funding cycle, extending through 2026. These projects provide an 80% match to be paid by TDOT, with the City covering the re-maining 20%.

**ANALYSIS:** The following projects are currently approved for funding:

1. Fletcher Creek Walking Trail Phase 3
2. Fletcher Creek Walking Trail Phase 4
3. Repaving Brunswick Road, Elmore Park Road, and Elmore Road
4. Repaving of St. Elmo, Billy Maher, and Old Brownsville Road

The City has completed the design for Fletcher Creek Walking Trail Phase 3 and is currently awaiting approval from TDOT on the proposed bidding procedures. Once approved, the City plans to initiate the formal bidding process in late spring, aiming to start construction by mid-summer 2025.

The City is also currently in the design process for Fletcher Creek Walking Trail Phase 4.

**Status:** **Below Target**

# GROWTH & INFRASTRUCTURE



## EPA INVENTORY

**GOAL:** Complete the EPA's Lead and Copper inventory and compliance audit in FY25.

**DEFINITION:** The City of Bartlett currently maintains approximately 21,906 water taps. The Environmental Protection Agency (EPA) has decreed that each municipality do a full inventory of all municipal water taps in their system to determine if any are composed of lead. The City of Bartlett has contracted with Cannon & Cannon for oversight in website education development, inventory of water taps, and EPA compliance.

**ANALYSIS:** The City of Bartlett, in partnership with Cannon & Cannon, has audited and confirmed that 14,306 water taps are in compliance with the EPA's Lead and Copper Rule. The City expects to complete the remainder of the audit in the Fall of 2024.

**Status:**

**On Target**

# GROWTH & INFRASTRUCTURE



## WATER DISTRIBUTION UPGRADE

**GOAL:** Complete water distribution system upgrade by 2026.

**DEFINITION:** The City of Bartlett is responsible for maintaining the 3,703 fire hydrants, 7,776 valves, and 375 miles of water mains within the City limits. There is continual communication between Public Works, which maintains the system, and the Engineering Department, which designs the system. Currently, 3-5 miles of waterline within the City of Bartlett's water system need to be upgraded.

**ANALYSIS:** The City is currently developing a model to upgrade the identified water lines. The goal is to complete this model, prepare a formal bid, obtain proposals, and select a contractor by FY2026, with the aim of finishing construction by FY2027.

**Status:**

**Close to Target**

# GROWTH & INFRASTRUCTURE



## Develop Stand-alone Telecommunications Ordinance

### Definition:

The Engineering Department and the City Court Clerk will work together to create a stand-alone telecommunications ordinance. This ordinance will regulate access to public rights-of-way for telecommunications providers, ensuring public safety and welfare while maintaining reasonable oversight. The primary goals are to promote competition and ensure affordable communication access for City of Bartlett residents.

### Analysis:

The Engineering Department and City Court Clerk are reviewing local ordinances to ensure they align with current industry best practices. The goal is to complete the listed steps by the dates provided.

Ordinance Development - 5/1/25 (20%)

Ordinance Legal Review - 5/16/25 (40%)

Administrative Approval - 5/23/25 (60%)

Ordinance Submitted to BMA for Approval - 5/27/25, 6/10/25 & 6/24/25 (80%)

Adoption 7/1/25 (100%)

**Status:**

**Close to Target**

# GROWTH & INFRASTRUCTURE



## WATER & WASTEWATER PLAN

**GOAL:** Construct and complete a rehabilitation plan for all Water & Wastewater Treatment Plants by 2026.

**DEFINITION:** The City of Bartlett currently maintains four (4) Water Plants and two (2) Wastewater Plants. The City's Water Treatment Plants collect, treat, and distribute water supplies to residents, businesses, and industrial users. The City's Wastewater Treatment Plants incur the additional responsibility of removing contaminants and suspended solids from wastewater. These plants are aging, and persistent measures are needed to ensure they continue operating at an optimum level.

**ANALYSIS:** The City of Bartlett Water Treatment Facilities are performing admirably but are in dire need of upgrades because of old infrastructure. Old infrastructure includes valves, high service pumps, electrical motor control centers, filtration remediation, and various electrical controls.

Recently we received proposals from several consultants and awarded a A2H a contract for the complete design of upgrades for all four Water Treatment Plants.

Beginning in July of 2025 (FY2026) the City plans to start a four-year construction plan to modernize all four Water Treatment Plants. The City will start by completing over \$1M in upgrades to Water Treatment Plant (WTP) #1 and WTP#4.

**Status:**

**Close to Target**

# GROWTH & INFRASTRUCTURE



## CYBERSECURITY

**GOAL:** Improve our National Institute of Standards and Technology (NIST) adoption by 20%.

**DEFINITION:** Cybersecurity is a day-to-day concern for every business and government. These threats are incredibly diverse and constantly evolving. Therefore, the City of Bartlett wants to implement measures to improve its cybersecurity posture. The National Institute of Standards and Technology (NIST) framework has been widely used to reduce cybersecurity risks since its initial publication in 2014. It remains an effective supporting structure to address current and future cybersecurity challenges. The NIST framework will allow the City to measure stability using an established national benchmark, address current and anticipated future cybersecurity challenges, and align itself with leading practices.

**ANALYSIS:** The NIST framework evaluates an organization's cybersecurity and its ability to Identify, Protect, Detect, Respond, and Recover data. The City of Bartlett adopted the NIST framework after an independent audit of its cybersecurity in 2023. Improvements in 2024 include a grant equivalent to \$10k used to implement CrowdStrike as our main MDR (Managed Detection and Response). At current, the estimated adoption rate is approximately 75%. The City will seek to implement the suggested measures to reach an adoption rate of 90% by 2027. The City will conduct an independent audit in 2025 to evaluate improvement.

**Status:**

**Close to Target**

# GROWTH & INFRASTRUCTURE



## UPDATE LAND USE PLAN

**GOAL:** Complete a comprehensive update of the existing Land Use Plan to guide the future actions of the City of Bartlett by the end of 2024.

**DEFINITION:** The land-use plan represents a vision for the future, with long-term goals and objectives for development activities that will affect the City of Bartlett. The comprehensive strategy provides continuity across time, balances competing demands, creates development patterns, protects valued resources, guides the community's appearance, promotes economic development, justifies decisions, and expresses a collective image for the future. These long-term plans can include but are not limited to public and private land development proposals, the expenditure of public funds, the availability of tax incentives, cooperative efforts, and pressing issues, such as the rehabilitation of older commercial properties or neighborhoods.

### **ANALYSIS:**

The land-use plan is designed to guide the development and management of land resources by identifying current and future land use patterns, assessing their suitability for different purposes, and recommending policies that align with community goals. This process involves extensive research, which took most of 2024.

Currently, the City of Bartlett Planning Department is collaborating with the University of Memphis to develop and distribute a land-use survey to the public. This phase of the initiative is expected to be completed by May 2025. Afterward, the Planning Department will host a joint work session with the Planning Commission (PC) and the Board of Mayor and Aldermen (BMA) to gather their feedback on the proposal. Following this input, a final draft will be compiled for presentation to the PC and, upon approval, to the BMA. The goal is to have the plan adopted by the end of 2026.

**Status:**

**Close to Target**

# GROWTH & INFRASTRUCTURE



## REVISE SUBDIVISION ORDINANCE

**GOAL:** Revise the Subdivision Ordinance to help streamline development.

**DEFINITION:** The Subdivision Ordinance provides regulations that guide the legal subdivision of land according to the State of Tennessee. The ordinance further describes application procedures, infrastructure requirements, vested rights and ensures an orderly design or pattern of land division to align with the bulk regulations of the zoning ordinance. As subdivision laws change, the City of Bartlett must update corresponding ordinances to reflect those changes. In addition, the City can aid in the development process by embedding certain administrative approvals for minor subdivisions to facilitate growth.

**ANALYSIS:** In the first quarter of 2024, the Planning Department will evaluate recent law changes to subdivision requirements and begin drafting the necessary adjustments to accommodate those changes. The department will also review internally to expedite minor subdivision approvals.

**Status:** Close to Target

# GROWTH & INFRASTRUCTURE



## Develop Bartlett Innovation Park

### Definition:

On February 13th, 2024, the City of Bartlett annexed approximately 350 acres with the consent of the property owner. The site is adjacent to the recently widened U.S. Highway 14 and includes over 200 acres of buildable "green" field property. This property presents an opportunity for the City to replicate the success it has experienced with the current Industrial Park, which generates a Gross Regional Product (GRP) of roughly \$8.3 billion.

However, this green field space will need all necessary infrastructure to be developed and will require several environmental studies. Therefore, the City will work to secure grant funding, primarily through the Tennessee Department of Economic and Community Development and TVA Invest Prep, to begin laying the foundation for our future.

In the interim, the City of Bartlett will actively market the property with the assistance of the Bartlett Area Chamber of Commerce, the Memphis Area Chamber of Commerce, Jones Aur Realty, and Cushman & Wakefield, which represents one of the property owners.

### Analysis:

Since acquiring the property and finalizing the option, the City of Bartlett has submitted the site for consideration in thirteen separate projects through the Tennessee Economic and Community Development (ECD), the Tennessee Valley Authority (TVA), and various third-party site selectors. Additionally, the City has completed Step 1 of the Select Tennessee Certified Site Program with the State of Tennessee. With this approval, the City will now pursue the Select Tennessee Site Development grant to help fund due diligence. The City has also submitted a Letter of Intent for TVA Invest Prep funding.

On February 6, 2025, the City of Bartlett's Industrial Development Board approved a Phase 1 environmental study for the property, with results expected to be returned on March 14, 2025. This initial study will enhance future project responses and support the referenced grant pursuits. The TVA Invest Prep grant application was submitted on February 27, 2025 and the Select Tennessee Site Development grant application will be submitted on March 27, 2025.

**Status:**

**Close to Target**

# GROWTH & INFRASTRUCTURE



## INCREASE RECYCLING

**GOAL:** Recycle 35% or more of Municipal Solid Waste (MSW) each fiscal year.

**DEFINITION:** The 2015 - 2025 Solid Waste and Materials Management Plan for the State of Tennessee was created to serve as a framework to direct solid waste and material management programs and policies across the state. Those guidelines also established a recycling goal of 30% by 2025. The City of Bartlett recognizes the importance of recycling to preserve the environment, reduce air pollution, conserve natural resources, and save landfill space. Therefore, the City seeks to implement proactive measures to increase recycling efforts and exceed the state's goal by recycling 35% of Municipal Solid Waste annually.

**ANALYSIS:** The State of Tennessee's recycling goal is currently 30% by 2025. The City of Bartlett seeks to surpass that objective and has set a benchmark of 35% annually. The totals in FY22 and FY23 exceeded that mark, partially due to severe storms that produced significant debris. Currently, the City is sitting around 37% for 2025. The City's previous recycling efforts are as follows:

|                          |     |
|--------------------------|-----|
| 2017-TOTAL RECYCLED TONS | 40% |
| 2018-TOTAL RECYCLED TONS | 37% |
| 2019-TOTAL RECYCLED TONS | 33% |
| 2020-TOTAL RECYCLED TONS | 34% |
| 2021-TOTAL RECYCLED TONS | 32% |
| 2022-TOTAL RECYCLED TONS | 47% |
| 2023-TOTAL RECYCLED TONS | 61% |
| 2024-TOTAL RECYCLED TONS | 19% |

**Status:**

**Below Target**

# GROWTH & INFRASTRUCTURE



## REDUCE CITY BUILDING ENERGY USE

**GOAL:** Install measures to reduce energy consumption by 25% all in City-owned buildings by 2026.

**DEFINITION:** The City of Bartlett seeks to install energy-efficient programs and policies to minimize energy usage in all facilities. Energy-efficient buildings cost less to heat, cool, and operate. Moreover, these efforts can greatly benefit the environment, enhance resilience and reliability, and reduce utility costs.

**ANALYSIS:** The City of Bartlett is actively working to reduce energy costs by evaluating its facilities and implementing various efficiency measures, including the conversion of lighting in city buildings to LED fixtures. Currently, about 60% of the existing light fixtures have been replaced, and this initiative is expected to decrease energy consumption by 15 to 20%. As of now, 16 out of the city's 18 buildings have undergone this conversion.

By the end of 2024, the overall energy reduction from this initiative reached 14%. The city plans to complete the conversion of the remaining buildings by July 1, 2025, further enhancing energy efficiency across its facilities.

**Status:**

**Below Target**

# GROWTH & INFRASTRUCTURE



## REPLACE UNDERGROUND TANKS

**GOAL:** Replace all underground storage tanks operated by the City of Bartlett by 2027.

**DEFINITION:** The City of Bartlett is responsible for maintaining a fleet of government vehicles to provide police, fire, utility, and maintenance services. To reduce the cost necessary to fuel these vehicles, the City operates its own fuel tanks. These underground fiberglass storage tanks power the fleet daily and are continually monitored by TDEC to ensure they safely store standard petroleum fluids, biofuels, biodiesels, and ethanol.

**ANALYSIS:** The underground fiberglass tanks are all nearing the end of their life expectancy. The City of Bartlett is currently evaluating the tanks to begin the permanent closure and replacement cycle and will seek to replace two per year. Public Works has obtained approval from TDEC to permanently close these tanks and has begun the removal process in a staggered manner with the guidance of a third-party engineering firm to ensure compliance with all applicable federal, state, and local requirements.

The two underground fuel tanks at Public Works have been removed and backfilled. The new tanks are in place. All wiring and plumbing are in the process of being completed. These should be completed by the spring of 2025.

The project is expected to be complete by 2027.

**Status:**

**Below Target**



# GROWTH & INFRASTRUCTURE

## Key Results and Definition

Actual

Target

Results

Status Indicators for Most Recently Reported Results: ■ On Target | ■ Caution | ■ Below Plan | ■ No Information

### Community Improvement Program Inspections

#### % of commercial businesses visited with CIP inspections

Strengthen the overall appearance of residential, commercial, and industrial properties.

|          |          |      |
|----------|----------|------|
| 2,433.00 | 1,800.00 | 2024 |
|----------|----------|------|

### Increase efficiency and accessibility by digitizing all court records.

#### % of files digitized

Digitize all qualifying court cases by 2028.

|        |        |      |
|--------|--------|------|
| 10.00% | 20.00% | 2024 |
|--------|--------|------|

### Deliver a standardized, objective, and cost-effective paving plan for the City of Bartlett.

#### % of plan completed semi annually

Execute a data-driven paving plan to improve roadway conditions across the City.

|        |        |       |
|--------|--------|-------|
| 40.00% | 40.00% | Q4-24 |
|--------|--------|-------|

### Rehabilitate the existing sewer collection system.

#### % of Project Complete

Improve the quality of existing retail spaces along the Stage Road corridor.

|        |        |      |
|--------|--------|------|
| 40.00% | 25.00% | 2024 |
|--------|--------|------|

## Upgrade the Moss Valley Sewer line.

### % project completed

Complete construction of the Moss Valley Sewer line by 2025

|        |        |       |
|--------|--------|-------|
| 60.00% | 75.00% | Q4-24 |
|--------|--------|-------|

## Develop a plan for continued growth in the Fletcher Creek Sewer Basin

### % of plan completed

Increase the number of construction projects, residential, commercial, and building permits issued.

|        |        |       |
|--------|--------|-------|
| 50.00% | 50.00% | Q4-24 |
|--------|--------|-------|

## Develop a plan to fully utilize TDOT funding for paving of streets and additional pedestrian walking trails.

### % of project phases completed

Complete existing TDOT projects before the end of Fiscal Year 2026

|        |        |      |
|--------|--------|------|
| 25.00% | 50.00% | 2024 |
|--------|--------|------|

## Upgrade the identified waterlines to effectively maintain the city's water distribution system.

### # of water lines replaced

Complete water distribution system upgrade by 2026

|        |        |      |
|--------|--------|------|
| 10.00% | 10.00% | FY24 |
|--------|--------|------|

## Develop a standalone Telecommunications Ordinance

### % of steps completed for ordinance adoption

Enact a standalone Telecommunication Ordinance by July 1, 2025.

|        |        |        |
|--------|--------|--------|
| 10.00% | 10.00% | Feb-25 |
|--------|--------|--------|

## Implement the rehabilitation and maintenance plan for the City's Water and Wastewater plants

### % of plant evaluation and rehabilitation plan completed

Construct and complete a rehabilitation plan for all Water & Wastewater Treatment Plants by 2027.

|        |        |      |
|--------|--------|------|
| 25.00% | 25.00% | 2024 |
|--------|--------|------|

## Provide a secure environment to store and transmit sensitive City data.

### Improve our NIST adoption by 20%

Improve our National Institute of Standards and Technology (NIST) adoption by 20%

|        |        |      |
|--------|--------|------|
| 75.00% | 90.00% | 2024 |
|--------|--------|------|

## Update the existing Master Plan/Land Use/Comprehensive Plan

### % of Land Use Plan evaluation process completed

Complete a comprehensive update of the existing Land Use Plan to guide the future actions of the City of Bartlett by the end of 2025.

|        |        |       |
|--------|--------|-------|
| 50.00% | 50.00% | Q4-24 |
|--------|--------|-------|

## Develop Bartlett Innovation Park

### % of initiatives completed to develop Bartlett Innovation Park

Develop Bartlett Innovation Park

|        |        |       |
|--------|--------|-------|
| 50.00% | 50.00% | Q4-24 |
|--------|--------|-------|

## Exceed the State of Tennessee's recycling benchmark

### % of MSW recycled annually

Recycle 35% or more of Municipal Solid Waste (MSW) annually

|        |        |      |
|--------|--------|------|
| 19.00% | 35.00% | 2024 |
|--------|--------|------|

## Reduce energy consumption in City buildings

### % of energy savings annually

Install measures to reduce energy consumption by 25% in all City-owned buildings by the end of 2024.

|        |        |      |
|--------|--------|------|
| 14.00% | 25.00% | 2024 |
|--------|--------|------|

## Replace underground storage tanks @ 3 locations

### # of tanks replaced

Permanently Close and Replace all underground storage tanks operated by the City of Bartlett by 2027

|      |      |      |
|------|------|------|
| 0.00 | 2.00 | 2024 |
|------|------|------|

VIBRANT WORKFORCE

BARTLETT CITY HALL

6400

CITY OF BARTLETT  
HOURS  
Monday - Friday  
8:00 AM - 5:00 PM  
Except Holidays



# VIBRANT WORKFORCE



## EMPLOYEE TRAINING

**GOAL:** Construct an employee training program to boost engagement, expand knowledge, and foster innovation in the workplace.

**DEFINITION:** The City of Bartlett values every employee and is actively interested in their success. Research confirms that a quality employee training program will increase career longevity, reduce on-the-job injuries, and enhance community interaction. Consequently, the City of Bartlett is committed to producing a training and development program that will enrich employee engagement, increase job satisfaction and morale, and subsequently improve productivity.

**ANALYSIS:** The Human Resource Department has recently introduced a recurring leadership course in collaboration with our partners at the University of Tennessee Municipal Technical Advisory Service (MTAS). They are also working to expand the course content to address several key needs identified by different divisions. The curriculum is being shaped by the city's most recent employee survey results, and the department plans to implement these training courses at the beginning of FY26. In the meantime, each department is focused on increasing the training offered to their staff. The provided outline details the efforts of all departments, excluding the police and fire departments, which consistently exceed established training standards.

**Status:**

**On Target**

# VIBRANT WORKFORCE



## EMPLOYEE RETENTION

**GOAL:** Implement a talent acquisition plan to recruit, hire, and retain employees.

**DEFINITION:** Attracting, hiring, and retaining quality employees is vital to any organization. However, without a continued focus on those tenets, the pool of applicants may diminish, or service-minded people may pursue other career alternatives. Therefore, the City of Bartlett aspires to establish a continuous and evolving recruitment and retention effort for the next generation of employees.

**ANALYSIS:** According to recent research, approximately 76% of employees separate within the first year of employment. However, if employees can complete that initial year on the job, that retention rate rises to roughly 90%. The City of Bartlett has traditionally exceeded the industry standard for retention, and the current tenure for a full-time employee is approximately 10 years. Through 2024, 78.3% of full-time employees completed their initial year. These results are below the target goal of 90%, and continued efforts will be made to ensure related measures are continually implemented to maintain this standard.

**Status:**

**Below Target**

# VIBRANT WORKFORCE



## EMPLOYEE SURVEY

**GOAL:** Conduct an employee survey to measure engagement, satisfaction, and overall organizational performance.

**DEFINITION:** The City of Bartlett is committed to establishing an ideal environment for our employees to thrive. Employee surveys can play a critical role in obtaining employee input to gauge the City's success at maintaining a positive culture, retaining and maximizing talent to drive better results, and improving the citizen experience.

**ANALYSIS:** In collaboration with the University of Memphis, the City of Bartlett conducted an employee survey to gather feedback aimed at enhancing the work environment, identifying training needs, and strengthening relationships among employees. The University of Memphis completed the survey and compiled the findings into a final report, which was presented to the Board of Mayor and Aldermen, as well as all employees, during the third quarter of 2024.

The survey covered several categories: job engagement, perspective on benefits, job retention, and career aspirations, yielding significantly positive results and identifying areas for improvement.

Some of the most positive takeaways focused on job engagement, employee satisfaction with health benefits, the establishment of positive working relationships, and position alignment with career goals. However, the survey also identified areas where the City of Bartlett could improve as an employer. These areas included enhancing the current retirement plan, exploring additional leave options, advancing city-wide training programs, and increasing employee recognition efforts.

Overall, 81% of employees identified the City of Bartlett as a good place to work. This figure, along with the other specified areas for improvement, will be evaluated to gauge progress as the City seeks to achieve a 90% employee satisfaction score. Another employee survey will be conducted in 2026 to evaluate progress.

**Status:** Close to Target



## VIBRANT WORKFORCE

### Key Results and Definition

Actual

Target

Results

Status Indicators for Most Recently Reported Results: ■ On Target | ■ Caution | ■ Below Plan | ■ No Information

**Improve the skills and performance of employees through a City-wide training and development program.**

**Increase annual employee training by 10%**

Construct an employee training program to boost engagement, expand knowledge, and foster innovation in the workplace.

|       |       |      |
|-------|-------|------|
| 1,547 | 1,500 | 2024 |
|-------|-------|------|

**Recruit, hire, and retain the next generation of City employees**

**Retain 90% of 1st year full-time employees**

Implement a talent acquisition plan to recruit, hire, and retain employees

|        |        |      |
|--------|--------|------|
| 78.30% | 90.00% | 2024 |
|--------|--------|------|

**Satisfaction with the City of Bartlett as an employer**

**Satisfaction with City of Bartlett as an employer - Employee Survey Score**

Maintain an employee satisfaction rate above 90%

|        |        |      |
|--------|--------|------|
| 81.00% | 90.00% | 2024 |
|--------|--------|------|

# HEALTH & PUBLIC SAFETY



# HEALTH & PUBLIC SAFETY



## IMPROVE ISO RATING

**GOAL:** Obtain an Insurance Services Office (ISO) Class 1 rating by the end of 2026.

**DEFINITION:** An ISO fire rating is a score provided to fire departments and insurance companies by the Insurance Services Office (ISO). This rating follows detailed research and analysis over many months regarding the City of Bartlett's Fire Suppression Rating Schedule (FSRS), which measures the capabilities of a community to fight fires and can impact insurance premiums for every homeowner. Municipalities are given a numerical grading on a scale from 1 to 10, with 1 representing the best fire protection capability.

### **ANALYSIS:**

The City of Bartlett has been evaluated under this metric system since 1986. The provided ratings detail previous scores and display the progress that has been made:

- 1986 - ISO Class 3 (Score = 76.12)
- 2004 - ISO Class 3 (Score = 71.44)
- 2012 - ISO Class 4 (Score = 65.27)
- 2013 - ISO Class 3 (Score = 70.27)
- 2017 - ISO Class 3 (Score = 75.18)
- 2023 - ISO Class 2 (Score = 86.25)

The City of Bartlett is currently rated in ISO Class 2 and the department will implement proactive measures to increase its overall score from 86.25 to above 90 to obtain the ISO Class 1 rating by 2026.

**Status:** **Close to Target**

# HEALTH & PUBLIC SAFETY



## PARAMEDIC CERTIFICATIONS

**GOAL:** Increase education opportunities to encourage current and new firefighters to obtain their paramedic certifications with the aim of certifying 50% of the total workforce complement by 2026.

**DEFINITION:** Medical calls account for over 80% of fire service calls. The Bartlett Fire Department is focused on continually improving citizens' health outcomes; therefore, the City seeks to expand its complement of certified paramedics to strengthen the services it provides to the community and ensure the department continually exceeds citizens' needs.

**ANALYSIS:** The Bartlett Fire Department currently has 41 certified paramedics, which account for 39% of its staff. The department aspires to increase that percentage to 50% by 2025 and 75% by 2030. The Bartlett Fire Department had three (3) employees begin paramedic school in 2024. Additionally, one (1) has begun the EMT process and another firefighter has started the AEMT curriculum this semester.

**Status:**

**Close to Target**

# HEALTH & PUBLIC SAFETY



## EXPAND FIRE RESERVE PROGRAM

**GOAL:** Double the number of reserve Firefighters by the end of 2025 and triple the current compliment by the end of 2026.

**DEFINITION:** The Bartlett Fire Department Reserve Program provides volunteer firefighters an excellent opportunity to make a tangible contribution to their community. Reserve firefighters experience life in the fire service first-hand and are rewarded with a sense of accomplishment, achievement, and pride. Moreover, reserve firefighters interested in a career in the fire service are also provided with an incredible introduction to the firefighting community and the opportunity to gain invaluable on-the-job experience. A healthy reserve program also allows the Bartlett Fire Department to continually deliver the quality and timely services our community has grown to expect. Therefore, the department will significantly increase that complement in the coming years.

**ANALYSIS:** The Bartlett Fire Department began a restructuring effort of the reserve program in November of 2023 and currently has seven (14) members. The department added seven (7) members at the early part of 2024 and aims to increase that number to twenty-one (21) members by the end of 2025.

**Status:** **Close to Target**

# HEALTH & PUBLIC SAFETY



## SATISFACTION WITH FIRE SERVICES

**GOAL:** Maintain a citizen satisfaction rate above 90%.

**DEFINITION:** Based on the City's annual community survey, this metric monitors the percentage of respondents who indicated that they were satisfied or very satisfied with fire services.

**ANALYSIS:** The City of Bartlett recently obtained community in-put from a survey compiled by the University of Memphis. The City will administer this survey annually to evaluate the community's view of fire services. In 2023, fire services achieved a 98% satisfaction score and exceeded the department standard of 90%. The City will use these results to determine opportunities for improvement.

**Status:**

**On Target**

# HEALTH & PUBLIC SAFETY



## UPDATE PARKS MASTER PLAN

**GOAL:** Complete the Parks & Recreation Master Plan by May 1, 2024.

**DEFINITION:** The Parks & Recreation Comprehensive Master Plan was last updated in 2007. This strategic plan is supported by community feedback to ensure the City of Bartlett's parks, facilities, programs, and amenities align with the needs and wants of our residents. This living, breathing document will help establish the long-range vision for the department, prioritize budgeting of desired projects, reduce redundancy in programming, improve community engagement, and open doors to state and federal funding.

**ANALYSIS:** The Bartlett Parks and Recreation Department's Master Plan was adopted and approved by the Board of Mayor and Aldermen on May 14, 2024. This plan prioritizes future investment by addressing existing infrastructure, balanced with the addition of new amenities.

In an effort to enhance the first impression for visitors to our parks, the condition of the park benches, picnic tables, fencing, bench swings, and trash cans in our parks is the initial area being addressed in Fiscal Year 2025 (FY25), which encompasses July 1, 2024 - June 30, 2025. New wood will be installed on all existing picnic tables, park benches, and bench swings while all existing trash cans will be repainted and/or replaced. Additional seating and picnic tables will be procured and installed in 2025. Once complete, approximately 30% of the Parks Master Plan will have been achieved.

**Status:**

**Close to Target**

# HEALTH & PUBLIC SAFETY



## CAPRA ACCREDITATION

**GOAL:** Obtain CAPRA Accreditation by December 31, 2026.

**DEFINITION:** NRPA's Commission for Accreditation of Park and Recreation Agencies (CAPRA) delivers quality assurance and improvement to accredited park and recreation departments throughout the United States by helping them build a comprehensive management system of operational best practices. This system improves their infrastructures; increases efficiency in all activities; and demonstrates accountability within their communities. Implementation of this system strengthens teamwork among department staff, imbeds all aspects of CAPRA into their department's internal culture, and establishes a continuous improvement mindset for all department activities.

CAPRA is the only national accreditation of park and recreation departments and is a valuable measure of a department's overall quality of operation, management, and service to the community. Achieving CAPRA accreditation is the best way to demonstrate that your department and your staff provide your community with the highest level of service.

**ANALYSIS:** CAPRA represents the achievement of one of the highest distinctions available for a parks and recreation agency among its peers. Preparing for accreditation will require a coordinated effort across all levels of the department for 18-24 months of lead time to work through the detailed list of 154 standards that exist in order to meet the minimum of 142 standards for initial accreditation and then 148 standards upon re-accreditation. The Parks and Recreation Department began this pursuit in July 2024.

**Status:**

**Close to Target**

# HEALTH & PUBLIC SAFETY



## SATISFACTION WITH PARK SERVICES

**GOAL:** Maintain a citizen satisfaction rate above 90%.

**DEFINITION:** Percent of respondents indicating somewhat satisfied/very satisfied with parks and recreation services based on the City's annual community survey.

**ANALYSIS:** The City of Bartlett recently obtained community input from a survey compiled by the University of Memphis. The City will administer this survey biennially to evaluate the community's view of parks and recreation services. In 2023, parks and recreation services achieved an 85% satisfaction score, which is below the department standard of 90%. The City will use these results to determine opportunities for improvement.

**Status:** **Close to Target**

# HEALTH & PUBLIC SAFETY



## TOTAL PERSON CRIME INDEX

**GOAL:** Maintain a lower crime rate than comparable cities nationally.

**DEFINITION:** The Bartlett Police Department has participated in the FBI UCR Program since 1999. This report provides specific details regarding a department's crime index compared to other national and state averages. The UCR Program is a valuable barometer for measuring reporting rates of similarly sized cities and can aid in evaluating safety across communities. The department strives to maintain a total Person Crime Index that is significantly lower than the national average for similar-sized municipalities.

**ANALYSIS:** The Bartlett Police Department is committed to providing the utmost safety for our citizens by incorporating a multi-dimensional approach to address the issues that affect our community. This approach includes implementing various community-oriented policing measures alongside highly visible and proactive policing practices to ensure the community's overall safety remains at the forefront.

In 2024, the Department's Person Crime Index was over 63% lower than the national average for similar-sized cities and nearly 43% lower than the number of incidents reported in Bartlett per 1,000 residents in 2023. The Department's approach to law enforcement has yielded impressive results, and it remains committed to ensuring that our community is one of the safest cities in America.

**Status:**

**On Target**

# HEALTH & PUBLIC SAFETY



## TOTAL PROPERTY CRIME INDEX

**GOAL:** Maintain a lower property crime rate than comparable cities nationally.

**DEFINITION:** The Bartlett Police Department has participated in the FBI UCR Program since 1999. This report provides specific details regarding a department's crime index compared to other national and state averages. The UCR Program is a valuable barometer for measuring reporting rates of similarly sized cities and can aid in evaluating safety across communities. The department strives to maintain a Property Crime Index significantly lower than the national average for similar-sized municipalities.

**ANALYSIS:** The Bartlett Police Department's mission is to provide the utmost safety for our citizens by incorporating a multi-dimensional approach to address the issues that affect our community. For the previous seven years, from 2018 – 2024, the City of Bartlett's Property Crime Index has been lower than the State of Tennessee's and the United States average indexes.

Although the Mid-South community has observed an increase in Motor Vehicle Thefts and Thefts from Motor Vehicles, our department has remained committed to addressing such issues and developing innovative ways to combat this criminal activity. This commitment is shown through high visibility, proactive patrols, vigorous investigations, targeted enforcement measures, and an emphasis on community education and collaboration. As a result, the City of Bartlett's 2023 Property Crime Index was 36% lower than similar-sized cities nationally and dropped more than 30% compared to the previous year.

**Status:**

On Target

# HEALTH & PUBLIC SAFETY



## SATISFACTION WITH POLICE SERVICES

**GOAL:** Maintain a citizen satisfaction rate above 90%.

**DEFINITION:** This metric monitors the percentage of respondents who indicated that they were satisfied or very satisfied with police services based on the City's annual community survey.

**ANALYSIS:** The City of Bartlett recently obtained community input from a survey compiled by the University of Memphis. The City will administer this survey annually to evaluate the community's view of police services. In 2023, police services achieved a 91% satisfaction score and exceeded the department standard of 90%. The City will use these results to determine opportunities for improvement.

**Status:**

**On Target**



## HEALTH & PUBLIC SAFETY

### Key Results and Definition

Actual

Target

Results

Status Indicators for Most Recently Reported Results: ■ On Target | ■ Caution | ■ Below Plan | ■ No Information

### Improve the City of Bartlett's Insurance Services Office (ISO) Rating

#### ISO Rating

Obtain an Insurance Services Office (ISO) Class 1 rating by the end of 2026

|       |       |      |
|-------|-------|------|
| 86.25 | 90.00 | 2024 |
|-------|-------|------|

### Increase Paramedic Certifications

#### % of certified paramedics

Increase education opportunities to encourage current and new firefighters to obtain their paramedic certifications with the aim of certifying 50% of the total workforce complement by 2025.

|        |        |      |
|--------|--------|------|
| 39.00% | 45.00% | 2024 |
|--------|--------|------|

### Expand the Bartlett Fire Department Reserve Program

#### # of reserve firefighters

Triple the number of reserve Firefighters by the end of 2025 and quadruple the original compliment by the end of 2026.

|       |       |      |
|-------|-------|------|
| 14.00 | 14.00 | 2024 |
|-------|-------|------|

### Satisfaction with fire services

#### Satisfaction with fire services - Community Survey Score

Maintain a community satisfaction rate above 90%

|       |       |      |
|-------|-------|------|
| 98.00 | 90.00 | 2024 |
|-------|-------|------|

## Implement the City's Parks & Recreation Comprehensive Master Plan

### Implement the City's Parks & Recreation Comprehensive Master Plan

Execute the steps necessary to complete the Park & Recreation Master Plan by 2027.

|        |        |       |
|--------|--------|-------|
| 20.00% | 20.00% | Q4-24 |
|--------|--------|-------|

## Fully integrate the best practices for Parks and Recreation.

### % of CAPRA accreditation completed

Obtain CAPRA Accreditation by December 31, 2026.

|        |        |      |
|--------|--------|------|
| 15.00% | 25.00% | 2024 |
|--------|--------|------|

## Maintain high satisfaction with parks and recreation services

### Satisfaction with parks and recreation services - Community Survey Score

Maintain a community satisfaction rate above 90%

|        |        |      |
|--------|--------|------|
| 85.00% | 90.00% | 2024 |
|--------|--------|------|

## Provide a safe environment for everyone to live, work, learn, and play.

### Total Person Crime Index compared to similar-sized municipal cities nationally

Maintain a lower crime rate than comparable cities nationally.

|      |      |      |
|------|------|------|
| 2.44 | 4.50 | 2024 |
|------|------|------|

### Total Property Crime Index compared to similar-sized municipal cities nationally

Maintain a lower property crime rate than comparable cities nationally.

|       |       |      |
|-------|-------|------|
| 12.49 | 18.10 | 2024 |
|-------|-------|------|

## Satisfaction with police services

### Satisfaction with police services - Community Survey Score

Maintain a community satisfaction rate above 90%

|       |       |      |
|-------|-------|------|
| 91.00 | 90.00 | 2024 |
|-------|-------|------|

# COMMUNITY ENGAGEMENT



# COMMUNITY ENGAGEMENT



## INCREASE COMMUNITY EVENTS

**GOAL:** Increase the number of community-focused events annually.

**DEFINITION:** The City of Bartlett recently obtained community input from a survey compiled by the University of Memphis. When asked about community events, nearly 60% of respondents expressed a strong desire for more festivals, music, and outdoor concerts. The City strives to provide the community with year-round, top-quality, inclusive events focused on engagement and a variety of entertainment offerings to meet the needs of every citizen.

**ANALYSIS:** In previous years, the City of Bartlett typically hosted around fifty (50) events annually. However, in response to community feedback and the city's desire to showcase all that our community has to offer, the City aimed to double that number in 2024. This ambition led to many creative ideas, such as the "Solar Eclipse in the Park" on April 8th, which attracted approximately 2,000 people to Freeman Park.

Additionally, the City launched Food Truck Fridays, initiated the popular Bartlett LIVE concert series, incorporated a fitness component into the Fall Festival with the Legends Never Die Competition, and introduced the wildly successful Fire Pit Friday event in November.

With these large-scale events, along with numerous activities organized by our Parks Department—such as the neighborhood Rec Rover, Park Palette, Paws in the Park, and even Goat Yoga—the City concluded the year by hosting a total of 295 events. Moving forward, we aim to exceed our goal of 250 events annually.

**Status:**

**On Target**

# COMMUNITY ENGAGEMENT



## INCREASE SOCIAL MEDIA ENGAGEMENT

**GOAL:** Increase Social Media Engagement.

**DEFINITION:** The City of Bartlett recognizes the importance of citizen engagement and the cumulative strategies needed to communicate effectively through social media, messaging, and outreach. Consequently, the City aspires to improve and increase social media engagement through an expansion of shared information and the elevated delivery of communication services.

**ANALYSIS:** In 2023, communication services achieved a 78% satisfaction score, which is below the established benchmark of 90%. The score conveys that the City of Bartlett must improve communication efforts to engage residents effectively. The City will use these results to determine opportunities for improvement. Progress will be measured by the number of social media followers across all City-sponsored sites and the biennial results of community surveys. In 2023, the City of Bartlett had nearly 85,000 social media followers, and the City sought to expand that reach to 100,000 total followers in 2024.

To support this initiative, the City hired a Chief Communication Officer who is responsible for overseeing both internal and external communications, shaping the public image, and enhancing stakeholder engagement. As a result of these efforts, the City grew its follower base to 210,483 in 2024 and is now reaching over 7 million screens each month.

**Status:**

On Target

# COMMUNITY ENGAGEMENT



## Satisfaction with City Services - Community Survey Score

**DEFINITION:** Percent of respondents indicating somewhat satisfied/very satisfied with city services based on the City's annual community survey.

**ANALYSIS:** The City of Bartlett recently obtained community input from a survey compiled by the University of Memphis. The City will re-administer this survey in 2025 to evaluate the community's view of city services. In 2023, city services achieved an 87% satisfaction score, which was below the established standard of 90%. The City will use these results to determine opportunities for improvement.

**Status:** **Close to Target**

# COMMUNITY ENGAGEMENT



## GREAT PLACE TO LIVE

**GOAL:** Maintain a community satisfaction rate above 90%.

**DEFINITION:** Percent of respondents identified Bartlett as a good or excellent place to live based on results from the City's annual community survey.

**ANALYSIS:** In 2023, the City of Bartlett obtained community input from a survey compiled by the University of Memphis. The results concluded that 94% of Bartlett residents believed the City was an excellent or good place to live. This indicates that residents who participated in the citizen survey feel that Bartlett has produced the quality of life its citizens desire, and the results exceeded the City's benchmark of 90%. Respondents indicated that the five most essential focus areas moving forward were safety, city infrastructure, economic health, parks, and improved retail offerings. Therefore, the City will continue to employ measures to maintain the quality of life that citizens have come to expect in Bartlett and will re-administer this survey biennially to evaluate progress.

**Status:**

**On Target**



# COMMUNITY ENGAGEMENT

## Key Results and Definition

Actual

Target

Results

Status Indicators for Most Recently Reported Results: ■ On Target | ■ Caution | ■ Below Plan | ■ No Information

### Increase the number of events offered annually

#### # of events held annually

Increase the number of community-focused events annually

|        |        |      |
|--------|--------|------|
| 295.00 | 200.00 | 2024 |
|--------|--------|------|

### Increase positive social media engagement

#### Increase social media engagement across all City-sponsored sites

Increase overall social media engagement.

|            |            |      |
|------------|------------|------|
| 210,483.00 | 150,000.00 | 2024 |
|------------|------------|------|

### Satisfaction with City of Bartlett services

#### Satisfaction with City Services - Community Survey Score

Maintain a community satisfaction rate above 90%

|        |        |      |
|--------|--------|------|
| 87.00% | 90.00% | 2024 |
|--------|--------|------|

### Satisfaction with the City of Bartlett as a place to live

#### Satisfaction with the City of Bartlett as a place to live - Community Survey Score

Maintain a community satisfaction rate above 90%

|        |        |      |
|--------|--------|------|
| 94.00% | 90.00% | 2024 |
|--------|--------|------|

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# **CITY OF BARTLETT**

T E N N E S S E E

## **INTRODUCTION**



# City of Bartlett

*David Parsons, Mayor*

June 10, 2025

Board of Mayor and Aldermen

City of Bartlett, Tennessee

This letter transmits the Budget for the fiscal year beginning July 1, 2025. In setting the City's annual financial plan of resources and uses of funds, the adoption of an annual Budget is a significant action by the Board of Mayor and Aldermen. This document outlines the authorization of allocation of resources and establishes department level operational expenditures for the coming year as well as a five-year capital improvement program to meet future infrastructure and equipment needs of the City.

The Board of Mayor and Aldermen have adopted budgets in recent years with conservative estimates of growth in revenues while at the same time providing essential services to the citizens of Bartlett. While the adopted FY25 General Fund budget projected a use of fund balance from operations the finance department now projects an increase in fund balance for FY25 as a result of operations for the fiscal year ending June 30, 2025.

The FY26 annual operating budget represents the City's plans, policies, and strategies for maintaining a level of service to meet the needs and expectations of the citizens in the community. Bartlett is a corporate city established in 1866 and has a population, according the 2020 federal census of 57,786. The City's charter was last amended on April 14, 1993 and operates under a strong Mayor and Aldermen form of government as provided for in Tennessee state statutes.

The City is located in the geographic center of Shelby County, Tennessee and is the second largest city in the county after Memphis. The Memphis MSA (Metropolitan Statistical Areas), in which the City is located, has a population of over one million people. The City covers over 32 square miles and has a reserve annexation area of about 9 square miles. Growth in the City has remained steady from the 1970's through the 2020's, growing at a robust pace of 78% since 1990. While the City is home to many companies with regional and international operations it

continues to maintain its small town atmosphere. Residential development remained steady between calendar years 2020 and 2025 except for housing permits increased for calendar year 2023. Sales of existing homes have been strong coming out of the pandemic although has been slower due to the high interest rate and homes are the most expensive they've ever been in our geographical location. A county-wide reappraisal in 2025 added over 35% increase in assessed property valuation, in addition to the reappraisal in 2021 which had a 26% increase. Commercial development has remained steady but showed a slowing in 2025. Historic Bartlett Station, the Gotten House Museum, the Bartlett Performing Arts and Conference Center and thirty-one public parks provide year round cultural and recreational opportunities for the City's residents. The Bartlett Municipal School System, created in 2014, has been a contributing factor in increased home sales and commercial development. Existing residential properties sell quickly once on the market in Bartlett, selling at asking price, primarily due to its excellent school system and quality of life offered in the City. Bartlett's school system has won several awards from the State of Tennessee for its excellent education programs. The results have seen many new families wanting to move to Bartlett.

Bartlett Vision 2030 on pp 1-58 is the City's Strategic Plan, which identifies the most significant Measures to achieve the Vision, Mission, Values and Goals established from community surveys and recommendations from all City Directors and our elected officials. These goals established the performance targets for the City to reach these objectives and continually deliver exceptional service to our community. We track our progress in a transparent and accountable way on the Goal-Measures Dashboard located on the City's website.

Presented for your review and approval are the Fiscal Year 2026 Operating and Capital Improvements budgets. Each year the budget process provides an opportunity for us to evaluate each department's performance and plan for our economic future. Stagnant growth could be more challenging in FY2026. Today's financial and social environments present many challenges, which we have tried to address in formulating this budget document. Difficulty in recruiting and hiring qualified staff, in addition to global supply chain issues, remain factors considered in formulating this budget request. In the face of significant economic challenges, we are continuing to maintain service levels, take care of our employees and enhance our community. The budget focus has always been on delivering high-quality services which enhance the quality of life that Bartlett residents enjoy. Each of our department directors and their staff continue to provide excellent services and control their costs. We also focused on much needed improvements in infrastructure and diminished reliance on public debt to fund improvements.

The City's certified tax rate of \$1.31 was established for the City of Bartlett for tax year 2025. We have developed our FY26 General Fund budget using a tax rate of \$1.66, a rate thirty-five cents higher than the certified tax rate. The city followed all requirements in adopting a tax rate in excess of the certified rate with a notice publication in an area newspaper and public hearing on intent to exceed this rate. The FY26 budget includes a 3% general salary increase for all employees, career ladder increases for full-time employees, new employee requests for police, salary adjustments for positions in the firefighters, paramedics and police officers. There are also recommendations for increased amounts for educational bonuses and two additional city holidays to mirror holidays provided by sister cities and the Shelby County administrations.

### **Major Initiatives**

To keep pace with the transportation needs of the growing population of residents, businesses, and arterial traffic of visitors, the City has projects in various stages of completion as well as planned projects included in the City's Capital Improvement Program for FY26-FY30. Other projects will help improve department facilities, improvements to arterial roadways and bridges, parks facilities, and water and sewer improvements:

- The major east-west arterial Old Bartlett West road from Kirby-Whitten to Austin Peay Highway has been in the planning stages since FY2005. The City completed the acquisition of right-of-way in FY20 with construction started in FY21. This was a \$21.5million project with 80% funding through the Tennessee Department of Transportation. The new roadway is now completed and provides much needed relief on this east-west corridor.
- The City continues to work with the State of Tennessee's Department of Transportation in funding improvements to its transportation overlay projects. The five year projection for these TDOT projects is \$38mil with TDOT funding 80% of the costs.
- The Tennessee Department of Transportation is requiring the City of Bartlett to provide ADA access to buildings, intersection sidewalks, and other ADA facilities. The City will be required to spend an estimated \$4 million over the next five years to upgrade our facilities with TDOT providing 80% funding.
- The City approved a new mixed use development called Union Depot in 2023. The development when completed will have 622 residential units in addition to commercial units on 74 acres of property. Total investment for this project is estimated at \$162 million, resulting in an estimated \$5.2 million in property tax revenues for the City. Land clearing and construction began in early FY23 and will continue into FY26.
- Ford Motor Company has invested in its new "BlueOval City" a \$5.6 billion Ford mega campus for battery and vehicle manufacturing located about 45 minutes from Bartlett. The Bartlett Chamber of Commerce is working on four different projects with city

officials on ways to attract manufacturing and automotive technology companies to provide services for this plant.

- The FY26 budget proposes a 3% salary increase for all employees effective 7/1/2025 and salary adjustments for positions in the Fire and Police Department. These initiatives will increase salaries an estimated \$2.1 million in the General Fund.

### **Other Significant Challenges**

#### **Increased Property Taxes and Other Sources of Revenue**

Due to rising costs, public safety needs, employee benefit additions, infrastructure demands, and financial health, the City's adopted a property tax rate of \$1.66, 35 cents higher than the certified tax rate of \$1.31. This recurring revenue source and other sources of revenue for the General Fund provides sufficient funding for competitive salary improvements for firefighters, police officers, and public works employees in order to retain and attract quality professional for these positions.

#### **Health Insurance Costs for Employees**

The City continues to address the rising health care costs for its employees by remaining in an Interlocal Health Benefit Plan. Members of the plan include employees of three municipalities and four municipal school systems in Shelby County. The annual costs of insurance premiums and prescription drugs continue to rise, placing strain on the participant members to provide a revenue stream sufficient to cover these costs. Plan rates and contributions for each entity are set in advance each July 1<sup>st</sup>. The projections for premium revenue from member entities for the plan for FY26 has result no increase in the employee premiums for the year. The Interlocal Health Insurance Committee is closely monitoring our health care providers and pharmacy partners while promoting innovative solutions to these rising costs. The Board of Mayor and Aldermen are also monitoring the situation to ensure quality healthcare to its employees at reasonable prices.

#### **Enhance Retirement Plans**

The current 5-5-5 Cash Balance Plan was adopted on July 1, 2014. Employees contribute 5.0% of earnings to Retirement System, City contributes 5.0% of earnings to the Participant's Accumulation Account, and Crediting Interest Rate of 5.0% is guaranteed each year to both employees' and the City contributions. The enhanced retirement plans allow current employees participate in a 5/7/5 plan design in the first 10 years of service and the 5/10/5 design afterwards. Employees hired on or after July 1, 2025, are automatically enrolled in the 7/7/5 design for the first 10 years and the 7/10/5 design afterwards for both new hires and existing full-time

employees. Improvement to our retirement plans will attract talented professionals while reduce turnover and create a more stable workforce,

### **Water and Sewer Services to Current Property Owners**

The FY26 Capital Improvement Program budget provides \$4.8 million in sewer projects, including \$3.9 million for Fletcher Creek Equalization Tank sewer system, \$500k project using American Rescue Plan funding and \$400k for UV Disinfection Upgrade project. An additional \$1.7mil is proposed for water and sewer plant upgrades and Kirby Whitten water line extension.

### **Solid Waste Fund Self-Sufficient**

The Solid Waste Fund is a special revenue fund of the city with the requirement that it be self-sufficient in operations. The sanitation fee is \$30 per month per customer. Total operations for the Sanitation Fund in FY26 is budgeted at \$8.2 million.

### **Water and Sewer Operations**

The Water and Sewer Fund has operated close to a break-even point for the last several years. Subdivision develop fees have historically provided additional resources which enable the fund to operate with a surplus. The Board of Mayor and Aldermen increased sewer rates an additional 26% in FY2024 to provide funds for major sewer projects necessary for residential and commercial development. The Water/Sewer Fund has an adopted budget in FY25 of \$9.7 million in cash basis expenditures.

### **Budget Overview**

The Fiscal Year 2026 adopted General Fund budget is \$71,468,854, a 9.83% increase over FY2025. Special Revenue Funds are budgeted at \$16,404,297, an increase of 17.53% from FY2025. The State Street Aid and Drainage Funds are responsible for 70% of this increase resulting from additional resources for street paving and drainage projects. The Debt Service Fund budget shows a decrease of \$300,000 after the retirement of note and bond principal and interest in FY2025. There is no new debt and associated costs planned for the Debt Service Fund in FY2026. The Utility Fund budget for FY2026 increased 8.97% from the prior year, mostly due to increased sewer treatment charges by the City of Memphis. Transfers of \$3.1 million from utility fund to water and sewer CIP will be used for water and sewer upgrades. The Bartlett City Schools General Purpose School Fund budget included appropriations of \$110,378,198 for school operations. These budgets are presented in the budget ordinance. The total City of Bartlett budget, including the General Purpose School Fund, for all funds is \$221,106,437, which represents a 5.54% increase compared to Fiscal Year 2025.

## **Highlights of the Adopted 2026 Budget**

- Increase General Fund transfers \$1,857,000 to other funds for paving and equipment purchases.
- General Fund Budget based on \$1.66 property tax rate.
- Two percent (2%) increase adjustment for firefighter and paramedic pay tables. Three percent (3%) salary increase for all full-time and part-time employees for FY2026.
- Salary improvements for Fire Department firefighters and paramedics of \$430,000; Salary improvements for Police Department officers of \$460,000.
- Improvements in Bartlett retirement plan for both new hires and existing full-time employees under the Cash Balance Plan adopted on July 1, 2014.
- Half-cent Sales Tax budgeted to reimburse costs for School Ground Maintenance, School Resource Officers, Crossing Guards, Health and Safety Officer, and DARE Program. The maintenance of effort requirement for FY26 remains at \$1,737,826 and settlement charges for the use of Shelby County Board of Education buildings remains at \$608,193 for the final year of the agreement. There will also be \$2,000,000 in operating transfers to the Debt Service Fund for the purpose of retiring annual bond and note requirements.
- Current service levels are maintained for special revenue funds with planned use of fund balance in Solid Waste, Drug Enforcement, Park Improvement, and Bartlett City School Funds.
- Health Insurance premiums will remain the same as FY2025.
- Maintain the current Workers' Compensation Fund, City OPEB fund, Contributory and Employee Retirement Plan ADC requirements.
- Transfer \$1.2 million of auto registration fees to State Street Aid Fund for paving projects
- Increase the minimum sewer rate \$2.30 per month to cover City of Memphis sewer treatment fee increases.
- Transfer of \$1.242 million to Capital Improvement Program for purchase of vehicles and equipment and YMCA capital improvements.

## **General Fund**

General fund revenues are projected at \$72.17 million. General Fund expenditures are \$71.46 million, with \$6.9 million scheduled transfers out to Bartlett City Schools, Shelby County BOE, DARE, Debt Service, Bartlett Station, State Street Aid and CIP for planned expenditures. General Fund operations are projected to create a small surplus at year end. Fluctuations in

revenue sources and emergency or extraordinary expenditures during the year may provide unfavorable results.

### **Special Revenue Funds**

State Street Aid revenues include state gas tax and electric vehicle registration fees, transfers from General Fund of auto registration fees, street lighting fees, and subdivision paving fees. We have included \$1,100,000 in street light expense; \$2,240,000 in street paving, \$100,000 in subdivision paving, covered by developer paving fees, and a transfer of \$760,000 to the CIP. An additional \$470,000 in capital acquisitions will be currently funded in the Street Aid Fund in FY2026. Expected purchases in FY2026 Solid Waste Fund include a garbage truck, and two one-half ton trucks to replace existing trucks with excessive mileage. Solid Waste will also transfer \$530,000 to the CIP fund for paving at the solid waste complex. The General Improvement fund will be used to fund \$1,232,900 for computer maintenance and operations and \$114,000 in capital acquisitions. Drug funds are used to support drug education and enforcement throughout the city and are self-funding operations through drug fines and fees. These budgets show the use of fund balance of \$215,000 for one-time purchase of SWAT equipment, squad room remodel, and equipment for the K-9 program. The Drainage Fund supports efforts to monitor drainage and storm water and forestry. The primary revenue source is from stormwater fees implemented in FY2025 to support the operations of the Drainage Fund. The stormwater fee for residential properties is a flat \$4 per month, while for commercial properties, the fee depends on the total impervious square footage, ranging from a minimum of \$6 to a maximum of \$300 per month. The Drainage Fund projects \$750,000 in drainage improvements in FY2026. The Parks Improvement Fund budget of \$125,000 for various parks improvements. The E-Citation Fund sunset in FY2024. Residual balances were used in FY2025 for computer maintenance in the court clerk's office. There is no additional expenditure for this fund in FY2026. The Bartlett City School Funds are presented as special revenue funds. The Bartlett City School Special Revenue Fund Budget is presented in the appendix as specified in the Budget Ordinance. The Bartlett City Board of Education approved its FY2026 budget with total expenditures of \$110,378,198.

### **Water/Wastewater Fund**

Water rates will remain unchanged; however, the minimum sewer rate for all customers will increase by \$2.30 per month. This increase is necessary to cover a 30.83% increase in sewer treatment fees charged by the City of Memphis. This fee increase became effective on January 1, 2025. There are other inflationary factors in play now, such as increased fuel, chemical, and

labor costs. There is a budgeted \$3,100,000 use of retained earnings to pay for water and sewer upgrades. The City plans to issue \$2,500,000 in utility revenue bonds during FY2026 to fund a portion of these improvements.

### **Debt Service Fund**

One-third of the 2¼ cent local option sales tax allocation to Bartlett goes to this fund to pay debt service for general obligation debt. To supplement this revenue, we plan to transfer \$2.0 million from the General Fund, \$46,000 from the Solid Waste Fund, \$500,000 from the Drainage Fund, and \$50,000 from the CIP's interest income. An additional \$1 million will come from the Bartlett General Purpose School Fund FY2026 appropriation. Total Debt Service expenditures are budgeted at \$8,311,752 for FY26 with a projected increase of \$200,582 in Debt Service fund balance.

### **Capital Improvements Fund**

Capital items total \$10,772,000 for capital improvement projects. Funding sources include a \$1,242,000 General Fund transfer, \$530,000 Solid Waste Fund transfer and \$3,100,000 Utility Fund transfer, with the remainder in Grant funds of \$3,400,000, and \$2,500,000 planned issue of Utility Revenue Bonds. Major projects and capital acquisitions include ADA parks restroom renovations, and \$6,500,000 in water and sewer upgrades.

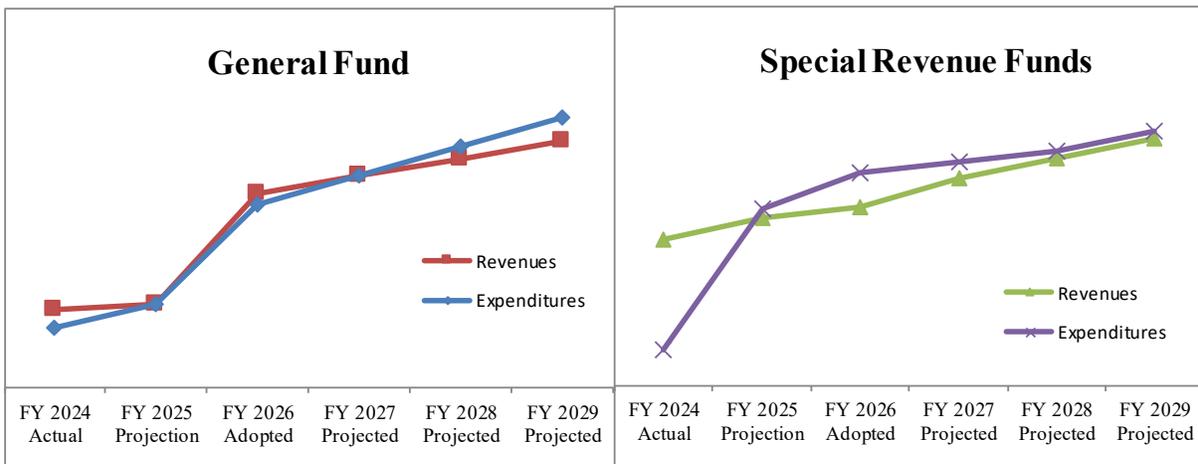
### **Budget Projections and Assumptions**

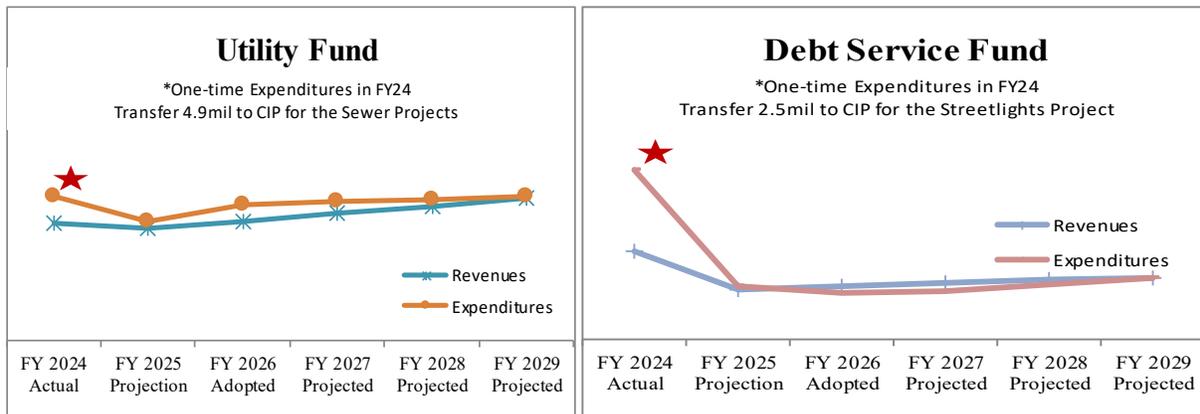
The budget is an important plan with reflects the visions of the Board for providing excellent services to the citizens of the community. The city of Bartlett is planning for future growth due to its location and business friendly environment. The coronavirus pandemic has presented the City with challenges related to revenue streams, which fund many of its functional areas. During the last few years, with the support of the Board, we have built up our reserve funds to a level that has favorably positioned the City in hope of improved economic conditions. We will continue to use a conservative approach in providing services to our citizens.

## REVENUES & EXPENDITURES PROJECTIONS

|   | FY 2024<br>Actual | FY 2025<br>Projection | FY 2026<br>Adopted | FY 2027<br>Projected | FY 2028<br>Projected | FY 2029<br>Projected |
|---|-------------------|-----------------------|--------------------|----------------------|----------------------|----------------------|
| <b>General Fund Revenues</b>              | \$ 64,891,601     | \$ 65,207,291         | \$ 72,173,275      | \$ 73,255,874        | \$ 74,354,712        | \$ 75,470,033        |
| <b>General Fund Expenditures</b>          | 63,736,533        | 65,182,877            | 71,468,854         | 73,255,575           | 75,086,965           | 76,964,139           |
| <b>Fund Balance</b>                       | <b>38,246,755</b> | <b>38,271,169</b>     | <b>38,975,590</b>  | <b>38,975,888</b>    | <b>38,243,636</b>    | <b>36,749,530</b>    |
| <b>Special Revenue Funds Revenue</b>      | \$ 118,415,906    | \$ 121,123,761        | \$ 122,321,498     | \$ 125,991,142       | \$ 128,510,965       | \$ 131,081,185       |
| <b>Special Revenue Funds Expenditures</b> | 104,453,807       | 122,212,685           | 126,782,495        | 128,050,320          | 129,330,823          | 131,917,440          |
| <b>Fund Balance</b>                       | <b>66,255,325</b> | <b>65,166,401</b>     | <b>60,705,403</b>  | <b>58,646,225</b>    | <b>57,826,367</b>    | <b>56,990,112</b>    |
| <b>Utility Fund Revenues</b>              | \$ 13,523,736     | \$ 13,208,664         | \$ 13,622,000      | \$ 14,030,660        | \$ 14,451,580        | \$ 14,885,127        |
| <b>Utility Fund Expenditures</b>          | 14,949,361        | 13,559,279            | 14,534,336         | 14,679,679           | 14,826,476           | 14,974,741           |
| <b>Cash Balance</b>                       | <b>18,494,506</b> | <b>18,143,891</b>     | <b>17,231,555</b>  | <b>16,582,535</b>    | <b>16,207,639</b>    | <b>16,118,025</b>    |
| <b>Debt Service Fund Revenues</b>         | \$ 9,526,476      | \$ 8,443,527          | \$ 8,512,334       | \$ 8,597,457         | \$ 8,683,432         | \$ 8,770,266         |
| <b>Debt Service Expenditures</b>          | 11,802,966        | 8,527,199             | 8,311,752          | 8,394,870            | 8,562,767            | 8,734,022            |
| <b>Fund Balance</b>                       | <b>2,176,560</b>  | <b>2,092,888</b>      | <b>2,293,470</b>   | <b>2,496,058</b>     | <b>2,616,723</b>     | <b>2,652,967</b>     |

Our General Fund Revenues grew less than 1% from FY24 to FY25. However, our expenditures grew over 2% in the same period. The lingering effects of the pandemic-era has caused high inflation, high demands to go with labor shortages and low supplies. Like other Cities and other employers, the City has been faced with wage and compensation pressures and competitions for workers. We assume this will continue for at least a few more years resulting a 2.5% increase in projected recurring expenditures for FY27 to FY29. On the other side, developments and consumer spending have been slowing down. Since over 76% of our revenues are from property taxes and sales taxes, we are only expecting a small increase (1.5%) in overall revenues after FY26. The City’s adopted property tax rate of \$1.66 provides sufficient funding for FY2026 and beyond. The graphs below illustrate our forecast for the four group of Funds.





In making the above projections the administration looked for guidance on fiscal policies established by the Board of Mayor and Aldermen. The fund balance policy in the General Fund requires that the City maintain an unassigned fund balance of at least 25% of general fund expenditures plus \$1,000,000 in committed fund balance for emergency purposes. For FY26 this policy would require an unassigned fund balance at June 30, 2026 of \$18.9 million. One-time uses of reserves may be approved for certain capital items and expenditures. These appropriations are used infrequently when prior year operations result in surpluses or when the reserves can be replenished within two to three fiscal years. Special revenue funds rely on certain fees or designated revenue streams other than property taxes. Seven out of eight special revenue funds are self-sufficient. The Board monitors the budget and actual operations of these funds on a monthly basis. The utility fund is self-supporting through customer user charges. State law requires the operation of utility funds to generate a positive change in net position each year. The Board reviews operations annually and determines if changes are needed to user rates or adjustments to operations. The budget for the City’s Debt Service Fund includes sources and uses of funds to service the general obligation debt and capital note requirements each year. For planning purposes the administration considers capital improvement needs for the year plus an additional four years of projections. The Board prioritizes these capital expenditures, determines the bond or note expenditures necessary and authorizes funding sources based on the City’s debt management policy. The City did not issued any debt in Fiscal Year 2024 and Fiscal Year 2025. The City plans to issue \$2.5mil utility revenue bond in fiscal year 2026.

Concurrent with adoption of the FY26 budget, the Board of Mayor and Aldermen adopts a property tax rate. As previously noted, the budget adopted a property tax rate of \$1.66. Property tax revenues account for approximately 51.1% of the total revenue in the General Fund with local taxes and intergovernmental revenue accounting for an additional 37% of total revenue.

With the Board's direction, the administration is confident the City will maintain an excellent level of service to meet the needs and expectations of the citizens in the community.

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

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

Dick Phebus  
Director of Finance

**ORDINANCE 25-02**

\*As Amended\*

**AN ORDINANCE TO ADOPT THE 2025-2026 GENERAL FUND, STREET AID FUND, SOLID WASTE FUND, GENERAL IMPROVEMENT FUND, DRUG ENFORCEMENT FUND, DEA ENFORCEMENT FUND, DRAINAGE FUND, PARKS IMPROVEMENT FUND, BARTLETT CITY SCHOOL FUND, UTILITY FUND, DEBT SERVICE FUND AND CAPITAL IMPROVEMENTS FUND BUDGETS**

SECTION 1: BE IT ORDAINED by the Board of Mayor and Aldermen of the City of Bartlett that the following appropriations for the 2025-2026 Fiscal Year for the City of Bartlett are as follows:

| <b>GENERAL FUND</b>                          | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|-------------------------------|----------------------------|
| <b>General Fund Revenues/Transfers</b>       |                           |                               |                            |
| Property Taxes                               | \$ 29,420,768             | \$ 30,038,034                 | \$ 36,900,000              |
| Local Taxes                                  | 17,532,028                | 17,624,115                    | 17,954,000                 |
| License & Permits                            | 2,672,237                 | 2,277,200                     | 2,347,500                  |
| Intergovernmental                            | 8,300,946                 | 8,431,000                     | 8,586,000                  |
| Charges for Services                         | 4,301,747                 | 3,473,966                     | 3,578,775                  |
| Department Revenues                          | 3,756,982                 | 3,487,187                     | 3,374,474                  |
| Court Charges                                | 1,357,313                 | 1,507,000                     | 1,607,000                  |
| Other Revenue/Transfers                      | 1,306,563                 | 1,265,500                     | 1,200,000                  |
| <b>Total General Fund Revenues/Transfers</b> | <b>\$ 68,648,583</b>      | <b>\$ 68,104,002</b>          | <b>\$ 75,547,749</b>       |
| <b>General Fund Expenditures</b>             |                           |                               |                            |
| <b>Administrative</b>                        |                           |                               |                            |
| Legislative                                  | \$ 755,909                | \$ 1,099,913                  | \$ 935,646                 |
| Mayor's Office                               | 881,145                   | 1,062,218                     | 1,138,340                  |
| Community Relations                          | 395,133                   | 440,089                       | 451,206                    |
| Information Technology                       | 729,049                   | 824,578                       | 906,618                    |
| Building & Grounds                           | 412,832                   | 407,667                       | 433,664                    |
| Library                                      | 1,143,336                 | 1,441,085                     | 1,415,285                  |
| Finance                                      | 1,339,858                 | 1,358,366                     | 1,550,279                  |
| City Court                                   | 1,159,619                 | 1,200,420                     | 1,242,672                  |
| Personnel                                    | 628,954                   | 757,792                       | 693,720                    |
| Planning                                     | 499,964                   | 531,943                       | 574,978                    |
| <b>Total Administrative</b>                  | <b>7,945,800</b>          | <b>9,124,071</b>              | <b>9,342,408</b>           |
| <b>Public Safety</b>                         |                           |                               |                            |
| Police                                       | \$ 21,921,209             | \$ 23,528,724                 | \$ 25,714,872              |
| Fire   | 9,732,156                 | 9,953,980                     | 10,356,464                 |
| Ambulance                                    | 3,878,894                 | 3,981,329                     | 4,958,163                  |
| Codes Enforcement                            | 1,181,458                 | 1,227,095                     | 1,285,535                  |
| <b>Total Public Safety</b>                   | <b>36,713,717</b>         | <b>38,691,128</b>             | <b>42,315,034</b>          |
| <b>Public Works</b>                          |                           |                               |                            |
| Public Works Administration                  | \$ 615,267                | \$ 655,892                    | \$ 684,506                 |
| City Shop                                    | 1,691,365                 | 1,910,944                     | 1,813,032                  |
| General Maintenance                          | 1,903,726                 | 1,959,570                     | 1,942,582                  |
| General Services                             | 387,177                   | 402,374                       | 426,611                    |
| Ground Maintenance                           | 1,454,928                 | 1,717,405                     | 1,768,634                  |
| Animal Control                               | 804,844                   | 837,708                       | 901,016                    |
| Engineering Administration                   | 460,239                   | 493,640                       | 518,235                    |
| Engineering & Inspection                     | 429,570                   | 366,145                       | 554,528                    |
| <b>Total Public Works</b>                    | <b>7,747,116</b>          | <b>8,343,678</b>              | <b>8,609,145</b>           |

**Parks and Recreation**

|                                   |                  |                  |                  |
|-----------------------------------|------------------|------------------|------------------|
| Parks Administration              | \$ 605,181       | \$ 696,500       | \$ 805,825       |
| Singleton Community Center        | 1,121,780        | 1,082,918        | 1,135,145        |
| Athletics                         | 970,227          | 1,038,848        | 958,672          |
| Parks Maintenance                 | 2,045,669        | 2,473,638        | 2,589,815        |
| School Ground Maintenance         | 344,189          | 357,329          | 293,658          |
| The Venue                         | 713,115          | 627,182          | 639,720          |
| Senior Center                     | 273,250          | 301,801          | 302,960          |
| Recreation Center                 | 1,316,143        | 0                | 0                |
| <b>Total Parks and Recreation</b> | <b>7,389,554</b> | <b>6,578,216</b> | <b>6,725,795</b> |

**Performing Arts**

|  |                |                |                |
|--|----------------|----------------|----------------|
|  | <b>862,087</b> | <b>886,483</b> | <b>947,427</b> |
|--|----------------|----------------|----------------|

**Total General Fund Expenditures**

|  |                      |                      |                      |
|--|----------------------|----------------------|----------------------|
|  | <b>\$ 60,658,274</b> | <b>\$ 63,623,576</b> | <b>\$ 67,939,809</b> |
|--|----------------------|----------------------|----------------------|

**Other General Fund Items/Transfers Out**

|   |                     |                     |                     |
|---|---------------------|---------------------|---------------------|
| Trfr. Out Bartlett City School              | \$ 1,737,826        | \$ 1,737,826        | \$ 1,737,826        |
| Trfr. Out Shelby County Board of Education  | 608,193             | 608,193             | 608,193             |
| Trfr. Out DARE Program                      | 80,000              | 80,000              | 80,000              |
| Trfr. Out Drainage Fund                     | 26,577              | 35,470              | 35,500              |
| Trfr. Out Debt Service                      | 100,000             | 0                   | 0                   |
| Trfr. Out General Improvement Fund          | 3,555,000           | 2,000,000           | 2,000,000           |
| Trfr. Out Bartlett Station                  | 275,000             | 0                   | 0                   |
| Trfr. Out for Paving                        | 0                   | 0                   | 1,200,000           |
| Trfr. Out to CIP                            | 452,646             | 585,000             | 1,242,000           |
| <b>Total Other G.F. Items/Transfers Out</b> | <b>\$ 6,835,242</b> | <b>\$ 5,046,489</b> | <b>\$ 6,903,519</b> |

**Total Expenditures**

|  |                      |                      |                      |
|--|----------------------|----------------------|----------------------|
|  | <b>\$ 67,493,515</b> | <b>\$ 68,670,065</b> | <b>\$ 74,843,328</b> |
|--|----------------------|----------------------|----------------------|

**Net From Operations**

|  |                  |                  |                |
|--|------------------|------------------|----------------|
|  | <b>1,155,067</b> | <b>(566,063)</b> | <b>704,421</b> |
|--|------------------|------------------|----------------|

**Beginning Fund Balance**

|  |                      |                      |                      |
|--|----------------------|----------------------|----------------------|
|  | <b>\$ 37,682,164</b> | <b>\$ 38,837,231</b> | <b>\$ 38,271,169</b> |
|--|----------------------|----------------------|----------------------|

**Ending Fund Balance**

|  |                      |                      |                      |
|--|----------------------|----------------------|----------------------|
|  | <b>\$ 38,837,231</b> | <b>\$ 38,271,169</b> | <b>\$ 38,975,589</b> |
|--|----------------------|----------------------|----------------------|

**Ending F.B. as a % of Total Expenditures**

|  |               |               |               |
|--|---------------|---------------|---------------|
|  | <b>57.54%</b> | <b>55.73%</b> | <b>52.08%</b> |
|--|---------------|---------------|---------------|

|                                     | <b>FY 2024</b> | <b>FY 2025</b>    | <b>FY 2026</b> |
|-------------------------------------|----------------|-------------------|----------------|
| <b><u>SPECIAL REVENUE FUNDS</u></b> | <b>Actual</b>  | <b>Projection</b> | <b>Adopted</b> |

**Special Revenue Funds Revenues/Sources**

|                                      |                       |                       |                       |
|--------------------------------------|-----------------------|-----------------------|-----------------------|
| State Street Aid Revenue             | \$ 3,262,672          | \$ 3,450,000          | \$ 4,670,000          |
| Solid Waste Revenue                  | 7,421,040             | 7,458,185             | 7,454,000             |
| General Improvement Revenue          | 1,079,293             | 1,406,000             | 1,455,000             |
| Drug Enforcement Revenue             | 270,733               | 152,813               | 220,500               |
| Federal Drug Enforcement Revenue     | 25,928                | 108,400               | 100,800               |
| Drainage Control Revenue             | 142,619               | 1,469,000             | 1,523,000             |
| Parks Improvement Revenue            | 92,615                | 23,000                | 20,000                |
| E-Citation Revenues                  | 19,363                | 2,608                 | 0                     |
| Bartlett School Fund Revenues        | 106,101,643           | 107,053,755           | 106,878,198           |
| <b>Total S.R.F. Revenues/Sources</b> | <b>\$ 118,415,906</b> | <b>\$ 121,123,761</b> | <b>\$ 122,321,498</b> |

**Special Revenue Funds Expenditures**

|                                  |              |              |              |
|----------------------------------|--------------|--------------|--------------|
| State Street Aid Revenue         | \$ 2,814,903 | \$ 3,650,000 | \$ 4,670,000 |
| Solid Waste Revenue              | 7,878,391    | 7,555,502    | 8,222,552    |
| General Improvement Revenue      | 1,110,482    | 1,203,824    | 1,346,900    |
| Drug Enforcement Revenue         | 184,004      | 265,850      | 435,500      |
| Federal Drug Enforcement Revenue | 18,726       | 52,100       | 100,800      |
| Drainage Control Revenue         | 133,691      | 771,654      | 1,503,546    |

**Ordinance 25-02**

|   |                      |                      |                      |
|---|----------------------|----------------------|----------------------|
| Parks Improvement Revenue                       | 0                    | 125,000              | 125,000              |
| E-Citation Revenues                             | 12,907               | 35,000               | 0                    |
| Bartlett School Fund Revenues                   | 92,300,703           | 108,553,755          | 110,378,198          |
| <b>Total S.R.F. Expenditures</b>                | <b>104,453,807</b>   | <b>122,212,685</b>   | <b>126,782,495</b>   |
| <b>Net From Operations</b>                      | <b>13,962,099</b>    | <b>(1,088,924)</b>   | <b>(4,460,998)</b>   |
| <b>Beginning Fund Balance</b>                   | <b>\$ 52,293,225</b> | <b>\$ 66,255,325</b> | <b>\$ 65,166,401</b> |
| <b>Ending Fund Balance</b>                      | <b>\$ 66,255,325</b> | <b>\$ 65,166,401</b> | <b>\$ 60,705,403</b> |
| <b>Ending F.B. as a % of Total Expenditures</b> | <b>63.43%</b>        | <b>53.32%</b>        | <b>47.88%</b>        |

| <b>UTILITY FUND</b>                             | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|-------------------------------|----------------------------|
| <b><u>Utility Fund Revenues/Sources</u></b>     |                           |                               |                            |
| Operating Revenues                              | \$ 11,911,838             | \$ 12,268,000                 | \$ 12,874,000              |
| Other Revenues                                  | 623,154                   | 878,664                       | 663,000                    |
| Non-Operating Revenues                          | 988,744                   | 62,000                        | 85,000                     |
| Department Revenues                             | 4,275                     | 9,000                         | 9,000                      |
| <b>Total Utility Fund Revenues/Sources</b>      | <b>\$ 13,528,011</b>      | <b>\$ 13,217,664</b>          | <b>\$ 13,631,000</b>       |
| <b><u>Utility Fund Expenditures</u></b>         |                           |                               |                            |
| Utility Administration                          | \$ 2,104,715              | \$ 3,258,606                  | \$ 3,632,703               |
| Water & Wastewater Services                     | 1,945,359                 | 2,428,626                     | 2,682,562                  |
| Plant Operations                                | 3,689,443                 | 3,181,744                     | 3,289,124                  |
| Sewer Treatment                                 | 898,670                   | 1,142,677                     | 1,206,195                  |
| <b>Total Utility Fund Expenditures</b>          | <b>8,638,187</b>          | <b>10,011,653</b>             | <b>10,810,584</b>          |
| <b>Projected Cash Flow</b>                      | <b>4,889,824</b>          | <b>3,206,011</b>              | <b>2,820,416</b>           |
| <b><u>Less:</u></b>                             |                           |                               |                            |
| Debt Service                                    | \$ 1,132,204              | \$ 524,180                    | \$ 632,752                 |
| Transfer to Capital Improvement Fund            | 5,183,245                 | 3,032,446                     | 3,100,000                  |
| <b>Total</b>                                    | <b>6,315,449</b>          | <b>3,556,626</b>              | <b>3,732,752</b>           |
| <b>Net From Operations</b>                      | <b>(1,425,625)</b>        | <b>(350,615)</b>              | <b>(912,336)</b>           |
| <b>Beginning Fund Balance</b>                   | <b>\$ 19,920,131</b>      | <b>\$ 18,494,506</b>          | <b>\$ 18,143,891</b>       |
| <b>Ending Fund Balance</b>                      | <b>\$ 18,494,506</b>      | <b>\$ 18,143,891</b>          | <b>\$ 17,231,555</b>       |
| <b>Ending F.B. as a % of Total Expenditures</b> | <b>214.10%</b>            | <b>181.23%</b>                | <b>159.40%</b>             |

| <b>GENERAL DEBT SERVICE FUND</b>                    | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|-------------------------------|----------------------------|
| <b><u>General Debt Service Revenues/Sources</u></b> |                           |                               |                            |
| Local Sales Tax                                     | \$ 4,774,858              | \$ 4,800,000                  | \$ 4,896,000               |
| Transfer From General Fund                          | 3,555,000                 | 2,000,000                     | 2,000,000                  |
| Transfer From School for School Debt                | 1,000,000                 | 1,000,000                     | 1,000,000                  |
| Transfer From Solid Waste Fund                      | 56,527                    | 56,527                        | 46,334                     |
| Transfer From Drainage Fund                         | 0                         | 500,000                       | 500,000                    |
| Transfer From CIP                                   | 120,000                   | 65,000                        | 50,000                     |
| Other Revenue                                       | 20,091                    | 22,000                        | 20,000                     |
| <b>Total General Debt Service Rev/Sources</b>       | <b>\$ 9,526,476</b>       | <b>\$ 8,443,527</b>           | <b>\$ 8,512,334</b>        |
| <b><u>General Debt Service Expenditures</u></b>     |                           |                               |                            |
| Principal   | \$ 6,353,000              | \$ 5,794,000                  | \$ 5,707,000               |

|   |                     |                     |                     |
|---|---------------------|---------------------|---------------------|
| Interest and Other Charges                      | 5,449,966           | 2,733,199           | 2,604,752           |
| <b>Total General Debt Service Expenditures</b>  | <b>11,802,966</b>   | <b>8,527,199</b>    | <b>8,311,752</b>    |
| <b>Net From Operations</b>                      | <b>(2,276,490)</b>  | <b>(83,672)</b>     | <b>200,582</b>      |
| <b>Beginning Fund Balance</b>                   | <b>\$ 4,453,050</b> | <b>\$ 2,176,560</b> | <b>\$ 2,092,888</b> |
| <b>Ending Fund Balance</b>                      | <b>\$ 2,176,560</b> | <b>\$ 2,092,888</b> | <b>\$ 2,293,470</b> |
| <b>Ending F.B. as a % of Total Expenditures</b> | <b>18.44%</b>       | <b>24.54%</b>       | <b>27.59%</b>       |

SECTION 2: The CITY WATER RATE -- BE IT FURTHER ORDAINED that the City Water Rates be assessed according to the following schedule:

|   | <u>Rates</u> |
|---|--------------|
| Residential -- City Customers -- The first 2,000 gallons                | \$ 7.80      |
| Residential -- City Customers -- Over 2,000 gallons, per 1,000 gallons  | \$ 1.80      |
| Residential -- Rural Customers -- The first 2,000 gallons               | \$ 10.70     |
| Residential -- Rural Customers -- Over 2,000 gallons, per 1,000 gallons | \$ 2.70      |
| Commercial -- City Customers -- The first 2,000 gallons                 | \$ 12.88     |
| Commercial -- City Customers -- Over 2,000 gallons, per 1,000 gallons   | \$ 2.10      |
| Commercial -- Rural Customers -- The first 2,000 gallons                | \$ 17.59     |
| Commercial -- Rural Customers -- Over 2,000 gallons, per 1,000 gallons  | \$ 3.15      |

SECTION 3: The CITY SEWER RATE -- BE IT FURTHER ORDAINED that the City Sewer Rates be assessed according to the following schedule:

|   | <u>Rates</u> |
|---|--------------|
| Residential -- City Customers -- The first 2,000 gallons        | \$ 15.85     |
| Residential -- City Customers -- each additional. 1,000 gallons | \$ 2.79      |
| Residential -- Rural Customers -- The first 2,000 gallons       | \$ 20.13     |
| Residential -- Rural Customers -- each additional 1,000 gallons | \$ 3.01      |
| Commercial -- City Customers -- The first 2,000 gallons         | \$ 28.68     |
| Commercial -- City Customers -- each additional 1,000 gallons   | \$ 3.01      |
| Commercial -- Rural Customers -- The first 2,000 gallons        | \$ 39.38     |
| Commercial -- Rural Customers -- each additional 1,000 gallons  | \$ 3.22      |

SECTION 4: CITY FEES SCHEDULE -- BE IT FURTHER ORDAINED that "Exhibit B" represents the fiscal year 2025-2026 comprehensive fees schedule for the City of Bartlett, Tennessee and establishes the rates for fiscal year 2025-2026. The Bartlett Code of Ordinances Title 3 MUNICIPAL COURT, Chapter 4 COURT ADMINISTRATION, Section 3-402 is amended by deleting the words and phrase at the beginning of the second sentence "One dollar (\$1.00)" and replacing with the words and phrase "Two dollars (\$2.00)". Any rate or fee not included in the attached 2025-2026 schedule established by previous resolution, ordinance or administrative action will remain in effect.

SECTION 5: 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 2025-2026 are to be included in the budget, while new projects in future years represent "Planned" expenditures, and will require formal appropriation in future years. Unexpended project revenues and expenditures/expenses for existing projects may be administratively transferred to other CIP projects by the Finance Director with the approval of the Mayor and/or the Chief Administrative Officer.

SECTION 6: 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 7: BARTLETT CITY SCHOOL SPECIAL REVENUE AND CAPITAL BUDGET -- BE IT FURTHER ORDAINED that The Bartlett City Board of Education has approved and presented Special Revenue Funds for FY2025-26 administered by the Bartlett City Board of Education. These budget documents, "School General Fund Exhibit A" and "School Special Revenue Fund Exhibit B", are presented in the FY2025-26 Approved Special Revenue Budget and the FY2025-26 Approved Capital Budget documents as attached and made part of the enacting City of Bartlett budget ordinance by reference.

SECTION 8: INTERNAL SERVICE FUNDS -- BE IT FURTHER ORDAINED that the Internal Service Funds for Health and Welfare and Worker's Compensation be continued, with the City's portion of the funding to be included in each fund's budget.

SECTION 9: OPERATING BUDGETS EXPIRE AT JUNE 30 -- BE IT FURTHER ORDAINED that Operating budgets not spent or formally encumbered expire at June 30, 2026. Capital Projects are authorized on a "project" basis -- and the appropriation expires on completion of the project.

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

SECTION 11: AFTER THE FISCAL YEAR-END -- BE IT FURTHER ORDAINED that the Mayor is authorized to transfer appropriations within funds as needed to balance the budget after all year-end entries have been recorded in the fiscal year 2026 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 Annual Comprehensive Financial Report for the year ended June 30, 2026.

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

SECTION 13: GENERAL FUND OPERATING RESERVES AT JUNE 30 -- BE IT FURTHER ORDAINED that the policy of the Board of Mayor and Aldermen establishes at 25%, the General Fund Balance as a percent of the next year's operations, and \$1,000,000 established as an emergency fund. Below this level, unspent budgets will accrue toward this. Amounts above this level may be used as directed by the Board.

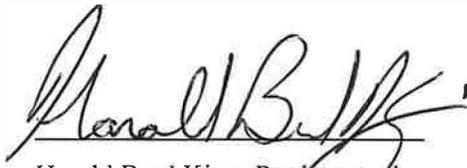
SECTION 14: SEVERABILITY -- BE IT FURTHER ORDAINED that all Ordinances heretofore passed in conflict herewith are hereby repealed insofar as they are in conflict with this Ordinance.

SECTION 15: EFFECTIVE DATE -- BE IT FURTHER ORDAINED that this Ordinance becomes effective July 1, 2025; except for SECTION 3 -- The CITY SEWER RATE, shall become effective upon the third and final reading of this ordinance.

FIRST READING: May 13, 2025

SECOND READING: May 27, 2025

THIRD READING: June 10, 2025



Harold Brad King, Register to the Board of Mayor and Aldermen



David Parsons, Mayor

Attest:   
Penny Medlock, City Clerk

**Result:** Passed  
**Mover:** Alderman David Reaves  
**Second:** Alderman Young  
**Ayes:** Robert Griffin, David Reaves, Monique Williams, Jack Young, Kevin Quinn  
**Nays:** None  
**Abstains:** None

**Amend to include Economic Development Manager and a financial audit of the Bartlett Chamber of Commerce and Foundation before funding and a mutual agreement upon KPIs between the Chamber and the City.**

**Result:** Passed  
**Mover:** Alderman David Reaves  
**Second:** Alderman Griffin  
**Ayes:** Robert Griffin, David Reaves, Monique Williams, Jack Young, Kevin Quinn  
**Nays:** None  
**Abstains:** None



**Board of Mayor and Aldermen  
City Hall Council Chambers  
Bartlett, TN 38134**

**Meeting: 5/27/2025 6:00 PM  
Department: Finance  
Category: Ordinance  
Prepared By: Penny Medlock, City  
Clerk**

**Ordinance 25-03**

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**WHEREAS**, Tennessee Code Annotated, Section 67-5-103, authorizes municipalities in Tennessee to impose taxes for municipal purposes, and to fix the rates thereof; and

**WHEREAS**, Article X, Section 1 of the Bartlett Municipal Charter grants authority by the Board of Mayor and Aldermen to levy taxes for all corporate purposes upon the taxable property, real, personal, and mixed; and

**WHEREAS**, all property within the city not exempt by general law shall be assessed for taxation based on the assessments made by the Shelby County Assessor's Office;

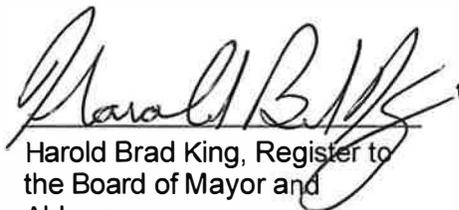
**NOW, THEREFORE, BE IT ORDAINED** by the Board of Mayor and Alderman of the City of Bartlett, Tennessee, that the 2025 Real and Personal Property Tax Rate shall be levied as follows:

**SECTION 1: TAX RATE** - Effective July 1, 2025, 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 \$1.66 (One Dollar and Sixty-Six Cents) for each \$100.00 of assessed valuation and there is hereby levied upon all taxable personal property a tax calculated upon a rate of \$1.66 (One Dollar and Sixty-Six Cents) 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 shall take effect upon its passage on third and final reading, the public welfare requiring it.

FIRST READING: May 13, 2025  
SECOND READING: May 27, 2025  
THIRD READING: June 10, 2025

  
Harold Brad King, Register to  
the Board of Mayor and  
Aldermen

  
David Parsons, Mayor

Attest: *Penny Medlock*  
Penny Medlock, City Clerk

|                  |   |
|------------------|---|
| <b>Result:</b>   | <b>Passed</b>   |
| <b>Mover:</b>    | Alderman David Reaves   |
| <b>Second:</b>   | Alderman Young  |
| <b>Ayes:</b>     | Robert Griffin, David Reaves, Monique Williams,<br>Jack Young |
| <b>Nays:</b>     | Kevin Quinn   |
| <b>Abstains:</b> | None  |



## THE BUDGET DOCUMENT

The City of Bartlett Fiscal 2026 Budget is organized into nine sections. They are Bartlett Vision 2030, Introduction, Summary, General Fund, Special Revenue Funds, Utility Fund, Debt Service Fund, Capital Improvement Plan and the Appendix, each designated by a tab. All funds are appropriated by the Board of Mayor and Aldermen. General, Bartlett School and Utility are major funds while other funds are non-major funds.

In an effort to create greater accountability in the accounting and financial reporting practices for governments, a method of fund accounting has developed over many years to ensure that monies are spent only for approved and legitimate purposes. City of Bartlett uses separate cash accounts to manage funds dedicated for different purposes. Government funds may be viewed as a collection of smaller, separate accounting entities in City of Bartlett's Fund Structure. For the purpose of accounting for the revenues that flow into a government's funds and those that flow from the government, government operations are broken down into two broad fund types: governmental funds and proprietary funds. Governmental funds are used to account for governmental-type activities. These are all financial resources of the local government except those accounted for in the Utility (proprietary) fund. Governmental funds include the General Fund, special revenue funds, debt service funds, and capital projects funds, and include most of the city's basic services such as public safety and public works. Local taxes and intergovernmental revenues primarily support the General Fund. Special revenue funds are used to track revenues received for specific purposes that are legally restricted to expenditure for specified purposes. Utility fund (water and sewer) is used to track a government's business-type activities, including activities for which a fee is charged to external users for goods or services.

The governmental funds and enterprise fund are further broken down into departments to show how resources are appropriated to different activities and functions. Activities performed by the different departments can be supported from general and special revenues, or from general and enterprise funds.

### **Bartlett Vision 2030**

The City of Bartlett's Strategic Plan identifies the most significant measures to achieve the Vision, mission, Values and Goals in creating the Bartlett Vision 2030 Plan.

### **Introduction**

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



## **Summary**

The summary section of the budget includes an all funds summary by function, all funds pie charts, all funds summary by category, a summary of each fund by category, a capital improvement plan summary by function, an organization chart, a Funds and Functions Organizational Structure and a staffing level schedule.

## **General Fund**

The General Fund section presents the operating budget for each function and department (including cost centers). Budgets are presented at a summary level, function level, department, cost center and at a line item detail level, and with an explanation for FY 2026 notable operating and capital expense line items. Function summary has the list of the departments, explanation of the notable increases or decreases in each budget, and the list of positions in each department. Each department's dashboard has the department overview, objective, key results, initiatives and graphs for major key results.

## **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 aid, solid waste, general improvement, drug enforcement, drainage, park improvements, e-citation and Bartlett school.

## **Utility Fund**

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

## **Debt Service Fund**

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

## **Capital Improvement Plan**

This section includes a summary of the five-year capital plan and project detail for each project in the Fiscal Year 2026 capital budget. Sources of funds, expenditures and project start and completion dates are included.

## **Appendix**

The appendix includes a Bartlett community profile, a Glossary, Exhibit A, Exhibit B, School General Fund Exhibit A, School Special Revenue Fund Exhibit B.



## 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.

The Citizens are always welcome to talk to the Mayor and Board of Aldermen about City's budget subjects and concerns. They can make an appointment or make comment at twice a month Mayor and Board of Aldermen meetings. The Aldermen will convey with the administration about important budget issues throughout the year. In June, in the budget public hearing, the public can speak either for or against the proposed budget.

Monthly, the Mayor, the CAO and the Finance Director meet with all departments to go over community issues, goals, expectations for the current year, and long-term plan. The Budget instructions are distributed to the departments in January. Each department then submits their budgets breaking out the current items, new budget items and/or programs with their explanations and costs with their priorities related to their department's goal and the City's goal. In March to April, the administration will meet with each department individually to review all departments' requests. Budget decisions are then made based on the departments' requests in respect to the City's goals, strategies and policies. The administration then present a preliminary summary to the Board of Aldermen and address any concerns the Aldermen may have. The administration submit a Requested Budget document in the first Board of Mayor and Aldermen regular meeting in May. The second budget reading includes any needed discussions and changes to the budget between the administration and the Board of Aldermen in the first regular meeting in May. The public hearing is set for the first meeting in June with public inputs where individuals will have a maximum of three minutes to speak either for or against the item, with a total of 20 minutes for each side. Once the budget is adopted, the Adopted Budget will be provided online for the public



on June 30. Any budget amendments throughout the year need to be approved by the Board of Aldermen in regular meetings.

### **Budget Guidelines**

The purpose of the development of the operating and capital improvements budgets is present to the Mayor and Board a comprehensive view of the proposed operations and capital improvements for the budget year. The budget for each fund must be balanced (i.e. total revenues and sources of funds must equal total expenditures) and the capital plan must identify sources of funding. Our goal as specified in the budget ordinance is to maintain the unassigned general fund balance at 25% of projected expenditures with a goal of building an additional balance of \$1,000,000 designated for emergencies in the future. Budget development is at the cost center and department level by line item. Each department director is responsible for ensuring that expenditures do not exceed the approved budget. The level of budgetary control is at the cost center and/or department level which is adopted by the Mayor and Board of Aldermen in the Budget Ordinance. The main objective of the budget is to provide the highest level of services to the citizens and maintain the sound financial condition of the City.

### **Revenue Forecasting**

General revenues are based upon growth assumptions based on trend analysis by month for the last ten year period. Each revenue item is evaluated based on monthly collection for the last ten years and growth assumptions are developed to forecast future years' revenues. FY 2026 property tax revenues include growth, new constructions and assessment appeals. All sales taxes are based on growth estimates used by the State of Tennessee and modified according to Bartlett sales tax payers. Sales taxes are budgeted to increase 2% over FY 2025 projection. All revenues based on residential growth such as solid waste, water and sewer and other development fees are based on only 40 new additional residences this year.

### **Fund Balance**

The cumulative excess of revenues over expenditures in a fund at a point in time. Fund balance is divided into 5 components; nonspendable, restricted, committed, assigned and unassigned. Nonspendable fund balance is not in a spendable form (such as inventory) or is required to be maintained intact (such as the corpus of an endowment fund). Restricted fund balance is constrained to specific purposes by their providers (such as grantors, bondholders, and higher



levels of government), through constitutional provisions, or by enabling legislation. Committed fund balance is constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint. Assigned fund balance is for a government to intend to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. Unassigned fund balance is available for any purpose; these amounts are reported only in the general fund. The City of Bartlett maintains our unassigned general fund balance at a level that is at least 25% of projected expenditures plus \$1 million for emergencies. In addition to the ability to generate interest income, fund balance aids our credit ratings which directly affect our cost of borrowing, provides stable property tax rate which allows for cash flow needs. With certain limitations, fund balance may be used to balance the subsequent year's budget.

### **Budget Adoption**

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

### **Budget Document**

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



we prepare a statement of spending for proposed new capital projects and funding sources for the projects.

### **Budget Ordinance**

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

### **Budget Basis**

The basis of budgeting for all funds in the budget document is the modified accrual basis. The enterprise fund is, however, has a summary page budgeted on the accrual basis in addition to the detailed fund budgeted on the modified accrual basis. In the modified accrual basis, revenues are recognized as soon as they are both measurable and available to finance expenditures of the current period. Revenues are considered available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers certain revenues to be available if they are collected within 60 days of the end of the current period. Primary revenue sources, including property taxes, other local taxes, and intergovernmental revenues are susceptible to accrual. Other revenues are considered measurable and available only when cash is received by the City. Expenditures are generally recorded when the underlying liability has been paid. Debt Service Fund expenditures are recorded only when paid. The issuance of debt is not considered a budget item in the Debt Service Fund; however it is reported as other financing sources in the accounting records. Compensated absences is not a budgeted item for either governmental or enterprise funds. For governmental funds these amounts are recorded only in the government-wide statement of net position. Sick leave pay is budgeted, if known, in the individual funds and is recorded when due.

The City's Water & Sewer Fund (Enterprise Fund) is presented on a modified accrual basis with a summary page on an accrual basis for budgeting. For accounting, the enterprise fund is on an accrual basis only. The accrual basis recognizes transactions when they occur, regardless of when the actual cash flow related to these transactions occurs. Under this method of accounting,



revenues are recognized in the accounting period when they are earned and become measurable. Principal payments on debt are included in the annual budget as required by the State of Tennessee and recorded as expense in the City's accounting records during the year but are closed to debt liability accounts at year end. Depreciation expense and compensated absences are also recorded at year end prior to closing the accounting records for the enterprise fund.

### **Budget Monitoring and Management**

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



# City of Bartlett

## Budget Calendar

Fiscal 2025-2026

| Day      | Date                  | Activity  |
|----------|-----------------------|---|
| Month    | November              | Meet with all departments to go over community issues, goals, expectations for the current year, and long-term plan   |
| Monday   | February 3            | Budget Instruction Memo Distributed to Departments  |
| Monday   | February 17           | Operating & CIP budgets Forecasts/Requests Due (The budget manager met with each department and went over their budget)   |
| Month    | Beginning<br>March 10 | Meet with Departments to Discuss Operating/CIP Budget Forecasts/Requests (The Mayor, the CAO, the Finance Director and the Budget Manager went over the budget with each department, examined each line item) |
| Thursday | May 8                 | Walkthrough of the Budget Work Session (The Mayor presented a summary to the Board of Aldermen and addressed any concerns the Aldermen may have)  |
| Tuesday  | May 13                | Budget Work Session with the Board of Aldermen (Discussing the Employee Benefits, Property Tax Rate)  |
| Tuesday  | May 13                | Board Meeting – Budget First Reading (Proposed budget copies were presented to the Board of Mayor and Aldermen).<br>*The public hearing is set for June 10, 2025 @6:00pm                                      |
| Tuesday  | May 27                | Board Meeting – Budget Second Reading.<br>*The public hearing is set for June 10, 2025 @6:00pm  |
| Tuesday  | June 10               | Board Meeting – Budget Third Reading – Approved.<br>*The public hearing: Individuals will have a maximum of three minutes to speak either for or against the item, with a total of 20 minutes for each side   |
| Friday   | June 27               | Adopted budget copies were presented to the Board of Mayor and Aldermen   |



## FINANCIAL POLICIES

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

### **Operating Management Policies**

- All departments share in the responsibility for meeting management and service delivery goals and ensuring long-term financial stability. Operating budgets and management plans will be developed using current resources available.
- The budget process is intended to allocate limited resources among competing programs based on policy priorities, efficiency and effectiveness of services and availability of resources.
- Additional personnel and programs will be requested only if necessary to maintain existing service levels due to expansion of service areas (i.e. annexation, construction of new facilities etc.) or service levels previously approved by the Mayor and Board. Enhanced service level requests should be made separate from the maintenance level budget and will be reviewed and approved by the Mayor and Board.
- As required by City Charter the budget will be balanced, total revenues are equal to or greater than total expenses. A budget can be considered balanced in hindsight, after a full year's worth of revenues and expenditures have been incurred and recorded. 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 and part of a strategy to replace reserves in those funds within three years.
- 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. The City use two types of debt obligations, general obligation bonds and capital notes. General obligation bonds are long-term bonds for infrastructures that last more than 20 years. Capital notes are short-term bonds for those assets last less than 10 years.
- We will continue to use pay-as-you go capital improvement project financing to the extent revenue is available from fund balances, special revenue funds, grants and other sources other than City debt issuance.
- Self-supporting debt will be used for capital projects that qualify (i.e. utility projects) and rates will be adjusted to support these projects.

### **Debt Management Policies**

- The City of Bartlett will seek to maintain and if possible improve our AAA bond rating from Standard & Poor's and Aa1 bond rating from Moody's 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 25% of projected General Fund expenditures with a goal of building an additional balance of \$1,000,000 designated for emergencies in the future.
- Fund balances will be used prudently and conservatively to fund one time expenditures and stabilize the property tax rate.



### **Financial Reporting Policies**

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



## OPERATING POLICIES

**Bartlett Vision 2030**, developed by the City with the help of the University of Memphis guides the operating policies for the City of Bartlett to reach these objectives and continually deliver exceptional service to our community. These long-term goal-measures strategic plan are used to develop specific initiatives in the operating and capital budgets. Throughout the year, we have monthly financial reports, quarterly financial updates, department head meetings, budget meetings, board work sessions, and open public participations. These have resulted in a budget document which we hope will build on and garner the public's trust in the operations of the City.

### Quality of Life Policies

In order to maintain a clean, attractive city Solid Waste crews are working diligently 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 \$10,000 is included in the budget for the Arts Council. Shelby County Books from Birth also receives \$7,500 to promote early childhood literacy by giving free age-appropriate books to children. Funds are included for the continued preservation and maintenance of the Gotten House, which is on the Historic Register.

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

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



### **Education**

Bartlett City Schools is in its tenth year of operation. Bartlett City Schools is comprised of eleven schools and approximately 9,100 students located in Bartlett, Tennessee. The Bartlett School Fund will be presented as a special revenue fund. The school fund budget totaled \$110.4 million for FY 2026 and included \$2.3 million in contributions from the City's General Fund. We pay the total costs to operate the Bartlett library branch. We will also continue to sponsor and host Teacher Appreciation Days and provide awards for teachers recognized for excellence.

### **Economic Development**

In order to promote economic development, this budget includes additional funds for a grant to the Chamber of Commerce (\$35,000) to be matched with corporate partner donations and a transfer to Bartlett Station Commission (\$80,000) to fund economic development initiatives.

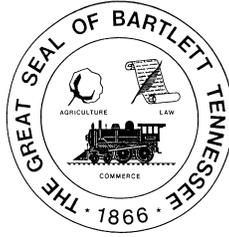
The Codes and Permits Office will continue to offer next day service for inspections. Continued expansion of the water and sewer system and planned, orderly expansions through annexation will be pursued. The Bartlett Station Commission will continue to promote re-development of the oldest part of Bartlett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

### **General Government**

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

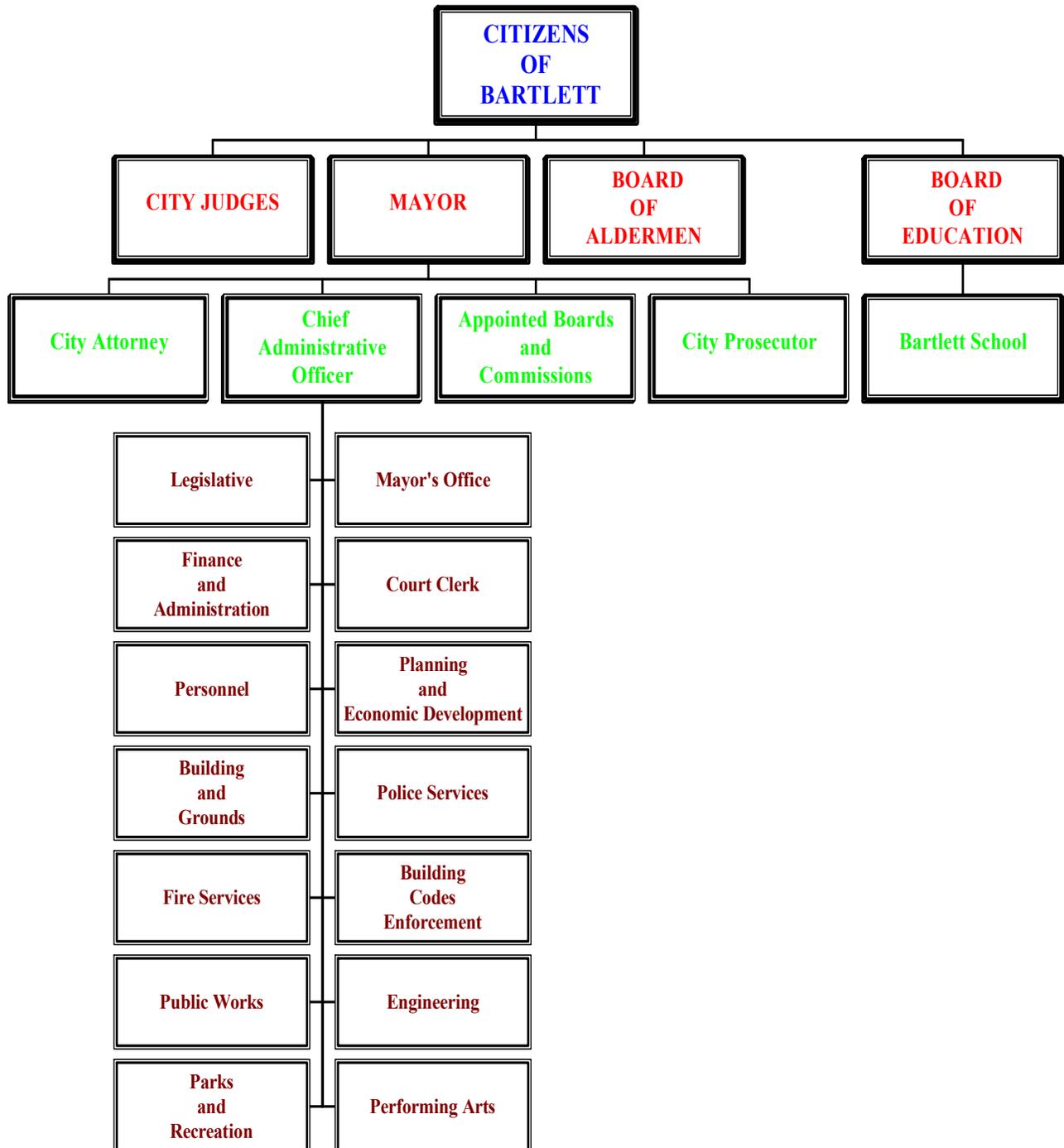
The Code Enforcement Office and Fire Marshall will continue to provide safety inspections for new construction, renovations and commercial facilities to ensure the safety of the structures and our citizens.

Part of the half-cent Sales Tax revenue will reimburse costs to provide officers in all 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 BUDGET CHART





# City of Bartlett City Officials

Fiscal 2025-2026

## MAYOR

David Parsons (2026\*)

## ALDERMEN

Jack Young, Vice Mayor (2028\*)  
Harold Brad King, Register (2026\*)  
Robert Griffin (2026\*)  
David Reaves (2026\*)  
Monique Williams (2028\*)  
Kevin Quinn (2028\*)

## CITY OFFICIALS

Chief Administrative Officer ----- Steve Sones  
City Attorney ----- Edward McKenney Jr.  
Director of Finance ----- Dick Phebus\*\*  
Chief Human Resources Officer ----- Lori Von Bokel-Amin  
Director of Planning and Economic Development ----- Kim Taylor  
Police Chief ----- Jeff Cox  
Fire Chief ----- Tommy Gately  
Director of Code Enforcement ----- Trey Arthur  
Director of Public Works ----- Matt Crenshaw  
Director of Engineering/City Engineer ----- John Horne  
Director of Parks and Recreation ----- Paul Wright  
Director of the Performing Arts Center ----- Michael Bollinger  
Director of Community Relations ----- Debbie Gelineau  
Court Clerk ----- J.J. Leatherwood

## BOARD OF EDUCATION OFFICIALS

Superintendent ----- David Stephens  
Chairman ----- David Cook  
Vice-Chairman ----- Shirley Jackson  
Board Member ----- Erin Berry  
Board Member ----- Brad Ratliff  
Board Member ----- Bryan Woodruff

\* Date elected term expires

\*\* Designated CMFO

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# **CITY OF BARTLETT**

T E N N E S S E E

## **SUMMARY**

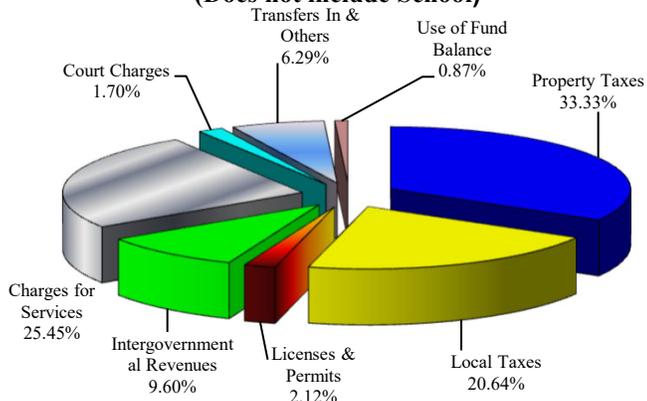


## CITY OF BARTLETT ALL FUNDS - FUNCTION SUMMARY FY 2026 Adopted Budget

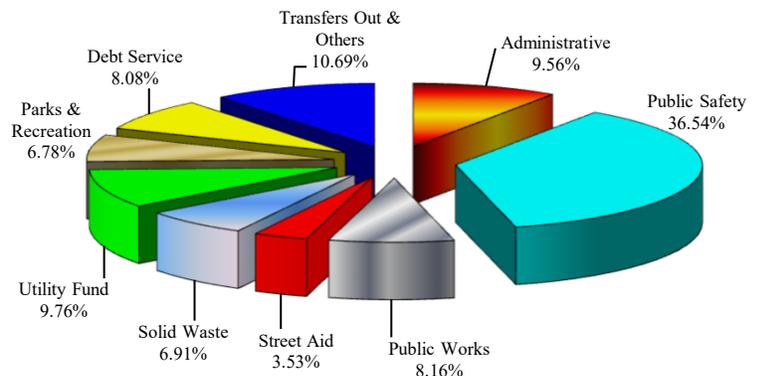


| Description                                  | General Fund         | Special Revenue Funds | Utility Fund         | Debt Service Fund   | Total All Funds       |
|--|----------------------|-----------------------|----------------------|---------------------|-----------------------|
| <b>Revenues</b>                              |                      |                       |                      |                     |                       |
| Property Taxes                               | \$ 36,900,000        | \$ 0                  | \$ 0                 | \$ 0                | \$ 36,900,000         |
| Local Taxes                                  | 17,954,000           | 0                     | 0                    | 4,896,000           | 22,850,000            |
| Licenses & Permits                           | 2,347,500            | 0                     | 0                    | 0                   | 2,347,500             |
| Intergovernmental Revenues                   | 8,586,000            | 2,045,000             | 0                    | 0                   | 10,631,000            |
| Charges for Services                         | 3,578,775            | 11,727,000            | 12,874,000           | 0                   | 28,179,775            |
| Court Charges                                | 1,607,000            | 270,000               | 0                    | 0                   | 1,877,000             |
| Transfers In & Others                        | 1,200,000            | 1,401,300             | 748,000              | 3,616,334           | 6,965,634             |
| Bartlett School Fund Revenues                | 0                    | 106,878,198           | 0                    | 0                   | 106,878,198           |
| <b>Total Revenues</b>                        | <b>\$ 72,173,275</b> | <b>\$ 122,321,498</b> | <b>\$ 13,622,000</b> | <b>\$ 8,512,334</b> | <b>\$ 216,629,107</b> |
| <b>Expenditures</b>                          |                      |                       |                      |                     |                       |
| Administrative                               | \$ 9,237,162         | \$ 1,346,900          | \$ 0                 | \$ 0                | \$ 10,584,062         |
| Public Safety                                | 39,915,789           | 536,300               | 0                    | 0                   | 40,452,089            |
| Public Works                                 | 8,032,820            | 1,003,546             | 0                    | 0                   | 9,036,366             |
| Street Aid                                   | 0                    | 3,910,000             | 0                    | 0                   | 3,910,000             |
| Solid Waste                                  | 0                    | 7,646,218             | 0                    | 0                   | 7,646,218             |
| Utility Fund                                 | 0                    | 0                     | 10,801,584           | 0                   | 10,801,584            |
| Parks & Recreation                           | 7,379,564            | 125,000               | 0                    | 0                   | 7,504,564             |
| Debt Service                                 | 0                    | 0                     | 632,752              | 8,311,752           | 8,944,504             |
| Transfers Out & Others                       | 6,903,519            | 1,836,334             | 3,100,000            | 0                   | 11,839,853            |
| Bartlett School Fund Expenditures            | 0                    | 110,378,198           | 0                    | 0                   | 110,378,198           |
| <b>Total Expenditures</b>                    | <b>\$ 71,468,854</b> | <b>\$ 126,782,495</b> | <b>\$ 14,534,336</b> | <b>\$ 8,311,752</b> | <b>\$ 221,097,437</b> |
| <b>Contribution to (Use of) Fund Balance</b> | <b>\$ 704,421</b>    | <b>\$ (4,460,998)</b> | <b>\$ (912,336)</b>  | <b>\$ 200,582</b>   | <b>\$ (4,468,331)</b> |
| <b>Beginning Fund Balance</b>                | <b>\$ 38,271,169</b> | <b>\$ 65,166,401</b>  | <b>\$ 18,143,891</b> | <b>\$ 2,092,888</b> | <b>\$ 123,674,348</b> |
| <b>Bartlett School Ending Fund Balance</b>   |                      | <b>\$ 55,856,768</b>  |                      |                     | <b>\$ 55,856,768</b>  |
| <b>Ending Fund Balance</b>                   | <b>\$ 38,975,590</b> | <b>\$ 60,705,403</b>  | <b>\$ 17,231,555</b> | <b>\$ 2,293,470</b> | <b>\$ 119,206,017</b> |

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



**WHERE THE \$ GOES  
(Does not include School)**

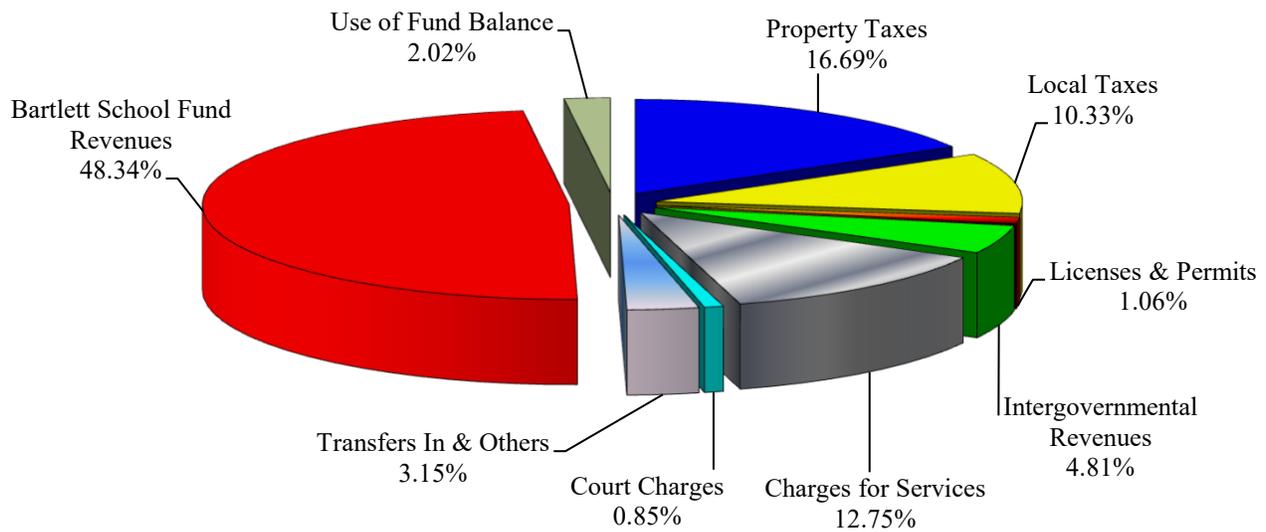




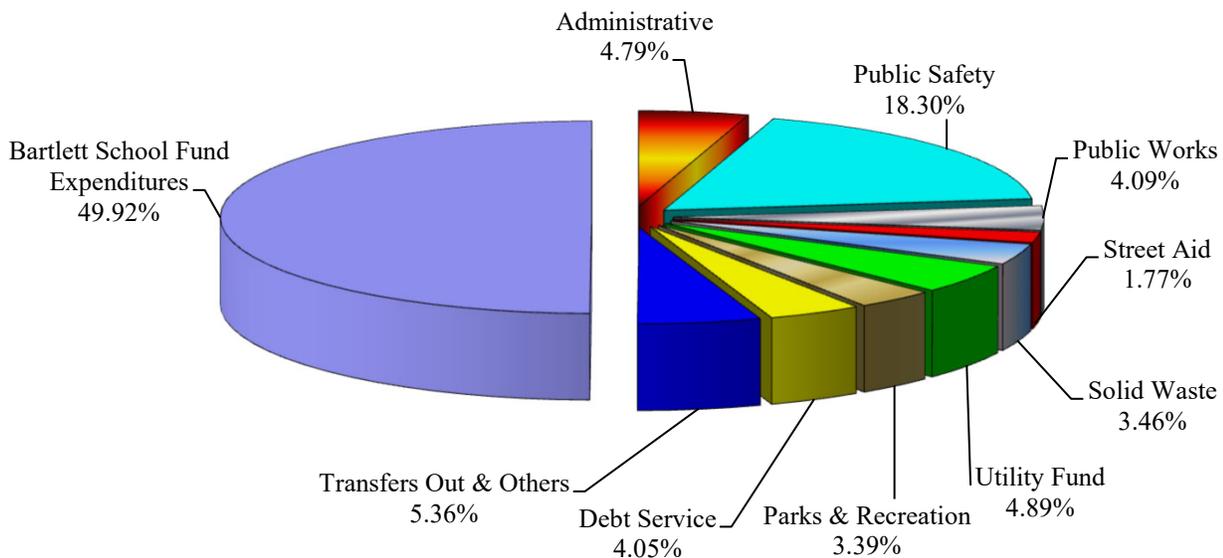
# CITY OF BARTLETT ALL FUNDS FY 2026 Adopted Budget

Bartlett Municipal School Fund alone (49.92% of total Expenditures) is almost equal to other funds combined.

## WHERE THE \$ COMES FROM



## WHERE THE \$ GOES





**CITY OF BARTLETT**  
**ALL FUNDS COMBINED SUMMARY - BY CATEGORY**  
**FY 2026 Adopted Budget**



City of Bartlett operating funds: General fund, Special Revenue funds, Utility fund  
and Debt Service fund are all combined, summary by category. Total fund balance does not include \*School Fund Balance.

| <b>Category</b>                       | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---------------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b><u>Revenues</u></b>                |                           |                            |                               |                            |
| Property Taxes                        | \$ 29,420,768             | \$ 30,212,000              | \$ 30,038,034                 | \$ 36,900,000              |
| Local Taxes                           | 22,306,885                | 22,565,000                 | 22,424,115                    | 22,850,000                 |
| License & Permits                     | 2,672,237                 | 2,477,000                  | 2,277,200                     | 2,347,500                  |
| Intergovernmental                     | 10,330,571                | 10,435,000                 | 10,476,000                    | 10,631,000                 |
| Charges for Services                  | 25,619,895                | 27,196,870                 | 27,350,574                    | 28,179,775                 |
| Court Charges                         | 1,612,767                 | 1,692,000                  | 1,710,843                     | 1,877,000                  |
| Transfers In & Others                 | 8,292,953                 | 6,156,003                  | 6,652,722                     | 6,965,634                  |
| Bartlett School Fund Revenues         | 106,101,643               | 107,053,755                | 107,053,755                   | 106,878,198                |
| <b>Total Revenues</b>                 | <b>\$ 206,357,719</b>     | <b>\$ 207,787,628</b>      | <b>\$ 207,983,243</b>         | <b>\$ 216,629,107</b>      |
| <b><u>Expenditures</u></b>            |                           |                            |                               |                            |
| <i>Department Revenues/Recoveries</i> | \$ 3,761,257              | \$ 3,588,386               | \$ 3,496,187                  | \$ 3,383,474               |
| Salaries                              | 36,936,395                | 39,579,199                 | 38,752,934                    | 42,042,220                 |
| Benefits                              | 19,726,926                | 20,308,177                 | 20,099,911                    | 22,498,901                 |
| Other Personnel                       | 1,049,307                 | 891,187                    | 872,208                       | 864,800                    |
| Operations                            | 19,227,708                | 21,048,986                 | 21,307,777                    | 22,545,281                 |
| Capital                               | 4,289,103                 | 5,068,125                  | 4,823,760                     | 5,446,655                  |
| Debt Service                          | 10,430,770                | 9,103,420                  | 9,047,419                     | 8,865,004                  |
| Transfer Out/Interdept Allocation     | 14,743,014                | 9,520,492                  | 9,520,462                     | 11,839,853                 |
| Bartlett School Fund Expenditures     | 92,300,703                | 108,553,755                | 108,553,755                   | 110,378,198                |
| <b>Total Expenditures</b>             | <b>\$ 194,942,668</b>     | <b>\$ 210,484,955</b>      | <b>\$ 209,482,040</b>         | <b>\$ 221,097,437</b>      |
| <b>Net From Operations</b>            | <b>\$ 11,415,051</b>      | <b>\$ (2,697,327)</b>      | <b>\$ (1,498,797)</b>         | <b>\$ (4,468,331)</b>      |
| <b>*Bartlett School Fund Balance</b>  | <b>\$ 60,856,768</b>      | <b>\$ 59,356,768</b>       | <b>\$ 59,356,768</b>          | <b>\$ 55,856,768</b>       |
| <b>Total Beginning Fund Balance**</b> | <b>\$ 67,292,742</b>      | <b>\$ 64,316,377</b>       | <b>\$ 64,316,377</b>          | <b>\$ 64,317,580</b>       |
| Reserves/Encumbrances                 | 590,476                   |                            |                               |                            |
| <b>Total Ending Fund Balance**</b>    | <b>\$ 64,316,377</b>      | <b>\$ 63,119,050</b>       | <b>\$ 64,317,580</b>          | <b>\$ 63,349,249</b>       |

\*\* Does not include Bartlett School Fund Balance



**CITY OF BARTLETT**  
**ALL FUNDS SUMMARY - SUMMARY BY CATEGORY**  
**FY 2026 Adopted Budget**

The City of Bartlett operating funds are divided into four sections: General fund, Special Revenue funds, Utility fund and Debt Service fund. This is summary for all funds in these four sections showing only the total revenues and total expenditures in each section. Total fund balance does not include \*School Fund Balance.

|   | FY 2024<br>Actual     | FY 2025<br>Revised    | FY 2025<br>Projection | FY 2026<br>Adopted    |
|---|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>General Fund</b>                             |                       |                       |                       |                       |
| Revenues  | \$ 64,891,601         | \$ 65,083,346         | \$ 65,207,291         | \$ 72,173,275         |
| Expenditures                                    | 63,736,533            | 65,663,734            | 65,182,877            | 71,468,854            |
| <b>Total General Fund</b>                       | <b>\$ 1,155,067</b>   | <b>\$ (580,388)</b>   | <b>\$ 24,413</b>      | <b>\$ 704,421</b>     |
| <b>Undesignated Beginning Fund Balance</b>      | <b>\$ 37,682,164</b>  | <b>\$ 38,246,755</b>  | <b>\$ 38,246,755</b>  | <b>\$ 38,271,169</b>  |
| Reserves/Encumbrances                           | 590,476               |                       |                       |                       |
| <b>Undesignated Ending Fund Balance</b>         | <b>\$ 38,246,755</b>  | <b>\$ 37,666,367</b>  | <b>\$ 38,271,169</b>  | <b>\$ 38,975,590</b>  |
| <b>Special Revenue Funds</b>                    |                       |                       |                       |                       |
| Revenues  | \$ 118,415,906        | \$ 120,991,755        | \$ 121,123,761        | \$ 122,321,498        |
| Expenditures                                    | 104,453,807           | 122,511,394           | 122,212,685           | 126,782,495           |
| <b>Total Special Revenue Funds</b>              | <b>\$ 13,962,099</b>  | <b>\$ (1,519,639)</b> | <b>\$ (1,088,924)</b> | <b>\$ (4,460,998)</b> |
| <b>*Bartlett School Fund Balance</b>            | <b>\$ 60,856,768</b>  | <b>\$ 59,356,768</b>  | <b>\$ 59,356,768</b>  | <b>\$ 55,856,768</b>  |
| <b>Beginning Fund Balance (W/out School FB)</b> | <b>\$ 5,237,397</b>   | <b>\$ 5,398,556</b>   | <b>\$ 5,398,556</b>   | <b>\$ 5,809,632</b>   |
| <b>Ending Fund Balance (W/out School FB)</b>    | <b>\$ 5,398,556</b>   | <b>\$ 5,378,917</b>   | <b>\$ 5,809,632</b>   | <b>\$ 4,848,635</b>   |
| <b>Utility Fund</b>                             |                       |                       |                       |                       |
| Revenues  | \$ 13,523,736         | \$ 13,161,000         | \$ 13,208,664         | \$ 13,622,000         |
| Expenditures                                    | 14,949,361            | 13,701,086            | 13,559,279            | 14,534,336            |
| <b>Total Utility Fund</b>                       | <b>\$ (1,425,625)</b> | <b>\$ (540,086)</b>   | <b>\$ (350,615)</b>   | <b>\$ (912,336)</b>   |
| <b>Beginning Cash Balance</b>                   | <b>\$ 19,920,131</b>  | <b>\$ 18,494,506</b>  | <b>\$ 18,494,506</b>  | <b>\$ 18,143,891</b>  |
| <b>Ending Cash Balance</b>                      | <b>\$ 18,494,506</b>  | <b>\$ 17,954,420</b>  | <b>\$ 18,143,891</b>  | <b>\$ 17,231,555</b>  |
| <b>Debt Service Fund</b>                        |                       |                       |                       |                       |
| Revenues  | \$ 9,526,476          | \$ 8,551,527          | \$ 8,443,527          | \$ 8,512,334          |
| Expenditures                                    | 11,802,966            | 8,608,740             | 8,527,199             | 8,311,752             |
| <b>Total Debt Service Fund</b>                  | <b>\$ (2,276,490)</b> | <b>\$ (57,213)</b>    | <b>\$ (83,672)</b>    | <b>\$ 200,582</b>     |
| <b>Undesignated Beginning Fund Balance</b>      | <b>\$ 4,453,050</b>   | <b>\$ 2,176,560</b>   | <b>\$ 2,176,560</b>   | <b>\$ 2,092,888</b>   |
| <b>Undesignated Ending Fund Balance</b>         | <b>\$ 2,176,560</b>   | <b>\$ 2,119,347</b>   | <b>\$ 2,092,888</b>   | <b>\$ 2,293,470</b>   |
| <b>All Operating Funds</b>                      |                       |                       |                       |                       |
| Revenues  | \$ 206,357,719        | \$ 207,787,628        | \$ 207,983,243        | \$ 216,629,107        |
| Expenditures                                    | 194,942,668           | 210,484,955           | 209,482,041           | 221,097,437           |
| <b>Total All Operating Funds</b>                | <b>\$ 11,415,051</b>  | <b>\$ (2,697,327)</b> | <b>\$ (1,498,798)</b> | <b>\$ (4,468,331)</b> |
| <b>Total Beginning Fund Balance**</b>           | <b>\$ 67,292,742</b>  | <b>\$ 64,316,377</b>  | <b>\$ 64,316,377</b>  | <b>\$ 64,317,579</b>  |
| <b>Total Ending Fund Balance**</b>              | <b>\$ 64,316,377</b>  | <b>\$ 63,119,050</b>  | <b>\$ 64,317,579</b>  | <b>\$ 63,349,249</b>  |

\*\* Does not include Bartlett School Fund Balance



**CITY OF BARTLETT**  
**GENERAL FUND - SUMMARY BY CATEGORY**  
**FY 2026 Adopted Budget**



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

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

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

| <b>Category</b>                            | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b><u>Revenues</u></b>                     |                           |                            |                               |                            |
| Property Taxes                             | \$ 29,420,768             | \$ 30,212,000              | \$ 30,038,034                 | \$ 36,900,000              |
| Local Taxes                                | 17,532,028                | 17,700,000                 | 17,624,115                    | 17,954,000                 |
| License & Permits                          | 2,672,237                 | 2,477,000                  | 2,277,200                     | 2,347,500                  |
| Intergovernmental                          | 8,300,946                 | 8,415,000                  | 8,431,000                     | 8,586,000                  |
| Charges for Services                       | 4,301,747                 | 3,371,870                  | 3,473,966                     | 3,578,775                  |
| Court Charges                              | 1,357,313                 | 1,437,000                  | 1,507,000                     | 1,607,000                  |
| Other Revenue                              | 1,306,563                 | 1,470,476                  | 1,855,976                     | 1,200,000                  |
| <b>Total Revenues</b>                      | <b>\$ 64,891,601</b>      | <b>\$ 65,083,346</b>       | <b>\$ 65,207,291</b>          | <b>\$ 72,173,275</b>       |
| <b><u>Expenditures</u></b>                 |                           |                            |                               |                            |
| <i>Department Revenues/Recoveries</i>      | \$ 3,756,982              | \$ 3,579,386               | \$ 3,487,187                  | \$ 3,374,474               |
| Salaries                                   | 32,336,419                | 34,365,617                 | 33,877,621                    | 36,675,780                 |
| Benefits                                   | 17,382,485                | 17,758,650                 | 17,584,495                    | 19,771,632                 |
| Other Personnel                            | 853,938                   | 698,187                    | 701,457                       | 681,800                    |
| Operations                                 | 9,008,870                 | 9,677,016                  | 9,734,831                     | 9,467,197                  |
| Capital                                    | 1,076,562                 | 1,697,132                  | 1,725,171                     | 1,343,400                  |
| Transfer Out                               | 6,835,242                 | 5,046,519                  | 5,046,489                     | 6,903,519                  |
| <b>Total Expenditures</b>                  | <b>\$ 63,736,533</b>      | <b>\$ 65,663,734</b>       | <b>\$ 65,182,877</b>          | <b>\$ 71,468,854</b>       |
| <b>Net From Operations</b>                 | <b>\$ 564,591</b>         | <b>\$ (580,388)</b>        | <b>\$ 24,414</b>              | <b>\$ 704,421</b>          |
| <b>Undesignated Beginning Fund Balance</b> | <b>\$ 37,682,164</b>      | <b>\$ 38,246,755</b>       | <b>\$ 38,246,755</b>          | <b>\$ 38,271,169</b>       |
| Reserves/Encumbrances                      | 590,476                   |                            |                               |                            |
| <b>Undesignated Ending Fund Balance</b>    | <b>\$ 38,246,755</b>      | <b>\$ 37,666,367</b>       | <b>\$ 38,271,169</b>          | <b>\$ 38,975,590</b>       |



**CITY OF BARTLETT**  
**SPECIAL REVENUE FUNDS - SUMMARY BY CATEGORY**  
**FY 2026 Adopted Budget**



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

| <b>Category</b>                                 | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b><u>Revenues</u></b>                          |                           |                            |                               |                            |
| Intergovernmental Revenues                      | \$ 2,029,625              | \$ 2,020,000               | \$ 2,045,000                  | \$ 2,045,000               |
| Charges for Services                            | 9,406,311                 | 11,542,000                 | 11,608,608                    | 11,727,000                 |
| Court Charges                                   | 255,454                   | 255,000                    | 203,843                       | 270,000                    |
| Transfers In & Others                           | 622,873                   | 121,000                    | 212,555                       | 1,401,300                  |
| Bartlett School Fund Revenues                   | 106,101,643               | 107,053,755                | 107,053,755                   | 106,878,198                |
| <b>Total Revenues</b>                           | <b>\$ 118,415,906</b>     | <b>\$ 120,991,755</b>      | <b>\$ 121,123,761</b>         | <b>\$ 122,321,498</b>      |
| <b><u>Expenditures</u></b>                      |                           |                            |                               |                            |
| Salaries  | \$ 2,460,528              | \$ 2,802,273               | \$ 2,612,175                  | \$ 2,849,315               |
| Benefits  | 1,325,892                 | 1,396,534                  | 1,325,517                     | 1,435,392                  |
| Other Personnel                                 | 195,369                   | 193,000                    | 170,751                       | 183,000                    |
| Operations                                      | 6,276,467                 | 6,465,743                  | 6,551,091                     | 7,542,802                  |
| Capital   | 1,670,320                 | 1,658,563                  | 1,557,869                     | 2,557,455                  |
| Transfer Out/Interdept Allocation               | 224,527                   | 1,441,527                  | 1,441,527                     | 1,836,334                  |
| Bartlett School Fund Expenditures               | 92,300,703                | 108,553,755                | 108,553,755                   | 110,378,198                |
| <b>Total Expenditures</b>                       | <b>104,453,807</b>        | <b>122,511,394</b>         | <b>122,212,685</b>            | <b>126,782,495</b>         |
| <b>Net from Operations</b>                      | <b>\$ 13,962,099</b>      | <b>\$ (1,519,639)</b>      | <b>\$ (1,088,924)</b>         | <b>\$ (4,460,998)</b>      |
| <b>Bartlett School Fund Balance</b>             | <b>\$ 60,856,768</b>      | <b>\$ 59,356,768</b>       | <b>\$ 59,356,768</b>          | <b>\$ 55,856,768</b>       |
| <b>Beginning Fund Balance (W/out School FB)</b> | <b>\$ 5,237,397</b>       | <b>\$ 5,398,556</b>        | <b>\$ 5,398,556</b>           | <b>\$ 5,809,632</b>        |
| <b>Ending Fund Balance (W/out School FB)</b>    | <b>\$ 5,398,556</b>       | <b>\$ 5,378,917</b>        | <b>\$ 5,809,632</b>           | <b>\$ 4,848,635</b>        |



**CITY OF BARTLETT**  
**UTILITY FUND - SUMMARY BY CATEGORY**  
**FY 2026 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. Utility fund is presented on a modified accrual basis for budgeting and on an accrual basis for accounting. This is a major fund.

| <b>Category</b>                       | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---------------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b><u>Revenues</u></b>                |                           |                            |                               |                            |
| Operating Revenues                    | \$ 11,911,838             | \$ 12,283,000              | \$ 12,268,000                 | \$ 12,874,000              |
| Other Revenues                        | 623,154                   | 493,000                    | 878,664                       | 663,000                    |
| Non-Operating Revenues                | 988,744                   | 385,000                    | 62,000                        | 85,000                     |
| <b>Total Revenues</b>                 | <b>\$ 13,523,736</b>      | <b>\$ 13,161,000</b>       | <b>\$ 13,208,664</b>          | <b>\$ 13,622,000</b>       |
| <b><u>Expenditures</u></b>            |                           |                            |                               |                            |
| <i>Department Revenues/Recoveries</i> | \$ 4,275                  | \$ 9,000                   | \$ 9,000                      | \$ 9,000                   |
| Salaries                              | 2,139,448                 | 2,411,309                  | 2,263,138                     | 2,517,125                  |
| Benefits                              | 1,018,549                 | 1,152,993                  | 1,189,899                     | 1,291,877                  |
| Operations                            | 3,937,970                 | 4,826,728                  | 5,017,895                     | 5,455,782                  |
| Capital                               | 1,542,221                 | 1,712,430                  | 1,540,721                     | 1,545,800                  |
| <b>Total Expenditures</b>             | <b>\$ 8,633,912</b>       | <b>\$ 10,094,460</b>       | <b>\$ 10,002,653</b>          | <b>\$ 10,801,584</b>       |
| <b>Cash Flow</b>                      | <b>\$ 4,889,824</b>       | <b>\$ 3,066,540</b>        | <b>\$ 3,206,011</b>           | <b>\$ 2,820,416</b>        |
| <b><u>Less:</u></b>                   |                           |                            |                               |                            |
| Debt Service                          | \$ 1,132,204              | \$ 574,180                 | \$ 524,180                    | \$ 632,752                 |
| Transfer to Capital Improvement Fund  | 5,183,245                 | 3,032,446                  | 3,032,446                     | 3,100,000                  |
| <b>Total</b>                          | <b>\$ 6,315,449</b>       | <b>\$ 3,606,626</b>        | <b>\$ 3,556,626</b>           | <b>\$ 3,732,752</b>        |
| <b>Net Cash Flow</b>                  | <b>\$ (1,425,625)</b>     | <b>\$ (540,086)</b>        | <b>\$ (350,615)</b>           | <b>\$ (912,336)</b>        |
| <b>Beginning Cash Balance</b>         | <b>\$ 19,920,131</b>      | <b>\$ 18,494,506</b>       | <b>\$ 18,494,506</b>          | <b>\$ 18,143,891</b>       |
| <b>Ending Cash Balance</b>            | <b>\$ 18,494,506</b>      | <b>\$ 17,954,420</b>       | <b>\$ 18,143,891</b>          | <b>\$ 17,231,555</b>       |



**CITY OF BARTLETT**  
**GENERAL DEBT SERVICE FUND - SUMMARY BY CATEGORY**  
**FY 2026 Adopted Budget**



This fund is used for the accumulation of resources for, and the payment of interest and principle on the City's outstanding general obligation debt. Revenues for this fund consist of one third of the local sales tax and transfers from the Solid Waste Fund, Street Aid Fund and General Fund. This is a nonmajor fund.

| <b>Category</b>               | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|-------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b><u>Revenues</u></b>        |                           |                            |                               |                            |
| Local Sales Tax               | \$ 4,774,858              | \$ 4,865,000               | \$ 4,800,000                  | \$ 4,896,000               |
| Transfers & Others            | 4,751,618                 | 3,686,527                  | 3,643,527                     | 3,616,334                  |
| <b>Total Revenues</b>         | <b>\$ 9,526,476</b>       | <b>\$ 8,551,527</b>        | <b>\$ 8,443,527</b>           | <b>\$ 8,512,334</b>        |
| <b><u>Expenditures</u></b>    |                           |                            |                               |                            |
| Agent Fees                    | \$ 3,720                  | \$ 4,500                   | \$ 3,960                      | \$ 4,500                   |
| Issuance Cost                 | 680                       | 75,000                     | 0                             | 75,000                     |
| Bond Principal                | 6,353,000                 | 5,794,000                  | 5,794,000                     | 5,707,000                  |
| Interest/Transfer Out         | 5,445,566                 | 2,735,240                  | 2,729,239                     | 2,525,252                  |
| <b>Total Expenditures</b>     | <b>\$ 11,802,966</b>      | <b>\$ 8,608,740</b>        | <b>\$ 8,527,199</b>           | <b>\$ 8,311,752</b>        |
| <b>Net from Operations</b>    | <b>\$ (2,276,490)</b>     | <b>\$ (57,213)</b>         | <b>\$ (83,672)</b>            | <b>\$ 200,582</b>          |
| <b>Beginning Fund Balance</b> | <b>\$ 4,453,050</b>       | <b>\$ 2,176,560</b>        | <b>\$ 2,176,560</b>           | <b>\$ 2,092,888</b>        |
| <b>Ending Fund Balance</b>    | <b>\$ 2,176,560</b>       | <b>\$ 2,119,347</b>        | <b>\$ 2,092,888</b>           | <b>\$ 2,293,470</b>        |

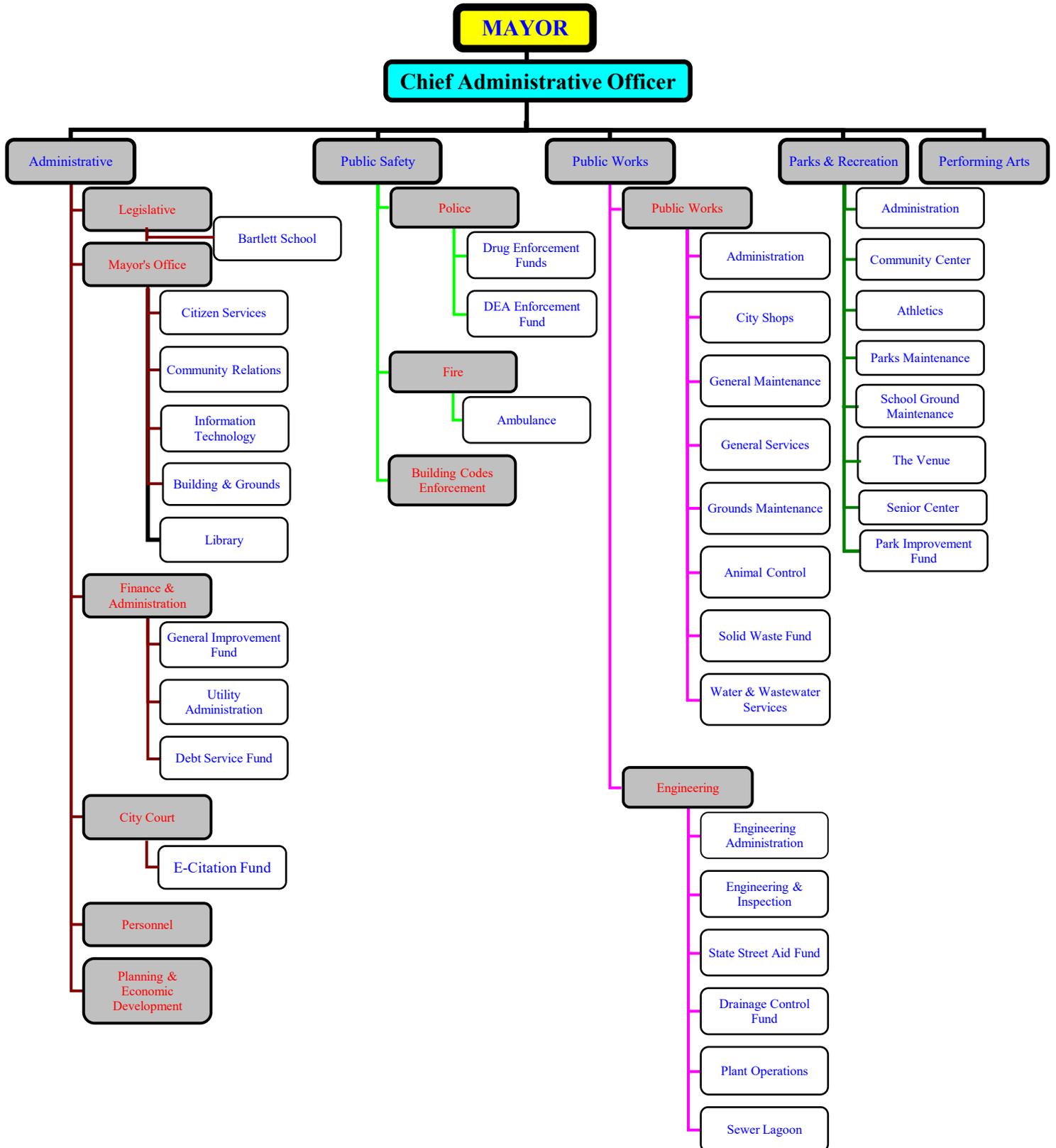


**CITY OF BARTLETT**  
**FY 2026-2030 CAPITAL IMPROVEMENT PLAN (CIP)**  
**SUMMARY BY FUNCTION**

|  | <b>FY 2026</b>       | <b>FY 2027</b>       | <b>FY 2028</b>       | <b>FY 2029</b>       | <b>FY 2030</b>      | <b>TOTAL</b>          |
|--|----------------------|----------------------|----------------------|----------------------|---------------------|-----------------------|
| <b>Revenues</b>                        |                      |                      |                      |                      |                     |                       |
| <b>Source of Funds</b>                 |                      |                      |                      |                      |                     |                       |
| G.O. Bonds                             | \$ 0                 | \$ 3,513,025         | \$ 4,066,827         | \$ 1,369,050         | \$ 5,100,000        | \$ 14,048,902         |
| Capital Note                           | 0                    | 0                    | 0                    | 0                    | 0                   | 0                     |
| Transfer from Street Aid Fund          | 0                    | 974,236              | 213,408              | 5,240,405            | 430,609             | 6,858,658             |
| Transfer In from General Fund          | 1,242,000            | 1,146,000            | 709,000              | 1,674,000            | 1,022,000           | 5,793,000             |
| Transfer from Solid Waste Fund         | 530,000              | 0                    | 0                    | 0                    | 0                   | 530,000               |
| Transfer In from Park Imp. Fund        | 0                    | 0                    | 0                    | 0                    | 0                   | 0                     |
| Grant Funds                            | 2,500,000            | 975,000              | 575,000              | 1,000,000            | 500,000             | 5,550,000             |
| TDOT 80% match                         | 0                    | 5,583,291            | 1,342,941            | 23,909,816           | 2,522,436           | 33,358,484            |
| Utility Bonds                          | 2,500,000            | 13,000,000           | 15,000,000           | 0                    | 0                   | 30,500,000            |
| Utility Retained Earnings              | 3,100,000            | 6,000,000            | 2,000,000            | 2,000,000            | 0                   | 13,100,000            |
| Utility Grants                         | 900,000              | 0                    | 0                    | 0                    | 0                   | 900,000               |
| <b>Total Revenues</b>                  | <b>\$ 10,772,000</b> | <b>\$ 31,191,552</b> | <b>\$ 23,907,176</b> | <b>\$ 35,193,271</b> | <b>\$ 9,575,045</b> | <b>\$ 110,639,044</b> |
| <b>Expenditures</b>                    |                      |                      |                      |                      |                     |                       |
| <b>G.O. Bond/Other Funded</b>          |                      |                      |                      |                      |                     |                       |
| Administrative                         | \$ 100,000           | \$ 100,000           | \$ 100,000           | \$ 100,000           | \$ 100,000          | \$ 500,000            |
| Public Safety                          | 92,000               | 3,250,000            | 120,000              | 656,000              | 595,000             | 4,713,000             |
| Public Works                           | 930,000              | 200,000              | 200,000              | 200,000              | 200,000             | 1,730,000             |
| Engineering                            | 0                    | 6,595,552            | 1,591,176            | 29,162,271           | 3,153,045           | 40,502,044            |
| Parks & Recreation/BPACC               | 3,150,000            | 2,046,000            | 4,896,000            | 3,075,000            | 5,527,000           | 18,694,000            |
| <b>Total G.O. Bond/Other Funded</b>    | <b>\$ 4,272,000</b>  | <b>\$ 12,191,552</b> | <b>\$ 6,907,176</b>  | <b>\$ 33,193,271</b> | <b>\$ 9,575,045</b> | <b>\$ 66,139,044</b>  |
| <b>Utility Bond/Other Funded</b>       |                      |                      |                      |                      |                     |                       |
| Water                                  | \$ 1,700,000         | \$ 6,000,000         | \$ 2,000,000         | \$ 2,000,000         | \$ 0                | \$ 11,700,000         |
| Sewer                                  | 4,800,000            | 13,000,000           | 15,000,000           | 0                    | 0                   | 32,800,000            |
| <b>Total Utility Bond/Other Funded</b> | <b>\$ 6,500,000</b>  | <b>\$ 19,000,000</b> | <b>\$ 17,000,000</b> | <b>\$ 2,000,000</b>  | <b>\$ 0</b>         | <b>\$ 44,500,000</b>  |
| <b>Total Expenditures</b>              | <b>\$ 10,772,000</b> | <b>\$ 31,191,552</b> | <b>\$ 23,907,176</b> | <b>\$ 35,193,271</b> | <b>\$ 9,575,045</b> | <b>\$ 110,639,044</b> |



# CITY OF BARTLETT ORGANIZATION CHART - BY FUNCTION





## CITY OF BARTLETT

# Funds and Functions Organizational Structure

Major funds are in blue, nonmajor funds are in red. Utility fund is presented on a modified accrual basis for budgeting and on an accrual basis for accounting. All other funds are presented on a modified-accrual basis for both budgeting and accounting.

|                                 | General Fund                | Special Revenue Funds                          | Utility Fund                | Debt Service Fund                      | Capital Improvement Fund |
|---------------------------------|-----------------------------|--|-----------------------------|--|--------------------------|
| <b>Administrative</b>           | Legislative                 | Bartlett School Fund                           |                             |  | Administrative CIP       |
|                                 | Mayor's Office              |  |                             |  |                          |
|                                 | Community Relations         |  |                             |  |                          |
|                                 | Building & Grounds          |  |                             |  |                          |
|                                 | Information Technology      |  |                             |  |                          |
|                                 | Library                     |  |                             |  |                          |
|                                 | Finance                     | General Improvement Fund                       | Utility Administration      | General Debt Service                   |                          |
|                                 | City Court                  | E-Citation Fund                                |                             |  |                          |
|                                 | Personnel                   |  |                             |  |                          |
| Planning & Economic Development |                             |  |                             |  |                          |
| <b>Public Safety</b>            | Police                      | Drug Enforcement Funds<br>DEA Enforcement Fund |                             |  | Police CIP               |
|                                 | Fire                        |  |                             |  | Fire CIP                 |
|                                 | Ambulance                   |  |                             |  |                          |
|                                 | Building Codes Enforcement  |  |                             |  | Codes Enforcement CIP    |
| <b>Public Works</b>             | Public Works Administration | Solid Waste Fund                               | Water & Wastewater Services |  | Public Works CIP         |
|                                 | City Shops                  |  |                             |  |                          |
|                                 | General Maintenance         |  |                             |  |                          |
|                                 | General Services            |  |                             |  |                          |
|                                 | Grounds Maintenance         |  |                             |  |                          |
|                                 | Animal Control              |  |                             |  |                          |
|                                 | Engineering Administration  | State Street Aid Fund                          | Plant Operations            | Utility Fund Debt Service              | Engineering CIP          |
| Engineering & Inspection        | Drainage Control Fund       | Sewer Lagoon                                   |                             | Utility Water CIP<br>Utility Sewer CIP |                          |
| <b>Parks &amp; Recreations</b>  | Parks Administration        | Park Improvement Fund                          |                             |  | Parks & Recreation CIP   |
|                                 | Community Center            |  |                             |  |                          |
|                                 | Athletics                   |  |                             |  |                          |
|                                 | Parks Maintenance           |  |                             |  |                          |
|                                 | School Ground Maintenance   |  |                             |  |                          |
|                                 | The Venue                   |  |                             |  |                          |
|                                 | Senior Center               |  |                             |  |                          |
| <b>Performing Arts</b>          | Performing Arts             |  |                             |  |                          |



## CITY OF BARTLETT STAFFING LEVEL SCHEDULE FY 2026 Adopted Budget



Fiscal Year 2026 staffing level schedule includes the number of full time employees, part time employees and the total full time equivalents (FTE). Full time equivalents are calculated by the number of total working hours divided into 2080 hours, which is a full year. Part time positions are just estimates based on the money allocated for part time. Departments have flexibility to balance their full time and part time positions allocated based on their total budget. Bartlett City Municipal School Fund will be presented as a special revenue fund but their staffing level will not include in the City's staffing level schedule. For Fiscal Year 2026, the City, without Bartlett School, will add 5 new full time positions. Police will add 2 dispatchers on January 1, 2026. Fire will add 3 firefighters on July. There were no other staffing changes.

| Description                                   | FY 2024<br>Actual | FY 2025<br>Revised Budget | FY 2025<br>Projection | FY 2026<br>Adopted |
|---|-------------------|---------------------------|-----------------------|--------------------|
| <b>GENERAL FUND</b>                           |                   |                           |                       |                    |
| <b>Administrative</b>                         |                   |                           |                       |                    |
| <b>Legislative Board</b>                      |                   |                           |                       |                    |
| Full Time                                     | 8.00              | 8.00                      | 8.00                  | 8.00               |
| Part Time (converted to FTE)                  | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total Legislative Board FTE</b>            | <b>8.00</b>       | <b>8.00</b>               | <b>8.00</b>           | <b>8.00</b>        |
| <b>Mayor's Office</b>                         |                   |                           |                       |                    |
| Full Time                                     | 5.33              | 6.00                      | 6.00                  | 6.00               |
| Part Time (converted to FTE)                  | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total Mayor's Office FTE</b>               | <b>5.33</b>       | <b>6.00</b>               | <b>6.00</b>           | <b>6.00</b>        |
| <b>Community Relations</b>                    |                   |                           |                       |                    |
| Full Time                                     | 1.00              | 1.00                      | 1.00                  | 1.00               |
| <b>Information Technology</b>                 |                   |                           |                       |                    |
| Full Time                                     | 5.00              | 5.00                      | 5.00                  | 5.00               |
| Part Time (converted to FTE)                  | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total Information Technology FTE</b>       | <b>5.00</b>       | <b>5.00</b>               | <b>5.00</b>           | <b>5.00</b>        |
| <b>Buildings and Grounds</b>                  |                   |                           |                       |                    |
| Full Time                                     | 3.00              | 3.00                      | 3.00                  | 3.00               |
| Part Time (converted to FTE)                  | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total Buildings and Grounds FTE</b>        | <b>3.00</b>       | <b>3.00</b>               | <b>3.00</b>           | <b>3.00</b>        |
| <b>Finance and Administration</b>             |                   |                           |                       |                    |
| Full Time                                     | 11.00             | 12.00                     | 10.72                 | 12.00              |
| Part Time (converted to FTE)                  | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total Finance &amp; Administration FTE</b> | <b>11.00</b>      | <b>12.00</b>              | <b>10.72</b>          | <b>12.00</b>       |
| <b>City Court</b>                             |                   |                           |                       |                    |
| Full Time                                     | 12.00             | 13.00                     | 12.89                 | 13.00              |
| Part Time (converted to FTE)                  | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total City Court FTE</b>                   | <b>12.00</b>      | <b>13.00</b>              | <b>12.89</b>          | <b>13.00</b>       |
| <b>Personnel</b>                              |                   |                           |                       |                    |
| Full Time                                     | 5.00              | 5.00                      | 4.99                  | 5.00               |
| Part Time (converted to FTE)                  | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total Personnel FTE</b>                    | <b>5.00</b>       | <b>5.00</b>               | <b>4.99</b>           | <b>5.00</b>        |



**CITY OF BARTLETT  
STAFFING LEVEL SCHEDULE  
FY 2026 Adopted Budget**



| Description                                 | FY 2024<br>Actual | FY 2025<br>Revised Budget | FY 2025<br>Projection | FY 2026<br>Adopted |
|---|-------------------|---------------------------|-----------------------|--------------------|
| <b>Planning &amp; Economic Development</b>  |                   |                           |                       |                    |
| Full Time                                   | 4.76              | 5.00                      | 4.07                  | 5.00               |
| Part Time (converted to FTE)                | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total Planning &amp; Eco Devpmnt FTE</b> | <b>4.76</b>       | <b>5.00</b>               | <b>4.07</b>           | <b>5.00</b>        |
| <b>Full Time</b>                            | <b>55.09</b>      | <b>58.00</b>              | <b>55.67</b>          | <b>58.00</b>       |
| <b>Part Time (converted to FTE)</b>         | <b>0.00</b>       | <b>0.00</b>               | <b>0.00</b>           | <b>0.00</b>        |
| <b>Total Administrative FTE</b>             | <b>55.09</b>      | <b>58.00</b>              | <b>55.67</b>          | <b>58.00</b>       |
| <b>Public Safety</b>                        |                   |                           |                       |                    |
| <b>Police</b>                               |                   |                           |                       |                    |
| Full Time                                   | 171.08            | 188.00                    | 177.34                | 190.00             |
| Part Time (converted to FTE)                | 9.90              | 10.73                     | 9.40                  | 9.41               |
| <b>Total Police FTE</b>                     | <b>180.98</b>     | <b>198.73</b>             | <b>186.74</b>         | <b>199.41</b>      |
| <b>Fire</b>                                 |                   |                           |                       |                    |
| Full Time                                   | 72.00             | 72.00                     | 72.00                 | 75.00              |
| Part Time (converted to FTE)                | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total Fire FTE</b>                       | <b>72.00</b>      | <b>72.00</b>              | <b>72.00</b>          | <b>75.00</b>       |
| <b>Ambulance Service</b>                    |                   |                           |                       |                    |
| Full Time                                   | 31.77             | 34.00                     | 31.87                 | 34.00              |
| Part Time (converted to FTE)                | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total Ambulance Service FTE</b>          | <b>31.77</b>      | <b>34.00</b>              | <b>31.87</b>          | <b>34.00</b>       |
| <b>Building Codes Enforcement</b>           |                   |                           |                       |                    |
| Full Time                                   | 11.99             | 12.00                     | 11.63                 | 12.00              |
| Part Time (converted to FTE)                | 0.63              | 1.18                      | 0.92                  | 1.20               |
| <b>Total Bldg. Codes Enforcement FTE</b>    | <b>12.62</b>      | <b>13.18</b>              | <b>12.55</b>          | <b>13.20</b>       |
| <b>Full Time</b>                            | <b>286.84</b>     | <b>306.00</b>             | <b>292.84</b>         | <b>311.00</b>      |
| <b>Part Time (converted to FTE)</b>         | <b>10.53</b>      | <b>11.91</b>              | <b>10.32</b>          | <b>10.61</b>       |
| <b>Total Public Safety FTE</b>              | <b>297.37</b>     | <b>317.91</b>             | <b>303.16</b>         | <b>321.61</b>      |
| <b>Public Works</b>                         |                   |                           |                       |                    |
| <b>Administration</b>                       |                   |                           |                       |                    |
| Full Time                                   | 4.00              | 4.00                      | 4.00                  | 4.00               |
| Part Time (converted to FTE)                | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total Administration FTE</b>             | <b>4.00</b>       | <b>4.00</b>               | <b>4.00</b>           | <b>4.00</b>        |
| <b>City Shops</b>                           |                   |                           |                       |                    |
| Full Time                                   | 12.55             | 13.00                     | 12.43                 | 13.00              |
| Part Time (converted to FTE)                | 0.12              | 0.12                      | 0.00                  | 0.12               |
| <b>Total City Shops FTE</b>                 | <b>12.67</b>      | <b>13.12</b>              | <b>12.43</b>          | <b>13.12</b>       |
| <b>General Maintenance</b>                  |                   |                           |                       |                    |
| Full Time                                   | 18.00             | 18.00                     | 16.97                 | 18.00              |
| Part Time (converted to FTE)                | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total General Maintenance FTE</b>        | <b>18.00</b>      | <b>18.00</b>              | <b>16.97</b>          | <b>18.00</b>       |



**CITY OF BARTLETT  
STAFFING LEVEL SCHEDULE  
FY 2026 Adopted Budget**



| Description                                   | FY 2024<br>Actual | FY 2025<br>Revised Budget | FY 2025<br>Projection | FY 2026<br>Adopted |
|---|-------------------|---------------------------|-----------------------|--------------------|
| <b>General Services</b>                       |                   |                           |                       |                    |
| Full Time                                     | 4.00              | 4.00                      | 3.93                  | 4.00               |
| Part Time (converted to FTE)                  | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total General Services FTE</b>             | <b>4.00</b>       | <b>4.00</b>               | <b>3.93</b>           | <b>4.00</b>        |
| <b>Grounds Maintenance</b>                    |                   |                           |                       |                    |
| Full Time                                     | 12.32             | 14.00                     | 12.87                 | 14.00              |
| Part Time (converted to FTE)                  | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total Grounds Maintenance FTE</b>          | <b>12.32</b>      | <b>14.00</b>              | <b>12.87</b>          | <b>14.00</b>       |
| <b>Animal Control</b>                         |                   |                           |                       |                    |
| Full Time                                     | 7.56              | 8.00                      | 7.87                  | 8.00               |
| Part Time (converted to FTE)                  | 0.87              | 1.59                      | 1.28                  | 1.44               |
| <b>Total Animal Control FTE</b>               | <b>8.43</b>       | <b>9.59</b>               | <b>9.15</b>           | <b>9.44</b>        |
| <b>Engineering Administration</b>             |                   |                           |                       |                    |
| Full Time                                     | 3.00              | 3.00                      | 3.00                  | 3.00               |
| Part Time (converted to FTE)                  | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total Engineering Administration FTE</b>   | <b>3.00</b>       | <b>3.00</b>               | <b>3.00</b>           | <b>3.00</b>        |
| <b>Engineering &amp; Inspection</b>           |                   |                           |                       |                    |
| Full Time                                     | 3.00              | 3.00                      | 2.23                  | 3.00               |
| Part Time (converted to FTE)                  | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total Engineering &amp; Inspection FTE</b> | <b>3.00</b>       | <b>3.00</b>               | <b>2.23</b>           | <b>3.00</b>        |
| <b>Full Time</b>                              | <b>64.43</b>      | <b>67.00</b>              | <b>63.30</b>          | <b>67.00</b>       |
| <b>Part Time (converted to FTE)</b>           | <b>0.99</b>       | <b>1.71</b>               | <b>1.28</b>           | <b>1.56</b>        |
| <b>Total Public Works FTE</b>                 | <b>65.42</b>      | <b>68.71</b>              | <b>64.58</b>          | <b>68.56</b>       |
| <b>Parks &amp; Recreation</b>                 |                   |                           |                       |                    |
| <b>Administration</b>                         |                   |                           |                       |                    |
| Full Time                                     | 5.81              | 5.00                      | 4.89                  | 5.00               |
| Part Time (converted to FTE)                  | 0.00              | 0.00                      | 0.23                  | 0.86               |
| <b>Total Administration FTE</b>               | <b>5.81</b>       | <b>5.00</b>               | <b>5.12</b>           | <b>5.86</b>        |
| <b>Community Center</b>                       |                   |                           |                       |                    |
| Full Time                                     | 6.00              | 6.00                      | 6.00                  | 6.00               |
| Part Time (converted to FTE)                  | 9.60              | 9.62                      | 9.38                  | 9.62               |
| <b>Total Community Center FTE</b>             | <b>15.60</b>      | <b>15.62</b>              | <b>15.38</b>          | <b>15.62</b>       |
| <b>Athletics</b>                              |                   |                           |                       |                    |
| Full Time                                     | 3.00              | 3.00                      | 3.00                  | 3.00               |
| Part Time (converted to FTE)                  | 6.58              | 5.87                      | 6.33                  | 6.38               |
| <b>Total Athletics FTE</b>                    | <b>9.58</b>       | <b>8.87</b>               | <b>9.33</b>           | <b>9.38</b>        |
| <b>Maintenance</b>                            |                   |                           |                       |                    |
| Full Time                                     | 19.41             | 23.00                     | 22.40                 | 23.00              |
| Part Time (converted to FTE)                  | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total Maintenance FTE</b>                  | <b>19.41</b>      | <b>23.00</b>              | <b>22.40</b>          | <b>23.00</b>       |



**CITY OF BARTLETT  
STAFFING LEVEL SCHEDULE  
FY 2026 Adopted Budget**



| Description                                | FY 2024<br>Actual | FY 2025<br>Revised Budget | FY 2025<br>Projection | FY 2026<br>Adopted |
|--|-------------------|---------------------------|-----------------------|--------------------|
| <b>School Ground Maintenance</b>           |                   |                           |                       |                    |
| Full Time                                  | 1.79              | 2.00                      | 2.00                  | 2.00               |
| Part Time (converted to FTE)               | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total School Ground Maintenance FTE</b> | <b>1.79</b>       | <b>2.00</b>               | <b>2.00</b>           | <b>2.00</b>        |
| <b>The Venue</b>                           |                   |                           |                       |                    |
| Full Time                                  | 3.85              | 4.00                      | 3.40                  | 4.00               |
| Part Time (converted to FTE)               | 1.94              | 1.95                      | 1.95                  | 3.25               |
| <b>Total Bartlett Station Mun Ctr FTE</b>  | <b>5.79</b>       | <b>5.95</b>               | <b>5.35</b>           | <b>7.25</b>        |
| <b>Senior Center</b>                       |                   |                           |                       |                    |
| Full Time                                  | 2.00              | 2.00                      | 2.00                  | 2.00               |
| Part Time (converted to FTE)               | 1.17              | 1.71                      | 1.79                  | 1.71               |
| <b>Total Senior Center FTE</b>             | <b>3.17</b>       | <b>3.71</b>               | <b>3.79</b>           | <b>3.71</b>        |
| <b>Recreation Center</b>                   |                   |                           |                       |                    |
| Full Time                                  | 4.85              | 0.00                      | 0.00                  | 0.00               |
| Part Time (converted to FTE)               | 10.70             | 0.00                      | 0.00                  | 0.00               |
| <b>Total Recreation Center FTE</b>         | <b>15.55</b>      | <b>0.00</b>               | <b>0.00</b>           | <b>0.00</b>        |
| <b>Full Time</b>                           | <b>46.71</b>      | <b>45.00</b>              | <b>43.69</b>          | <b>45.00</b>       |
| <b>Part Time (converted to FTE)</b>        | <b>29.99</b>      | <b>19.15</b>              | <b>19.68</b>          | <b>21.82</b>       |
| <b>Total Parks FTE</b>                     | <b>76.70</b>      | <b>64.15</b>              | <b>63.37</b>          | <b>66.82</b>       |
| <b>Performing Arts</b>                     |                   |                           |                       |                    |
| Full Time                                  | 3.00              | 3.00                      | 3.00                  | 3.00               |
| Part Time (converted to FTE)               | 1.00              | 1.13                      | 1.71                  | 1.24               |
| <b>Total Performing Arts FTE</b>           | <b>4.00</b>       | <b>4.13</b>               | <b>4.71</b>           | <b>4.24</b>        |
| <b>FULL TIME</b>                           | <b>456.07</b>     | <b>479.00</b>             | <b>458.50</b>         | <b>484.00</b>      |
| <b>PART TIME (converted to FTE)</b>        | <b>42.51</b>      | <b>33.90</b>              | <b>32.99</b>          | <b>35.23</b>       |
| <b>TOTAL GENERAL FUND FTE</b>              | <b>498.58</b>     | <b>512.90</b>             | <b>491.49</b>         | <b>519.23</b>      |
| <b>SPECIAL REVENUE FUNDS</b>               |                   |                           |                       |                    |
| <b>Solid Waste Fund</b>                    |                   |                           |                       |                    |
| Full Time                                  | 40.18             | 44.00                     | 40.88                 | 44.00              |
| Part Time (converted to FTE)               | 1.08              | 2.15                      | 1.70                  | 3.00               |
| <b>Total Solid Waste Fund FTE</b>          | <b>41.26</b>      | <b>46.15</b>              | <b>42.58</b>          | <b>47.00</b>       |
| <b>Drainage Control Fund</b>               |                   |                           |                       |                    |
| Full Time                                  | 1.00              | 2.00                      | 2.55                  | 2.00               |
| Part Time (converted to FTE)               | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total Drainage Control Fund FTE</b>     | <b>1.00</b>       | <b>2.00</b>               | <b>2.55</b>           | <b>2.00</b>        |
| <b>FULL TIME</b>                           | <b>41.18</b>      | <b>46.00</b>              | <b>43.43</b>          | <b>46.00</b>       |
| <b>PART TIME (converted to FTE)</b>        | <b>1.08</b>       | <b>2.15</b>               | <b>1.70</b>           | <b>3.00</b>        |
| <b>TOTAL SPECIAL REVENUE FUNDS FTE</b>     | <b>42.26</b>      | <b>48.15</b>              | <b>45.13</b>          | <b>49.00</b>       |



**CITY OF BARTLETT  
STAFFING LEVEL SCHEDULE  
FY 2026 Adopted Budget**



| Description                                      | FY 2024<br>Actual | FY 2025<br>Revised Budget | FY 2025<br>Projection | FY 2026<br>Adopted |
|--|-------------------|---------------------------|-----------------------|--------------------|
| <b>UTILITY</b>                                   |                   |                           |                       |                    |
| <i>Administration</i>                            |                   |                           |                       |                    |
| Full Time  | 6.91              | 7.00                      | 6.19                  | 7.00               |
| Part Time (converted to FTE)                     | 0.32              | 0.63                      | 0.42                  | 0.63               |
| <b>Total Administration FTE</b>                  | <b>7.23</b>       | <b>7.63</b>               | <b>6.61</b>           | <b>7.63</b>        |
| <i>Water &amp; Wastewater Services</i>           |                   |                           |                       |                    |
| Full Time  | 22.63             | 22.00                     | 19.33                 | 22.00              |
| Part Time (converted to FTE)                     | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total Water &amp; Wastewater Services FTE</b> | <b>22.63</b>      | <b>22.00</b>              | <b>19.33</b>          | <b>22.00</b>       |
| <i>Plant Operations</i>                          |                   |                           |                       |                    |
| Full Time  | 8.10              | 8.00                      | 8.00                  | 8.00               |
| Part Time (converted to FTE)                     | 0.32              | 0.62                      | 0.39                  | 1.05               |
| <b>Total Plant Operations FTE</b>                | <b>8.42</b>       | <b>8.62</b>               | <b>8.39</b>           | <b>9.05</b>        |
| <i>Sewer Lagoon</i>                              |                   |                           |                       |                    |
| Full Time  | 3.94              | 4.00                      | 3.33                  | 4.00               |
| Part Time (converted to FTE)                     | 0.00              | 0.00                      | 0.00                  | 0.00               |
| <b>Total Sewer Lagoon FTE</b>                    | <b>3.94</b>       | <b>4.00</b>               | <b>3.33</b>           | <b>4.00</b>        |
| <b>FULL TIME</b>                                 | <b>41.58</b>      | <b>41.00</b>              | <b>36.85</b>          | <b>41.00</b>       |
| <b>PART TIME (converted to FTE)</b>              | <b>0.64</b>       | <b>1.25</b>               | <b>0.81</b>           | <b>1.68</b>        |
| <b>TOTAL UTILITY FTE</b>                         | <b>42.22</b>      | <b>42.25</b>              | <b>37.66</b>          | <b>42.68</b>       |
| <b>ALL FUNDS</b>                                 |                   |                           |                       |                    |
| <b>FULL TIME</b>                                 | <b>538.83</b>     | <b>566.00</b>             | <b>538.78</b>         | <b>571.00</b>      |
| <b>PART TIME (converted to FTE)</b>              | <b>44.23</b>      | <b>37.29</b>              | <b>35.50</b>          | <b>39.91</b>       |
| <b>TOTAL ALL FUNDS FTE</b>                       | <b>583.06</b>     | <b>603.29</b>             | <b>574.28</b>         | <b>610.91</b>      |

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# CITY OF BARTLETT

T E N N E S S E E

## GENERAL FUND

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



**CITY OF BARTLETT**  
**GENERAL FUND SUMMARY**  
**FY 2026 Adopted Budget**



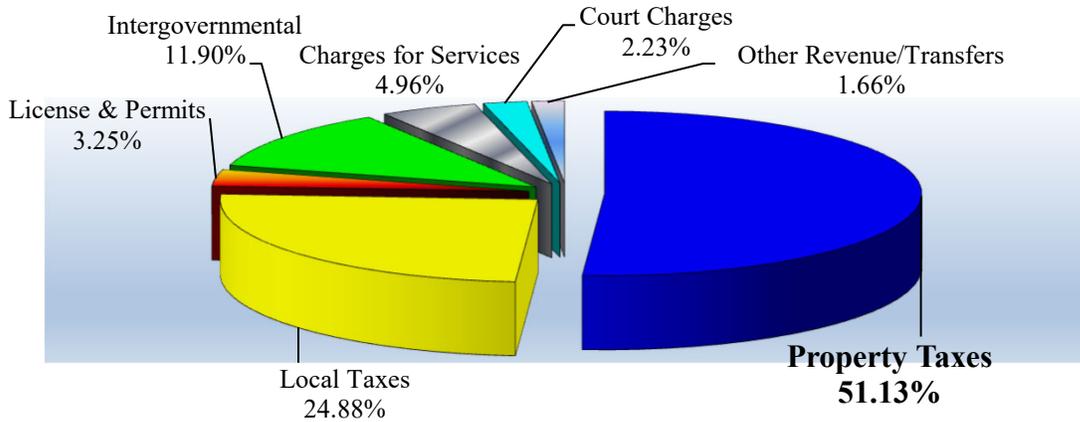
| <b>Description</b>                         | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Revenues</b>                            |                           |                            |                               |                            |
| Property Taxes                             | \$ 29,420,768             | \$ 30,212,000              | \$ 30,038,034                 | \$ 36,900,000              |
| Local Taxes                                | 17,532,028                | 17,700,000                 | 17,624,115                    | 17,954,000                 |
| License & Permits                          | 2,672,237                 | 2,477,000                  | 2,277,200                     | 2,347,500                  |
| Intergovernmental                          | 8,300,946                 | 8,415,000                  | 8,431,000                     | 8,586,000                  |
| Charges for Services                       | 4,301,747                 | 3,371,870                  | 3,473,966                     | 3,578,775                  |
| Court Charges                              | 1,357,313                 | 1,437,000                  | 1,507,000                     | 1,607,000                  |
| Other Revenue/Transfers                    | 1,306,563                 | 1,470,476                  | 1,855,976                     | 1,200,000                  |
| <b>Total Revenues</b>                      | <b>\$ 64,891,601</b>      | <b>\$ 65,083,346</b>       | <b>\$ 65,207,291</b>          | <b>\$ 72,173,275</b>       |
| <b>Expenditures</b>                        |                           |                            |                               |                            |
| Legislative                                | \$ 755,909                | \$ 1,188,617               | \$ 1,099,913                  | \$ 935,646                 |
| Mayor's Office                             | 881,145                   | 1,104,497                  | 1,062,218                     | 1,138,340                  |
| Community Relations                        | 350,871                   | 371,072                    | 385,644                       | 393,706                    |
| Information Technology                     | 729,049                   | 849,201                    | 824,578                       | 906,618                    |
| Building & Grounds                         | 412,832                   | 411,585                    | 407,667                       | 433,664                    |
| Library                                    | 1,143,336                 | 1,445,495                  | 1,441,085                     | 1,415,285                  |
| Finance                                    | 1,339,858                 | 1,412,703                  | 1,358,366                     | 1,550,279                  |
| City Court                                 | 1,154,950                 | 1,118,415                  | 1,200,017                     | 1,242,672                  |
| Personnel                                  | 585,679                   | 612,006                    | 707,801                       | 645,974                    |
| Planning                                   | 499,964                   | 530,947                    | 531,943                       | 574,978                    |
| Police                                     | 19,352,396                | 21,353,430                 | 21,143,540                    | 23,361,627                 |
| Fire Services and Ambulance                | 13,435,898                | 14,042,733                 | 13,871,298                    | 15,268,627                 |
| Codes Enforcement                          | 1,181,458                 | 1,258,713                  | 1,227,095                     | 1,285,535                  |
| Public Works                               | 6,280,685                 | 6,814,146                  | 6,908,068                     | 6,960,057                  |
| Engineering                                | 889,809                   | 947,454                    | 859,785                       | 1,072,763                  |
| Parks & Recreation                         | 7,045,366                 | 6,294,323                  | 6,220,887                     | 6,432,137                  |
| Performing Arts                            | 862,087                   | 861,880                    | 886,483                       | 947,427                    |
| <b>Expenditures</b>                        | <b>\$ 56,901,292</b>      | <b>\$ 60,617,215</b>       | <b>\$ 60,136,388</b>          | <b>\$ 64,565,335</b>       |
| <b>Transfers Out</b>                       |                           |                            |                               |                            |
| Trfr. Out Bartlett City School             | \$ 1,737,826              | \$ 1,737,826               | \$ 1,737,826                  | \$ 1,737,826               |
| Trfr. Out Shelby County Board of Education | 608,193                   | 608,193                    | 608,193                       | 608,193                    |
| Trfr. Out Bartlett Station                 | 80,000                    | 80,000                     | 80,000                        | 80,000                     |
| Trfr. Out DARE Program                     | 26,577                    | 35,500                     | 35,470                        | 35,500                     |
| Trfr. Out Drainage Fund                    | 100,000                   | 0                          | 0                             | 0                          |
| Trfr. Out Debt Service                     | 3,555,000                 | 2,000,000                  | 2,000,000                     | 2,000,000                  |
| Trfr. Out General Improvement Fund         | 275,000                   | 0                          | 0                             | 0                          |
| Trfr. Out for Paving                       | 0                         | 0                          | 0                             | 1,200,000                  |
| Trfr. Out to CIP                           | 452,646                   | 585,000                    | 585,000                       | 1,242,000                  |
| <b>Total Transfers Out</b>                 | <b>\$ 6,835,242</b>       | <b>\$ 5,046,519</b>        | <b>\$ 5,046,489</b>           | <b>\$ 6,903,519</b>        |
| <b>Total Expenditures</b>                  | <b>\$ 63,736,533</b>      | <b>\$ 65,663,734</b>       | <b>\$ 65,182,877</b>          | <b>\$ 71,468,854</b>       |
| <b>Net From Operations</b>                 | <b>564,591</b>            | <b>(580,388)</b>           | <b>24,413</b>                 | <b>704,421</b>             |
| <b>Beginning Fund Balance</b>              | <b>\$ 37,682,164</b>      | <b>\$ 38,246,755</b>       | <b>\$ 38,246,755</b>          | <b>\$ 38,271,169</b>       |
| Reserves/Encumbrances                      | 590,476                   |                            |                               |                            |
| <b>Ending Fund Balance</b>                 | <b>\$ 38,246,755</b>      | <b>\$ 37,666,367</b>       | <b>\$ 38,271,169</b>          | <b>\$ 38,975,590</b>       |



# CITY OF BARTLETT GENERAL FUND FY 2026 Adopted Budget

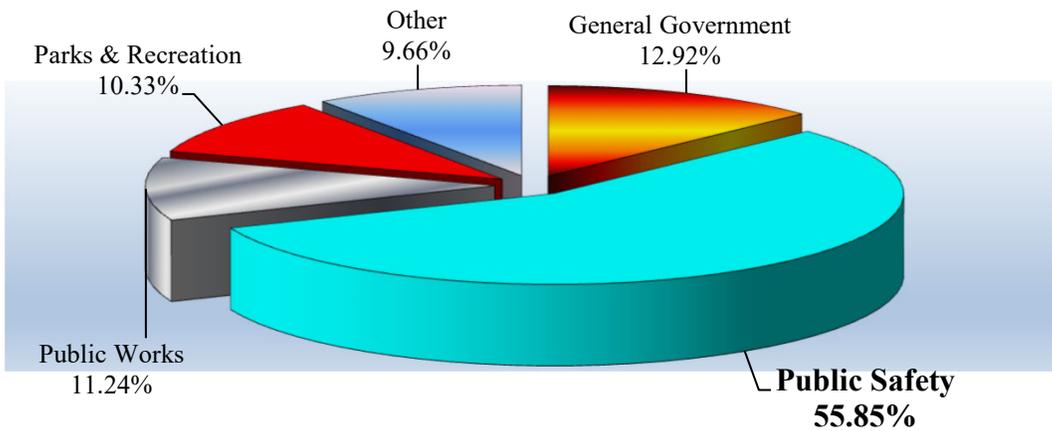
Property Taxes account more than half (51.13%) of all General Fund revenues.

## WHERE THE \$ COMES FROM



Public Safety accounts more than half (55.85%) of all General Fund expenditures.

## WHERE THE \$ GOES





**CITY OF BARTLETT**  
**GENERAL FUND REVENUES**  
**FY 2026 Adopted Budget**



| <b>Description</b>             | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Property Taxes</b>          |                           |                            |                               |                            |
| Real Property Tax              | \$ 27,585,867             | \$ 27,800,000              | \$ 27,600,000                 | \$ 34,620,000              |
| Personalty Tax                 | 1,134,046                 | 1,050,000                  | 1,040,000                     | 1,250,000                  |
| Property Tax - Utility         | 167,054                   | 140,000                    | 215,000                       | 200,000                    |
| In-Lieu Of Tax - Utility       | 0                         | 450,000                    | 430,034                       | 0                          |
| In-Lieu Of Tax - Industry      | 63,361                    | 72,000                     | 78,000                        | 80,000                     |
| In-Lieu Of Tax - MLG&W         | 303,390                   | 300,000                    | 340,000                       | 350,000                    |
| Delinquent Tax                 | (14,960)                  | 250,000                    | 190,000                       | 250,000                    |
| Interest & Penalty             | 182,010                   | 150,000                    | 145,000                       | 150,000                    |
| <b>Total Property Taxes</b>    | <b>\$ 29,420,768</b>      | <b>\$ 30,212,000</b>       | <b>\$ 30,038,034</b>          | <b>\$ 36,900,000</b>       |
| <b>Local Taxes</b>             |                           |                            |                               |                            |
| Local Sales Tax                | 9,549,715                 | \$ 9,730,000               | \$ 9,600,000                  | \$ 9,792,000               |
| Sales Tax Half Cent            | 4,604,514                 | 4,800,000                  | 4,729,000                     | 4,790,000                  |
| Wholesale Beer Tax             | 691,936                   | 780,000                    | 690,000                       | 700,000                    |
| Wholesale Liquor Tax           | 527,787                   | 550,000                    | 517,000                       | 520,000                    |
| Beer Permits Application       | 1,394                     | 2,000                      | 2,000                         | 2,000                      |
| Retail Liquor Licenses         | 22,195                    | 22,000                     | 26,235                        | 24,000                     |
| Beer Privilege Tax             | 7,930                     | 8,000                      | 7,880                         | 8,000                      |
| Gross Receipts Business        | 1,304,666                 | 1,000,000                  | 1,320,000                     | 1,350,000                  |
| Business Licenses              | 3,795                     | 3,000                      | 3,000                         | 3,000                      |
| Return Fee-Business License    | 15,050                    | 15,000                     | 14,000                        | 15,000                     |
| Collection Fees - Business Tax | 121,300                   | 90,000                     | 120,000                       | 120,000                    |
| Catv Franchise Fees            | 335,380                   | 350,000                    | 290,000                       | 270,000                    |
| AT&T Franchise Fee             | 97,164                    | 100,000                    | 80,000                        | 80,000                     |
| Hotel/Motel Tax                | 249,203                   | 250,000                    | 225,000                       | 280,000                    |
| <b>Total Local Taxes</b>       | <b>\$ 17,532,028</b>      | <b>\$ 17,700,000</b>       | <b>\$ 17,624,115</b>          | <b>\$ 17,954,000</b>       |
| <b>License &amp; Permits</b>   |                           |                            |                               |                            |
| Issuing Fees                   | \$ 24,354                 | \$ 25,000                  | \$ 17,000                     | \$ 17,000                  |
| New Building Permits           | 229,220                   | 150,000                    | 115,000                       | 140,000                    |
| New Electrical Permits         | 129,590                   | 80,000                     | 50,000                        | 60,000                     |
| New Plumbing Permits           | 50,946                    | 70,000                     | 62,000                        | 60,000                     |
| New Mechanical Permits         | 152,634                   | 160,000                    | 115,000                       | 120,000                    |
| New Permit Software Fees       | 37,897                    | 40,000                     | 32,000                        | 30,000                     |
| Zoning Application Fees        | 5,310                     | 3,000                      | 8,000                         | 5,000                      |
| Planning Fees                  | 5,800                     | 5,000                      | 2,000                         | 2,000                      |
| Short-Term Rental Permit Fees  | 100                       | 500                        | 0                             | 0                          |
| S/D Application Fees           | 13,160                    | 12,000                     | 9,000                         | 10,000                     |
| Miscellaneous Building Permits | 51,377                    | 45,000                     | 50,000                        | 50,000                     |
| Board Of Zoning Appeals        | 1,500                     | 2,000                      | 3,000                         | 2,000                      |
| Subdivision Inspection Fees    | 167,966                   | 80,000                     | 10,000                        | 40,000                     |
| Subdivision Engineering Fees   | 62,779                    | 25,000                     | 7,000                         | 10,000                     |
| Subdivision Sewer Review Fees  | 1,180                     | 500                        | 200                           | 500                        |
| Road Cut & Boring Permit       | 37,484                    | 30,000                     | 45,000                        | 40,000                     |
| Site Plan Review               | 34,661                    | 20,000                     | 13,000                        | 17,000                     |
| Sign Review                    | 9,100                     | 8,000                      | 10,000                        | 10,000                     |
| Building Plan Review           | 35,958                    | 17,000                     | 25,000                        | 30,000                     |



**CITY OF BARTLETT**  
**GENERAL FUND REVENUES**  
**FY 2026 Adopted Budget**



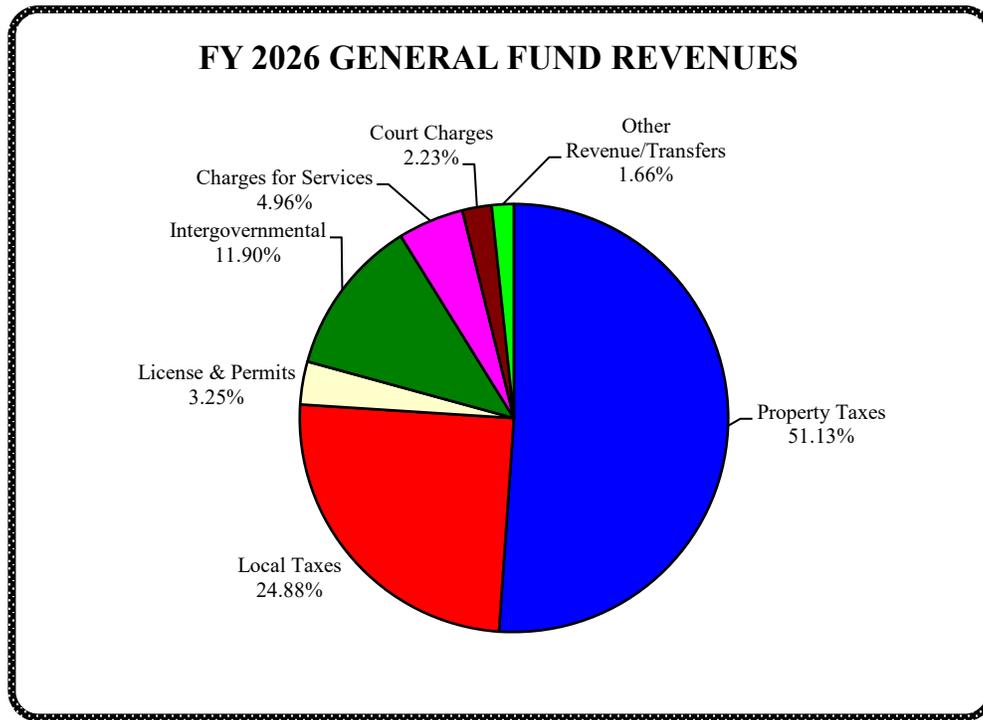
| Description                             | FY 2024<br>Actual    | FY 2025<br>Revised   | FY 2025<br>Projection | FY 2026<br>Adopted   |
|---|----------------------|----------------------|-----------------------|----------------------|
| Sign Inspection                         | 4,000                | 4,000                | 4,000                 | 4,000                |
| Auto Reg Fee                            | 1,617,223            | 1,700,000            | 1,700,000             | 1,700,000            |
| <b>Total License &amp; Permits</b>      | <b>\$ 2,672,237</b>  | <b>\$ 2,477,000</b>  | <b>\$ 2,277,200</b>   | <b>\$ 2,347,500</b>  |
| <b>Intergovernmental Revenues</b>       |                      |                      |                       |                      |
| State Sales Tax                         | \$ 7,096,913         | \$ 7,200,000         | \$ 7,230,000          | \$ 7,375,000         |
| State Income Tax                        | 680                  | 0                    | 0                     | 0                    |
| State Beer Tax                          | 25,399               | 26,000               | 26,000                | 26,000               |
| State Liquor Tax                        | 162,036              | 150,000              | 153,000               | 155,000              |
| State Excise Tax                        | 42,641               | 45,000               | 45,000                | 45,000               |
| State Petroleum Tax                     | 105,796              | 104,000              | 105,000               | 105,000              |
| State Sports Betting Tax                | 107,278              | 110,000              | 120,000               | 130,000              |
| State TVA In Lieu Of Tax                | 708,172              | 730,000              | 702,000               | 700,000              |
| STG Telecom Sales Tax                   | 52,030               | 50,000               | 50,000                | 50,000               |
| <b>Total Intergovernmental Revenues</b> | <b>\$ 8,300,946</b>  | <b>\$ 8,415,000</b>  | <b>\$ 8,431,000</b>   | <b>\$ 8,586,000</b>  |
| <b>Misc Charges For Services</b>        |                      |                      |                       |                      |
| City Service Fees                       | \$ 11,489            | \$ 10,000            | \$ 3,000              | \$ 5,000             |
| Ambulance Fees                          | 1,816,357            | 2,050,000            | 2,100,000             | 2,150,000            |
| Tow-In Fees                             | 6,405                | 8,000                | 8,000                 | 8,000                |
| Publication Fees                        | 700                  | 1,000                | 1,000                 | 1,000                |
| Police Background Check                 | 420                  | 0                    | 360                   | 0                    |
| Community Relations                     | 32,263               | 27,500               | 23,636                | 24,500               |
| Library Fees                            | 19,381               | 22,100               | 12,400                | 12,200               |
| <b>Total Misc Charges For Services</b>  | <b>\$ 1,887,015</b>  | <b>\$ 2,118,600</b>  | <b>\$ 2,148,396</b>   | <b>\$ 2,200,700</b>  |
| <b>Parks &amp; Rec Charges</b>          |                      |                      |                       |                      |
| The Venue                               | \$ 183,345           | \$ 202,000           | \$ 196,175            | \$ 194,500           |
| Senior Citizens Center                  | 90,871               | 99,200               | 107,455               | 105,500              |
| Community Center                        | 458,564              | 399,500              | 401,825               | 440,000              |
| Athletics                               | 341,091              | 277,770              | 304,000               | 325,000              |
| Recreation Center                       | 1,017,819            | 0                    | 0                     | 0                    |
| <b>Total Parks &amp; Rec Charges</b>    | <b>\$ 2,091,690</b>  | <b>\$ 978,470</b>    | <b>\$ 1,009,455</b>   | <b>\$ 1,065,000</b>  |
| <b>BPACC Revenues</b>                   | <b>\$ 323,042</b>    | <b>\$ 274,800</b>    | <b>\$ 316,115</b>     | <b>\$ 313,075</b>    |
| <b>Court Fines &amp; Costs</b>          |                      |                      |                       |                      |
| City Court Fines                        | \$ 1,350,568         | \$ 1,430,000         | \$ 1,500,000          | \$ 1,600,000         |
| Other Court Costs                       | 6,745                | 7,000                | 7,000                 | 7,000                |
| <b>Total Court Fines &amp; Costs</b>    | <b>\$ 1,357,313</b>  | <b>\$ 1,437,000</b>  | <b>\$ 1,507,000</b>   | <b>\$ 1,607,000</b>  |
| <b>Other Revenues</b>                   |                      |                      |                       |                      |
| Interest                                | \$ 967,785           | \$ 800,000           | \$ 1,100,000          | \$ 1,100,000         |
| Sale Of Equipment                       | 68,330               | 30,000               | 65,000                | 50,000               |
| Other Revenues                          | 102,448              | 50,000               | 100,500               | 50,000               |
| Transfer In                             | 168,000              | 0                    | 0                     | 0                    |
| Reserves/Encumbrances                   | 0                    | 590,476              | 590,476               | 0                    |
| <b>Total Other Revenues</b>             | <b>\$ 1,306,563</b>  | <b>\$ 1,470,476</b>  | <b>\$ 1,855,976</b>   | <b>\$ 1,200,000</b>  |
| <b>TOTAL GENERAL FUND REVENUES</b>      | <b>\$ 64,891,601</b> | <b>\$ 65,083,346</b> | <b>\$ 65,207,291</b>  | <b>\$ 72,173,275</b> |



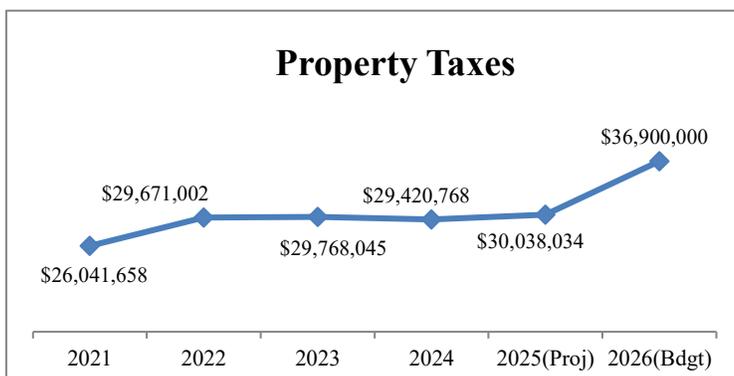
# CITY OF BARTLETT

## ANALYSIS OF GENERAL FUND REVENUE SOURCES

### FY 2026 Adopted Budget



General Fund (GF) Revenues are classified into seven major sources; Property Taxes, Local Taxes, License & Permits, Intergovernmental, Charges for Services, Court Charges and Other Revenue. Property and Local Taxes are Bartlett's largest sources of revenue, a combined 76.01% of all General Fund Revenues in FY 2026. The Administration has adopted our FY26 General Fund budget using a tax rate of \$1.66, thirty-five cents higher than the certified tax rate of \$1.31. Shared sales tax and the local option sales tax have been doing well from FY21 to FY24. However, increase from FY24 to FY26 is budgeted to be less than 2% each year.



**Property Taxes** represent the largest percentage (51.13%) of all GF Revenues. FY26 General Fund budget is based on the tax rate of \$1.66. FY26 tax rate is effectively for the 2025 tax year. In the last 20 years, the property tax rate increased in 2026 (35 cent increase), in 2021 (24 cent increase, reduced to 22 cents in 2022), in 2017 (35 cent increase), and in 2007 (a 23 cent increase). Taxes are due on February 28, 2026 and become delinquent March 1, 2026.

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 |



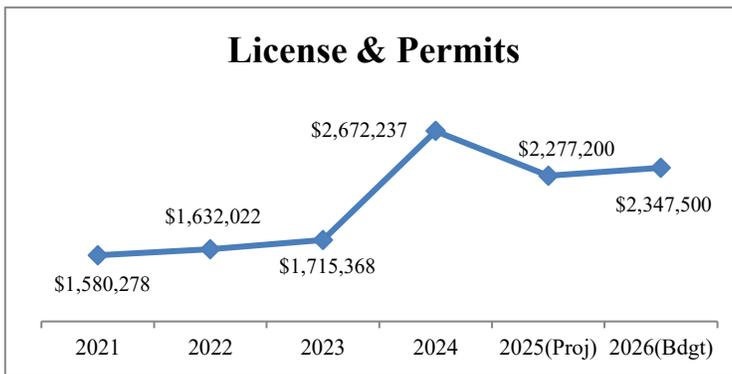
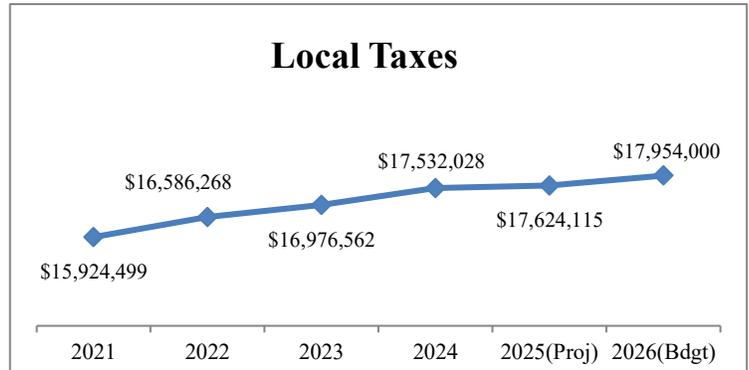
# CITY OF BARTLETT

## ANALYSIS OF GENERAL FUND REVENUE SOURCES

### FY 2026 Adopted Budget

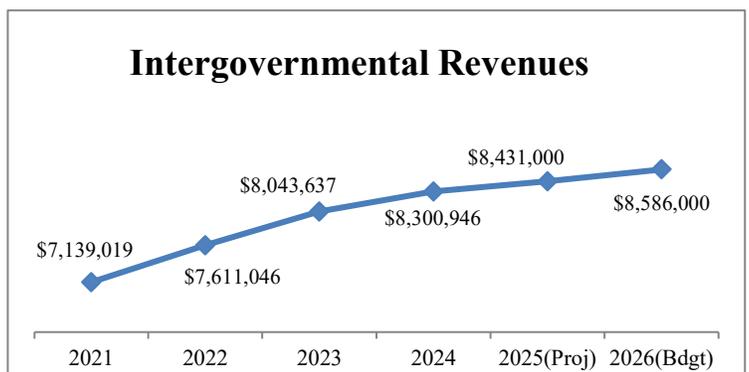


**Local Taxes** is the second largest source of revenue and represent 24.88% of all GF Revenues. They are comprised primarily of Local Sales Taxes (\$9,792,000), more than half of all local taxes, Sales Tax Half Cent (\$4,790,000), Wholesale Beer Taxes (\$700,000), and Gross Receipts Business (\$1,350,000). The current local sales taxes rate is 2.75% of the first \$1,600 of the gross proceeds. Part of the Sales Tax Half Cent budgeted is for city support of Bartlett Municipal School System in FY 2026, which includes the maintenance of effort, school debt service transfer, Dare program and Shelby County Board of Education buildings. FY26 budget has a 1.87% increase over FY25 projected.



The Office of Code Enforcement sets, monitors and collects most of the **License and Permit** fees. FY2026 budget for subdivision and new construction permit fees are based on 30 commercial constructions and 80 residential constructions. A big mixed-use development spanning between FY24 and FY25 is expected to bring in more than close to \$800,000 total in License & Permits. The administration increased \$10 in the city auto registration fee resulting in a \$35 fee for all licensed vehicles within the city limits in fiscal year 2024. The biggest revenue in License and Permits is the \$35 city auto registration fee that generates more than 2/3 of the total revenues.

**Intergovernmental Revenues** are state shared revenues, the largest being Bartlett's share of the State Sales Tax, 85.90%. There has been steady increase since FY 2021 to FY 2026.

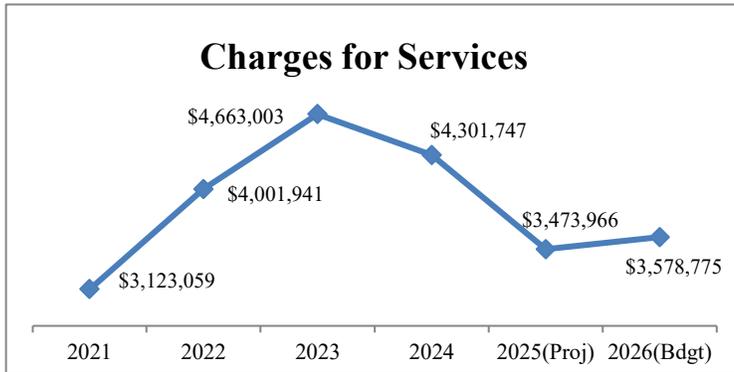




# CITY OF BARTLETT

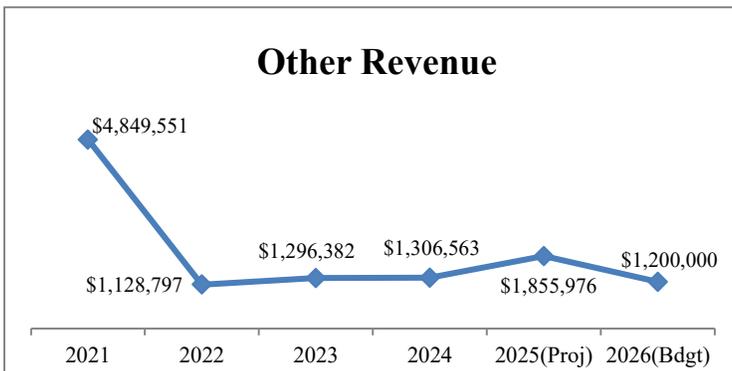
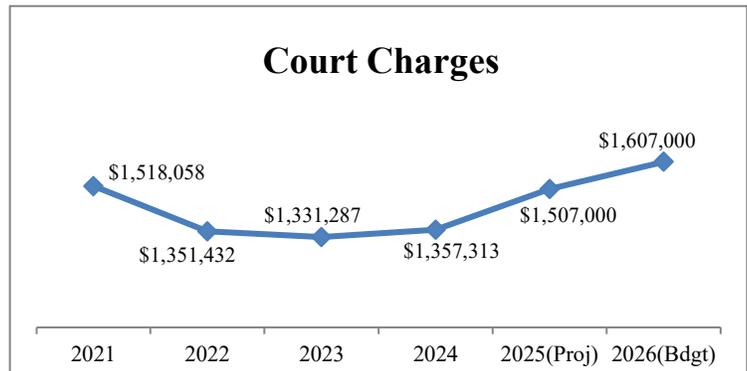
## ANALYSIS OF GENERAL FUND REVENUE SOURCES

### FY 2026 Adopted Budget



Ambulance Fees account for the largest share (60.08%) of **Charges for Services**. Recreation Center was outsourced to the YMCA. All Recreation Center revenues will belong to the YMCA starting March 2024. For Fiscal Year 2025, the City also raise the service and mileage rates for ambulance transports due to the continually rising cost of ambulance services, equipment, and medical supplies. This change will help offset replacement costs and reduce the medical supply budget while ensuring that the City's rates remain the lowest in Shelby County.

**Court Charges** are fees generated through fines for violations of City Ordinances and Court Costs. Thus, collection varies year by year. Court Charges have also been hard hit since the pandemic started.



One-time COVID-19 grants from the Federal and the State Government, total \$4.36 mil, help the overall revenues for FY21. We also received a grant of \$665k from the State in FY22. Other revenues are Sales of Equipment and interests. With the prime rate being high, we received \$968k for FY24, projected \$1.1mil for FY25 and budgeted \$1.1mil for fiscal year 2026.



**CITY OF BARTLETT**  
**GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY**  
**FY 2026 Adopted Budget**



| Description                       | FY 2024<br>Actual    | FY 2025<br>Revised   | FY 2025<br>Projection | FY 2026<br>Adopted   |
|-----------------------------------|----------------------|----------------------|-----------------------|----------------------|
| <b>Department Revenues</b>        |                      |                      |                       |                      |
| Animal Shelter Adoption           | \$ 33,304            | \$ 30,000            | \$ 30,000             | \$ 30,000            |
| Animal Shelter Boarding           | 7,415                | 5,000                | 7,500                 | 8,000                |
| Animal Shelter Capture Fee        | 0                    | 3,000                | 0                     | 0                    |
| Animal Shelter City License       | 22,358               | 20,000               | 23,000                | 23,000               |
| Animal Shelter Donations          | 10,125               | 10,000               | 10,000                | 10,000               |
| Animal Shelter Misc Revenues      | 29,567               | 25,000               | 35,000                | 35,000               |
| Civil Seizure Settlement          | 6,729                | 10,000               | 10,000                | 10,000               |
| Criminal Seizure Settlement       | 7,452                | 10,000               | 14,820                | 10,000               |
| Donations                         | 44,262               | 11,000               | 54,444                | 57,500               |
| Homeland Security Grant           | 750,000              | 750,000              | 750,000               | 750,000              |
| Insurance Recoveries              | 173,027              | 30,000               | 66,049                | 30,000               |
| Intergovernment Reimbursement     | 148,029              | 60,000               | 57,378                | 40,000               |
| Local Sales Tax .5% Reimbursement | 1,724,535            | 1,755,661            | 1,735,209             | 1,804,649            |
| Shop Expense Allocation           | 456,800              | 445,325              | 445,325               | 445,325              |
| State Fire Training Grant         | 74,400               | 76,000               | 0                     | 0                    |
| State Police Training Grant       | 103,200              | 198,400              | 106,400               | 0                    |
| Supplemental Ambulance Payment    | 82,391               | 35,000               | 35,000                | 35,000               |
| Transfer from Grants Fund         | 59,494               | 60,000               | 60,000                | 60,000               |
| Weed Cutting Fees                 | 17,054               | 30,000               | 25,000                | 25,000               |
| Other Revenues                    | 6,841                | 15,000               | 22,062                | 1,000                |
| <b>Total Department Revenues</b>  | <b>\$ 3,756,982</b>  | <b>\$ 3,579,386</b>  | <b>\$ 3,487,187</b>   | <b>\$ 3,374,474</b>  |
| <b>Personnel</b>                  |                      |                      |                       |                      |
| Supervisor Salaries               | \$ 5,064,488         | \$ 5,195,742         | \$ 5,204,449          | \$ 5,291,830         |
| Employee Wages                    | 24,357,336           | 26,830,273           | 26,162,998            | 28,793,203           |
| Overtime Wages                    | 1,641,528            | 1,058,698            | 1,350,592             | 1,203,000            |
| Special Hours                     | 191,050              | 191,100              | 188,044               | 203,200              |
| Holiday Pay                       | 639,139              | 759,761              | 721,123               | 943,670              |
| Contracted Services               | 754,350              | 611,075              | 614,140               | 592,600              |
| Part-Time                         | 1,079,456            | 1,089,204            | 951,140               | 1,178,169            |
| Instructional Expense             | 12,271               | 12,375               | 12,681                | 13,000               |
| Vacation Pay                      | 177,163              | 12,092               | 92,495                | 40,000               |
| Educational Bonus                 | 302,025              | 159,180              | 122,770               | 311,000              |
| Sick Pay                          | 69,258               | 19,800               | 0                     | 40,000               |
| Longevity Pay                     | 656,531              | 747,455              | 685,471               | 764,842              |
| FLSA Wages                        | 84,472               | 89,000               | 107,560               | 104,000              |
| Bonus                             | 49,305               | 55,667               | 48,842                | 49,636               |
| Employee Incentive                | 8,682                | 11,893               | 11,054                | 12,000               |
| Employee Testing                  | 60,097               | 53,900               | 54,035                | 55,000               |
| Other Personnel Costs             | 18,537               | 9,544                | 9,547                 | 9,800                |
| Employee Health Insurance         | 6,120,605            | 6,398,776            | 6,394,556             | 6,853,315            |
| Employee Life Insurance           | 80,025               | 101,707              | 92,175                | 108,296              |
| Workers' Comp Insurance           | 668,446              | 689,645              | 689,664               | 734,677              |
| Unemployment Compensation         | 4,364                | 0                    | 1,294                 | 0                    |
| Retiree Health Insurance          | 1,456,162            | 1,600,238            | 1,559,994             | 1,703,172            |
| FICA                              | 2,489,756            | 2,615,554            | 2,579,134             | 2,823,708            |
| Pension Contribution              | 4,244,511            | 4,173,250            | 4,173,300             | 4,863,149            |
| Contributory Retirement Plan      | 343,283              | 336,525              | 336,515               | 437,944              |
| <b>Total Personnel</b>            | <b>\$ 50,572,842</b> | <b>\$ 52,822,454</b> | <b>\$ 52,163,573</b>  | <b>\$ 57,129,211</b> |



**CITY OF BARTLETT**  
**GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY**  
**FY 2026 Adopted Budget**



| Description                                    | FY 2024<br>Actual | FY 2025<br>Revised | FY 2025<br>Projection | FY 2026<br>Adopted |
|--|-------------------|--------------------|-----------------------|--------------------|
| <b><u>Staffing Level</u></b>                   |                   |                    |                       |                    |
| <i>Full-Time</i>                               | 456.07            | 479.00             | 458.50                | 484.00             |
| <i>Part-Time (converted to FTE)</i>            | 42.51             | 33.90              | 32.99                 | 35.23              |
| <b><i>Total Full-Time Equivalent (FTE)</i></b> | <b>498.58</b>     | <b>512.90</b>      | <b>491.49</b>         | <b>519.23</b>      |
| <b>Operations</b>                              |                   |                    |                       |                    |
| Training                                       | \$ 170,189        | \$ 242,158         | \$ 211,874            | \$ 238,910         |
| State Training Salary Supplement               | 177,600           | 282,400            | 282,400               | 0                  |
| Firearms Training                              | 50,978            | 89,607             | 89,607                | 70,000             |
| Volunteer Expense                              | 2,860             | 12,300             | 12,450                | 12,400             |
| Travel   | 94,805            | 165,100            | 117,211               | 160,400            |
| Legal Fees                                     | 7,993             | 40,000             | 10,000                | 40,000             |
| Mayor's Youth Council                          | 0                 | 5,000              | 0                     | 0                  |
| Professional Services                          | 198,127           | 178,300            | 184,382               | 189,700            |
| Contracted Services                            | 197,292           | 76,000             | 76,300                | 76,500             |
| Advertising & Promotion                        | 594               | 2,550              | 2,348                 | 2,500              |
| Other Professional Service                     | 159,436           | 212,900            | 276,275               | 215,100            |
| Boards & Commissions                           | 103,265           | 121,000            | 90,700                | 121,000            |
| DUI Testing Fees                               | 800               | 1,000              | 0                     | 1,000              |
| Sexual Offender Register                       | 1,050             | 2,000              | 0                     | 2,000              |
| Civil & Criminal Seizure Expense               | 10,816            | 6,000              | 6,000                 | 6,000              |
| Postage & Freight                              | 46,202            | 52,830             | 45,841                | 50,095             |
| Notice Publication                             | 13,577            | 15,100             | 15,000                | 16,100             |
| Dues & Subscriptions                           | 82,791            | 75,470             | 72,959                | 79,927             |
| Meetings                                       | 18,463            | 20,850             | 21,092                | 27,700             |
| Employee Appreciation                          | 6,941             | 7,900              | 7,900                 | 7,900              |
| Utilities                                      | 792,284           | 662,700            | 617,000               | 653,450            |
| Phones-Local                                   | 86,172            | 108,620            | 90,117                | 96,000             |
| Cellular Phones                                | 163,188           | 208,738            | 196,290               | 218,550            |
| Telecommunication Link                         | 31,354            | 50,190             | 55,036                | 55,000             |
| Library Charge-Shelby Co.                      | 948,897           | 1,355,000          | 1,355,000             | 1,323,000          |
| Reappraisal Charge                             | 0                 | 250,000            | 237,849               | 0                  |
| Shop Allocation                                | 211,841           | 210,604            | 210,600               | 210,600            |
| Vehicle Maintenance                            | 620,053           | 468,060            | 527,682               | 536,300            |
| Equipment Maintenance                          | 204,881           | 199,627            | 201,439               | 209,450            |
| Radio Maintenance                              | 227,293           | 210,746            | 200,593               | 256,248            |
| Computer Maintenance                           | 7,725             | 0                  | 100                   | 100                |
| Grounds Maintenance                            | 458,591           | 505,042            | 499,906               | 501,800            |
| Building Maintenance                           | 374,341           | 284,085            | 312,322               | 306,930            |
| Pool Maintenance                               | 22,535            | 725                | 0                     | 0                  |
| Swim Competitions                              | 42,008            | 0                  | 0                     | 0                  |
| Fuel System Maintenance                        | 189,771           | 351,055            | 340,000               | 340,000            |
| Street Painting & Signs                        | 24,808            | 30,000             | 27,000                | 27,000             |
| Automobile Allowance                           | 7,699             | 9,000              | 11,200                | 26,300             |
| Office Supplies                                | 85,225            | 88,727             | 78,235                | 82,600             |
| Printing                                       | 71,230            | 81,950             | 83,858                | 92,390             |
| Christmas Expenses                             | 2,110             | 2,500              | 2,845                 | 2,900              |
| Medical Supplies                               | 178,997           | 177,469            | 180,969               | 183,500            |
| Special Designation Expend                     | 0                 | 1,000              | 0                     | 0                  |
| Ticket Sales Expenditures-BPAC                 | 21,850            | 19,500             | 25,000                | 25,000             |
| Petroleum Supplies                             | 602,826           | 637,000            | 641,809               | 643,200            |



**CITY OF BARTLETT**  
**GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY**  
**FY 2026 Adopted Budget**



| <b>Description</b>                  | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|-------------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| Special Events                      | 47,683                    | 44,250                     | 61,536                        | 46,500                     |
| Concession Supplies Client          | 10,584                    | 500                        | 19,442                        | 20,200                     |
| Preschool Supplies                  | 4,171                     | 4,600                      | 4,600                         | 5,000                      |
| Recreation Supplies                 | 65,228                    | 44,600                     | 54,500                        | 65,100                     |
| Concession Supplies                 | 84,794                    | 85,669                     | 82,700                        | 87,700                     |
| Field Trips                         | 11,641                    | 15,329                     | 15,000                        | 15,000                     |
| Tournament Expenses                 | 694                       | 750                        | 8,350                         | 10,850                     |
| Clothing & Uniforms                 | 257,254                   | 301,297                    | 318,383                       | 334,300                    |
| Operating Supplies                  | 259,759                   | 275,295                    | 276,730                       | 288,030                    |
| Cleaning Supplies                   | 60,078                    | 51,150                     | 51,150                        | 54,650                     |
| Chemical Supplies                   | 765                       | 500                        | 500                           | 500                        |
| Air Service                         | 8,682                     | 7,300                      | 18,700                        | 17,500                     |
| Film & Developing                   | 0                         | 500                        | 200                           | 200                        |
| Fill Sand, Dirt & Gravel            | 27,941                    | 33,461                     | 33,000                        | 35,000                     |
| Asphalt/Street Repairs              | 194,124                   | 168,000                    | 195,000                       | 195,000                    |
| Concrete & Brick                    | 5,982                     | 8,000                      | 6,000                         | 6,000                      |
| Miscellaneous Shop Parts            | 2,598                     | 2,400                      | 9,650                         | 12,500                     |
| Small Tools                         | 27,174                    | 29,875                     | 29,700                        | 30,900                     |
| Tournament Awards                   | 662                       | 1,000                      | 1,000                         | 1,000                      |
| Fire Hose                           | 10,867                    | 6,000                      | 6,000                         | 6,000                      |
| Pipe & Materials-System Maintenance | 8,666                     | 10,000                     | 12,820                        | 10,000                     |
| Miscellaneous Supplies              | 4,580                     | 4,500                      | 4,675                         | 5,000                      |
| Jail Operations                     | 55,104                    | 54,000                     | 62,000                        | 65,000                     |
| First Responder Expense             | 562                       | 1,000                      | 700                           | 1,000                      |
| Public Awareness                    | 41,921                    | 49,200                     | 45,000                        | 48,400                     |
| CPR Classes                         | 347                       | 0                          | 0                             | 0                          |
| Fire Prevention                     | 5,918                     | 7,029                      | 6,500                         | 6,500                      |
| Community Promotions                | 21,671                    | 20,000                     | 20,000                        | 20,000                     |
| Travel Club                         | 1,259                     | 10,000                     | 0                             | 0                          |
| Hometown Heroes Banner              | 0                         | 0                          | 923                           | 500                        |
| Equipment Rental                    | 34,067                    | 45,220                     | 46,420                        | 46,420                     |
| Street Barricade & Equip Rental     | 1,870                     | 2,000                      | 2,000                         | 2,000                      |
| Equipment Leasing                   | 19,820                    | 19,965                     | 21,215                        | 18,200                     |
| Property Insurance                  | 108,275                   | 96,877                     | 101,121                       | 104,366                    |
| Vehicle & Equip Insurance           | 185,846                   | 186,000                    | 191,744                       | 193,177                    |
| General Liability Insurance         | 307,361                   | 301,335                    | 301,716                       | 311,170                    |
| Other Insurance                     | 3,260                     | 3,200                      | 3,200                         | 3,500                      |
| Bank Charges                        | 40                        | 500                        | 0                             | 500                        |
| Credit Card Vendor Fees             | 55,402                    | 27,700                     | 27,438                        | 32,975                     |
| Interest Refund                     | 930                       | 1,000                      | 2,830                         | 3,000                      |
| State Fees                          | 81,403                    | 32,750                     | 67,400                        | 67,400                     |
| Cash Over/Short                     | (56)                      | 50                         | 490                           | 100                        |
| Tow-In Fees                         | 10,830                    | 11,500                     | 12,700                        | 12,700                     |
| License Fees                        | 140                       | 560                        | 560                           | 560                        |
| K-9 Operations                      | 12,133                    | 9,000                      | 9,000                         | 9,000                      |
| Storage Fees                        | 2,550                     | 0                          | 0                             | 0                          |
| Election Expenses                   | 0                         | 10,000                     | 8,000                         | 0                          |
| Contingency                         | 76,430                    | 100,000                    | 100,000                       | 100,000                    |
| Damage Claims                       | 142,221                   | 26,900                     | 32,770                        | 26,400                     |
| Miscellaneous Other Expenses        | 26,187                    | 45,450                     | 44,281                        | 39,850                     |
| <b>Total Operations</b>             | <b>\$ 9,008,870</b>       | <b>\$ 9,677,016</b>        | <b>\$ 9,734,832</b>           | <b>\$ 9,467,198</b>        |



**CITY OF BARTLETT**  
**GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY**  
**FY 2026 Adopted Budget**



| <b>Description</b>                         | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Transfers Out</b>                       |                           |                            |                               |                            |
| Trfr. Out Bartlett City School             | \$ 1,737,826              | \$ 1,737,826               | \$ 1,737,826                  | \$ 1,737,826               |
| Trfr. Out Shelby County Board of Education | 608,193                   | 608,193                    | 608,193                       | 608,193                    |
| Trfr. Out Bartlett Station                 | 80,000                    | 80,000                     | 80,000                        | 80,000                     |
| Trfr. Out DARE Program                     | 26,577                    | 35,500                     | 35,470                        | 35,500                     |
| Trfr. Out Drainage Fund                    | 100,000                   | 0                          | 0                             | 0                          |
| Trfr. Out Debt Service                     | 3,555,000                 | 2,000,000                  | 2,000,000                     | 2,000,000                  |
| Trfr. Out General Improvement Fund         | 275,000                   | 0                          | 0                             | 0                          |
| Trfr. Out for Paving                       | 0                         | 0                          | 0                             | 1,200,000                  |
| Trfr. Out to CIP                           | 452,646                   | 585,000                    | 585,000                       | 1,242,000                  |
| <b>Total Transfers Out</b>                 | <b>\$ 6,835,242</b>       | <b>\$ 5,046,519</b>        | <b>\$ 5,046,489</b>           | <b>\$ 6,903,519</b>        |
| <b>Capital</b>                             |                           |                            |                               |                            |
| Fencing & Landscaping                      | \$ 505                    | \$ 1,000                   | \$ 800                        | \$ 800                     |
| Building Improvements                      | 261,741                   | 286,929                    | 285,446                       | 144,000                    |
| Park Improvements                          | 0                         | 50,000                     | 50,000                        | 150,000                    |
| Communications Equipment                   | 202                       | 0                          | 168                           | 0                          |
| Data Processing Equipment                  | 0                         | 0                          | 3,822                         | 0                          |
| Office Equipment                           | 2,419                     | 1,500                      | 1,500                         | 3,000                      |
| Vehicles                                   | 639,207                   | 907,358                    | 907,104                       | 750,000                    |
| Furniture                                  | 19,525                    | 27,700                     | 26,230                        | 31,300                     |
| Other Equipment                            | 133,389                   | 422,645                    | 437,973                       | 264,300                    |
| Traffic Signal Maintenance                 | 19,575                    | 0                          | 12,128                        | 0                          |
| <b>Total Capital</b>                       | <b>\$ 1,076,562</b>       | <b>\$ 1,697,132</b>        | <b>\$ 1,725,171</b>           | <b>\$ 1,343,400</b>        |
| <b>TOTAL GENERAL FUND EXPEND'S</b>         | <b>\$ 63,736,533</b>      | <b>\$ 65,663,734</b>       | <b>\$ 65,182,877</b>          | <b>\$ 71,468,854</b>       |



# City of Bartlett

## ADMINISTRATIVE

### FY 2026 Adopted Budget

### Full-Time Authorized Personnel Positions

#### Legislative Board

|                                |                 |
|--------------------------------|-----------------|
| City Attorney                  | 1               |
| Assistant City Attorney        | 1               |
| Alderman                       | <u>6</u>        |
| <b>Total Legislative Board</b> | <b><u>8</u></b> |

#### Mayor's Office

|  |                  |
|--|------------------|
| Mayor                                  | 1                |
| Chief Administrative/Financial Officer | 1                |
| Administrative Assistant               | 1                |
| Building Service                       | 3                |
| Chief Communication Officer            | 1                |
| City Clerk                             | 1                |
| Community Relations Director           | 1                |
| Computer Analyst                       | 2                |
| Computer Support Tech                  | 2                |
| IT Director                            | 1                |
| Senior Clerk                           | <u>1</u>         |
| <b>Total Mayor's Office</b>            | <b><u>15</u></b> |

#### Finance and Administration

|   |                  |
|---|------------------|
| Finance Director                        | 1                |
| Assistant Finance Director              | 1                |
| Budget Manager                          | 1                |
| Tax & Rev Supervisor                    | 1                |
| Senior Financial Analyst                | 1                |
| Clerk                                   | <u>7</u>         |
| <b>Total Finance and Administration</b> | <b><u>12</u></b> |

#### City Court

|                          |                  |
|--------------------------|------------------|
| Judge                    | 2                |
| Prosecutor               | 1                |
| Assistant Prosecutor     | 2                |
| Court Clerk              | 1                |
| Deputy Court Clerk       | 1                |
| Senior Clerk             | 1                |
| Coordinator II           | 2                |
| Skill Clerk              | <u>3</u>         |
| <b>Total Court Clerk</b> | <b><u>13</u></b> |

#### Personnel

|                              |                 |
|------------------------------|-----------------|
| Personnel Director           | 1               |
| Senior Personnel Coordinator | 1               |
| Personnel Assistant          | 1               |
| Personnel Coordinator        | 1               |
| Health/Safety Office         | <u>1</u>        |
| <b>Total Personnel</b>       | <b><u>5</u></b> |

The Administrative function includes the Legislative Board, Mayor's Office (which includes the Mayor's Office, Information Technology, Community Relations, Building and Grounds, and the Library), Finance and Administration, Court Clerk, Personnel, and Planning and Economic Development. The Administrative function budget had a net increase of \$217,930 (2.42%) over the FY 2025 Projection. There were no staffing changes. FY 2026 budget included a career ladder pay increase and 3% salary increase for full-time and part-time employees.

#### *Summary Revenue/Expenditure Type*

| Category        | FY 2024<br>Actual       | FY 2025<br>Revised      | FY 2025<br>Projection   | FY 2026<br>Adopted      |
|-----------------|-------------------------|-------------------------|-------------------------|-------------------------|
| <i>Revenues</i> | 92,206                  | 55,759                  | 104,838                 | 105,246                 |
| Salaries        | 3,650,877               | 3,949,486               | 3,942,053               | 4,137,188               |
| Benefits        | 1,741,095               | 1,765,207               | 1,822,879               | 2,006,479               |
| Other Personnel | 87,358                  | 71,037                  | 70,336                  | 72,500                  |
| Operations      | 2,457,266               | 3,292,688               | 3,272,072               | 3,104,041               |
| Capital         | <u>9,203</u>            | <u>21,878</u>           | <u>16,730</u>           | <u>22,200</u>           |
| <b>Total</b>    | <b><u>7,853,594</u></b> | <b><u>9,044,537</u></b> | <b><u>9,019,232</u></b> | <b><u>9,237,162</u></b> |

#### Planning & Economic Development

|  |                 |
|--|-----------------|
| Planning Director                      | 1               |
| Senior Planner                         | 1               |
| Planner                                | 1               |
| Assistant Planner                      | 1               |
| Admin Secretary                        | <u>1</u>        |
| <b>Total Planning &amp; Econ. Dev.</b> | <b><u>5</u></b> |

**TOTAL ADMINISTRATIVE 58**



# CITY OF BARTLETT ADMINISTRATIVE BUDGET SUMMARY FY 2026 Adopted Budget



| Description                             | FY 2024<br>Actual | FY 2025<br>Revised | FY 2025<br>Projection | FY 2026<br>Adopted |
|---|-------------------|--------------------|-----------------------|--------------------|
| <b>Department Revenues/Grants</b>       |                   |                    |                       |                    |
| Donations                               | \$ 44,262         | \$ 11,000          | \$ 53,844             | \$ 57,000          |
| Electronic Traffic Citation Fee         | 4,669             | 0                  | 403                   | 0                  |
| Local Sales Tax .5% Reimbursement       | 42,299            | 44,759             | 44,759                | 47,746             |
| Other Revenues                          | 976               | 0                  | 5,832                 | 500                |
| <b>Total Department Revenues/Grants</b> | <b>\$ 92,206</b>  | <b>\$ 55,759</b>   | <b>\$ 104,838</b>     | <b>\$ 105,246</b>  |

|                              |                     |                     |                     |                     |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
| <b>Personnel</b>             |                     |                     |                     |                     |
| Supervisor Salaries          | \$ 1,720,334        | \$ 1,848,393        | \$ 1,839,991        | \$ 1,886,955        |
| Employee Wages               | 1,904,619           | 2,068,603           | 2,051,757           | 2,192,748           |
| Overtime Wages               | 14,517              | 21,490              | 23,411              | 29,600              |
| Special Hours                | 7,800               | 7,800               | 7,800               | 15,600              |
| Contracted Services          | 2,520               | 600                 | 0                   | 600                 |
| Part-Time                    | 3,607               | 2,600               | 2,178               | 10,725              |
| Vacation Pay                 | 15,460              | 0                   | 16,888              | 0                   |
| Educational Bonus            | 3,480               | 6,120               | 7,930               | 16,800              |
| Longevity Pay                | 79,933              | 90,084              | 90,464              | 101,015             |
| Bonus                        | 3,710               | 4,147               | 3,958               | 4,052               |
| Employee Incentives          | 8,682               | 11,893              | 11,054              | 12,000              |
| Employee Testing             | 60,097              | 53,900              | 54,035              | 55,000              |
| Other Personnel Costs        | 16,059              | 5,244               | 5,247               | 5,500               |
| Employee Health Insurance    | 579,659             | 583,812             | 647,772             | 704,244             |
| Employee Life Insurance      | 8,892               | 11,828              | 10,587              | 12,348              |
| Workers' Comp Insurance      | 13,817              | 14,715              | 14,712              | 15,103              |
| Retiree Health Insurance     | 178,873             | 195,850             | 193,304             | 203,984             |
| FICA                         | 277,036             | 299,330             | 294,849             | 315,394             |
| Pension Contribution         | 506,615             | 516,406             | 516,418             | 582,081             |
| Contributory Retirement Plan | 42,915              | 42,915              | 42,913              | 52,418              |
| <b>Total Personnel</b>       | <b>\$ 5,479,330</b> | <b>\$ 5,785,730</b> | <b>\$ 5,835,268</b> | <b>\$ 6,216,167</b> |

**Staffing Level**

|  |                     |                     |                     |                     |
|--|---------------------|---------------------|---------------------|---------------------|
| <i>Full-Time</i>                               | <i>55.09</i>        | <i>58.00</i>        | <i>55.67</i>        | <i>58.00</i>        |
| <i>Part-Time (converted to FTE)</i>            | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>         |
| <b><i>Total Full-Time Equivalent (FTE)</i></b> | <b><i>55.09</i></b> | <b><i>58.00</i></b> | <b><i>55.67</i></b> | <b><i>58.00</i></b> |

**Operations**

|                            |           |           |           |           |
|----------------------------|-----------|-----------|-----------|-----------|
| Training                   | \$ 10,372 | \$ 40,020 | \$ 20,500 | \$ 36,000 |
| Travel                     | 26,749    | 69,600    | 39,700    | 70,500    |
| Legal Fees                 | 7,993     | 40,000    | 10,000    | 40,000    |
| Mayor's Youth Council      | 0         | 5,000     | 0         | 0         |
| Professional Service       | 164,834   | 149,300   | 155,000   | 160,000   |
| Contracted Services        | 98,550    | 0         | 300       | 500       |
| Other Professional Service | 95,481    | 143,000   | 218,500   | 153,000   |
| Boards & Commissions       | 103,265   | 121,000   | 90,700    | 121,000   |
| Postage & Freight          | 29,366    | 32,750    | 28,700    | 32,750    |
| Notice Publication         | 13,577    | 15,000    | 15,000    | 16,000    |
| Dues & Subscriptions       | 35,171    | 51,300    | 51,800    | 56,230    |
| Meetings                   | 6,653     | 8,100     | 7,342     | 8,800     |
| Utilities                  | 130,902   | 138,000   | 127,000   | 139,000   |
| Phones - Local             | 85,966    | 108,620   | 90,000    | 96,000    |



**CITY OF BARTLETT**  
**ADMINISTRATIVE BUDGET SUMMARY**  
**FY 2026 Adopted Budget**



| Description                  | FY 2024<br>Actual   | FY 2025<br>Revised  | FY 2025<br>Projection | FY 2026<br>Adopted  |
|------------------------------|---------------------|---------------------|-----------------------|---------------------|
| Cellular Phones              | 20,655              | 22,750              | 24,500                | 29,200              |
| Telecommunication Link       | 27,766              | 46,580              | 51,100                | 51,500              |
| Library Charge-Shelby Co.    | 948,897             | 1,355,000           | 1,355,000             | 1,323,000           |
| Reappraisal Charge           | 0                   | 250,000             | 237,849               | 0                   |
| Shop Allocation              | 6,425               | 6,304               | 6,300                 | 6,300               |
| Vehicle Maintenance          | 1,831               | 10,034              | 16,430                | 10,500              |
| Equipment Maintenance        | 892                 | 3,900               | 7,364                 | 7,400               |
| Computer Maintenance         | 7,600               | 0                   | 100                   | 100                 |
| Grounds Maintenance          | 26,596              | 23,000              | 27,000                | 27,000              |
| Building Maintenance         | 67,586              | 40,000              | 42,000                | 47,000              |
| Automobile Allowance         | 7,699               | 9,000               | 11,200                | 26,300              |
| Office Supplies              | 41,767              | 38,920              | 36,500                | 37,000              |
| Printing                     | 43,406              | 46,650              | 51,550                | 54,650              |
| Petroleum Supplies           | 8,776               | 13,250              | 14,300                | 14,600              |
| Special Events               | 20,308              | 17,000              | 20,036                | 18,000              |
| Concession Supplies Client   | 10,114              | 0                   | 19,342                | 20,000              |
| Tournament Expenses          | 0                   | 0                   | 7,500                 | 10,000              |
| Clothing & Uniforms          | 1,732               | 2,250               | 1,500                 | 2,250               |
| Operating Supplies           | 75,084              | 93,810              | 95,330                | 103,730             |
| Cleaning Supplies            | 2,681               | 3,500               | 3,500                 | 3,500               |
| Film & Developing            | 0                   | 500                 | 200                   | 200                 |
| Small Tools                  | 0                   | 200                 | 200                   | 200                 |
| Tournament Awards            | 662                 | 1,000               | 1,000                 | 1,000               |
| First Responder Expenses     | 562                 | 1,000               | 700                   | 1,000               |
| Community Promotions         | 21,671              | 20,000              | 20,000                | 20,000              |
| Hometown Heroes Banner       | 0                   | 0                   | 923                   | 500                 |
| Equipment Rental             | 30,106              | 38,020              | 38,020                | 38,020              |
| Equipment Leasing            | 16,157              | 17,750              | 19,000                | 18,200              |
| Property Insurance           | 20,622              | 20,622              | 19,317                | 19,905              |
| Vehicle & Equip Insurance    | 4,795               | 4,801               | 4,059                 | 4,786               |
| General Liability Insurance  | 137,049             | 136,908             | 137,840               | 138,120             |
| Other Insurance              | 0                   | 100                 | 100                   | 100                 |
| Bank Charges                 | 40                  | 500                 | 0                     | 500                 |
| Credit Card Vendor Fee       | 312                 | 300                 | 300                   | 300                 |
| Interest Refund              | 930                 | 1,000               | 2,830                 | 3,000               |
| Cash Over/Short              | (15)                | 50                  | 340                   | 100                 |
| Storage Fees                 | 2,550               | 0                   | 0                     | 0                   |
| Election Expenses            | 0                   | 10,000              | 8,000                 | 0                   |
| Contingency                  | 76,430              | 100,000             | 100,000               | 100,000             |
| Miscellaneous Other Expenses | 16,702              | 36,300              | 36,300                | 36,300              |
| <b>Total Operations</b>      | <b>\$ 2,457,266</b> | <b>\$ 3,292,688</b> | <b>\$ 3,272,072</b>   | <b>\$ 3,104,041</b> |
| <b>Capital</b>               |                     |                     |                       |                     |
| Building Improvements        | \$ 0                | \$ 10,678           | \$ 10,000             | \$ 10,000           |
| Office Equipment             | 550                 | 0                   | 0                     | 0                   |
| Furniture                    | 8,653               | 6,200               | 4,730                 | 7,200               |
| Other Equipment              | 0                   | 5,000               | 2,000                 | 5,000               |
| <b>Total Capital</b>         | <b>\$ 9,203</b>     | <b>\$ 21,878</b>    | <b>\$ 16,730</b>      | <b>\$ 22,200</b>    |
| <b>TOTAL ADMINISTRATIVE</b>  | <b>\$ 7,853,594</b> | <b>\$ 9,044,537</b> | <b>\$ 9,019,232</b>   | <b>\$ 9,237,162</b> |



**CITY OF BARTLETT  
LEGISLATIVE BOARD  
FY 2026 Adopted Budget**

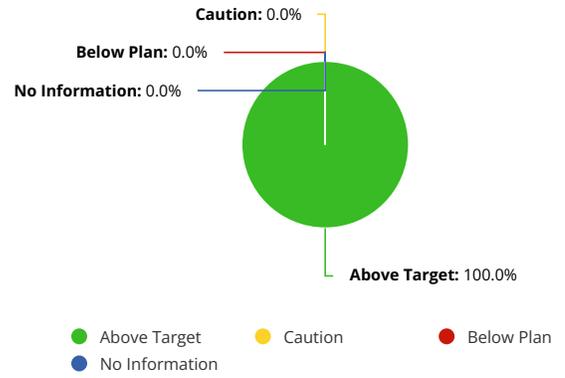


| <b>Description</b>   | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>   |                           |                            |                               |                            |
| Supervisor Salaries  | \$ 72,000                 | \$ 72,000                  | \$ 72,000                     | \$ 72,000                  |
| Employee Wages   | 158,061                   | 180,000                    | 180,000                       | 180,000                    |
| Bonus  | 165                       | 166                        | 165                           | 166                        |
| Employee Health Insurance  | 44,033                    | 42,659                     | 43,466                        | 43,468                     |
| Employee Life Insurance  | 44                        | 100                        | 34                            | 100                        |
| Workers' Comp Insurance  | 3,413                     | 3,413                      | 3,408                         | 3,413                      |
| Retiree Health Insurance   | 9,103                     | 12,600                     | 11,399                        | 12,600                     |
| FICA   | 16,572                    | 18,111                     | 18,189                        | 18,111                     |
| Pension Contribution   | 36,335                    | 34,449                     | 34,452                        | 35,955                     |
| Contributory Retirement Plan   | 2,852                     | 2,852                      | 2,856                         | 3,238                      |
| <b>Total Personnel</b>   | <b>\$ 342,579</b>         | <b>\$ 366,350</b>          | <b>\$ 365,969</b>             | <b>\$ 369,051</b>          |
| <b>Staffing Level</b>  |                           |                            |                               |                            |
| <i>Full-Time</i>   | <i>8.00</i>               | <i>8.00</i>                | <i>8.00</i>                   | <i>8.00</i>                |
| <i>Part-Time (converted to FTE)</i>  | <i>0.00</i>               | <i>0.00</i>                | <i>0.00</i>                   | <i>0.00</i>                |
| <b>Total Full-Time Equivalent (FTE)</b>  | <b>8.00</b>               | <b>8.00</b>                | <b>8.00</b>                   | <b>8.00</b>                |
| <b>Operations</b>  |                           |                            |                               |                            |
| Training   | \$ 1,384                  | \$ 10,000                  | \$ 1,000                      | \$ 8,000                   |
| Travel   | 7,748                     | 20,000                     | 4,000                         | 20,000                     |
| Legal Fees   | 7,749                     | 40,000                     | 10,000                        | 40,000                     |
| Other Professional Service   | 33,933                    | 60,000                     | 68,000                        | 60,000                     |
| Boards & Commissions   | 103,265                   | 120,000                    | 90,000                        | 120,000                    |
| <i>Chamber of Commerce, Arts Council \$10k, Shelby County Books from Birth \$7.5k, Historic Preservation \$10k and others.</i> |                           |                            |                               |                            |
| Postage & Freight  | 800                       | 2,500                      | 2,500                         | 2,500                      |
| Notice Publication   | 13,577                    | 15,000                     | 15,000                        | 16,000                     |
| Dues & Subscriptions   | 23,297                    | 35,000                     | 37,800                        | 40,000                     |
| Meetings   | 2,018                     | 3,000                      | 3,000                         | 3,000                      |
| Cellular Phones  | 4,076                     | 5,500                      | 5,500                         | 5,500                      |
| Reappraisal Charge   | 0                         | 250,000                    | 237,849                       | 0                          |
| Office Supplies  | 0                         | 1,000                      | 1,000                         | 1,000                      |
| Printing   | 492                       | 3,000                      | 3,000                         | 3,000                      |
| Operating Supplies   | 497                       | 630                        | 630                           | 630                        |
| First Responder Expenses   | 562                       | 1,000                      | 700                           | 1,000                      |
| General Liability Insurance  | 130,810                   | 130,637                    | 130,965                       | 130,965                    |
| Election Expenses  | 0                         | 10,000                     | 8,000                         | 0                          |
| Contingency  | 76,430                    | 100,000                    | 100,000                       | 100,000                    |
| Miscellaneous Other Expenses   | 6,693                     | 15,000                     | 15,000                        | 15,000                     |
| <b>Total Operations</b>  | <b>\$ 413,331</b>         | <b>\$ 822,267</b>          | <b>\$ 733,944</b>             | <b>\$ 566,595</b>          |
| <b>Total Legislative Board</b>   | <b>\$ 755,909</b>         | <b>\$ 1,188,617</b>        | <b>\$ 1,099,913</b>           | <b>\$ 935,646</b>          |

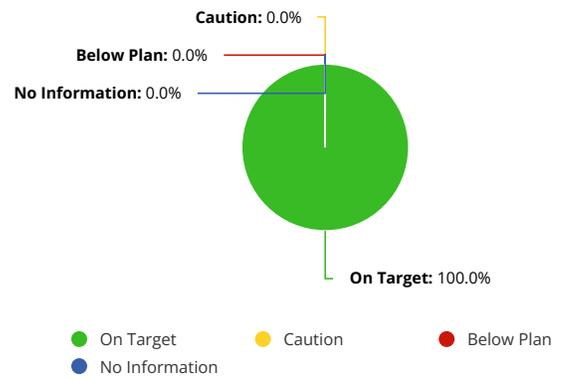


### Department Status Snapshot

#### Key Result Status Snapshot



#### Initiative Status Snapshot



## Departmental Overview

Long-term Plan - The related OKRs, "Satisfaction with City Services" (**CAUTION**) and "Satisfaction with Bartlett as a Place to Live" (**ON TARGET**), will remain in place and be updated next year, based on community responses. The current aim is to conduct a new community survey in the Fall of 2026. (Note: this will include the referenced Mayor's Office points of concern and a new OKR for Vision 2035).

Streetlight Conversion - **CAUTION** - This OKR will be adjusted to monitor annual streetlight savings compared to the initial forecast as part of the "shared-savings" model included in the Path contract. The year one totals are attached. The first year of the project resulted in \$490,813.12 in savings compared to 2023. Note: This included a total city streetlight setting of 100%. Per the contract, all residential streets are to be set at 80% and all major roadways are to be set at 100%. MLGW is working to make those adjustments now and hopes to complete them by the end of July 2025.

Employee Survey: - **GREEN** - In partnership with the University of Memphis, the City of Bartlett conducted an employee survey in 2024 and developed a plan to address the specific concerns identified. These concerns primarily included improving the Cash Balance Plan, maintaining competitive employee salaries, and enhancing educational and leave benefits. Therefore, the Mayor submitted a budget that addressed all of these issues, which was approved for FY2025. A follow-up survey is scheduled for the Fall of 2025.

Generate Economic Growth - The Mayor's Office, in collaboration with the Planning Department, the Bartlett Station Commission, and BACC, will work with stakeholders, such as Jones Ayr, to proactively identify ways to improve consumer offerings along the Stage Road corridor. Most recently, the Board of Mayor and Aldermen approved the addition of an Economic Development Manager. These positions will serve as the new catalyst for this initiative and will report to Kim Taylor, Director of Planning and Economic Development.

Charter Change - **CAUTION** - This was approved by the BMA and the State of Tennessee at the closing of this year's session. The City plans to submit these changes for adoption in August.

### City Clerk -

- Ordinances: Charter (9/9), Animal Control (Pair w/Charter), Telecommunication (8/12) & Records (8/12)
- Legislation: Redaction fees (PRR) - research other states and compel general draft language (Will or Ed input). Obtain some revenue to recoup initial cost.
- Mentorship: Finish SMART (Practiceville). Heather in December / January. Kick-off Mentorship after 1st with the goal of officially starting the program in Q2.

## After Action Report

Streetlight Conversion - Currently exceeding projections. Waiting on MLGW to complete the 80% residential adjustment and the Path review related to the shared-savings model.

Employee Survey - The city has adopted several initiatives to address employee concerns and improve training. This will be evaluated again later this year.

Generate Economic Growth - Working to hire an ECM and will then develop a firmer list of goals specific to that position.

Charter Change - Seeking BMA submission on August 22, 2025.

## Meeting Agenda

### Project Update Meeting

## Meeting Agenda



### Project Update Meeting Recap

#### Status of Ongoing Projects in the City of Bartlett

**Date:** May 8, 2025

**Time:** 10:00 AM

**Location:** City Hall Large Conference Room

#### Attendees

- Steve Sones, CAO
- Erin Campbell, Engineering
- John Horne, Engineering
- Dick Phebus, Finance
- Kristi Francavilla, Finance
- Trey Arthur, Codes
- Kim Taylor, Planning
- Loryn Hernandez, Administrative Secretary

#### Meeting Notes

##### Union Depot:

- Phase 3A has 24 townhomes framed and the single family homes are going up. They are working fast.
- Approximately 30% of building 2 are now occupied.
- The conceptual plans for 1<sup>st</sup> Addition Special Use Permit have been received. Engineering is putting together their conditions for the June Planning Commission meeting.
- John Horne to get with Howard McNatt (Fire Marshall) to check on the fire flow.

##### Shine & Roll Car Wash-7642 HWY 70:

- They are in the process of getting their applications together. The adjacent Wheelers Grove neighborhood held a meeting last week.

##### Bottleneck:

- Manholes and supplies expected to be delivered soon. Construction should begin soon.

##### Stage Center-Ray Gill:

- Chipotle: They are good to go.

##### Lichterman Site, Hwy 64/New Brunswick:

- Steve Sones met with Dustin Jones.
- Check with Becky Bailey on any updates with TDOT on the creation of a cul-de-sac in the road.

##### Ramble on Summer:

- Outlying and site plan needed to move forward.
- Public Works hauled the debris off the property at the expense of the property owner.

## Meeting Agenda

### Old Brownsville Road Widening Project:

- Still waiting on approximately 200,000 - 300,000K in reimbursements. **No change.**

### Muslim Temple:

- Nothing new.

### Hwy 70 Express Gas Station:

- Still Working. The slab is being poured.

### Inquiries for Westbrook Property:

- Nothing new.

### Bartlett Baptist Church Property (55+ Community Development):

- Robert Reaves is working on the design.

### Marriott, Summer Avenue:

- They signed a 10 month option.

### 7 Brew:

### Mark Stellings Properties:

- This property was sold to the developer in February 2025. GBI Contractors in Red Banks, MS.

### Outside Funnel: Calhoun Memorial Help Center:

- Still need State approval.

### The Meat Shop Mediterranean Grocery:

- They are waiting on better weather to start working.

### Fogelman Property (130 Acres behind Lowe's):

- Steve Sones sent them information on criteria to meet when applying for a PILOT. Hoping to sign the contract by April 7th. **Nothing new.**

### Walker Farms Phase III:

- Under construction. They have begun grading.

### Old CK Coffee Shop:

- Tokyo Grill. Work progressing slowly.

### Tax Sale (Bartlett Blvd/Yale):

- Purchased by owners of Lopez Grill with the intention of building 4 residential homes on the property.

### Little Caesar's Pizza (Old Siesta Motel, 7418 Hwy 70):

- MLGW working on overhead lights.

### 8670 Ladurle:

- We have their approved plans.

### Brunswick Village Phase 3:

- Nothing new. Engineering still needs their construction plan.

### Richland Valley:

- There is still no construction equipment on-site.

### Quail Ridge Golf Course:

- Senior Housing 55+ development.

## Meeting Agenda

- John Horne will check on sewer capacity and the cost on a flow meter.

### **Baby Jacks:**

- They had an option on the building until May 4<sup>th</sup> which has expired unless they renewed it.

### **Noodles:**

- They are asking 2.5M for the property. Per Jones Aur, they won't be able to get that price.

### **Growing Path Learning Academy, 5785 Stage Rd:**

- Former Bartlett Funeral Home Event Center location. Nothing new.

### **Bargain Hunt:**

- Indian grocer is a possible tenant.

### **Colton's Steakhouse:**

- Panda Express has expressed interest in this property.
- Finishing due diligence.
- Site plan applications expected this fall.

### **Tuesday Morning:**

- Nothing new.

### **Exlines Pizza:**

- A coffee shop (Dutch Bros) has expressed interest in this property.

### **Applebees:**

- Nothing new

### **Hollywood Cinema:**

- Steve Sones met with Mark and Daryl Boyd yesterday. They said they aren't selling. They wish to be their own contractor.

Steve concluded the meeting by thanking everyone for their input and collaboration. The next update meeting is scheduled for **June 12, 2025, at 10:00 AM** in the same location.

## Category View Data Grid

| Objectives   | Owner   | Period | Analysis | Recommendations |
|--|---|--------|----------|-----------------|
|  <b>Streetlight Savings Evaluation</b>                            |  Steve Sones<br>(Mayor's Office) | Jun-25 |          |                 |
|  <b>Satisfaction with City of Bartlett services</b>               |  Steve Sones<br>(Mayor's Office) | 2024   |          |                 |
|  <b>Satisfaction with the City of Bartlett as a place to live</b> |  Steve Sones<br>(Mayor's Office) | 2024   |          |                 |
|  <b>Generate Economic Growth</b>                                  |  Steve Sones<br>(Mayor's Office) | Jun-25 |          |                 |

| Action Items  | Owner   | Period | Comments   |
|---|---|--------|--|
| <p> <a href="#">Project Update Meeting</a></p> | <p> David Parsons (Mayor's Office)</p> |        |  <p>Project Update Meeting Recap<br/> Status of Ongoing Projects in the City of Bartlett</p> <p><b>Date:</b> May 8, 2025<br/> <b>Time:</b> 10:00 AM<br/> <b>Location:</b> City Hall Large Conference Room</p> <p><b>Attendees</b></p> <ul style="list-style-type: none"> <li>· Steve Sones, CAO</li> <li>· Erin Campbell, Engineering</li> <li>· John Horne, Engineering</li> <li>· Dick Phebus, Finance</li> <li>· Kristi Francavilla, Finance</li> <li>· Trey Arthur, Codes</li> <li>· Kim Taylor, Planning</li> <li>· Loryn Hernandez, Administrative Secretary</li> </ul> <p><b>Meeting Notes</b></p> <p><b>Union Depot:</b></p> <ul style="list-style-type: none"> <li>· Phase 3A has 24 townhomes framed and the single family homes are going up. They are working fast.</li> <li>· Approximately 30% of building 2 are now occupied.</li> <li>· The conceptual plans for 1<sup>st</sup> Addition Special Use Permit have been received. Engineering is putting together their conditions for the June Planning Commission meeting.</li> <li>· John Horne to get with Howard McNatt (Fire Marshall) to check on the fire flow.</li> </ul> <p><b>Shine &amp; Roll Car Wash-7642 HWY 70:</b></p> <ul style="list-style-type: none"> <li>· They are in the process of getting their applications together. The adjacent Wheelers Grove neighborhood held a meeting last week.</li> </ul> <p><b>Bottleneck:</b></p> <ul style="list-style-type: none"> <li>· Manholes and supplies expected to be delivered soon. Construction should begin soon.</li> </ul> |

| Action Items | Owner | Period | Comments  |
|--------------|-------|--------|---|
|              |       |        | <p><b><u>Stage Center-Ray Gill:</u></b></p> <ul style="list-style-type: none"> <li>· Chipotle: They are good to go.</li> </ul> <p><b><u>Lichterman Site, Hwy 64/New Brunswick:</u></b></p> <ul style="list-style-type: none"> <li>· Steve Sones met with Dustin Jones.</li> <li>· Check with Becky Bailey on any updates with TDOT on the creation of a cul-de-sac in the road.</li> </ul> <p><b><u>Ramble on Summer:</u></b></p> <ul style="list-style-type: none"> <li>· Outlying and site plan needed to move forward.</li> <li>· Public Works hauled the debris off the property at the expense of the property owner.</li> </ul> <p><b><u>Old Brownsville Road Widening Project:</u></b></p> <ul style="list-style-type: none"> <li>· Still waiting on approximately 200,000 - 300,000K in reimbursements. <b>No change.</b></li> </ul> <p><b><u>Muslim Temple:</u></b></p> <ul style="list-style-type: none"> <li>· Nothing new.</li> </ul> <p><b><u>Hwy 70 Express Gas Station:</u></b></p> <ul style="list-style-type: none"> <li>· Still Working. The slab is being poured.</li> </ul> <p><b><u>Inquiries for Westbrook Property:</u></b></p> <ul style="list-style-type: none"> <li>· Nothing new.</li> </ul> <p><b><u>Bartlett Baptist Church Property (55+ Community Development):</u></b></p> <ul style="list-style-type: none"> <li>· Robert Reaves is working on the design.</li> </ul> <p><b><u>Marriott, Summer Avenue:</u></b></p> <ul style="list-style-type: none"> <li>· They signed a 10 month option.</li> </ul> <p><b><u>7 Brew:</u></b></p> <p><b><u>Mark Stellings Properties:</u></b></p> <ul style="list-style-type: none"> <li>· This property was sold to the developer in February 2025. GBI Contractors in Red Banks, MS.</li> </ul> <p><b><u>Outside Funnel: Calhoun Memorial Help Center:</u></b></p> <ul style="list-style-type: none"> <li>· Still need State approval.</li> </ul> <p><b><u>The Meat Shop Mediterranean Grocery:</u></b></p> <ul style="list-style-type: none"> <li>· They are waiting on better</li> </ul> |

| Action Items | Owner | Period | Comments  |
|--------------|-------|--------|---|
|              |       |        | <p>weather to start working.</p> <p><b><u>Fogelman Property (130 Acres behind Lowe's):</u></b></p> <ul style="list-style-type: none"> <li>· Steve Sones sent them information on criteria to meet when applying for a PILOT. Hoping to sign the contract by April 7th. <b>Nothing new.</b></li> </ul> <p><b><u>Walker Farms Phase III:</u></b></p> <ul style="list-style-type: none"> <li>· Under construction. They have begun grading.</li> </ul> <p><b><u>Old CK Coffee Shop:</u></b></p> <ul style="list-style-type: none"> <li>· Tokyo Grill. Work progressing slowly.</li> </ul> <p><b><u>Tax Sale (Bartlett Blvd/Yale):</u></b></p> <ul style="list-style-type: none"> <li>· Purchased by owners of Lopez Grill with the intention of building 4 residential homes on the property.</li> </ul> <p><b><u>Little Caesar's Pizza (Old Siesta Motel, 7418 Hwy 70):</u></b></p> <ul style="list-style-type: none"> <li>· MLGW working on overhead lights.</li> </ul> <p><b><u>8670 Ladurle:</u></b></p> <ul style="list-style-type: none"> <li>· We have their approved plans.</li> </ul> <p><b><u>Brunswick Village Phase 3:</u></b></p> <ul style="list-style-type: none"> <li>· Nothing new. Engineering still needs their construction plan.</li> </ul> <p><b><u>Richland Valley:</u></b></p> <ul style="list-style-type: none"> <li>· There is still no construction equipment on-site.</li> </ul> <p><b><u>Quail Ridge Golf Course:</u></b></p> <ul style="list-style-type: none"> <li>· Senior Housing 55+ development.</li> <li>· John Horne will check on sewer capacity and the cost on a flow meter.</li> </ul> <p><b><u>Baby Jacks:</u></b></p> <ul style="list-style-type: none"> <li>· They had an option on the building until May 4<sup>th</sup> which has expired unless they renewed it.</li> </ul> <p><b><u>Noodles:</u></b></p> <ul style="list-style-type: none"> <li>· They are asking 2.5M for the property. Per Jones Aur, they won't be able to get that price.</li> </ul> <p><b><u>Growing Path Learning Academy, 5785 Stage Rd:</u></b></p> <ul style="list-style-type: none"> <li>· Former Bartlett Funeral Home</li> </ul> |

| Action Items | Owner | Period | Comments  |
|--------------|-------|--------|---|
|              |       |        | <p>Event Center location. Nothing new.</p> <p><b><u>Bargain Hunt:</u></b></p> <ul style="list-style-type: none"> <li>Indian grocer is a possible tenant.</li> </ul> <p><b><u>Colton's Steakhouse:</u></b></p> <ul style="list-style-type: none"> <li>Panda Express has expressed interest in this property.</li> <li>Finishing due diligence.</li> <li>Site plan applications expected this fall.</li> </ul> <p><b><u>Tuesday Morning:</u></b></p> <ul style="list-style-type: none"> <li>Nothing new.</li> </ul> <p><b><u>Exlines Pizza:</u></b></p> <ul style="list-style-type: none"> <li>A coffee shop (Dutch Bros) has expressed interest in this property.</li> </ul> <p><b><u>Applebees:</u></b></p> <ul style="list-style-type: none"> <li>Nothing new</li> </ul> <p><b><u>Hollywood Cinema:</u></b></p> <ul style="list-style-type: none"> <li>Steve Sones met with Mark and Daryl Boyd yesterday. They said they aren't selling. They wish to be their own contractor.</li> </ul> <p>Steve concluded the meeting by thanking everyone for their input and collaboration. The next update meeting is scheduled for <b>June 12, 2025, at 10:00 AM</b> in the same location.</p> |

**Red Key Result Data Grid**

| Key Results   | Owner   | Period | Analysis | Recommendations |
|---|---|--------|----------|-----------------|
|  <b>Strategic Planning - # of milestones completed</b> |  Steve Sones<br>(Mayor's Office) | Jun-25 |          |                 |

| Key Results   | Owner   | Period | Analysis   | Recommendations |
|---|---|--------|--|-----------------|
|  <p>Satisfaction with City Services - Community Survey Score</p>                           |  Steve Sones<br>(Mayor's Office) | 2024   | <p>The City of Bartlett recently obtained community input from a survey compiled by the University of Memphis. The City will re-administer this survey in 2026 to evaluate the community's view of city services. In 2023, city services achieved an 87% satisfaction score, which was below the established standard of 90%. The City will use these results to determine opportunities for improvement.</p>  |                 |
|  <p>Satisfaction with the City of Bartlett as a place to live - Community Survey Score</p> |  Steve Sones<br>(Mayor's Office) | 2024   | <p>In 2023, the City of Bartlett obtained community input from a survey compiled by the University of Memphis. The results concluded that 94% of Bartlett residents believed the City was an excellent or good place to live. This indicates that residents who participated in the citizen survey feel that Bartlett has produced the quality of life its citizens desire, and the results exceeded the City's benchmark of 90%. Respondents indicated that the five most essential focus areas moving forward were safety, city infrastructure, economic health, parks, and improved retail offerings. Therefore, the City will continue to employ measures to maintain the quality of life that citizens have come to expect in Bartlett and will re-administer this survey in 2026 to evaluate progress.</p> |                 |

| Key Results  | Owner   | Period                                  | Analysis  | Recommendations |
|--|---|---|---|-----------------|
|  <p data-bbox="191 222 396 317">Satisfaction with City of Bartlett as an employer - Employee Survey Score</p> |  <p data-bbox="488 222 639 285">Steve Sones<br/>(Mayor's Office)</p> | <p data-bbox="721 222 769 243">2024</p> | <p data-bbox="932 222 1192 726">In collaboration with the University of Memphis, the City of Bartlett conducted an employee survey in 2024 to gather feedback aimed at enhancing the work environment, identifying training needs, and strengthening relationships among employees. The University compiled the findings into a final report, which was presented to the Board of Mayor and Aldermen, as well as all employees, during the third quarter of 2024.</p> <p data-bbox="932 737 1192 999">The survey covered several categories, including job engagement, perceptions of benefits, job retention, and career aspirations. The results were significantly positive, while also highlighting areas for improvement.</p> <p data-bbox="932 1010 1192 1871">Some of the most encouraging findings indicated strong job engagement, employee satisfaction with health benefits, the establishment of positive working relationships, and a good alignment between employee positions and their career goals. However, the survey revealed areas where the City of Bartlett could enhance its status as an employer. These areas included improving the current retirement plan, exploring additional leave options, advancing citywide training programs, and increasing employee recognition efforts. A plan to address these concerns was reviewed by an employee advisory board, approved by the Board of Mayor and Aldermen, and included in the fiscal year 2025 budget.</p> <p data-bbox="932 1881 1175 1913">Overall, 81% of employees</p> |                 |

| Key Results  | Owner  | Period | Analysis  | Recommendations |
|--|--|--------|---|-----------------|
|  |  |        | indicated that they view the City of Bartlett as a good place to work. This figure, along with the identified areas for improvement, will be monitored to assess progress, as the City aims to achieve a 90% employee satisfaction score. A follow-up survey is scheduled for fall 2025 to evaluate this progress.  |                 |
|  <b>Generate Economic Growth - # of milestones achieved</b> |  Steve Sones (Mayor's Office) | Jun-25 | This OKR will be further built out when the ECM position is filled.   |                 |
|  <b>Annual SL Evaluation</b>                                |  Steve Sones (Mayor's Office) | FY25   | The first year of the project resulted in \$490,813.12 in savings compared to 2023. Note: This included a total city streetlight setting of 100%. Per the contract, all residential streets are to be set at 80% and all major roadways are to be set at 100%. MLGW is working to make those adjustments now and hopes to complete them by the end of July 2025. Based on this evaluation, we would be responsible for paying Path 60% of the \$14,167 (\$8,500). |                 |

### Outstanding Initiative Data Grid

| Initiatives  | Owner  | Period | Start Date | End Date | Milestones |
|--|--|--------|------------|----------|------------|
|  <b>STP - Conduct annual survey to gauge the progress of the long-term plan</b> |  Steve Sones (Mayor's Office) | Jun-25 | 4/15/24    | 12/31/24 |            |
|  <b>EOC - Conduct Debriefing of Storm Response</b>                              |  Steve Sones (Mayor's Office) | Jul-23 | 6/25/23    | 7/31/23  |            |
|  <b>GEG - Develop Strategy</b>  |  Steve Sones (Mayor's Office) | Jun-25 | 5/1/24     | 8/1/24   |            |

| Initiatives   | Owner   | Period | Start Date | End Date | Milestones   |
|---|---|--------|------------|----------|--|
|  EOC - Identify Areas of Need  |  Steve Sones<br>(Mayor's Office)   | Aug-23 | 7/17/23    | 8/31/23  |  |
|  Evaluate annual survey results and install measures to increase community trust                             |  Steve Sones<br>(Mayor's Office)   | 2024   | 1/1/24     | 12/31/26 |  |
|  Develop a formal plan to advance workplace culture based on survey results and an independent gap analysis. |  Steve Sones<br>(Mayor's Office)   | Q2-25  | 1/1/24     | 6/30/24  |  1. Compile survey questions<br> 2. Broadcast survey<br> 3. Evaluate responses<br> 4. Perform gap analysis<br> 5. Identify areas for improvement<br> 6. Develop Plan<br> 7. Execute Plan |
|  GEG - Identify Target Businesses  |  Steve Sones<br>(Mayor's Office) | Jun-25 | 8/1/24     | 11/1/24  |  |
|  GEG - Identify Businesses Wanting to Move to Bartlett   |  Steve Sones<br>(Mayor's Office) | Jun-25 | 11/1/24    | 1/1/25   |  |
|  Facilitate Meeting between interested parties and businesses willing to sell or uplease                   |  Steve Sones<br>(Mayor's Office) | Jun-25 | 1/1/25     | 6/30/25  |  |



**CITY OF BARTLETT  
MAYOR'S OFFICE  
FY 2026 Adopted Budget**



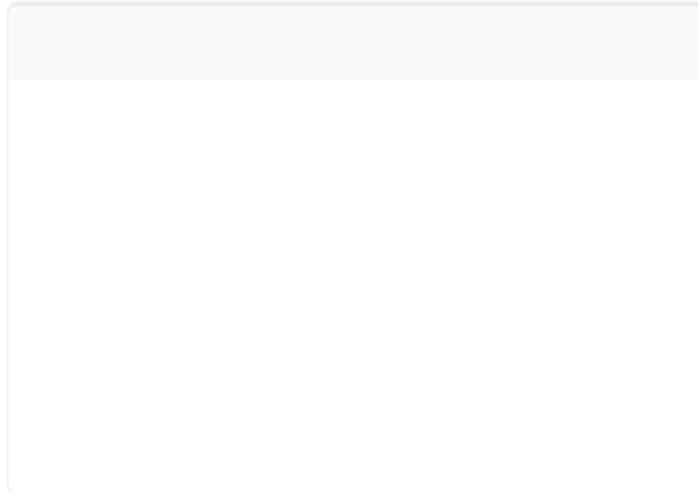
| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>                        |                           |                            |                               |                            |
| Supervisor Salaries                     | \$ 480,737                | \$ 577,615                 | \$ 578,896                    | \$ 593,114                 |
| Employee Wages                          | 66,644                    | 69,150                     | 69,150                        | 73,228                     |
| Overtime Wages                          | 0                         | 1,000                      | 0                             | 500                        |
| Contracted Services                     | 2,520                     | 0                          | 0                             | 0                          |
| Longevity Pay                           | 25,178                    | 30,404                     | 31,200                        | 32,136                     |
| Bonus                                   | 247                       | 498                        | 330                           | 498                        |
| Employee Health Insurance               | 81,096                    | 91,197                     | 93,284                        | 92,954                     |
| Employee Life Insurance                 | 1,803                     | 2,070                      | 1,984                         | 2,132                      |
| Workers' Comp Insurance                 | 1,663                     | 2,132                      | 2,136                         | 2,195                      |
| Retiree Health Insurance                | 27,329                    | 32,338                     | 32,402                        | 33,317                     |
| FICA                                    | 42,812                    | 49,974                     | 50,532                        | 51,584                     |
| Pension Contribution                    | 71,165                    | 83,994                     | 84,000                        | 95,072                     |
| Contributory Retirement Plan            | 5,964                     | 5,964                      | 5,964                         | 8,562                      |
| <b>Total Personnel</b>                  | <b>\$ 807,158</b>         | <b>\$ 946,336</b>          | <b>\$ 949,878</b>             | <b>\$ 985,292</b>          |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>5.33</i>               | <i>6.00</i>                | <i>6.00</i>                   | <i>6.00</i>                |
| <i>Part-Time (converted to FTE)</i>     | <i>0.00</i>               | <i>0.00</i>                | <i>0.00</i>                   | <i>0.00</i>                |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>5.33</b>               | <b>6.00</b>                | <b>6.00</b>                   | <b>6.00</b>                |
| <b>Operations</b>                       |                           |                            |                               |                            |
| Training                                | \$ 2,129                  | \$ 11,000                  | \$ 5,000                      | \$ 10,000                  |
| Travel                                  | 7,774                     | 25,000                     | 10,000                        | 25,000                     |
| Mayor's Youth Council                   | 0                         | 5,000                      | 0                             | 0                          |
| Other Professional Service              | 18,750                    | 37,000                     | 25,000                        | 37,000                     |
| Postage & Freight                       | 995                       | 3,500                      | 2,000                         | 3,500                      |
| Dues & Subscriptions                    | 4,303                     | 7,500                      | 6,000                         | 7,500                      |
| Meetings                                | 2,728                     | 3,000                      | 3,000                         | 3,500                      |
| Cellular Phones                         | 4,295                     | 8,400                      | 8,400                         | 8,400                      |
| Shop Allocation                         | 1,000                     | 1,000                      | 1,000                         | 1,000                      |
| Vehicle Maintenance                     | 1,151                     | 2,500                      | 2,500                         | 2,500                      |
| Equipment Maintenance                   | 0                         | 300                        | 300                           | 300                        |
| Automobile Allowance                    | 6,000                     | 6,000                      | 6,000                         | 6,000                      |
| Office Supplies                         | 3,536                     | 5,000                      | 5,000                         | 5,000                      |
| Printing                                | 1,987                     | 3,500                      | 3,500                         | 4,000                      |
| Petroleum Supplies                      | 2,966                     | 5,000                      | 5,000                         | 5,000                      |
| Operating Supplies                      | 1,659                     | 7,500                      | 7,500                         | 7,500                      |
| Equipment Leasing                       | 394                       | 500                        | 500                           | 0                          |
| Vehicle & Equip Insurance               | 548                       | 548                        | 514                           | 548                        |
| General Liability Insurance             | 813                       | 813                        | 1,026                         | 1,200                      |
| Other Insurance                         | 0                         | 100                        | 100                           | 100                        |
| Miscellaneous Other Expenses            | 9,700                     | 20,000                     | 20,000                        | 20,000                     |
| <b>Total Operations</b>                 | <b>\$ 70,728</b>          | <b>\$ 153,161</b>          | <b>\$ 112,340</b>             | <b>\$ 148,048</b>          |
| <b>Capital</b>                          |                           |                            |                               |                            |
| Furniture                               | \$ 3,259                  | \$ 5,000                   | \$ 0                          | \$ 5,000                   |
| <b>Total Capital</b>                    | <b>\$ 3,259</b>           | <b>\$ 5,000</b>            | <b>\$ 0</b>                   | <b>\$ 5,000</b>            |
| <b>Total Mayor's Office</b>             | <b>\$ 881,145</b>         | <b>\$ 1,104,497</b>        | <b>\$ 1,062,218</b>           | <b>\$ 1,138,340</b>        |

# Community Relations Dashboard

Community Relations

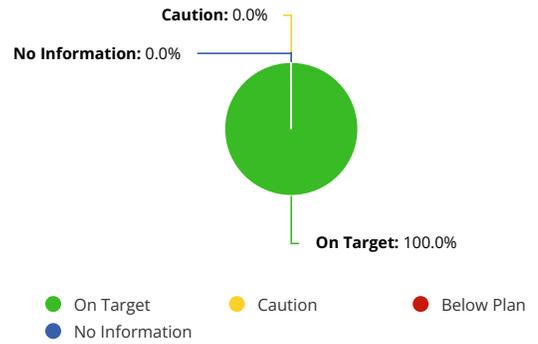
## Attachments

 2024 Public Events.xlsx

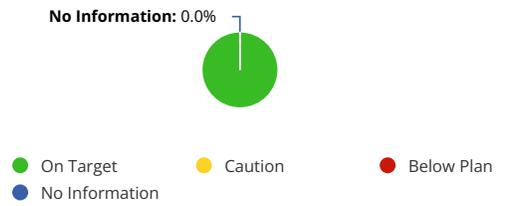


## Department Status Snapshot

### Key Result Status Snapshot



### Initiative Status Snapshot



## Departmental Overview

## After Action Report

## Meeting Agenda

### Meeting Agenda

[Community Relations Meeting](#)

## Meeting Agenda

Community, Communication, Collaboration Meeting

May 29, 2025 - 10:00 am Large Conference Room, City Hall

Present:

Steve Sones, CAO

Loryn Hernandez, Administrative Secretary

Leslie Brock, Planning

Debbie Gelineau, Community Relations

Todd Halford, Communications

Carleigh Ebbers, BPACC

Michael Hargrove, Police

Amanda Brunner, Parks

Todd Halford began the meeting with a recap of the social media statistics. Numbers are up across all departments and platforms. He would like to see the Senior Center and Athletics post a lot more often, showcasing what is happening in those areas.

The Rec Rover dates have been published.

The ribbon cutting for Dixon Brewer Park (5745 Woodlawn St, Bartlett, TN 38134) for Friday, June 6 at 2pm.

Everyone was asked to help share and push the big events coming up throughout this spring and summer; Music by the Lake, Food Truck Fridays, Farmers Market, Fireworks and the Bartlett LIVE summer concert series.

Leslie Brock provided an update on the Economic Development website. The slide show for Innovation Park is garnering attention and views. The Planning Department updates the information on the website and are encouraged to focus on housing, retail spaces and commercial and industrial options. Collaborations ongoing with Ben Fant to elevate the website as well as engagement.

Carleigh Ebbers reports that this is a slow time of the year for BPACC, however, it will pick back up with Music by the Lake coming up soon. The 2025-2026 Season performance list was presented and will be released to the public on June 13, 2025.

University of Memphis graduate student, William Donkoh, joined the meeting to present a creative public relations/marketing video that he has been working on. "Why I Love Bartlett". He has been asked to create a series of 5 videos over 5 weeks to showcase Bartlett. William will make his portfolio available to the group. His schedule will allow him to begin this endeavor in the fall of this year and he will dedicate approximately 20 hours per week to this project.

Action Items

Senior Center and Athletics to increase posting frequency on social media.

All members to promote upcoming events.

Leslie Brock to continue Economic Development website enhancements with Ben Fant.

William Donkoh to begin video series in the fall.

Next meeting will be on Thursday, June 26, 2025 at 10:00 am in the City Hall Large Conference Room.

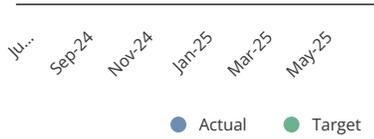
## Category View Data Grid

| Categories           | Objectives   | Key Results  | Initiatives  |
|----------------------|--|--|--|
| Resident Well-Being  | <ul style="list-style-type: none"> <li>Improve public engagement</li> </ul>                      | <ul style="list-style-type: none"> <li>Increase followers on all platforms by 10% &amp; expand the quality of large public events</li> </ul> | <ul style="list-style-type: none"> <li>Collaborate w/cohorts to develop a strategy to improve public engagement in across various areas</li> </ul> |
|                      |  | <ul style="list-style-type: none"> <li># of social media followers</li> </ul>  |  |
|                      |  | <ul style="list-style-type: none"> <li># of mobile app users</li> </ul>  |  |
|                      |  | <ul style="list-style-type: none"> <li># of website visitors</li> </ul>  |  |
|                      |  | <ul style="list-style-type: none"> <li># of economic dashboard visitors</li> </ul>   |  |
|                      |  | <ul style="list-style-type: none"> <li># of attendees by public event</li> </ul>   |  |
|                      |  | <ul style="list-style-type: none"> <li># of events expanded</li> </ul>   |  |
|                      | <ul style="list-style-type: none"> <li>Improve public image</li> </ul>                           | <ul style="list-style-type: none"> <li>Complete scheduled branding phases and marketing efforts</li> </ul>                                   | <ul style="list-style-type: none"> <li>Implement branding phases and produce video segments and advertisements recurringly</li> </ul>              |
|                      |  | <ul style="list-style-type: none"> <li># of branding phases completed</li> </ul>   |  |
|                      |  | <ul style="list-style-type: none"> <li># of community forums</li> </ul>  |  |
|                      |  | <ul style="list-style-type: none"> <li># of citizen video segments</li> </ul>  |  |
|                      |  | <ul style="list-style-type: none"> <li># of BCS video highlights</li> </ul>  |  |
| Community Engagement | <ul style="list-style-type: none"> <li>Increase the number of events offered annually</li> </ul> | <ul style="list-style-type: none"> <li># of events held annually</li> </ul>  | <ul style="list-style-type: none"> <li>Proactive pursue more community-oriented event opportunities</li> </ul>                                     |
|                      | <ul style="list-style-type: none"> <li>Increase positive social media engagement</li> </ul>      | <ul style="list-style-type: none"> <li>Increase social media engagement across all City-sponsored sites</li> </ul>                           |  |

## Department Dashboard Data Grid

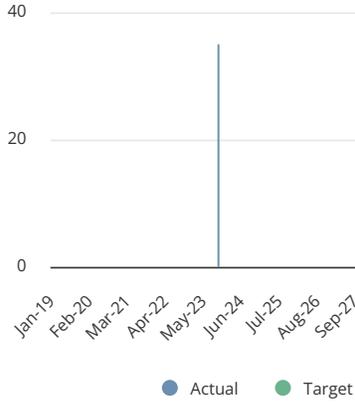
### Increase followers on all platforms by 20% & expand the quality of large public events

Increase followers on all platforms by 10% & expand the quality of large public events



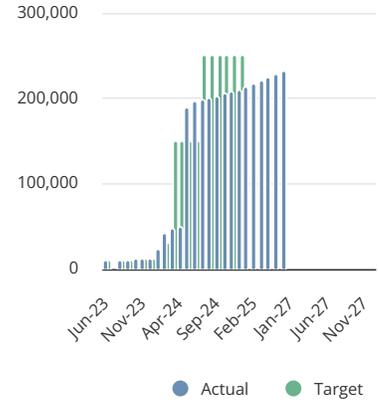
### Complete scheduled branding phases and marketing efforts

Complete scheduled branding phases and marketing efforts



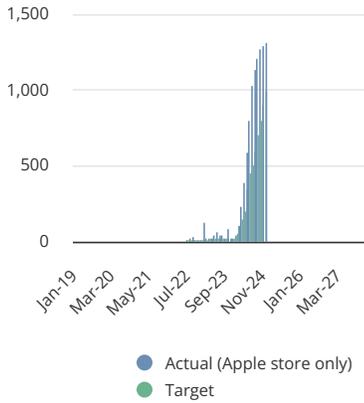
### # of social media followers

# of social media followers



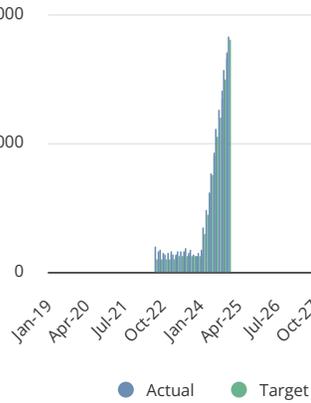
### # of mobile app users

# of mobile app users



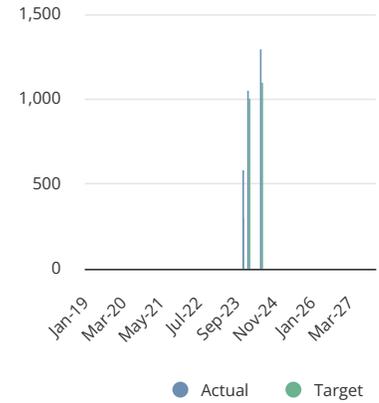
### # of website visitors

# of website visitors

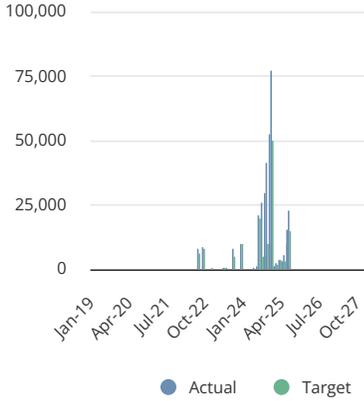


### # of economic dashboard visitors

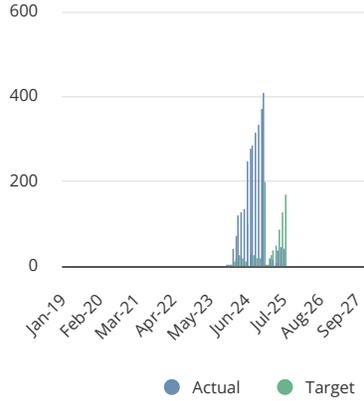
# of economic dashboard visitors



**↑ # of attendees by public event**  
# of attendees by public event



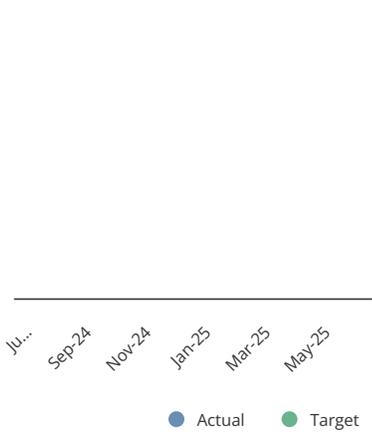
**↑ # of events expanded**  
# of events expanded



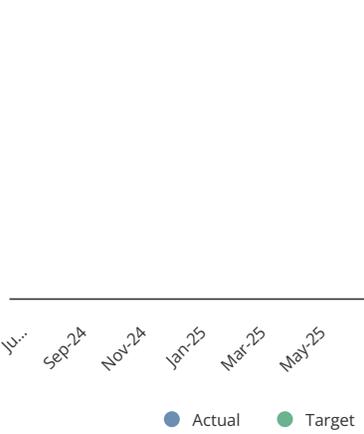
**# of branding phases completed**  
# of branding phases completed



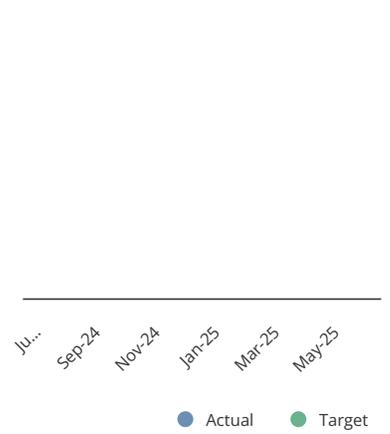
**# of community forums**  
# of community forums



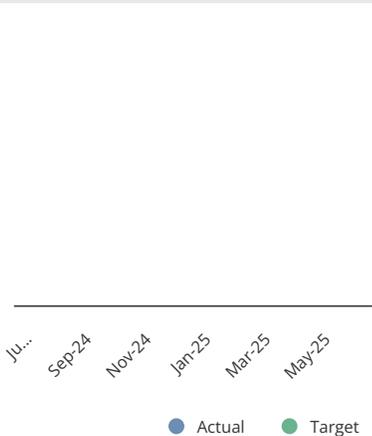
**# of citizen video segments**  
# of citizen video segments



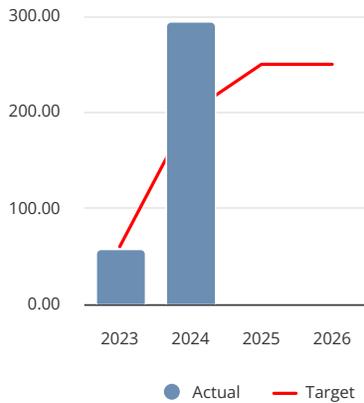
**# of BCS video highlights**  
# of BCS video highlights



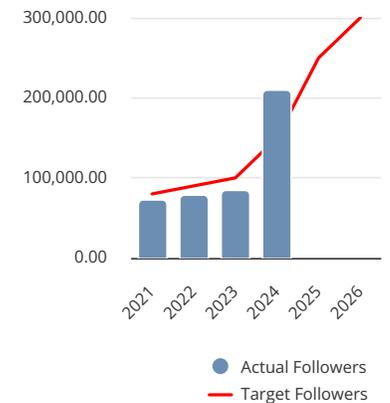
**# of advertisements to highlight community offerings**  
# of advertisements to highlight community offerings



**↑ # of events compared to 2023**  
# of events held annually



**Social media engagements across all City-sponsored sites**  
Increase social media engagement across all City-sponsored sites



## Outstanding Initiative Data Grid

| Initiatives   | Owner   | Percent Complete | End Date | Analysis |
|---|---|------------------|----------|----------|
|  Collaborate w/ cohorts to develop a strategy to improve public engagement in across various areas |  Debbie Gelineau (Community Relations) | 0 %              | 6/30/24  |          |
|  Implement branding phases and produce video segments and advertisements recurringly               |  Debbie Gelineau (Community Relations) | 0 %              | 6/30/24  |          |
|  Proactive pursue more community-oriented event opportunitites                                     |  Debbie Gelineau (Community Relations) | 0 %              | 12/31/24 |          |
|  Collaborate with all departments to improve social media engagement and communication             |  Debbie Gelineau (Community Relations) | 0 %              | 12/31/24 |          |



**CITY OF BARTLETT  
COMMUNITY RELATIONS  
FY 2026 Adopted Budget**



| <b>Description</b>   | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Department Revenues/Grants</b>                          |                           |                            |                               |                            |
| Freeman Park Music Series Revenues                         | \$ 32,750                 | \$ 0                       | \$ 30,000                     | \$ 30,000                  |
| Hometown Heroes Banner Pro Revenues                        | 0                         | 0                          | 600                           | 500                        |
| Legends Never Die Comp Revenues                            | 0                         | 0                          | 7,500                         | 10,000                     |
| BBQ Cooking Context Revenues                               | 11,512                    | 11,000                     | 16,344                        | 17,000                     |
| <b>Total Department Revenues/Grants</b>                    | <b>\$ 44,262</b>          | <b>\$ 11,000</b>           | <b>\$ 54,444</b>              | <b>\$ 57,500</b>           |
| <b>Personnel</b>   |                           |                            |                               |                            |
| Supervisor Salaries  | \$ 97,859                 | \$ 101,773                 | \$ 101,774                    | \$ 104,827                 |
| Part-Time  | 1,274                     | 0                          | 878                           | 5,356                      |
| Longevity Pay  | 5,872                     | 6,107                      | 6,106                         | 6,289                      |
| Bonus  | 82                        | 83                         | 83                            | 83                         |
| Other Personnel Costs                                      | 10,659                    | 0                          | 0                             | 0                          |
| Employee Health Insurance                                  | 14,742                    | 14,730                     | 15,012                        | 15,012                     |
| Employee Life Insurance                                    | 270                       | 326                        | 304                           | 335                        |
| Workers' Comp Insurance                                    | 121                       | 126                        | 132                           | 129                        |
| Retiree Health Insurance                                   | 4,893                     | 5,089                      | 5,089                         | 5,241                      |
| FICA   | 7,821                     | 7,895                      | 8,067                         | 8,556                      |
| Pension Contribution                                       | 13,438                    | 13,378                     | 13,378                        | 14,956                     |
| Contributory Retirement Plan                               | 1,105                     | 1,105                      | 1,105                         | 1,347                      |
| <b>Total Personnel</b>                                     | <b>\$ 158,136</b>         | <b>\$ 150,612</b>          | <b>\$ 151,928</b>             | <b>\$ 162,131</b>          |
| <b>Staffing Level</b>                                      |                           |                            |                               |                            |
| <i>Full-Time</i>   | <i>1.00</i>               | <i>1.00</i>                | <i>1.00</i>                   | <i>1.00</i>                |
| <b>Operations</b>  |                           |                            |                               |                            |
| Training   | \$ 0                      | \$ 1,500                   | \$ 0                          | \$ 0                       |
| Travel   | 0                         | 1,500                      | 0                             | 0                          |
| Professional Services                                      | 25,000                    | 25,000                     | 25,000                        | 25,000                     |
| Other Professional Service                                 | 28,916                    | 30,000                     | 40,000                        | 40,000                     |
| <i>Christmas parade, festivals &amp; picnic contracts.</i> |                           |                            |                               |                            |
| Postage & Freight  | 594                       | 1,000                      | 1,000                         | 1,000                      |
| Dues & Subscriptions                                       | 327                       | 500                        | 500                           | 500                        |
| Meetings   | 204                       | 300                        | 300                           | 300                        |
| Cellular Phones  | 941                       | 1,000                      | 2,000                         | 2,000                      |
| Shop Allocation  | 825                       | 700                        | 700                           | 700                        |
| Vehicle Maintenance  | 22                        | 500                        | 530                           | 750                        |
| Equipment Maintenance                                      | 0                         | 0                          | 3,564                         | 3,500                      |
| Grounds Maintenance  | 11,077                    | 12,000                     | 12,000                        | 12,000                     |
| Office Supplies  | 1,846                     | 2,000                      | 2,000                         | 2,000                      |
| Printing   | 31,685                    | 30,000                     | 35,000                        | 35,000                     |
| Petroleum Supplies   | 877                       | 1,000                      | 1,000                         | 1,000                      |
| BBQ Cooking Context Expenditures                           | 20,308                    | 17,000                     | 20,036                        | 18,000                     |
| Freeman Park Music Expenditures                            | 10,114                    | 0                          | 19,342                        | 20,000                     |
| Legends Never Die Comp Expenditure                         | 0                         | 0                          | 7,500                         | 10,000                     |
| Operating Supplies   | 59,175                    | 55,000                     | 65,000                        | 65,000                     |
| Film & Developing  | 0                         | 500                        | 200                           | 200                        |
| Tournament Awards  | 662                       | 1,000                      | 1,000                         | 1,000                      |
| Community Promotions                                       | 21,671                    | 20,000                     | 20,000                        | 20,000                     |
| Hometown Heroes Banner Pro Expenditures                    | 0                         | 0                          | 923                           | 500                        |



**CITY OF BARTLETT  
COMMUNITY RELATIONS  
FY 2026 Adopted Budget**



| <b>Description</b>               | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|----------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| Equipment Rental                 | 22,089                    | 30,000                     | 30,000                        | 30,000                     |
| Equipment Leasing                | 105                       | 400                        | 0                             | 0                          |
| Vehicle & Equip Insurance        | 243                       | 243                        | 209                           | 250                        |
| General Liability Insurance      | 317                       | 317                        | 356                           | 375                        |
| <b>Total Operations</b>          | <b>\$ 236,997</b>         | <b>\$ 231,460</b>          | <b>\$ 288,160</b>             | <b>\$ 289,075</b>          |
| <b>Total Community Relations</b> | <b>\$ 350,871</b>         | <b>\$ 371,072</b>          | <b>\$ 385,644</b>             | <b>\$ 393,706</b>          |



**Departmental Overview**

PSAP Live

**After Action Report**

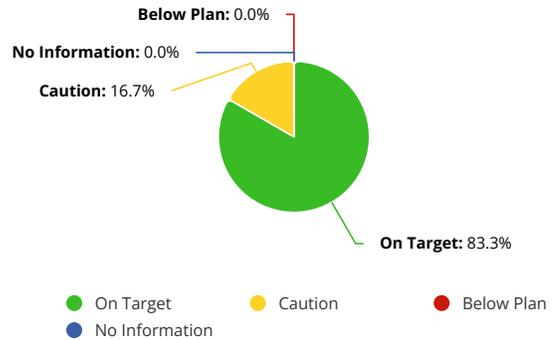
**Meeting Agenda**

**IT Meeting**

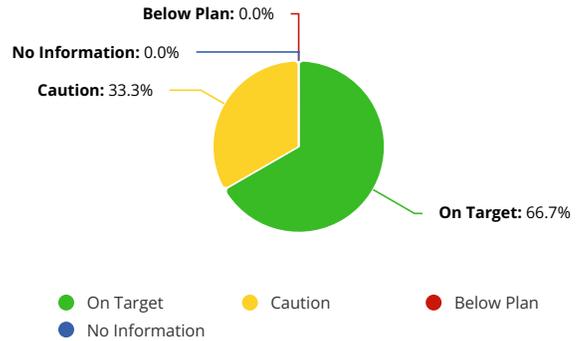
- Library computers (ordered in June - checking w/finance to add to FY25)
  - Computer are in (working with Avenu on Office application)
  - September 1st (Go-Live date)
- IT security review report (how did this look)
  - Increased by 20%
  - Two areas (security / monitoring & computer / server)
  - Review options to directly impact these areas of performance for Q3. How would these changes impact our overall score?
- MUNIS (employee hiring/application portal)
  - Department training provided by MUNIS
  - Automated emails have been established
  - Application review / printed has been improved, but it is NOT great.
  - Working with MUNIS to enhance on-boarding.
- PSAP
  - Fully operational - servers are being moved to this location for greater security
- Court Clerk software
  - Full switch is complete
- Review ClearPoint
  - Add years 2027 & 2028
- Digital Evidence Management System
  - Work with PD to evaluate options (FUTURE)
- IT Tables
  - Use Burriss Thompson data to create the appropriate supportive structure for IT.

**Department Status Snapshot**

Key Result Status Snapshot:



Initiative Status Snapshot:



## Meeting Agenda

### Attachments

 Budget as of 031825.pdf

 Budget as of 012125.pdf

 Budget as of 101624.pdf

 Budget as of 063024.pdf

 TEXAS Cyber Security Template.xlsx

 Budget as of 060624.pdf

 Budget as of 050824.pdf

 Budget as of 041124.pdf

 Budget as of 031124.pdf

 Budget as of 020524.pdf

 Budget as of 010924.pdf

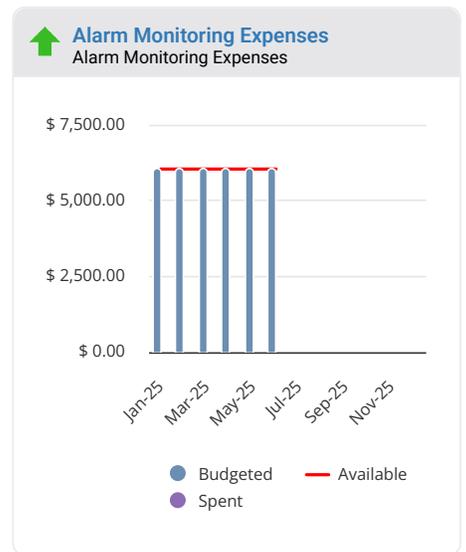
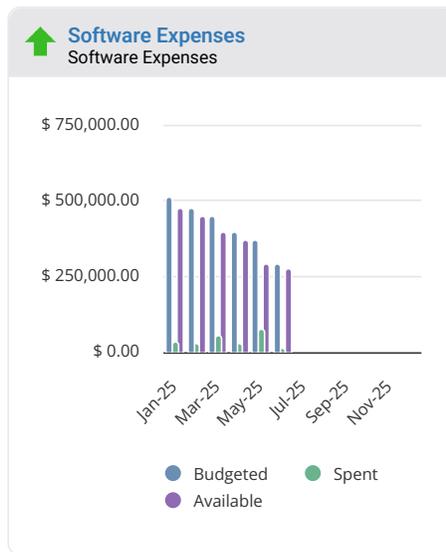
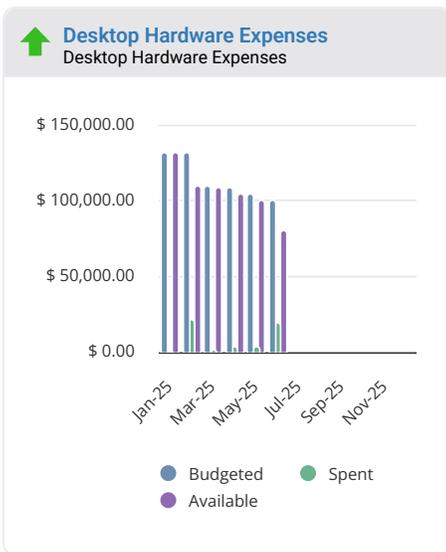
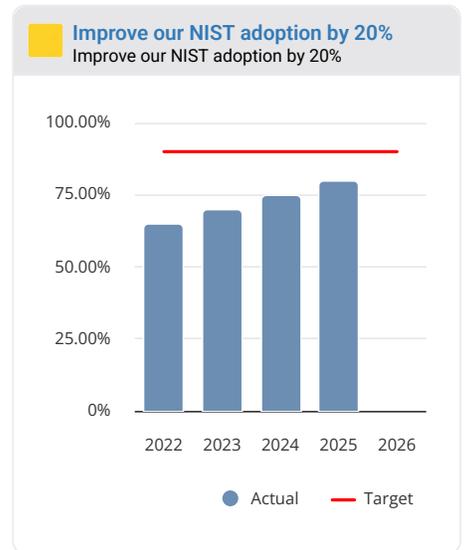
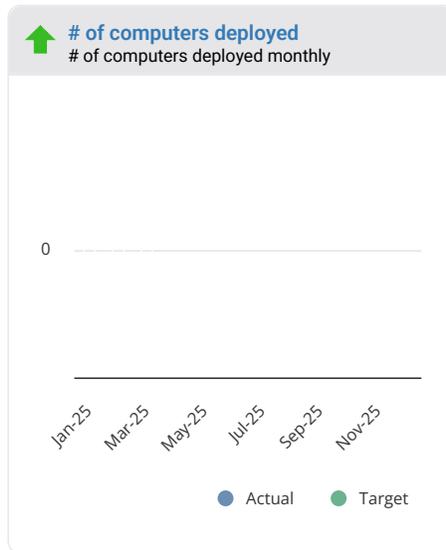
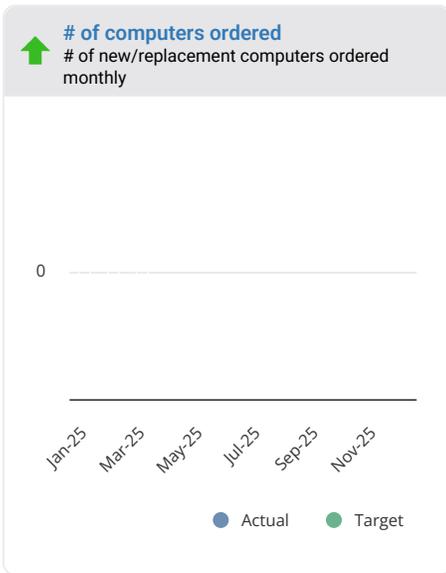
 Budget as of 120423.pdf

 Budget as of 110623.pdf

 Budget as of 101223.pdf

 Budget as of 083123.pdf

| Categories                      | Objectives  | Key Results  | Initiatives   |
|---------------------------------|---|--|---|
| Cyber Security                  |  Long term plan to shore up Cyber Security                               |  |  Analyze and Implement Cyber Security Posture Assessment |
| CRM Software / Digital Presence |  Identify & Implement CRM Software across multiple depts                 |  |  Find and Implement Multi-dept CRM software              |
| Growth & Infrastructure         |  Provide a secure environment to store and transmit sensitive City data. |  Improve our NIST adoption by 20% |  Add/Monitor/Implement NIST framework suggestions.       |



| Initiatives  | Owner            | Percent Complete | End Date | Analysis |
|--|------------------|------------------|----------|----------|
| <b>Analyze and Implement Cyber Security Posture Assessment</b> | Kevin Franz (IT) | 0 %              | 12/31/23 |          |
| <b>Find and Implement Multi-dept CRM software</b>              | Kevin Franz (IT) | 100 %            | 12/31/23 |          |
| <b>Add/Monitor/Implement NIST framework suggestions.</b>       | Kevin Franz (IT) | 0 %              | 12/31/26 |          |
| <b>Follow NIST guidelines for City Cybersecurity Plan</b>      | Kevin Franz (IT) | 0 %              | 6/30/24  |          |



**CITY OF BARTLETT  
INFORMATION TECHNOLOGY  
FY 2026 Adopted Budget**



| <b>Description</b>                                     | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>                                       |                           |                            |                               |                            |
| Supervisor Salaries                                    | \$ 125,636                | \$ 138,659                 | \$ 137,276                    | \$ 141,394                 |
| Employee Wages   | 274,421                   | 292,220                    | 291,339                       | 309,213                    |
| Overtime Wages   | 5,510                     | 5,000                      | 7,959                         | 10,000                     |
| Special Hours  | 0                         | 0                          | 0                             | 7,800                      |
| Part-Time  | 0                         | 0                          | 1,300                         | 2,691                      |
| Educational Bonus                                      | 540                       | 1,440                      | 2,880                         | 5,760                      |
| Longevity Pay  | 13,923                    | 15,494                     | 15,408                        | 16,682                     |
| Bonus  | 412                       | 415                        | 412                           | 415                        |
| Employee Health Insurance                              | 75,672                    | 76,437                     | 77,064                        | 77,889                     |
| Employee Life Insurance                                | 1,202                     | 1,379                      | 1,274                         | 1,442                      |
| Workers' Comp Insurance                                | 487                       | 526                        | 528                           | 568                        |
| Retiree Health Insurance                               | 20,003                    | 21,544                     | 21,430                        | 22,530                     |
| FICA   | 30,428                    | 32,779                     | 33,080                        | 35,903                     |
| Pension Contribution                                   | 55,358                    | 55,589                     | 55,584                        | 64,291                     |
| Contributory Retirement Plan                           | 4,349                     | 4,349                      | 4,344                         | 5,790                      |
| <b>Total Personnel</b>                                 | <b>\$ 607,941</b>         | <b>\$ 645,831</b>          | <b>\$ 649,878</b>             | <b>\$ 702,368</b>          |
| <b>Staffing Level</b>                                  |                           |                            |                               |                            |
| <i>Full-Time</i>                                       | <i>5.00</i>               | <i>5.00</i>                | <i>5.00</i>                   | <i>5.00</i>                |
| <i>Part-Time (converted to FTE)</i>                    | <i>0.00</i>               | <i>0.00</i>                | <i>0.00</i>                   | <i>0.00</i>                |
| <b>Total Full-Time Equivalent (FTE)</b>                | <b>5.00</b>               | <b>5.00</b>                | <b>5.00</b>                   | <b>5.00</b>                |
| <b>Operations</b>                                      |                           |                            |                               |                            |
| Training   | \$ 0                      | \$ 2,500                   | \$ 2,500                      | \$ 2,500                   |
| Travel   | 3,929                     | 7,500                      | 7,500                         | 7,500                      |
| Other Professional Service                             | 7,787                     | 9,000                      | 7,500                         | 9,000                      |
| Meetings   | 0                         | 0                          | 0                             | 500                        |
| Phones-Local   | 85,806                    | 108,620                    | 90,000                        | 96,000                     |
| <i>VoIP Desktop phones, VoIP Fiber and MetroCell.</i>  |                           |                            |                               |                            |
| Cellular Phones  | 7,498                     | 3,500                      | 4,000                         | 9,000                      |
| Telecommunication Link                                 | 0                         | 45,000                     | 45,000                        | 45,000                     |
| <i>Granite Fiber for Internet at City Hall and JC.</i> |                           |                            |                               |                            |
| Automobile Allowance                                   | 1,699                     | 2,500                      | 2,200                         | 8,000                      |
| Clothing & Uniforms                                    | 571                       | 750                        | 0                             | 750                        |
| Operating Supplies                                     | 34                        | 10,000                     | 2,000                         | 10,000                     |
| Equipment Leasing                                      | 13,785                    | 14,000                     | 14,000                        | 16,000                     |
| <b>Total Operations</b>                                | <b>\$ 121,107</b>         | <b>\$ 203,370</b>          | <b>\$ 174,700</b>             | <b>\$ 204,250</b>          |
| <b>Total Information Technology</b>                    | <b>\$ 729,049</b>         | <b>\$ 849,201</b>          | <b>\$ 824,578</b>             | <b>\$ 906,618</b>          |



**CITY OF BARTLETT  
BUILDINGS AND GROUNDS  
FY 2026 Adopted Budget**



| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>                        |                           |                            |                               |                            |
| Employee Wages                          | \$ 139,829                | \$ 147,302                 | \$ 147,303                    | \$ 153,185                 |
| Overtime Wages                          | 1,536                     | 5,000                      | 2,500                         | 3,000                      |
| Longevity Pay                           | 3,821                     | 4,012                      | 4,012                         | 4,143                      |
| Bonus                                   | 247                       | 249                        | 247                           | 249                        |
| Employee Health Insurance               | 21,545                    | 22,080                     | 22,492                        | 22,492                     |
| Employee Life Insurance                 | 390                       | 471                        | 439                           | 490                        |
| Workers' Comp Insurance                 | 3,961                     | 4,181                      | 4,176                         | 4,308                      |
| Retiree Health Insurance                | 6,991                     | 7,365                      | 7,365                         | 7,659                      |
| FICA                                    | 10,809                    | 11,532                     | 11,409                        | 11,842                     |
| Pension Contribution                    | 19,141                    | 19,363                     | 19,368                        | 21,856                     |
| Contributory Retirement Plan            | 1,520                     | 1,520                      | 1,524                         | 1,968                      |
| <b>Total Personnel</b>                  | <b>\$ 209,791</b>         | <b>\$ 223,075</b>          | <b>\$ 220,835</b>             | <b>\$ 231,192</b>          |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>3.00</i>               | <i>3.00</i>                | <i>3.00</i>                   | <i>3.00</i>                |
| <i>Part-Time (converted to FTE)</i>     | <i>0.00</i>               | <i>0.00</i>                | <i>0.00</i>                   | <i>0.00</i>                |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>3.00</b>               | <b>3.00</b>                | <b>3.00</b>                   | <b>3.00</b>                |
| <b>Operations</b>                       |                           |                            |                               |                            |
| Utilities                               | \$ 85,049                 | \$ 89,000                  | \$ 80,000                     | \$ 89,000                  |
| Telecommunication Link                  | 27,766                    | 1,580                      | 6,100                         | 6,500                      |
| Shop Allocation                         | 3,000                     | 3,000                      | 3,000                         | 3,000                      |
| Vehicle Maintenance                     | 367                       | 5,000                      | 5,000                         | 5,000                      |
| Equipment Maintenance                   | 892                       | 3,500                      | 3,500                         | 3,500                      |
| Grounds Maintenance                     | 15,520                    | 11,000                     | 15,000                        | 15,000                     |
| Building Maintenance                    | 33,300                    | 30,000                     | 30,000                        | 35,000                     |
| Petroleum Supplies                      | 2,115                     | 3,100                      | 3,100                         | 3,100                      |
| Clothing & Uniforms                     | 1,162                     | 1,500                      | 1,500                         | 1,500                      |
| Operating Supplies                      | 10,864                    | 16,000                     | 16,000                        | 16,000                     |
| Cleaning Supplies                       | 2,681                     | 3,500                      | 3,500                         | 3,500                      |
| Small Tools                             | 0                         | 200                        | 200                           | 200                        |
| Equipment Rental                        | 8,017                     | 8,020                      | 8,020                         | 8,020                      |
| Property Insurance                      | 9,059                     | 9,059                      | 8,471                         | 9,059                      |
| Vehicle & Equip Insurance               | 2,798                     | 2,798                      | 2,146                         | 2,798                      |
| General Liability Insurance             | 453                       | 453                        | 495                           | 495                        |
| Miscellaneous Other Expenses            | 0                         | 800                        | 800                           | 800                        |
| <b>Total Operations</b>                 | <b>\$ 203,041</b>         | <b>\$ 188,510</b>          | <b>\$ 186,832</b>             | <b>\$ 202,472</b>          |
| <b>Total Building &amp; Grounds</b>     | <b>\$ 412,832</b>         | <b>\$ 411,585</b>          | <b>\$ 407,667</b>             | <b>\$ 433,664</b>          |



**CITY OF BARTLETT  
LIBRARY  
FY 2026 Adopted Budget**

| <b>Description</b>             | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Operations</b>              |                           |                            |                               |                            |
| Contracted Services            | \$ 98,550                 | \$ 0                       | \$ 300                        | \$ 500                     |
| Utilities                      | 45,854                    | 49,000                     | 47,000                        | 50,000                     |
| Phones - Local                 | 160                       | 0                          | 0                             | 0                          |
| Library Charge-City of Memphis | 948,897                   | 1,355,000                  | 1,355,000                     | 1,323,000                  |
| Building Maintenance           | 34,286                    | 10,000                     | 12,000                        | 12,000                     |
| Office Supplies                | 5,772                     | 5,000                      | 2,000                         | 2,000                      |
| Operating Supplies             | 0                         | 1,000                      | 1,000                         | 1,000                      |
| Equipment Leasing              | 0                         | 0                          | 2,200                         | 2,200                      |
| Property Insurance             | 8,196                     | 8,196                      | 8,040                         | 8,040                      |
| General Liability Insurance    | 1,321                     | 1,321                      | 1,245                         | 1,245                      |
| Credit Card Vendor Fee         | 312                       | 300                        | 300                           | 300                        |
| Cash Over/Short                | (12)                      | 0                          | 0                             | 0                          |
| <b>Total Operations</b>        | <b>\$ 1,143,336</b>       | <b>\$ 1,429,817</b>        | <b>\$ 1,429,085</b>           | <b>\$ 1,400,285</b>        |
| <b>Capital</b>                 |                           |                            |                               |                            |
| Building Improvements          | \$ 0                      | \$ 10,678                  | \$ 10,000                     | \$ 10,000                  |
| Other Equipment                | 0                         | 5,000                      | 2,000                         | 5,000                      |
| <b>Total Capital</b>           | <b>\$ 0</b>               | <b>\$ 15,678</b>           | <b>\$ 12,000</b>              | <b>\$ 15,000</b>           |
| <b>Total Library</b>           | <b>\$ 1,143,336</b>       | <b>\$ 1,445,495</b>        | <b>\$ 1,441,085</b>           | <b>\$ 1,415,285</b>        |

# Finance Dashboard

Finance

## Attachments

 Bartlett Fiscal Year 2026 Adopted Budget

 May 2025 Financial Report

 Bartlett FY2024 ACFR bookmarked digital.pdf

 Lakeland policies manual.pdf



## Departmental Overview

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; provides timely and accurate financial reports to the Citizens, the Board of Mayor and Aldermen, and City departments.

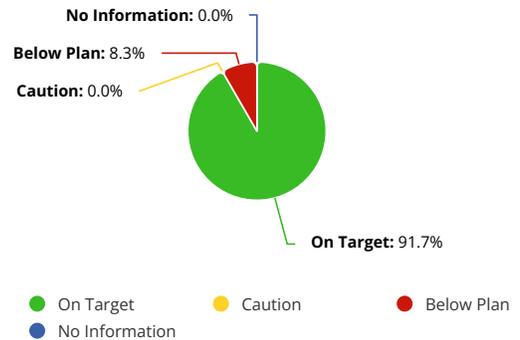
Property taxes were due February 28 and delinquent March 1.

Finance is working on closing out the Fiscal Year 2025 in the next 2 months.

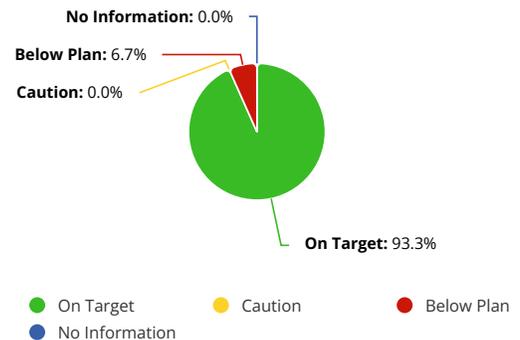
Fiscal Year 2026 budget were presented to the Board of Mayor and Aldermen on May 13. The hard copies were delivered to the Board of Mayor and Aldermen. The electronic copy is on the City's website.

## Department Status Snapshot

### Key Result Status Snapshot



### Initiative Status Snapshot



**After Action Report**

The U.S. economy is slowing down. Most of our revenues will be affected. Finance is closely monitoring revenues and departments' expenditures to prevent any overall shortfall.

The City's General Fund is expected to have a small surplus for Fiscal Year 2025.

Property and Sales taxes are below budgeted. Court fees and interests are exceeding budget. Other revenues are within budget. Expenditures are in line with budget. We should have a better number by early September with all expenses are paid and revenues are accrued.

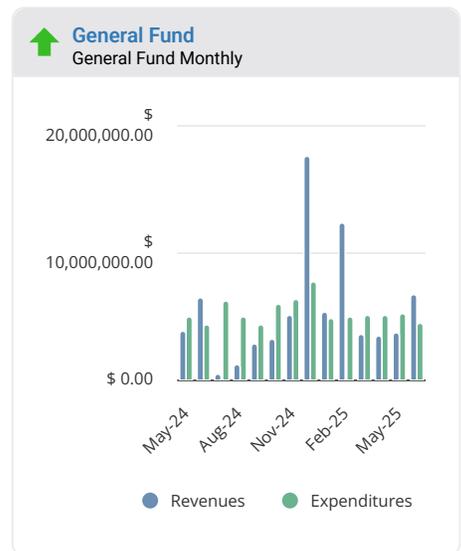
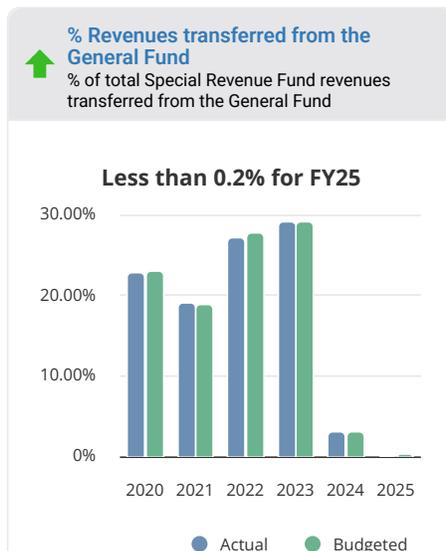
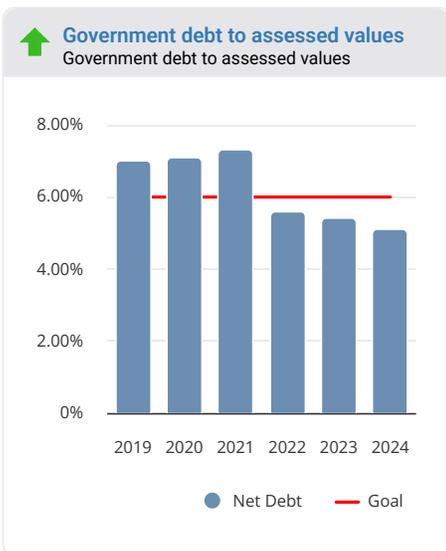
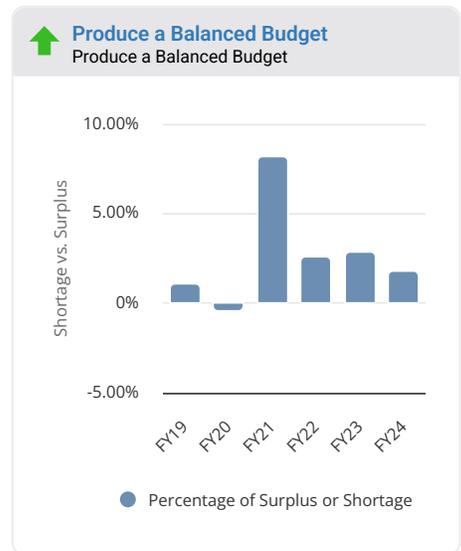
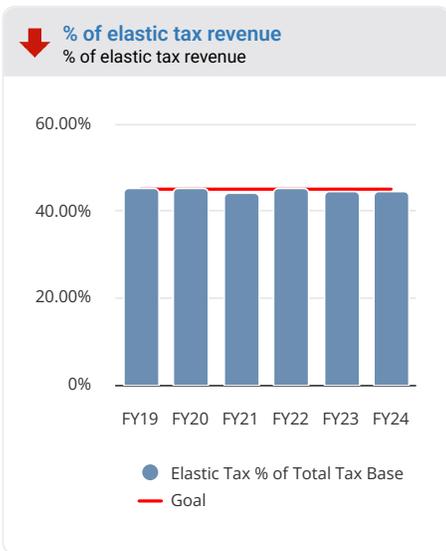
**Meeting Agenda**

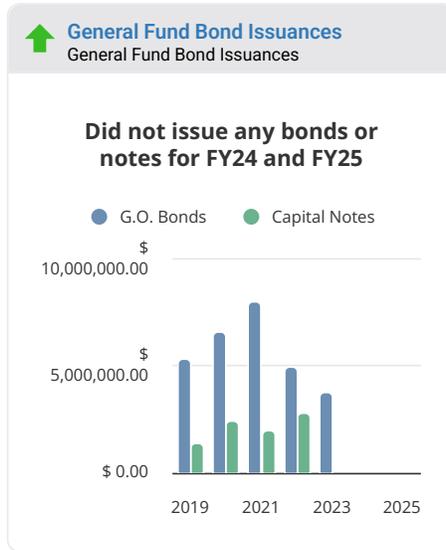
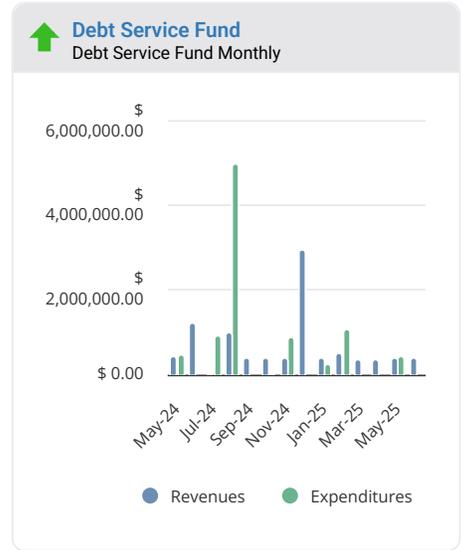
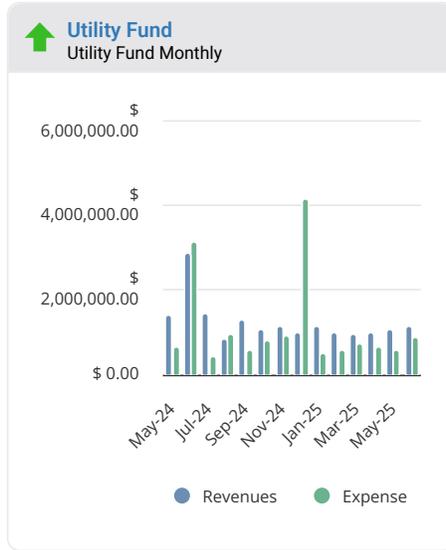
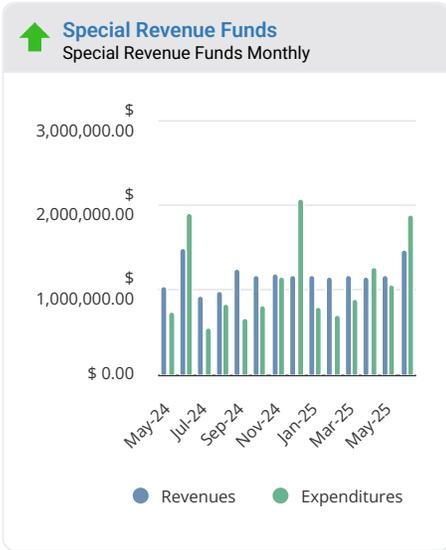
**Finance Meeting**

- BACC Audit:
  - Working through material. Still questioning ledger postings, nearing completion.
  - Planning to meet with Chamber staff next week.
- FY25 Budget:
  - How are we expected to finish the year?
    - Waiting for final number - September 1st
- Update ClearPoint analysis for FY25 on all objectives

| Categories  | Objectives   | Key Results  | Initiatives  |  |
|---|--|--|--|--|
| Economic Vitality   |  Implement proactive measures to spur retail growth and expand elastic tax revenue                          |  % of elastic tax revenue           |  Monitor elastic tax revenue annually                                     |  |
|   |  Monitor and evaluate median home prices to ensure home values remain consistent with the community's needs |  Median Home Price                  |  Monitor median home price annually                                       |  |
|   |  Continually maintain a balanced budget   |  Produce a Balanced Budget          |  Maintain a balanced budget   |  |
|   |  Develop strategies to remain financially stable by maintaining a low debt to assessed values               |  Government debt to assessed values |  Maintain a low government debt to assessed values                        |  |
|   |  All Funds are self-sufficient  |  |  % of total Special Revenue Fund revenues transferred from the General Fund |  Generate revenues that exceed expenditures                     |
|   |  |  |  |  Reduce dependency of Special Revenue Funds on the General Fund |
|   |  Ensure Debt Levels Stay within Industry and City Benchmarks  |  |  General Fund Bond Issuances  |  Limit the amount of debt issued                                |
|  General Debt Per Capita |  |  |  Maintain current Bond Ratings  |  |
| Maintain Financial Stability  |  Budget Balance   |  General Fund Monthly               |  Maintain Fund Balances as Recommended                                    |  |

| Categories        | Objectives                                   | Key Results                     | Initiatives   |
|-------------------|--|---------------------------------|---|
|                   | ↑ Enhance Tax Base                           | ↑ Special Revenue Funds Monthly | ↑ Maintain Service Levels   |
|                   |  | ↑ Utility Fund Monthly          | ↑ Take Care of Employees  |
|                   |  | ↑ Debt Service Fund Monthly     |   |
| Vibrant Workforce | ↑ Improve Documentation of Internal Controls | ↑ Increase Property Tax Base    | ↑ Economic developments   |
|                   |  |                                 | ↑ Build a Financial Policies Manual   |
|                   |  |                                 | ↑ Aggregate Board Approved Policies & Evaluate Whether Additional Policies Needed |
|                   |  |                                 | ↑ Distribute Memos as Needed for Internal Control Changes or Clarifications       |





| Key Results                | Owner                    | Analysis | Series Name                     | Series Status |
|----------------------------|--------------------------|----------|---------------------------------|---------------|
| ↓ % of elastic tax revenue | DP Dick Phebus (Finance) |          | Elastic Tax % of Total Tax Base |               |
|                            |                          |          | Goal                            | 45.00%        |

| Initiatives   | Owner                  | Percent Complete | End Date | Analysis |
|---|------------------------|------------------|----------|----------|
| ↑ Build a Financial Policies Manual   | LC Lee Cain (Finance)  | 55 %             | 6/30/26  |          |
| ↑ Aggregate Board Approved Policies & Evaluate Whether Additional Policies Needed | LC Lee Cain (Finance)  | 55 %             | 6/30/26  |          |
| ↑ Distribute Memos as Needed for Internal Control Changes or Clarifications       | LC Lee Cain (Finance)  | 55 %             | 6/30/26  |          |
| ↑ Generate revenues that exceed expenditures                                      | EP Eric Phan (Finance) | 100 %            | 6/30/25  |          |

| Initiatives  | Owner   | Percent Complete | End Date | Analysis   |
|--|---|------------------|----------|--|
|  Reduce dependency of Special Revenue Funds on the General Fund |  Dick Phebus (Finance)   | 100 %            | 6/30/25  | All special revenue funds operate independently with own source of revenue. Includes State Street Aid, Solid Waste, General Improvement, Drainage Funds.   |
|  OPEB funding evaluation  |  Lee Cain (Finance)      | 50 %             | 6/30/26  |  |
|  Pension Funding Evaluation                                     |  Lee Cain (Finance)      | 50 %             | 6/30/26  |  |
|  Economic developments  |  Eric Phan (Finance)     | 25 %             | 6/30/99  |  |
|  Maintain Fund Balances as Recommended                          |  Eric Phan (Finance)     | 100 %            | 6/30/25  |  |
|  Maintain Service Levels  |  Eric Phan (Finance)     | 100 %            | 6/30/25  |  |
|  Take Care of Employees   |  Eric Phan (Finance)     | 100 %            | 6/30/25  |  |
|  Limit the amount of debt issued                                |  Eric Phan (Finance)     | 100 %            | 6/30/25  |  |
|  Maintain current Bond Ratings                                  |  Eric Phan (Finance)     | 100 %            | 6/30/25  |  |
|  Monitor median home price annually                             |  Dick Phebus (Finance)   | 100 %            | 12/31/24 |  |
|  Monitor elastic tax revenue annually                         |  Dick Phebus (Finance) | 100 %            | 6/30/25  | Monitor sales tax and other elastic revenue sources to determine reliance and sustainability of revenue in funding city departments and programs.  |
|  Maintain a low government debt to assessed values            |  Dick Phebus (Finance) | 100 %            | 6/30/25  | The city limits debt issuance for general capital projects. As city assessed property values increase this will tend to maintain a low government debt to assessed value ratio.  |
|  Maintain a balanced budget                                   |  Dick Phebus (Finance) | 100 %            | 6/30/25  | FY2026 General Fund budget adopted with revenues equaling expenditures. Other special revenue funds will use \$4,460,998 in fund balance to balance the budget. Largest fund is General Purpose School Fund which will use \$3.5 million in fund balance. Largest use of fund balance for city special revenue funds is the Solid Waste Fund using \$768,552 to balance; however, it will still have a healthy fund balance at 6/30/2026 of \$2 million. |



**CITY OF BARTLETT**  
**FINANCE AND ADMINISTRATION**  
**FY 2026 Adopted Budget**



| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>                        |                           |                            |                               |                            |
| Supervisor Salaries                     | \$ 325,777                | \$ 340,171                 | \$ 342,654                    | \$ 352,934                 |
| Employee Wages                          | 455,467                   | 521,107                    | 465,420                       | 550,774                    |
| Overtime Wages                          | 0                         | 0                          | 100                           | 100                        |
| Contracted Services                     | 0                         | 600                        | 0                             | 600                        |
| Vacation Pay                            | 0                         | 0                          | 282                           | 0                          |
| Education Bonus                         | 1,440                     | 1,440                      | 1,440                         | 2,880                      |
| Longevity Pay                           | 10,725                    | 11,186                     | 11,186                        | 14,727                     |
| Bonus                                   | 907                       | 996                        | 907                           | 825                        |
| Employee Health Insurance               | 122,695                   | 119,096                    | 123,328                       | 161,796                    |
| Employee Life Insurance                 | 1,764                     | 2,756                      | 2,245                         | 2,892                      |
| Workers' Comp Insurance                 | 1,556                     | 1,634                      | 1,632                         | 1,713                      |
| Retiree Health Insurance                | 39,062                    | 43,064                     | 40,402                        | 45,185                     |
| FICA                                    | 57,648                    | 63,495                     | 59,660                        | 67,117                     |
| Pension Contribution                    | 111,639                   | 113,217                    | 113,220                       | 128,940                    |
| Contributory Retirement Plan            | 8,772                     | 8,772                      | 8,772                         | 11,610                     |
| <b>Total Personnel</b>                  | <b>\$ 1,137,452</b>       | <b>\$ 1,227,534</b>        | <b>\$ 1,171,248</b>           | <b>\$ 1,342,093</b>        |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>11.00</i>              | <i>12.00</i>               | <i>10.72</i>                  | <i>12.00</i>               |
| <i>Part-Time (converted to FTE)</i>     | <i>0.00</i>               | <i>0.00</i>                | <i>0.00</i>                   | <i>0.00</i>                |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>11.00</b>              | <b>12.00</b>               | <b>10.72</b>                  | <b>12.00</b>               |
| <b>Operations</b>                       |                           |                            |                               |                            |
| Training                                | \$ 1,305                  | \$ 3,000                   | \$ 2,500                      | \$ 3,000                   |
| Travel                                  | (305)                     | 4,000                      | 4,000                         | 4,000                      |
| Professional Services                   | 131,513                   | 115,000                    | 120,000                       | 125,000                    |
| <i>Auditor &amp; Trustee Fees.</i>      |                           |                            |                               |                            |
| Other Professional Service              | 700                       | 1,000                      | 0                             | 1,000                      |
| Postage & Freight                       | 23,746                    | 22,500                     | 20,000                        | 22,500                     |
| Dues & Subscriptions                    | 3,750                     | 3,600                      | 3,000                         | 3,500                      |
| Meetings                                | 0                         | 0                          | 122                           | 0                          |
| Cellular Phones                         | 960                       | 800                        | 500                           | 1,100                      |
| Equipment Maintenance                   | 0                         | 100                        | 0                             | 100                        |
| Computer Maintenance                    | 0                         | 0                          | 100                           | 100                        |
| Automobile Allowance                    | 0                         | 500                        | 3,000                         | 12,300                     |
| Office Supplies                         | 16,799                    | 15,000                     | 15,000                        | 15,000                     |
| Printing                                | 8,590                     | 9,000                      | 9,000                         | 9,500                      |
| Operating Supplies                      | 2,677                     | 3,000                      | 2,300                         | 2,700                      |
| Equipment Leasing                       | 540                       | 1,000                      | 300                           | 0                          |
| Property Insurance                      | 3,367                     | 3,367                      | 2,806                         | 2,806                      |
| General Liability Insurance             | 552                       | 552                        | 780                           | 780                        |
| Bank Charges                            | 40                        | 500                        | 0                             | 500                        |
| Interest-Deposits & Refunds             | 930                       | 1,000                      | 2,830                         | 3,000                      |
| Cash Over/Short                         | (3)                       | 50                         | 340                           | 100                        |
| Miscellaneous Other Expenses            | 2,550                     | 0                          | 0                             | 0                          |
| <b>Total Operations</b>                 | <b>\$ 197,711</b>         | <b>\$ 183,969</b>          | <b>\$ 186,578</b>             | <b>\$ 206,986</b>          |



**CITY OF BARTLETT  
FINANCE AND ADMINISTRATION  
FY 2026 Adopted Budget**



| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Capital</b>                          |                           |                            |                               |                            |
| Furniture                               | \$ 4,695                  | \$ 1,200                   | \$ 540                        | \$ 1,200                   |
| <b>Total Capital</b>                    | <b>\$ 4,695</b>           | <b>\$ 1,200</b>            | <b>\$ 540</b>                 | <b>\$ 1,200</b>            |
| <b>Total Finance and Administration</b> | <b>\$ 1,339,858</b>       | <b>\$ 1,412,703</b>        | <b>\$ 1,358,366</b>           | <b>\$ 1,550,279</b>        |

# City Court Dashboard

City Court

## Attachments

 Money Collected and Uncollected- Bartlett City Courts 8-27-25.docx

 Money Collected and Uncollected- Bartlett City Courts 7-1-25.docx

 Money Collected and Uncollected- Bartlett City Courts 8-25-24.docx



### Departmental Overview

Met with an employee to discuss the use of their social media.  
The State DL Kiosk was installed.  
Advised staff of the promotion of Sara Adams to Coordinator II.  
Went over new city benefits with staff.

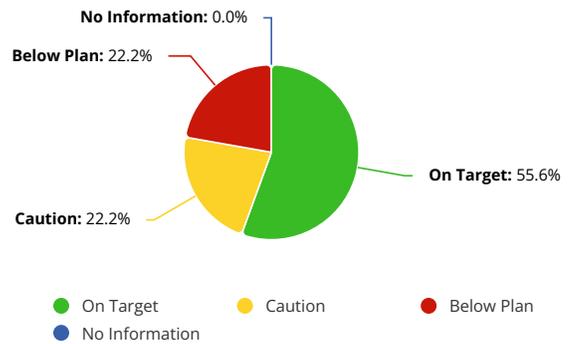
### After Action Report

### Meeting Agenda

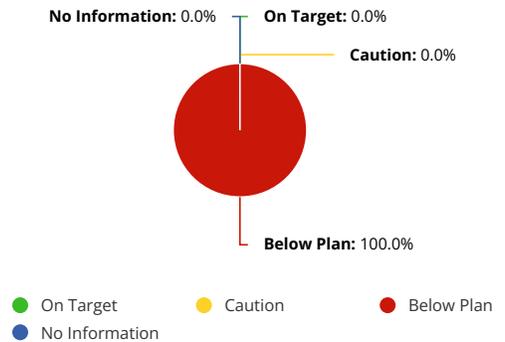
[City Courts Meeting](#)

## Department Status Snapshot

Key Result Status Snapshot

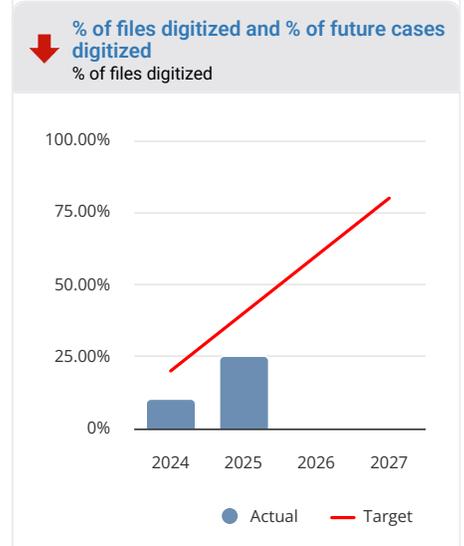
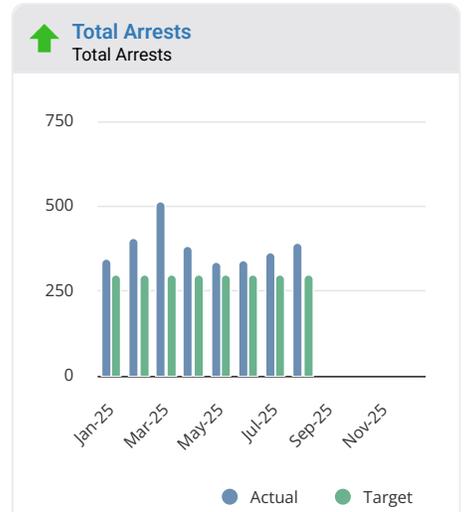
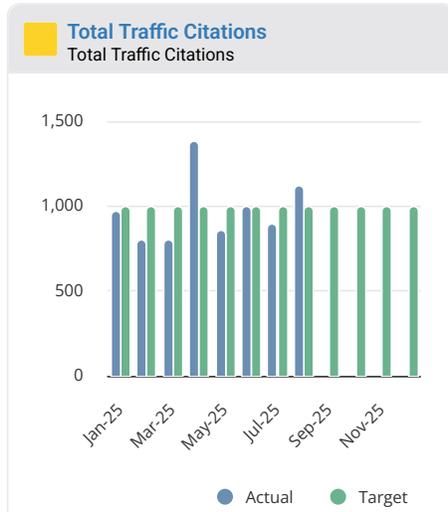
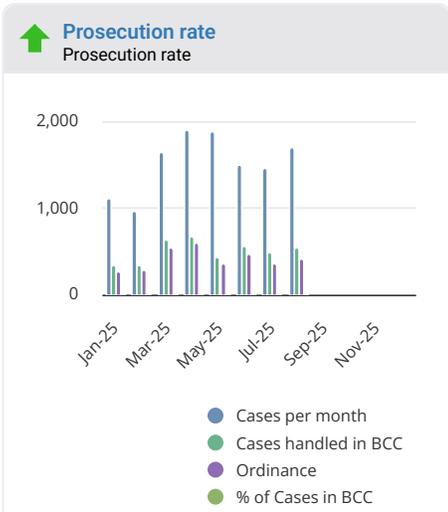
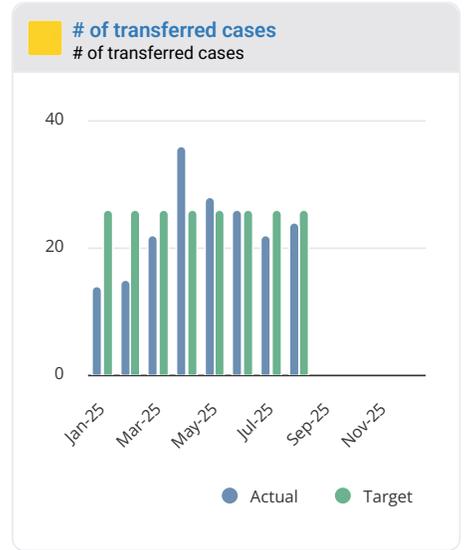
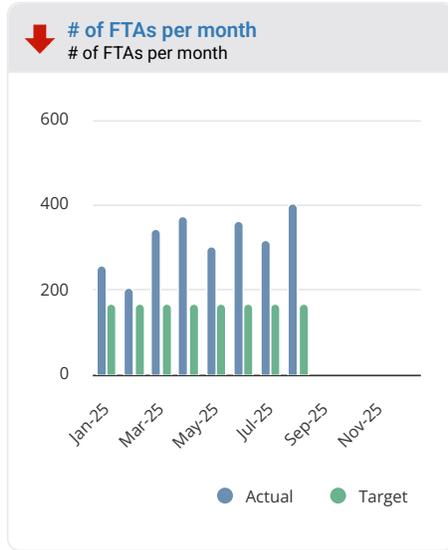
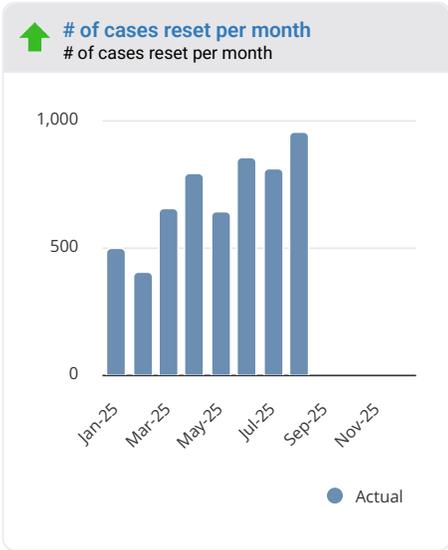


Initiative Status Snapshot



| Meeting Agenda   |
|--|
| <ul style="list-style-type: none"> <li>• Overall Efficiency: Up - case per month, prosecution rate, total arrests, fines levied, fines collected (95+%).</li> <li>• Digitization:               <ul style="list-style-type: none"> <li>• Status</li> <li>• Resolution - Disposition of records (Ed - need this done quickly)</li> </ul> </li> <li>• Prosecutors               <ul style="list-style-type: none"> <li>• How are things going? Smoother with new prosecutor? (Yes or no)</li> <li>• Tight confines. Establishing a system to streamline court processes.</li> <li>• Victim interviews (short-term solution - JJ will work to add the Training Room or Interview Rooms) - evaluate options.</li> <li>• 10 day cap</li> </ul> </li> <li>• New things:               <ul style="list-style-type: none"> <li>• New ordinances - safety chains, open container, immediate notice of accident, possession w/o script, public intox., disorderly) - J.J. is working on those ordinances.</li> </ul> </li> <li>• KIOSK:               <ul style="list-style-type: none"> <li>• Working, but does cause problems occasionally.</li> </ul> </li> <li>• FTAs:               <ul style="list-style-type: none"> <li>• Start charging for ALL offenses</li> </ul> </li> <li>• Re-design options for prosecutor / defense</li> </ul> |
|  |
|  |

| Categories                         | Objectives  | Key Results  | Initiatives   |
|------------------------------------|---|--|---|
| <b>Safety &amp; Security</b>       | <b>Increase Courtroom Efficiency &amp; Effectiveness</b>                      | # of cases reset per month                                       | <b>Reduce resets, FTAs, &amp; transferred cases by 5% &amp; increase prosecution rate by 10%</b><br>ARCHIVED DATA |
|                                    |   | # of FTAs per month  |   |
|                                    |   | # of transferred cases   |   |
|                                    |   | Prosecution rate   |   |
|                                    |   | Total Traffic Citations  |   |
|                                    |   | Total Arrests  |   |
|                                    |   | Fines Levied   |   |
|                                    |   | Fines Levied vs Collected  |   |
| <b>Growth &amp; Infrastructure</b> | <b>Increase efficiency and accessibility by digitizing all court records.</b> | % of files digitized   | % of files digitized  |
|                                    |   | # of cases reset per month (Clearpoint Example)<br>ARCHIVED DATA |   |



| Key Results           | Owner | Analysis | Series Name | Series Status |
|-----------------------|-------|----------|-------------|---------------|
| ↓ # of FTAs per month |       |          | Actual      | 363           |

| Key Results  | Owner | Analysis   | Series Name | Series Status |
|--|-------|--|-------------|---------------|
|  |       |  | Target      | 168           |
|  % of files digitized |       | <p>The City of Bartlett has court cases dating back to 1978, and the digitization of these files and future cases is required to better prepare the Court Clerk's Office for the justice system's ever-increasing demands. To digitize these records most efficiently, the Court Clerk's Office consulted with Avenu Insights and, utilizing the recommendations of the Municipal Technical Advisory Service (MTAS), developed an internal digitization process. The Court Clerks' Office is now digitizing all new cases and intends to electronically scan those cases originating in 2022 and 2023 by year's end. The Court Clerk's Office will continue working in this manner to digitize all eligible cases by 2028.</p> | Actual      | 10.00%        |
|  |       |  | Target      | 20.00%        |

| Initiatives  | Owner | Percent Complete | End Date | Analysis |
|--|-------|------------------|----------|----------|
|  Reduce resets, FTAs, & transferred cases by 5% & increase prosecution rate by 10%<br>ARCHIVED DATA |       | 0 %              | 6/30/24  |          |
|  % of files digitized   |       | 0 %              | 12/31/28 |          |



**CITY OF BARTLETT  
CITY COURT  
FY 2026 Adopted Budget**

| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>City Service Fees</b>                |                           |                            |                               |                            |
| Electronic Traffic Citation Fee         | \$ 4,669                  | \$ 0                       | \$ 403                        | \$ 0                       |
| <b>Total City Service Fees</b>          | <b>\$ 4,669</b>           | <b>\$ 0</b>                | <b>\$ 403</b>                 | <b>\$ 0</b>                |
| <b>Personnel</b>                        |                           |                            |                               |                            |
| Supervisor Salaries                     | \$ 327,967                | \$ 335,966                 | \$ 326,581                    | \$ 334,890                 |
| Employee Wages                          | 406,289                   | 413,745                    | 444,511                       | 454,793                    |
| Overtime Wages                          | 6,388                     | 6,500                      | 11,802                        | 12,000                     |
| Special Hours                           | 7,800                     | 7,800                      | 7,800                         | 7,800                      |
| Part-Time                               | 2,333                     | 0                          | 0                             | 0                          |
| Vacation Pay                            | 15,460                    | 0                          | 0                             | 0                          |
| Educational Bonus                       | 1,500                     | 2,160                      | 2,160                         | 4,320                      |
| Sick Pay                                | 30,706                    | 0                          | 0                             | 0                          |
| Longevity Pay                           | 11,832                    | 13,843                     | 13,514                        | 15,375                     |
| Bonus                                   | 907                       | 996                        | 1,072                         | 1,072                      |
| Employee Health Insurance               | 107,501                   | 105,897                    | 153,572                       | 155,831                    |
| Employee Life Insurance                 | 1,645                     | 2,399                      | 2,228                         | 2,527                      |
| Workers' Comp Insurance                 | 1,194                     | 1,213                      | 1,212                         | 1,231                      |
| Retiree Health Insurance                | 36,829                    | 37,486                     | 38,552                        | 39,484                     |
| FICA                                    | 59,670                    | 56,899                     | 58,599                        | 60,672                     |
| Pension Contribution                    | 104,206                   | 100,812                    | 100,812                       | 112,670                    |
| Contributory Retirement Plan            | 9,748                     | 9,748                      | 9,744                         | 10,146                     |
| <b>Total Personnel</b>                  | <b>\$ 1,131,974</b>       | <b>\$ 1,095,464</b>        | <b>\$ 1,172,159</b>           | <b>\$ 1,212,811</b>        |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>12.00</i>              | <i>13.00</i>               | <i>12.89</i>                  | <i>13.00</i>               |
| <i>Part-Time (converted to FTE)</i>     | <i>0.00</i>               | <i>0.00</i>                | <i>0.00</i>                   | <i>0.00</i>                |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>12.00</b>              | <b>13.00</b>               | <b>12.89</b>                  | <b>13.00</b>               |
| <b>Operations</b>                       |                           |                            |                               |                            |
| Training                                | \$ 0                      | \$ 1,000                   | \$ 1,000                      | \$ 3,500                   |
| Travel                                  | 621                       | 2,000                      | 5,000                         | 4,000                      |
| Other Professional Service              | 5,396                     | 6,000                      | 6,000                         | 6,000                      |
| Postage & Freight                       | 1,415                     | 1,500                      | 1,500                         | 1,500                      |
| Dues & Subscriptions                    | 905                       | 1,200                      | 1,200                         | 1,200                      |
| Cellular Phones                         | 493                       | 700                        | 500                           | 500                        |
| Shop Allocation                         | 700                       | 700                        | 700                           | 700                        |
| Vehicle Maintenance                     | 0                         | 500                        | 500                           | 500                        |
| Computer Maintenance                    | 7,600                     | 0                          | 0                             | 0                          |
| Office Supplies                         | 6,890                     | 4,000                      | 5,000                         | 5,000                      |
| Printing                                | 651                       | 800                        | 700                           | 1,300                      |
| Petroleum Supplies                      | 901                       | 1,500                      | 3,000                         | 3,000                      |
| Operating Supplies                      | 178                       | 400                        | 400                           | 400                        |
| Equipment Leasing                       | 0                         | 500                        | 500                           | 0                          |
| Vehicle & Equip Insurance               | 432                       | 432                        | 444                           | 444                        |
| General Liability Insurance             | 1,219                     | 1,219                      | 1,317                         | 1,317                      |
| Miscellaneous Other Expenses            | 0                         | 500                        | 500                           | 500                        |
| <b>Total Operations</b>                 | <b>\$ 27,646</b>          | <b>\$ 22,951</b>           | <b>\$ 28,261</b>              | <b>\$ 29,861</b>           |
| <b>Total City Court</b>                 | <b>\$ 1,154,950</b>       | <b>\$ 1,118,415</b>        | <b>\$ 1,200,017</b>           | <b>\$ 1,242,672</b>        |

# Human Resources Dashboard

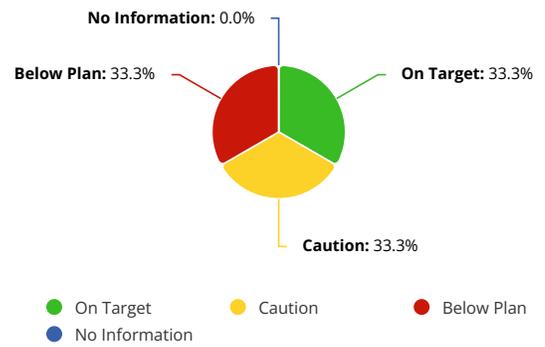
Human Resources

## Attachments

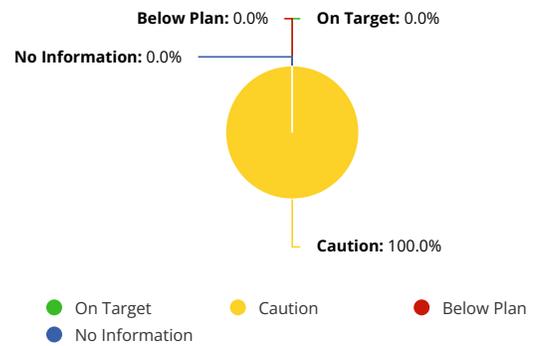
 OKRs Personnel Long Term Plan 2024.xlsx

## Department Status Snapshot

### Key Results Status Snapshot



### Initiative Status Snapshot



## Departmental Overview

### Human Resources Summary Report

**Prepared By:** Lori Von Bokel-Amin

**Reporting Period:** January 2025 to June 2025

#### Advancing Operational Excellence Through Human Resources

**Initiatives:** Since January, the Human Resources Department has demonstrated its continued commitment to operational excellence and strategic alignment across the organization. Through targeted initiatives and collaborative efforts, HR has driven improvements in employee experience, policy compliance, and organizational efficiency. Key accomplishments include:

#### Records & Compliance

- **Document Archiving:** Securely organized and archived 15+ years of HR documentation from the former Director's office, strengthening audit readiness and internal referencing.
- **Operational Policy Audit:** Reviewed and streamlined procedures for recruiting, onboarding, benefits administration, workers' compensation, and education bonus processing to ensure alignment with current laws and best practices.

#### Retirement & Benefits Strategy

- **Retirement Board Engagement:** Facilitated two formal meetings and supported a pension plan hearing.
- **Interdepartmental Collaboration:** Partnered with CAO and Finance to evaluate city retirement plan enhancements and facilitate 555/775 plan reviews with departmental representatives.
- **City Holiday Policy:** Conducted research, presented recommendations, and updated city guidelines to reflect best practices.
- **Paid Parental Leave:** Delivered a comprehensive policy proposal based on comparative research, resulting in enhanced competitive benefits.

#### Employee Communication & Resources

- Coordinated open enrollment messaging alongside Senior HR Coordinator Natalie Payne, including communications, reminders, and incentives.
- Refreshed the employee benefits booklet with mobile-friendly features and clearer coverage details.

#### Advisory & Support Services

- Provided ongoing guidance to department leaders on employee relations, policy administration, salary reviews, classification, benefits inquiries, and postings.

#### Technology Optimization

- Partnered with IT and vendor specialists to assess and enhance Tyler platform workflows, with a focus on recruiting and onboarding modules.
- Participated in Tyler optimization sessions and the user conference to support data integrity and system proficiency.

#### Team Development & Strategic Alignment

- Held weekly HR team collaborations to improve operational support, encourage professional growth, and strengthen strategic goal alignment.
- Assessed Q3 training options, targeting leadership development with Bob Taylor and compliance training with PEP.

**After Action Report**

Engineering search status?

**Update analysis on both training and retention (7/31 deadline).**

**ECM:** Post on website / circulate ICMA (what other sites?)

**BPACC Review:**

**Job Posting HR:**

**Employee Retainment:** Create a working list of reasons why employees are leaving the City. Also, evaluate the prospect of "exit interviews" and determine intervention models for certain departments that may be obtaining higher turnover rates than others (internal best- practices).

**Performance Reviews:** Create a standardized semi-annual / annual process for the entire city. This would be coupled by feedback sessions and follow-ups on positives / negatives to improve performance. Goal establishment and subsequent training for mid-management to address the concern.

**Compliance Training:** PEP free (workplace engagement-management) - Maintenance training that is required for staff & could be provided for free through PEP.

**Complete review of Personnel Manual:**

**Time & Attendance:**

**Commercial Appeal:** Status report / video announcement / 35% response

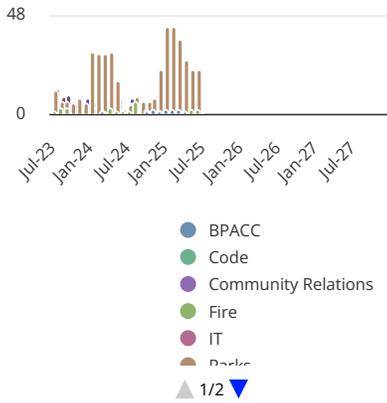
**Onboarding video:** Mayor welcome & policy cover-all.

**Meeting Agenda**

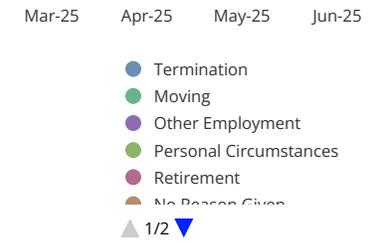
**Personnel Meeting**

| Categories        | Objectives   | Key Results   | Initiatives   |
|-------------------|--|---|---|
| Vibrant Workforce |  <b>Improve the skills and performance of employees through a City-wide training and development program.</b> |  <b>Increase annual employee training by 10%</b>   |  <b>Increase annual employee training by 10%</b>   |
|                   |  <b>Recruit, hire, and retain the next generation of City employees</b>                                       |  <b>Retain 90% of 1st year full-time employees</b> |  <b>Retain 90% of 1st year full-time employees</b> |

**# of vacant positions by department**  
# of vacant positions by department



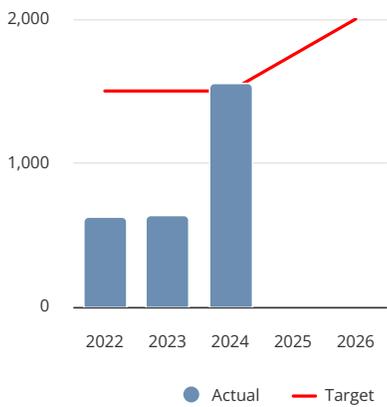
**attrition rate**  
attrition rate by category



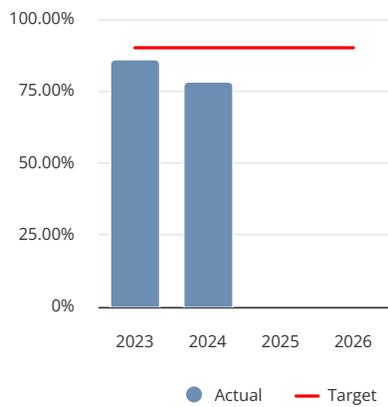
**retention rate**  
retention rate



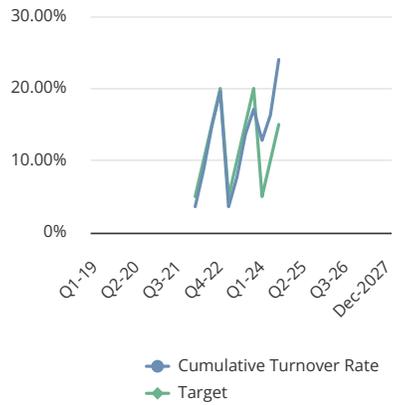
**Increase annual employee training by 10%**  
Increase annual employee training by 10%



**Retain 85% of 1st year full-time employees**  
Retain 90% of 1st year full-time employees



**City Employee Cumulative Turnover Rate**  
City Employee Cumulative Turnover Rate



| Key Results   | Owner  | Analysis   | Series Name | Series Status |
|---|--|--|-------------|---------------|
|  <b>Retain 90% of 1st year full-time employees</b> |  Lori Von Bokel-Amin<br>(Human Resources) | <p>According to recent research, approximately 76% of employees separate within the first year of employment. However, if employees can complete that initial year on the job, that retention rate rises to roughly 90%. The City of Bartlett has traditionally exceeded the industry standard for retention, and the current tenure for a full-time employee is approximately 10 years. Through 2024, 78.3% of full-time employees completed their initial year. These results are below the target goal of 90%, and continued efforts will be made to ensure related measures are continually implemented to maintain this standard.</p> | Actual      | 78.30%        |
|   |  |  | Target      | 90.00%        |

| Initiatives   | Owner  | Percent Complete | End Date | Analysis |
|---|--|------------------|----------|----------|
|  <b>Increase annual employee training by 10%</b>   |  Lori Von Bokel-Amin<br>(Human Resources) | 0 %              | 12/31/28 |          |
|  <b>Retain 90% of 1st year full-time employees</b> |  Lori Von Bokel-Amin<br>(Human Resources) | 0 %              | 12/31/28 |          |



**CITY OF BARTLETT  
HUMAN RESOURCES  
FY 2026 Adopted Budget**



| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Department Revenues/Grants</b>       |                           |                            |                               |                            |
| Local Sales Tax .5% Reimbursement       | \$ 42,299                 | \$ 44,759                  | \$ 44,759                     | \$ 47,746                  |
| Other Revenues                          | 976                       | 0                          | 5,232                         | 0                          |
| <b>Total Department Revenues/Grants</b> | <b>\$ 43,275</b>          | <b>\$ 44,759</b>           | <b>\$ 49,991</b>              | <b>\$ 47,746</b>           |
| <b>Personnel</b>                        |                           |                            |                               |                            |
| Supervisor Salaries                     | \$ 157,342                | \$ 143,872                 | \$ 142,474                    | \$ 145,309                 |
| Employee Wages                          | 204,896                   | 235,327                    | 235,946                       | 248,009                    |
| Overtime Wages                          | 304                       | 490                        | 250                           | 500                        |
| Vacation Pay                            | 0                         | 0                          | 16,606                        | 0                          |
| Educational Bonus                       | 0                         | 0                          | 310                           | 960                        |
| Longevity Pay                           | 0                         | 0                          | 0                             | 2,222                      |
| Bonus                                   | 412                       | 412                        | 412                           | 412                        |
| Employee Incentives                     | 8,682                     | 11,893                     | 11,054                        | 12,000                     |
| Employee Testing                        | 60,097                    | 53,900                     | 54,035                        | 55,000                     |
| Other Personnel Costs                   | 5,400                     | 5,244                      | 5,247                         | 5,500                      |
| Employee Health Insurance               | 56,477                    | 55,858                     | 62,644                        | 64,392                     |
| Employee Life Insurance                 | 861                       | 1,213                      | 1,023                         | 1,259                      |
| Workers' Comp Insurance                 | 728                       | 761                        | 756                           | 784                        |
| Retiree Health Insurance                | 18,112                    | 18,960                     | 18,920                        | 19,666                     |
| FICA                                    | 26,836                    | 32,586                     | 28,968                        | 33,997                     |
| Pension Contribution                    | 49,696                    | 49,847                     | 49,848                        | 56,117                     |
| Contributory Retirement Plan            | 4,318                     | 4,318                      | 4,320                         | 5,054                      |
| <b>Total Personnel</b>                  | <b>\$ 594,160</b>         | <b>\$ 614,681</b>          | <b>\$ 632,813</b>             | <b>\$ 651,181</b>          |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>5.00</i>               | <i>5.00</i>                | <i>4.99</i>                   | <i>5.00</i>                |
| <i>Part-Time (converted to FTE)</i>     | <i>0.00</i>               | <i>0.00</i>                | <i>0.00</i>                   | <i>0.00</i>                |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>5.00</b>               | <b>5.00</b>                | <b>4.99</b>                   | <b>5.00</b>                |
| <b>Operations</b>                       |                           |                            |                               |                            |
| Training                                | \$ 4,595                  | \$ 8,820                   | \$ 7,000                      | \$ 7,000                   |
| Travel                                  | 6,390                     | 7,600                      | 8,000                         | 8,000                      |
| Professional Services                   | 8,321                     | 9,300                      | 10,000                        | 10,000                     |
| Other Professional Service              | 0                         | 0                          | 72,000                        | 0                          |
| Postage & Freight                       | 1,815                     | 1,750                      | 1,700                         | 1,750                      |
| Dues & Subscriptions                    | 1,333                     | 1,900                      | 2,000                         | 2,000                      |
| Meetings                                | 1,584                     | 1,100                      | 800                           | 800                        |
| Cellular Phones                         | 1,486                     | 1,750                      | 2,500                         | 1,600                      |
| Shop Allocation                         | 500                       | 504                        | 500                           | 500                        |
| Vehicle Maintenance                     | 291                       | 784                        | 7,500                         | 1,000                      |
| Office Supplies                         | 3,925                     | 3,920                      | 4,000                         | 4,000                      |
| Printing                                | 0                         | 350                        | 350                           | 1,350                      |
| Petroleum Supplies                      | 1,196                     | 1,650                      | 1,400                         | 1,500                      |
| Operating Supplies                      | 0                         | 280                        | 500                           | 500                        |
| Equipment Leasing                       | 973                       | 850                        | 1,000                         | 0                          |
| Vehicle & Equip Insurance               | 530                       | 530                        | 496                           | 496                        |
| General Liability Insurance             | 996                       | 996                        | 1,043                         | 1,043                      |
| Miscellaneous Other Expenses            | 309                       | 0                          | 0                             | 0                          |
| <b>Total Operations</b>                 | <b>\$ 34,243</b>          | <b>\$ 42,084</b>           | <b>\$ 120,789</b>             | <b>\$ 41,539</b>           |



**CITY OF BARTLETT  
HUMAN RESOURCES  
FY 2026 Adopted Budget**



| <b>Description</b>     | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Capital</b>         |                           |                            |                               |                            |
| Office Equipment       | \$ 550                    | \$ 0                       | \$ 0                          | \$ 0                       |
| Furniture              | 0                         | 0                          | 4,190                         | 1,000                      |
| <b>Total Capital</b>   | <b>\$ 550</b>             | <b>\$ 0</b>                | <b>\$ 4,190</b>               | <b>\$ 1,000</b>            |
| <b>Total Personnel</b> | <b>\$ 585,679</b>         | <b>\$ 612,006</b>          | <b>\$ 707,801</b>             | <b>\$ 645,974</b>          |

# Planning Dashboard

Planning

## Attachments



TVA\_LEDStreetlightIncentives.pdf

## Departmental Overview

Planning and Development reviews and provides guidance for current development plans, prepares long range plans and special studies; compiles annexation plan of services; maintains statistical and mapped data on demographic and land use matters; administers and amends the zoning ordinance, subdivision ordinance and sign ordinance, provides updated information for the zoning map; provides staff support and facilitates meetings for the Planning Commission, Design Review Commission, Historic Preservation Commission, Board of Zoning Appeals, Bartlett Industrial Development Board, and the Bartlett Station Commission. Additionally, staff reviews and analyzes plans, writes reports, conducts presentations, and coordinates conditions of approval based on compliance with ordinances and regulations or all proposed development projects.

## After Action Report

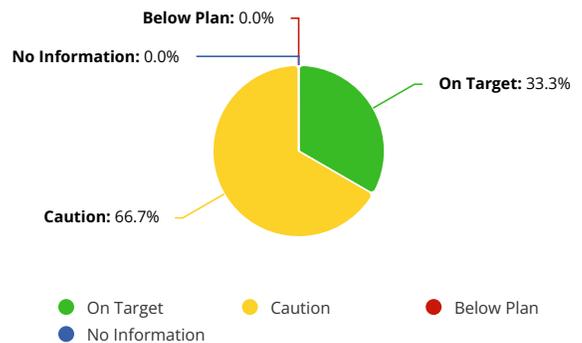
- Where are we on the Land Use Plan? **We have a draft from UofM - need to revise/add certain areas of concern: Clarify some missing data and request a PowerPoint presentation, similar to the Public Survey report.**
- Update grant application status.
  - TVA - **Approved (Need to Mayor signature - Kim-submit)**
  - TN ECD - **No response**
- Economic Development Manager (ECM)
  - Post job (September 1st - earliest date of hire)
  - **Redesign area - Waiting to hear back from contact to reconfigure office.**

## Meeting Agenda

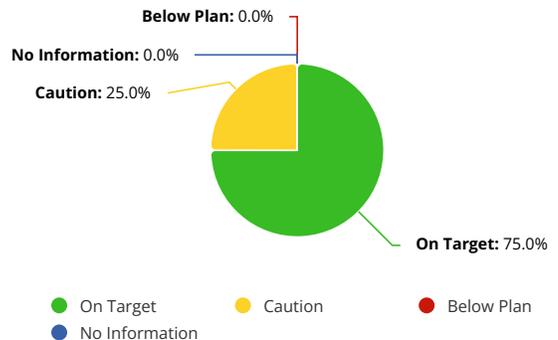
[Planning Meeting](#)

## Department Status Snapshot

### Key Results Status Snapshot



### Initiative Status Snapshot



## Meeting Agenda

### Public Hearing

### Special Use Permit

1. Vehicle Repair, 6390 Summer Avenue (David Bray, The Bray Firm)\*\*Withdrawn by applicant.\*
2. Union Depot Planned Development 1<sup>st</sup> Addition, Northeast Corner of Highway 70 and Highway 64 (Michelle Ye, DT design studio)

### Final Plan

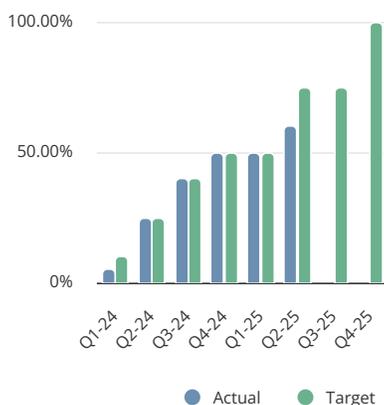
3. EGY Subdivision, 7642 Highway 70 (Christine Donhardt, The Reaves Firm)

### Site Plan

4. Shine & Roll Car Wash, 7642 Highway 70 (Christine Donhardt, The Reaves Firm)
5. Youth Villages Parking Lot Expansion, 7410 Memphis-Arlington Road (Jamie Bostick, A2H Inc.)

| Categories              | Objectives   | Key Results  | Initiatives  |
|-------------------------|--|--|--|
| Growth & Infrastructure |  Update the existing Master Plan/Land Use/ Comprehensive Plan |  % of Land Use Plan evaluation process completed                |  Update the Land Use Master Plan and Zoning Ordinance relative to the Master Plan Changes |
|                         |  Develop Bartlett Innovation Park                             |  % of initiatives completed to develop Bartlett Innovation Park |  Obtain grant funding to support the development of Bartlett Innovation Park              |

 Update Existing Land Use Plan % of milestones completed (evaluated at 10% per milestone)  
 % of Land Use Plan evaluation process completed



 % of Subdivision Ordinance completed  
 % of initiatives completed to develop Bartlett Innovation Park



 Launch + Maintain New Economic Development Dashboard/ED Website  
 Launch + Maintain New Economic Development Dashboard/ED Website



**Display staff reports in an easier-to-read manner + post online**

Display staff reports in an easier-to-read manner + post online

Q1-25

Q2-25

Q3-25

Q4-25

● Actual

● Target

| Initiatives  | Owner  | Percent Complete | End Date | Analysis |
|--|--|------------------|----------|----------|
|  Update the Land Use Master Plan and Zoning Ordinance relative to the Master Plan Changes |  Kim Taylor (Planning Department)     | 52 %             | 2/28/25  |          |
|  Obtain grant funding to support the development of Bartlett Innovation Park              |  Kim Taylor (Planning Department)     | 75 %             | 12/31/24 |          |
|  Launch + Maintain New Economic Development Dashboard/ED Website                        |  Leslie Brock (Planning Department) | 100 %            | 2/28/25  |          |
|  Limit Bargain Stores   |  Kim Taylor (Planning Department)   | 100 %            | 1/9/24   |          |
|  Streamline the Subdivision Process   |  Kim Taylor (Planning Department)   | 100 %            | 12/31/24 |          |
|  Provide more transparency of official plan submittals for citizens                     |  Melissa Hale (Planning Department) | 100 %            | 12/31/24 |          |
|  Limit Hookah Bars and Lounges  |  Kim Taylor (Planning Department)   | 100 %            | 1/9/24   |          |
|  Limit Smoke Retail Shops   |  Kim Taylor (Planning Department)   | 100 %            | 1/9/24   |          |



**CITY OF BARTLETT**  
**PLANNING & ECONOMIC DEVELOPMENT**  
**FY 2026 Adopted Budget**



| <b>Description</b>                               | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>                                 |                           |                            |                               |                            |
| Supervisor Salaries                              | \$ 133,016                | \$ 138,337                 | \$ 138,336                    | \$ 142,487                 |
| Employee Wages                                   | 199,012                   | 209,752                    | 218,088                       | 223,546                    |
| Overtime Wages                                   | 779                       | 3,500                      | 800                           | 3,500                      |
| Part-Time  | 0                         | 2,600                      | 0                             | 2,678                      |
| Educational Bonus                                | 0                         | 1,080                      | 1,140                         | 2,880                      |
| Longevity Pay                                    | 8,582                     | 9,038                      | 9,038                         | 9,441                      |
| Bonus  | 330                       | 332                        | 330                           | 332                        |
| Employee Health Insurance                        | 55,899                    | 55,858                     | 56,910                        | 70,410                     |
| Employee Life Insurance                          | 914                       | 1,114                      | 1,056                         | 1,171                      |
| Workers' Comp Insurance                          | 694                       | 729                        | 732                           | 762                        |
| Retiree Health Insurance                         | 16,549                    | 17,404                     | 17,745                        | 18,302                     |
| FICA   | 24,440                    | 26,059                     | 26,345                        | 27,612                     |
| Pension Contribution                             | 45,637                    | 45,757                     | 45,756                        | 52,224                     |
| Contributory Retirement Plan                     | 4,287                     | 4,287                      | 4,284                         | 4,703                      |
| <b>Total Personnel</b>                           | <b>\$ 490,140</b>         | <b>\$ 515,847</b>          | <b>\$ 520,560</b>             | <b>\$ 560,048</b>          |
| <b>Staffing Level</b>                            |                           |                            |                               |                            |
| <i>Full-Time</i>                                 | <i>4.76</i>               | <i>5.00</i>                | <i>4.07</i>                   | <i>5.00</i>                |
| <i>Part-Time (converted to FTE)</i>              | <i>0.00</i>               | <i>0.00</i>                | <i>0.00</i>                   | <i>0.00</i>                |
| <b>Total Full-Time Equivalent (FTE)</b>          | <b>4.76</b>               | <b>5.00</b>                | <b>4.07</b>                   | <b>5.00</b>                |
| <b>Operations</b>                                |                           |                            |                               |                            |
| Training   | \$ 959                    | \$ 2,200                   | \$ 1,500                      | \$ 2,000                   |
| Travel   | 594                       | 2,000                      | 1,200                         | 2,000                      |
| Boards & Commissions                             | 0                         | 1,000                      | 700                           | 1,000                      |
| Dues & Subscriptions                             | 1,256                     | 1,600                      | 1,300                         | 1,530                      |
| Meetings   | 120                       | 700                        | 120                           | 700                        |
| Cellular Phones                                  | 904                       | 1,100                      | 1,100                         | 1,100                      |
| Shop Allocation                                  | 400                       | 400                        | 400                           | 400                        |
| Vehicle Maintenance                              | 0                         | 750                        | 400                           | 750                        |
| Office Supplies                                  | 2,998                     | 3,000                      | 2,500                         | 3,000                      |
| Printing   | 0                         | 0                          | 0                             | 500                        |
| Petroleum Supplies                               | 721                       | 1,000                      | 800                           | 1,000                      |
| Equipment Leasing                                | 362                       | 500                        | 500                           | 0                          |
| Vehicle & Equip Insurance                        | 244                       | 250                        | 250                           | 250                        |
| General Liability Insurance                      | 568                       | 600                        | 613                           | 700                        |
| <b>Total Operations</b>                          | <b>\$ 9,125</b>           | <b>\$ 15,100</b>           | <b>\$ 11,383</b>              | <b>\$ 14,930</b>           |
| <b>Capital</b>                                   |                           |                            |                               |                            |
| Furniture  | 699                       | 0                          | 0                             | 0                          |
| <b>Total Capital</b>                             | <b>\$ 699</b>             | <b>\$ 0</b>                | <b>\$ 0</b>                   | <b>\$ 0</b>                |
| <b>Total Planning &amp; Economic Development</b> | <b>\$ 499,964</b>         | <b>\$ 530,947</b>          | <b>\$ 531,943</b>             | <b>\$ 574,978</b>          |



# City of Bartlett

## PUBLIC SAFETY FY 2026 Adopted Budget

### Full-Time Authorized Personnel Positions

#### Police

|                           |                   |
|---------------------------|-------------------|
| Police Director           | 1                 |
| Assistant Police Director | 1                 |
| Police Inspector          | 3                 |
| Admin Secretary           | 2                 |
| Building Service          | 3                 |
| PSAP Director             | 1                 |
| Dispatcher                | 23                |
| Jailer                    | 20                |
| Patrolman                 | 93                |
| Captain                   | 7                 |
| Sergeant                  | 17                |
| Lieutenant                | 15                |
| Skill clerk               | <u>5</u>          |
| <b>Total Police</b>       | <b><u>191</u></b> |

#### Fire

|                     |                  |
|---------------------|------------------|
| Assistant Chief     | 1                |
| Director            | 1                |
| Fire Commander      | 3                |
| Battalion Commander | 3                |
| Admin Secretary     | 1                |
| Fire Driver         | 15               |
| Firefighter         | 34               |
| Fire Lieutenant     | <u>17</u>        |
| <b>Total Fire</b>   | <b><u>75</u></b> |

#### Ambulance Service

|                                |                  |
|--------------------------------|------------------|
| EMS Coordinator                | 1                |
| Paramedic Lieutenant           | 3                |
| Paramedic                      | <u>30</u>        |
| <b>Total Ambulance Service</b> | <b><u>34</u></b> |

#### Building Codes Enforcement

|   |                  |
|---|------------------|
| Director                                | 1                |
| Sr Code Coordinator                     | 1                |
| Admin Secretary                         | 1                |
| Inspectors                              | 8                |
| Skill Clerk                             | <u>1</u>         |
| <b>Total Building Codes Enforcement</b> | <b><u>12</u></b> |

The Public Safety function includes Police, Fire & Ambulance, and Building Codes Enforcement. The Public Safety Function budget increased by \$3,673,856 (10.14%) over the FY 2025 Projection. The large increase are mainly the Police and Fire salary adjustments and 5 new full-time employees. Police will add 2 dispatchers in January 1, 2026. Fire will add three firefighters for fiscal year 2026. FY 2026 budget included a career ladder pay increase and 3% salary increase for full-time and part-time employees.

### *Summary Revenue/Expenditure Type*

| <u>Category</u> | <u>FY 2024<br/>Actual</u> | <u>FY 2025<br/>Revised</u> | <u>FY 2025<br/>Projection</u> | <u>FY 2026<br/>Adopted</u> |
|-----------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <i>Revenues</i> | 2,743,965                 | 2,579,034                  | 2,449,195                     | 2,399,245                  |
| Salaries        | 21,030,656                | 22,739,659                 | 22,353,976                    | 24,518,188                 |
| Benefits        | 11,811,955                | 12,303,492                 | 12,099,242                    | 13,818,200                 |
| Other Personnel | 2,479                     | 4,300                      | 4,300                         | 4,300                      |
| Operations      | 3,215,241                 | 3,217,650                  | 3,254,500                     | 3,101,846                  |
| Capital         | 653,386                   | 968,809                    | 979,110                       | 872,500                    |
| <b>Total</b>    | <b><u>33,969,752</u></b>  | <b><u>36,654,876</u></b>   | <b><u>36,241,933</u></b>      | <b><u>39,915,789</u></b>   |

**TOTAL PUBLIC SAFETY 312**



**CITY OF BARTLETT  
PUBLIC SAFETY BUDGET SUMMARY  
FY 2026 Adopted Budget**



| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Department Revenues/Grants</b>       |                           |                            |                               |                            |
| Breath Alcohol Test                     | \$ 10                     | \$ 0                       | \$ 0                          | \$ 0                       |
| CERT Class Fees                         | 721                       | 0                          | 1,633                         | 1,000                      |
| Civil Seizure Settlement                | 6,729                     | 10,000                     | 10,000                        | 10,000                     |
| Criminal Seizure Awards                 | 7,452                     | 10,000                     | 14,820                        | 10,000                     |
| Homeland Security Grant                 | 750,000                   | 750,000                    | 750,000                       | 750,000                    |
| Insurance Recoveries-Police             | 173,027                   | 30,000                     | 64,536                        | 30,000                     |
| Intergovernment Reimbursement           | 148,494                   | 60,000                     | 61,172                        | 40,000                     |
| Local Sales Tax .5% Reimbursement       | 1,338,047                 | 1,334,634                  | 1,334,634                     | 1,463,245                  |
| State Fire Training Grant               | 74,400                    | 76,000                     | 0                             | 0                          |
| State Police Training Grant             | 103,200                   | 198,400                    | 106,400                       | 0                          |
| Supplemental Ambulance Payment          | 82,391                    | 35,000                     | 35,000                        | 35,000                     |
| TN Recruitment & Retention Grt          | 0                         | 15,000                     | 11,000                        | 0                          |
| Transfer From Grants Fund               | 59,494                    | 60,000                     | 60,000                        | 60,000                     |
| <b>Total Department Revenues/Grants</b> | <b>\$ 2,743,965</b>       | <b>\$ 2,579,034</b>        | <b>\$ 2,449,195</b>           | <b>\$ 2,399,245</b>        |
| <b>Personnel</b>                        |                           |                            |                               |                            |
| Supervisor Salaries                     | \$ 1,711,264              | \$ 1,808,666               | \$ 1,793,757                  | \$ 1,813,560               |
| Employee Wages                          | 17,497,185                | 19,600,178                 | 19,054,406                    | 21,219,492                 |
| Overtime Wages                          | 1,485,644                 | 893,608                    | 1,175,278                     | 1,014,400                  |
| Special Hours                           | 49,848                    | 53,300                     | 49,244                        | 53,600                     |
| Holiday Pay                             | 638,397                   | 759,761                    | 717,641                       | 938,852                    |
| Part-Time                               | 286,715                   | 383,907                    | 281,291                       | 417,136                    |
| Vacation Pay                            | 90,891                    | 12,092                     | 40,290                        | 40,000                     |
| Educational Bonus                       | 289,865                   | 143,720                    | 105,880                       | 275,520                    |
| Sick Pay                                | 6,619                     | 19,800                     | 0                             | 40,000                     |
| Longevity Pay                           | 453,759                   | 527,543                    | 469,851                       | 538,773                    |
| FLSA Wages                              | 84,472                    | 89,000                     | 107,560                       | 104,000                    |
| Bonus                                   | 26,549                    | 35,671                     | 29,961                        | 28,964                     |
| Other Personnel Costs                   | 2,479                     | 4,300                      | 4,300                         | 4,300                      |
| Employee Health Insurance               | 4,113,845                 | 4,326,811                  | 4,302,209                     | 4,584,900                  |
| Employee Life Insurance                 | 53,436                    | 68,463                     | 62,233                        | 73,659                     |
| Workers' Comp Insurance                 | 475,362                   | 504,438                    | 504,444                       | 544,038                    |
| Unemployment Compensation               | 4,398                     | 0                          | 1,248                         | 0                          |
| Retiree Health Insurance                | 954,783                   | 1,069,736                  | 1,037,832                     | 1,150,923                  |
| FICA                                    | 1,642,723                 | 1,751,084                  | 1,724,713                     | 1,916,342                  |
| Pension Contribution                    | 2,757,574                 | 2,776,091                  | 2,776,104                     | 3,286,286                  |
| Contributory Retirement Plan            | 219,282                   | 219,282                    | 219,276                       | 295,943                    |
| <b>Total Personnel</b>                  | <b>\$ 32,845,090</b>      | <b>\$ 35,047,451</b>       | <b>\$ 34,457,518</b>          | <b>\$ 38,340,688</b>       |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>286.84</i>             | <i>306.00</i>              | <i>292.84</i>                 | <i>311.00</i>              |
| <i>Part-Time (converted to FTE)</i>     | <i>10.53</i>              | <i>11.91</i>               | <i>10.32</i>                  | <i>10.61</i>               |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>297.37</b>             | <b>317.91</b>              | <b>303.16</b>                 | <b>321.61</b>              |
| <b>Operations</b>                       |                           |                            |                               |                            |
| Training                                | \$ 144,722                | \$ 174,488                 | \$ 164,500                    | \$ 171,000                 |
| State Training Salary Supp              | 177,600                   | 282,400                    | 282,400                       | 0                          |
| Firearms Training                       | 50,978                    | 89,607                     | 89,607                        | 70,000                     |



**CITY OF BARTLETT**  
**PUBLIC SAFETY BUDGET SUMMARY**  
**FY 2026 Adopted Budget**



| <b>Description</b>          | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|-----------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| Volunteer Expense           | 2,460                     | 11,500                     | 11,500                        | 11,500                     |
| Travel                      | 55,351                    | 67,000                     | 59,000                        | 64,000                     |
| Contracted Services         | 98,742                    | 76,000                     | 76,000                        | 76,000                     |
| Other Professional Service  | 8,950                     | 9,600                      | 9,600                         | 9,500                      |
| Dui Testing Fees            | 800                       | 1,000                      | 0                             | 1,000                      |
| Sexual Offender Reg.        | 1,050                     | 2,000                      | 0                             | 2,000                      |
| Criminal Seizure Expense    | 10,816                    | 6,000                      | 6,000                         | 6,000                      |
| Postage & Freight           | 8,021                     | 10,835                     | 8,150                         | 8,350                      |
| Notice Publication          | 0                         | 100                        | 0                             | 100                        |
| Dues & Subscriptions        | 11,927                    | 12,300                     | 12,644                        | 12,300                     |
| Meetings                    | 11,597                    | 10,900                     | 12,100                        | 12,600                     |
| Utilities                   | 170,503                   | 170,000                    | 167,000                       | 168,000                    |
| Phones - Local              | 200                       | 0                          | 0                             | 0                          |
| Cellular Phones             | 120,081                   | 160,588                    | 147,100                       | 163,600                    |
| Telecommunication Link      | 3,204                     | 3,611                      | 3,611                         | 3,500                      |
| Shop Allocation             | 82,700                    | 82,700                     | 82,700                        | 82,700                     |
| Vehicle Maintenance         | 440,994                   | 317,426                    | 326,926                       | 351,500                    |
| Equipment Maintenance       | 61,908                    | 62,000                     | 64,000                        | 65,000                     |
| Radio Maintenance           | 162,059                   | 162,505                    | 152,352                       | 207,486                    |
| Computer Maintenance        | 125                       | 0                          | 0                             | 0                          |
| Grounds Maintenance         | 13,837                    | 17,000                     | 16,000                        | 17,000                     |
| Building Maintenance        | 113,148                   | 97,950                     | 110,000                       | 115,000                    |
| Office Supplies             | 19,775                    | 26,800                     | 22,300                        | 25,800                     |
| Printing                    | 9,891                     | 10,750                     | 11,150                        | 12,150                     |
| Christmas Expenses          | 2,110                     | 2,500                      | 2,845                         | 2,900                      |
| Medical Supplies            | 138,095                   | 141,469                    | 141,469                       | 142,000                    |
| Petroleum Supplies          | 400,310                   | 419,000                    | 416,000                       | 417,000                    |
| Clothing & Uniforms         | 218,624                   | 259,747                    | 275,300                       | 290,300                    |
| Operating Supplies          | 53,130                    | 56,557                     | 56,500                        | 56,600                     |
| Cleaning Supplies           | 5,168                     | 6,000                      | 8,000                         | 10,000                     |
| Chemical Supplies           | 765                       | 500                        | 500                           | 500                        |
| Air Service                 | 8,682                     | 7,300                      | 18,700                        | 17,500                     |
| Small Tools                 | 9,411                     | 11,275                     | 11,100                        | 12,100                     |
| Fire Hose                   | 10,867                    | 6,000                      | 6,000                         | 6,000                      |
| Jail Operations             | 55,104                    | 54,000                     | 62,000                        | 65,000                     |
| Public Awareness            | 7,722                     | 10,000                     | 10,000                        | 10,000                     |
| CPR Classes                 | 347                       | 0                          | 0                             | 0                          |
| Fire Prevention             | 5,918                     | 7,029                      | 6,500                         | 6,500                      |
| Equipment Leasing           | 707                       | 900                        | 900                           | 0                          |
| Property Insurance          | 18,411                    | 18,411                     | 19,724                        | 19,724                     |
| Vehicle & Equip Insurance   | 134,667                   | 134,705                    | 140,859                       | 140,859                    |
| General Liability Insurance | 142,095                   | 142,096                    | 136,957                       | 143,477                    |
| Other Insurance             | 1,900                     | 1,900                      | 1,900                         | 1,900                      |
| Credit Card Vendor Fees     | 4,093                     | 5,000                      | 0                             | 0                          |
| State Fees                  | 78,000                    | 30,000                     | 65,000                        | 65,000                     |
| Tow-In Fees                 | 10,830                    | 11,500                     | 12,700                        | 12,700                     |
| K-9 Operations              | 12,133                    | 9,000                      | 9,000                         | 9,000                      |
| Damage Claims               | 112,351                   | 15,900                     | 16,106                        | 14,900                     |



**CITY OF BARTLETT**  
**PUBLIC SAFETY BUDGET SUMMARY**  
**FY 2026 Adopted Budget**



| <b>Description</b>           | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| Miscellaneous Other Expenses | 2,362                     | 1,800                      | 1,800                         | 1,800                      |
| <b>Total Operations</b>      | <b>\$ 3,215,241</b>       | <b>\$ 3,217,650</b>        | <b>\$ 3,254,500</b>           | <b>\$ 3,101,846</b>        |
| <b>Capital</b>               |                           |                            |                               |                            |
| Building Improvements        | \$ 45,194                 | \$ 91,251                  | \$ 90,446                     | \$ 35,000                  |
| Communications Equipment     | 202                       | 0                          | 168                           | 0                          |
| Office Equipment             | 462                       | 1,500                      | 1,500                         | 1,500                      |
| Vehicles                     | 500,375                   | 790,658                    | 778,596                       | 750,000                    |
| Furniture                    | 9,598                     | 15,400                     | 15,400                        | 16,000                     |
| Other Equipment              | 97,556                    | 70,000                     | 93,000                        | 70,000                     |
| <b>Total Capital</b>         | <b>\$ 653,386</b>         | <b>\$ 968,809</b>          | <b>\$ 979,110</b>             | <b>\$ 872,500</b>          |
| <b>TOTAL PUBLIC SAFETY</b>   | <b>\$ 33,969,752</b>      | <b>\$ 36,654,876</b>       | <b>\$ 36,241,933</b>          | <b>\$ 39,915,789</b>       |

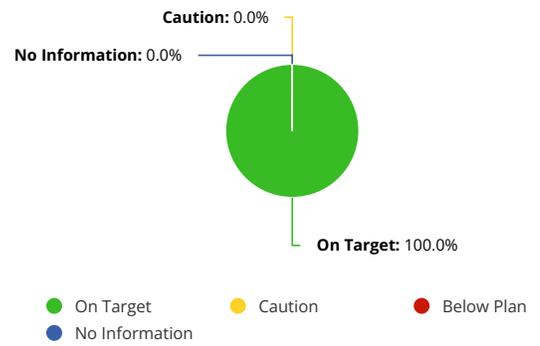
**Attachments**

 2025 YTD Report - 7.17.25.pdf

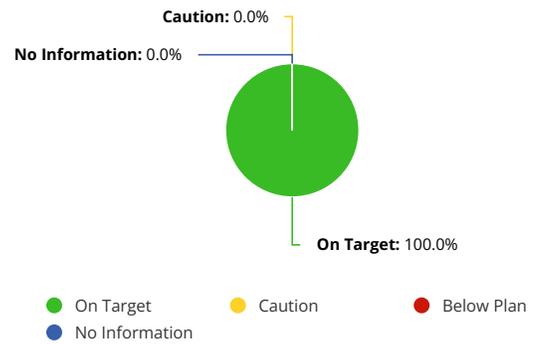
 2025 TIBRS - Q1 and Q2.pdf

**Department Status Snapshot**

Key Results Status Snapshot



Initiative Status Snapshot



## Departmental Overview

The police department has strived to provide the utmost service to our citizens and continues to work diligently to achieve our objectives. These objectives include improving the overall health & wellness of our employees, enhancing community safety, and strengthening our community engagement initiatives. The department has made significant strides in achieving these objectives, and the first & second-quarter results are outlined below.

**Health & Wellness**—The department’s First Responder Gym has been an enormous success, providing 24-hour gym access to Police and Fire employees. We strongly believe the implementation of the First Responder Gym has significantly improved the overall wellness of our sworn officers. This has been proven by the recent scores from the Police Department’s Physical Agility Test. As of June 2025, 119 Police Officers have participated in the test. Of these participants, 74% met or exceeded the minimum fitness standards outlined in the policy. A more detailed summary is as follows:

- 54 Achieved High Performing
- 34 Achieved Satisfactory
- 31 Failures

**Improve the overall safety of our community**—The department has worked diligently to implement proactive and effective policing methods to further protect our community. These methods appear to be working successfully, as the crime statistics for the first and second quarters are equal to or lower than those of the same period last year.

2.9% decrease in total Crime Index.

1.5% decrease in Property Crimes.

18% decrease in Motor Vehicle Theft.

24.25% increase in Traffic Stops.

31% increase in total Citations issued.

38% increase in Total Arrest.

17% increase in total Person Crimes. This is a result of an increase in Aggravated Assault Incidents (13).

Our Clearance Rates continue to improve with a 5.7% increase for Q1 and Q2 (60.66%).

The Crime Index for Q1 & Q2 of 2025 decreased by 2.9% compared to the same period last year. The current index is 2,128.48 for every 100,000 residents.

**Enhance the department’s community engagement activities**—The department continues to make significant progress in the number of community events our staff host or attend. In addition, we continue to see a moderate increase in our social media followers and impressions. This objective is moving as suggested, with no issues currently being foreseen.

**Dispatch Center** – In June, we proudly opened the City’s Emergency Communication Center. All City of Bartlett Dispatch Operations are now actively being conducted inside the new center. Although we are still fine-tuning certain aspects of the building, the center is fully operational and has drastically improved the overall effectiveness of our organization.

**CAD/RMS/Field Reporting** – We are still actively working on implementing a new technology system, which will impact the department’s operations. Our team has been working diligently with each vendor to ensure the new system operates effectively and in the way it

## Departmental Overview

was initially described to us. We currently have a tentative go-live date of September 2025. At this time, we do not foresee any major hurdles that would prevent us from accomplishing this go-live.

## After Action Report

## Meeting Agenda

- Health & Wellness:
  - How is this going & is this something we are still tracking (no data)
- Crime
  - Person - Update 1/2 YR analysis section.
  - Property - Update 1/2 YR analysis section.
- Social
  - Continuing to rise (adjust the numbers a little to better align with growth)
- ISD - Clearance rate is solid.
  - Crime analyst (PT job search now)
  - Leadership
- Dispatch
  - Transition Update
  - Go-Live - 09/25 (Is that realistic?)
- Jail
  - Transition Update
  - Hiring (4 open)
- Patrol
  - Productivity is going well!
  - Any fallout from the pursuit (East Coast)
  - Shooting update?
- Other
  - House parties (Will follow up)
    - **Injunction (Wife, Husband, Adult child, security company, and company)**
  - Traffic Review (Appling)
    - **8% over 10mph (18K cars)**
    - **Perform the same review of Broadway, Hillman Way, Raner Creek)**
  - Personnel (Position Update)
  - Law options/concerns
    - TCA 55-8-198, Section (L):
      - (1) Notwithstanding any law to the contrary, an unmanned traffic enforcement camera that monitors speed shall not be used to issue a citation to any driver for violating the speed limit on any public road or highway; provided, that this subsection (l) shall not apply to an unmanned traffic enforcement camera:
        - (A) Within the designated distance of a marked school zone; or
        - (B) On any S-curve of a public road or highway.
  - Cookeville Ordinance: [15-709. Automated enforcement–speeding.](#)
  - Case Study: [Impact of automated photo enforcement of vehicle speed in school zones: Interrupted Time Series Analysis - PMC](#)

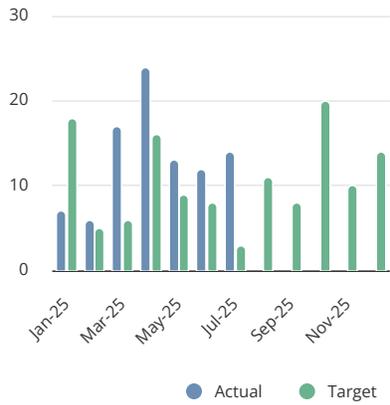
| Categories                      | Objectives   | Key Results  | Initiatives   |
|---------------------------------|--|--|---|
| Accountability                  |  Improve the overall health & wellness of our employees.                        |  % of Officers who pass the Physical Agility Test                       |  Improve the health & wellness of our employees by obtaining a 75% pass rate on the Physical Agility Test. |
| Focus                           |  Improve the overall safety of our citizens, community & employees.             |  Person Crimes Reported to TIBRS (Homicide, Rape, Robbery, Agg Assault) |  Reduce the # of Crimes Reported to TIBRS  |
|                                 |  |  Property Crimes Reported to TIBRS (Burglary, Larceny, MVT)             |   |
|                                 |  |  # of Parking, Speeding, and Traffic Complaints                         |   |
|                                 |  |  # of Security & Vacation Watches                                       |   |
|                                 |  |  # of Police Training Hours   |   |
| Engagement                      |  Enhance Community Engagement   |  # of Community Engagement Events                                       |  Increase the # of Community Relation Engagements by Police Department                                     |
|                                 |  |  # of Social Media Followers  |   |
|                                 |  |  # of Social Media Post   |   |
|                                 |  |  # of Social Media Impressions  |   |
| Investigative Services Division |  Maintain Statistical Data associated with the Investigative Services Division |  # of ISD General Cases Assigned  |   |
|                                 |  |  # of ISD General Cases Closed  |   |
|                                 |  |  # of ISD General Cases Solved  |   |
|                                 |  |  # of ISD General Cases Closed with Arrest / Warrant/ Indictment      |   |
|                                 |  |  # of Crime Suppression / Narcotics Unit Stolen Vehicles Recovered    |   |
|                                 |  |  # of Crime Suppression / Narcotics Unit Arrest                       |   |
| Communications Division         |  Maintain Statistical Data associated with the Communications Division        |  # of Police Dispatch Incidents                                       |   |
|                                 |  |  # of 911 Calls Taken   |   |
|                                 |  |  # of 7 Digit Calls Taken   |   |
|                                 |  |  # of NCIC Entries  |   |
|                                 |  |  # of Dispatch Training Hours   |   |
| Jail Division                   |  Maintain Statistical Data associated with the Jail Division                  |  # of Inmates Processed   |   |
|                                 |  |  # of Meals Served  |   |
|                                 |  |  # of Paramedic Calls   |   |
|                                 |  |  # of Hospital Transports   |   |

| Categories             | Objectives  | Key Results  | Initiatives   |
|------------------------|---|--|---|
|                        |   | <ul style="list-style-type: none"> <li>↑ # of Jail Training Hours</li> </ul>   |   |
| Patrol Division        | <ul style="list-style-type: none"> <li>↑ Maintain Statistical Data associated with the Patrol Division</li> </ul>           | <ul style="list-style-type: none"> <li>↑ Total Traffic Stops</li> </ul>  |   |
|                        |   | <ul style="list-style-type: none"> <li>↑ # of Calls for Service</li> </ul>   |   |
|                        |   | <ul style="list-style-type: none"> <li>↑ # of Reports Taken</li> </ul>   |   |
|                        |   | <ul style="list-style-type: none"> <li>↑ # of Citations Issued</li> </ul>  |   |
|                        |   | <ul style="list-style-type: none"> <li>↑ # of Patrol Arrest</li> </ul>   |   |
| Health & Public Safety | <ul style="list-style-type: none"> <li>↑ Provide a safe environment for everyone to live, work, learn, and play.</li> </ul> | <ul style="list-style-type: none"> <li>↑ Total Person Crime Index compared to similar-sized municipal cities nationally</li> </ul>   | <ul style="list-style-type: none"> <li>↑ Install continued efforts to reduce the overall crime index</li> </ul>                     |
|                        |   | <ul style="list-style-type: none"> <li>↑ Total Property Crime Index compared to similar-sized municipal cities nationally</li> </ul> |   |
|                        | <ul style="list-style-type: none"> <li>↑ Satisfaction with police services</li> </ul>                                       | <ul style="list-style-type: none"> <li>↑ Satisfaction with police services - Community Survey Score</li> </ul>                       | <ul style="list-style-type: none"> <li>↑ Evaluate annual survey results and install measures to increase community trust</li> </ul> |

**↑ % of Officers who pass the Physical Agility Test**  
 % of Officers who pass the Physical Agility Test



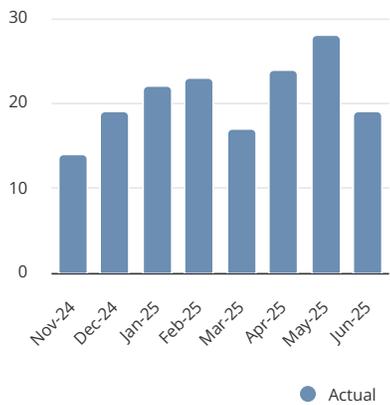
**↑ Crimes Reported to TIBRS**  
 Person Crimes Reported to TIBRS (Homicide, Rape, Robbery, Agg Assault)



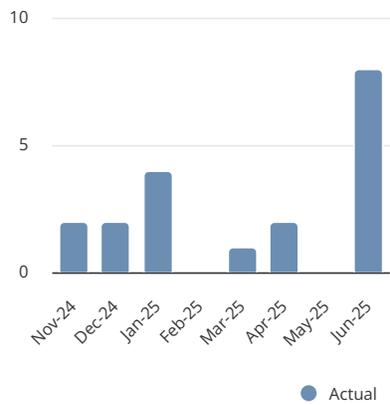
**↑ Property Crimes Reported to TIBRS (Burglary, Larceny, MVT)**  
 Property Crimes Reported to TIBRS (Burglary, Larceny, MVT)



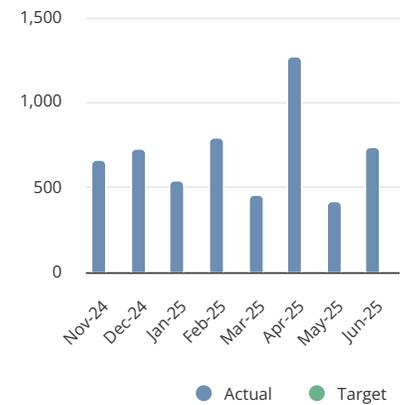
**↑ # of Parking, Speeding, and Traffic Complaints**  
 # of Parking, Speeding, and Traffic Complaints



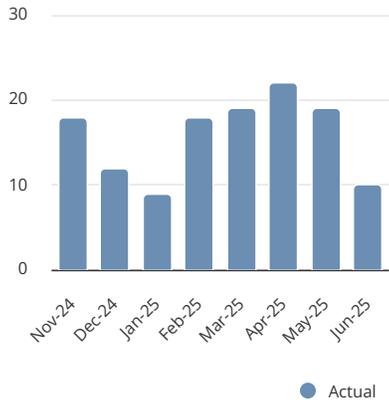
**↑ # of Security & Vacation Watches**  
 # of Security & Vacation Watches



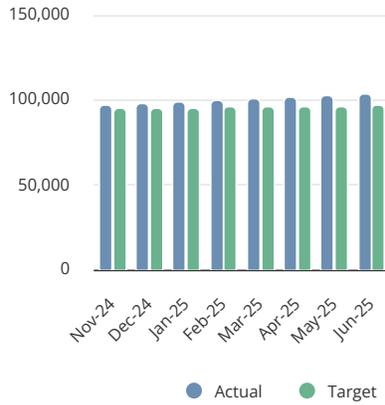
**↑ # of Police Training Hours**  
 # of Police Training Hours



**↑ # of Community Engagement Events**  
# of Community Engagement Events



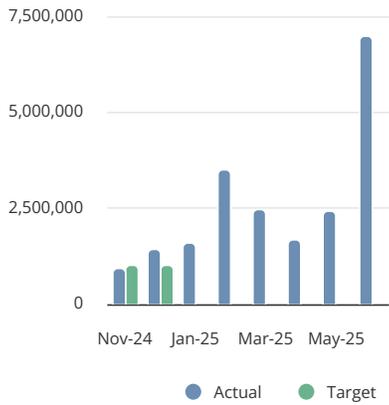
**↑ # of Social Media Followers**  
# of Social Media Followers



**↑ # of Social Media Post**  
# of Social Media Post



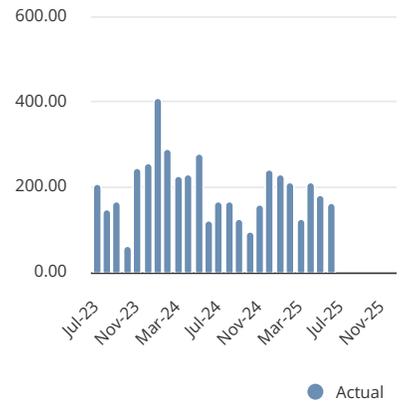
**↑ # of Social Media Impressions**  
# of Social Media Impressions



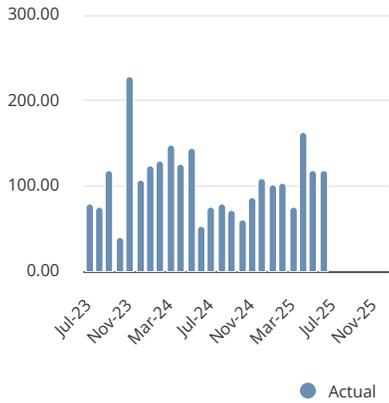
**↑ # of ISD General Cases Assigned**  
# of ISD General Cases Assigned



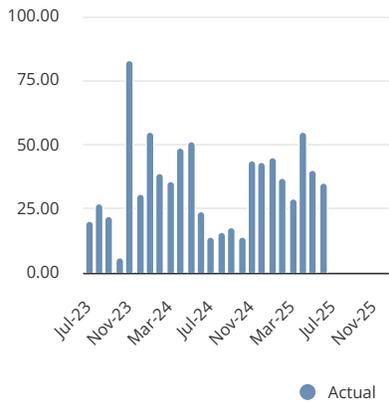
**↑ # of ISD General Cases Closed**  
# of ISD General Cases Closed



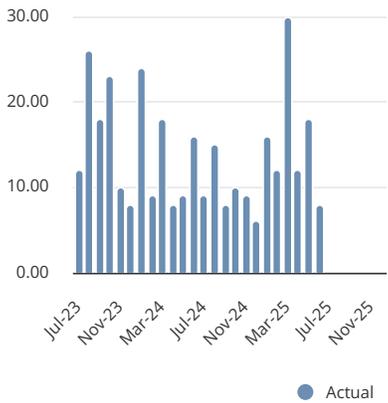
**↑ # of ISD General Cases Solved**  
# of ISD General Cases Solved



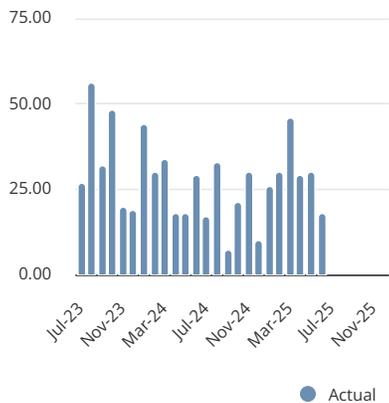
**↑ # of ISD General Cases Closed with Arrest / Warrant/ Indictment**  
# of ISD General Cases Closed with Arrest / Warrant/ Indictment



**↑ # of Crime Suppression / Narcotics Unit Stolen Vehicles Recovered**  
# of Crime Suppression / Narcotics Unit Stolen Vehicles Recovered



**↑ # of Crime Suppression / Narcotics Unit Arrest**  
# of Crime Suppression / Narcotics Unit Arrest



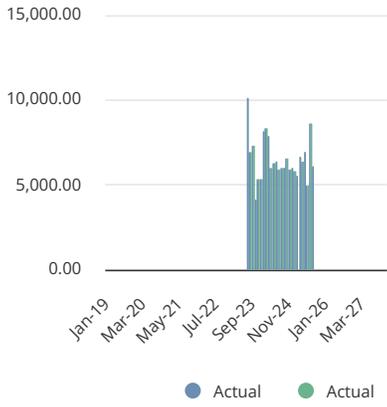
**↑ # of Police Dispatch Incidents**  
# of Police Dispatch Incidents



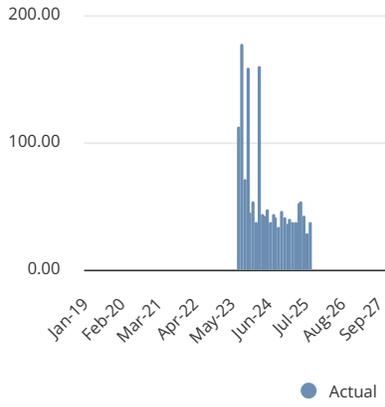
**↑ # of 911 Calls Taken**  
# of 911 Calls Taken



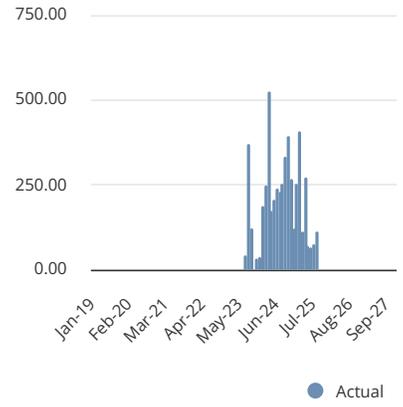
↑ # of 7 Digit Calls Taken  
# of 7 Digit Calls Taken



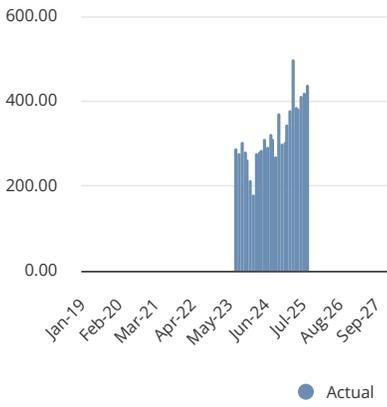
↑ # of NCIC Entries  
# of NCIC Entries



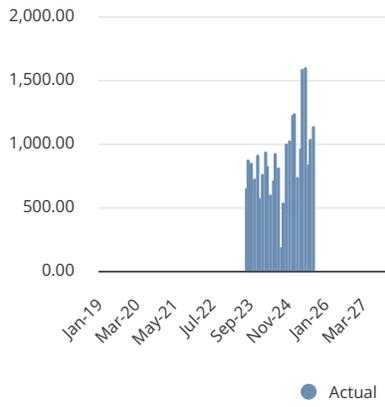
↑ # of Dispatch Training Hours  
# of Dispatch Training Hours



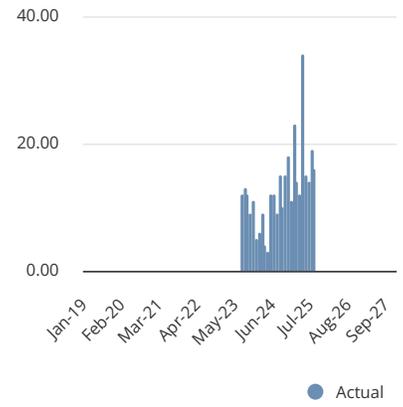
↑ # of Inmates Processed  
# of Inmates Processed

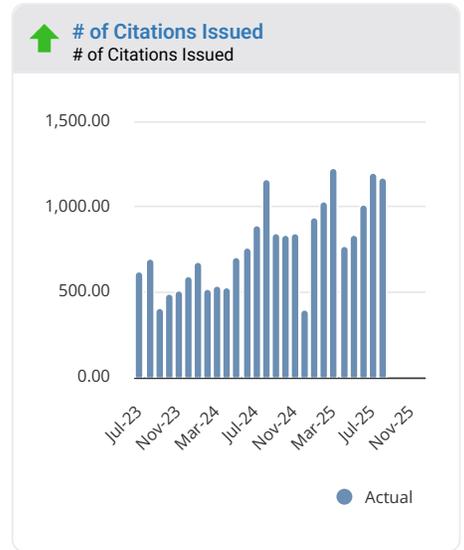
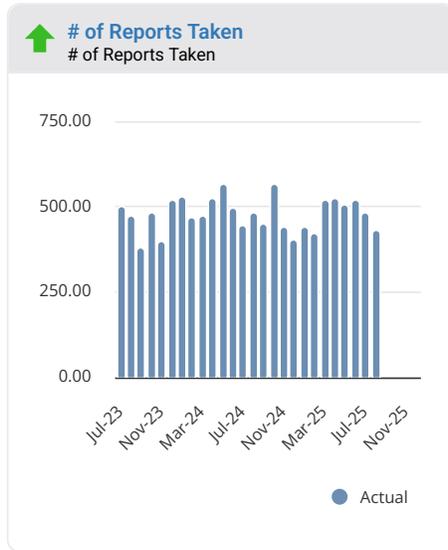
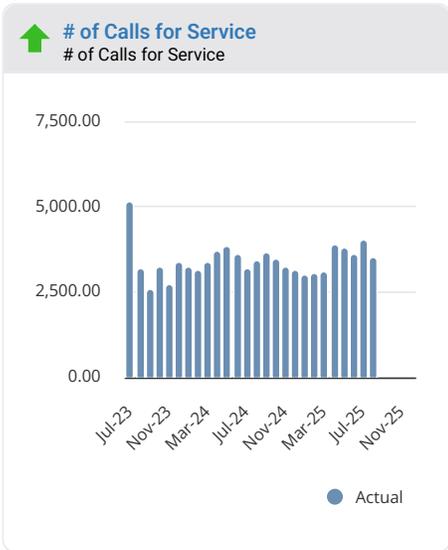
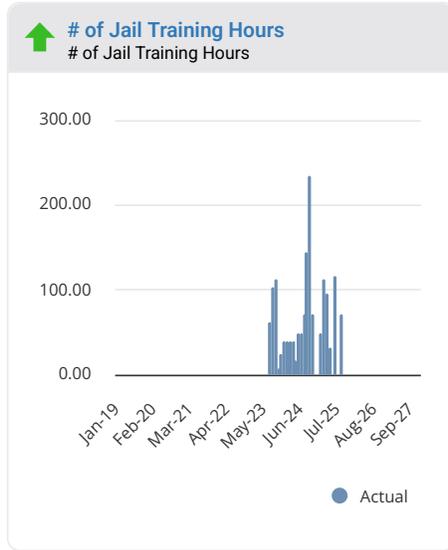
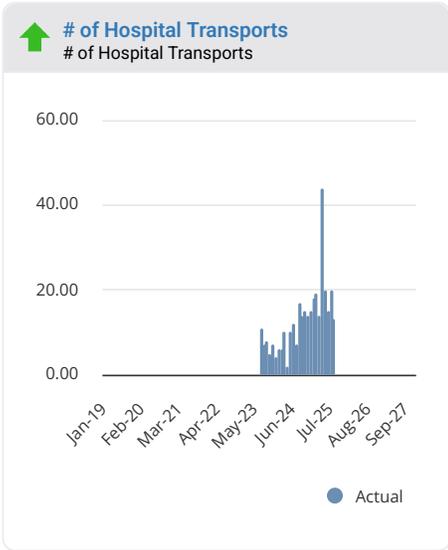


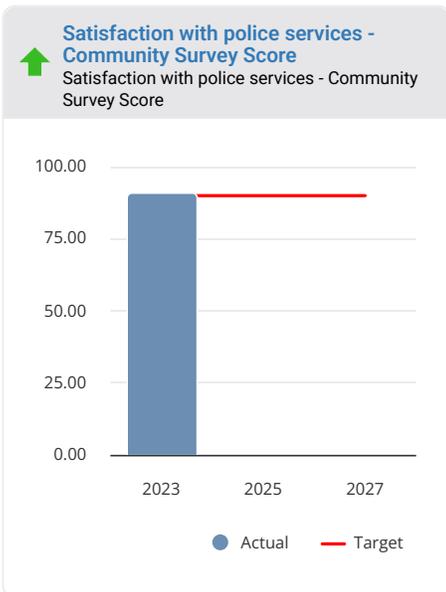
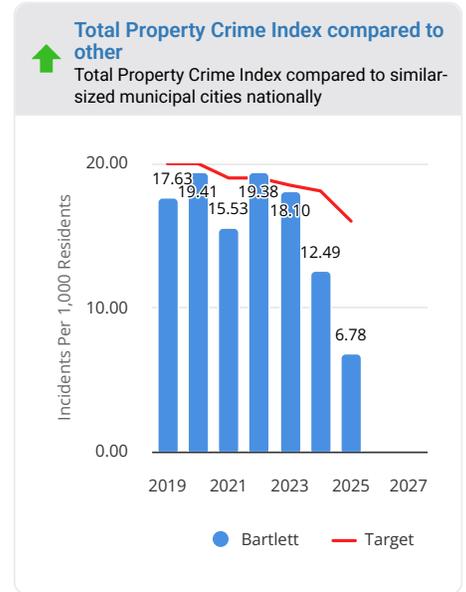
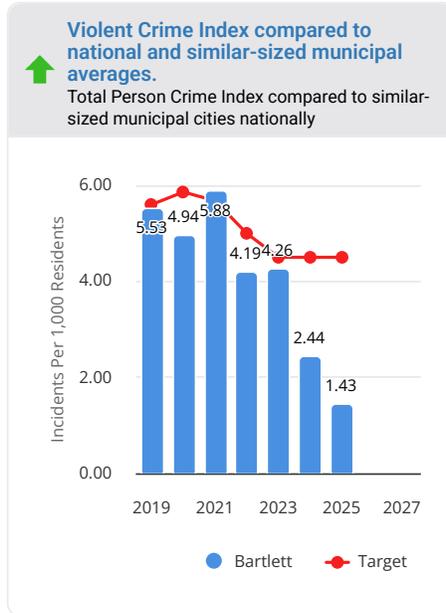
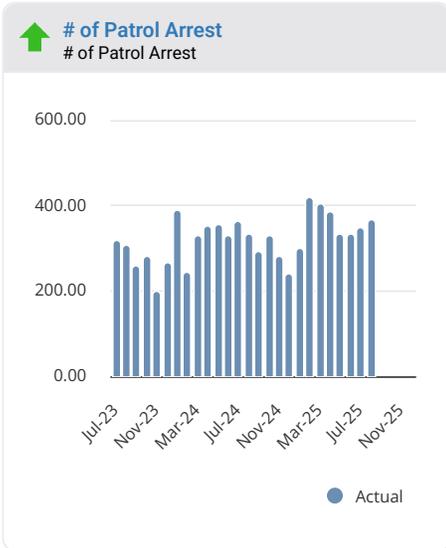
↑ # of meals served  
# of Meals Served



↑ # of Paramedic Calls  
# of Paramedic Calls







| Initiatives   | Owner                 | Percent Complete | End Date | Analysis |
|---|-----------------------|------------------|----------|----------|
| Improve the health & wellness of our employees by obtaining a 75% pass rate on the Physical Agility Test. | Jeff Cox (Police)     | 85 %             | 6/30/26  |          |
| Increase the # of Community Relation Engagements by Police Department                                     | Chris Golden (Police) | 50 %             | 6/30/24  |          |
| Install continued efforts to reduce the overall crime index   | Jeff Cox (Police)     | 100 %            | 12/31/23 |          |
| Evaluate annual survey results and install measures to increase community trust                           | Jeff Cox (Police)     | 100 %            | 12/31/23 |          |



**CITY OF BARTLETT  
POLICE DEPARTMENT  
FY 2026 Adopted Budget**



| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Department Revenues/Grants</b>       |                           |                            |                               |                            |
| Civil Seizure Awards                    | \$ 6,729                  | \$ 10,000                  | \$ 10,000                     | \$ 10,000                  |
| Criminal Seizure Awards                 | 7,452                     | 10,000                     | 14,820                        | 10,000                     |
| Drug Testing Fee                        | 10                        | 0                          | 0                             | 0                          |
| Homeland Security Grant                 | 750,000                   | 750,000                    | 750,000                       | 750,000                    |
| Insurance Recoveries-Police             | 161,505                   | 30,000                     | 64,536                        | 30,000                     |
| Intergovernmental Reimbursement         | 142,375                   | 60,000                     | 33,794                        | 30,000                     |
| Local Sales Tax .5% Reimbursement       | 1,338,047                 | 1,334,634                  | 1,334,634                     | 1,463,245                  |
| State Police Training Grant             | 103,200                   | 198,400                    | 106,400                       | 0                          |
| TN Recruitment & Retention Grt          | 0                         | 15,000                     | 11,000                        | 0                          |
| Transfer from Grants Fund               | 59,494                    | 60,000                     | 60,000                        | 60,000                     |
| <b>Total Department Revenues/Grants</b> | <b>\$ 2,568,813</b>       | <b>\$ 2,468,034</b>        | <b>\$ 2,385,184</b>           | <b>\$ 2,353,245</b>        |
| <b>Personnel</b>                        |                           |                            |                               |                            |
| Supervisor Salaries                     | \$ 566,785                | \$ 604,628                 | \$ 605,358                    | \$ 623,519                 |
| Employee Wages                          | 10,872,595                | 12,171,162                 | 11,901,145                    | 13,098,587                 |
| Overtime Wages                          | 1,124,140                 | 733,208                    | 850,000                       | 854,000                    |
| Special Hours                           | 8,817                     | 8,000                      | 7,800                         | 8,000                      |
| Holiday Pay                             | 380,702                   | 443,844                    | 424,199                       | 565,550                    |
| Part-Time                               | 269,394                   | 345,000                    | 262,528                       | 377,062                    |
| Vacation Pay                            | 59,305                    | 0                          | 17,912                        | 0                          |
| Educational Bonus                       | 79,530                    | 91,680                     | 71,980                        | 192,480                    |
| Longevity Pay                           | 265,404                   | 289,972                    | 270,298                       | 312,917                    |
| Bonus                                   | 16,737                    | 25,426                     | 20,232                        | 18,553                     |
| Other Personnel Costs                   | 2,479                     | 3,500                      | 3,500                         | 3,500                      |
| Employee Health Insurance               | 2,252,157                 | 2,435,957                  | 2,435,957                     | 2,637,630                  |
| Employee Life Insurance                 | 31,971                    | 40,844                     | 37,455                        | 43,871                     |
| Workers' Comp Insurance                 | 284,195                   | 307,643                    | 307,644                       | 334,707                    |
| Unemployment Compensation               | 4,398                     | 0                          | 1,248                         | 0                          |
| Retiree Health Insurance                | 568,137                   | 638,185                    | 621,753                       | 685,482                    |
| FICA                                    | 997,485                   | 1,065,402                  | 1,053,947                     | 1,167,789                  |
| Pension Contribution                    | 1,618,633                 | 1,668,295                  | 1,668,300                     | 1,957,828                  |
| Contributory Retirement Plan            | 127,421                   | 127,421                    | 127,416                       | 176,310                    |
| <b>Total Personnel</b>                  | <b>\$ 19,530,285</b>      | <b>\$ 21,000,167</b>       | <b>\$ 20,688,672</b>          | <b>\$ 23,057,785</b>       |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>171.08</i>             | <i>188.00</i>              | <i>177.34</i>                 | <i>190.00</i>              |
| <i>Part-Time (converted to FTE)</i>     | <i>9.90</i>               | <i>10.73</i>               | <i>9.40</i>                   | <i>9.41</i>                |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>180.98</b>             | <b>198.73</b>              | <b>186.74</b>                 | <b>199.41</b>              |
| <b>Operations</b>                       |                           |                            |                               |                            |
| Training                                | \$ 66,729                 | \$ 78,455                  | \$ 70,000                     | \$ 70,000                  |
| State Training Salary Supp              | 103,200                   | 206,400                    | 206,400                       | 0                          |
| Firearms Training                       | 50,978                    | 89,607                     | 89,607                        | 70,000                     |
| Volunteer Expense                       | 422                       | 1,500                      | 1,500                         | 1,500                      |
| Travel                                  | 43,808                    | 50,000                     | 50,000                        | 50,000                     |
| Other Professional Service              | 1,450                     | 2,000                      | 2,000                         | 2,000                      |
| DUI Testing Fees                        | 800                       | 1,000                      | 0                             | 1,000                      |
| Sexual Offender Reg.                    | 1,050                     | 2,000                      | 0                             | 2,000                      |
| Criminal Seizure Expense                | 10,816                    | 6,000                      | 6,000                         | 6,000                      |



**CITY OF BARTLETT  
POLICE DEPARTMENT  
FY 2026 Adopted Budget**

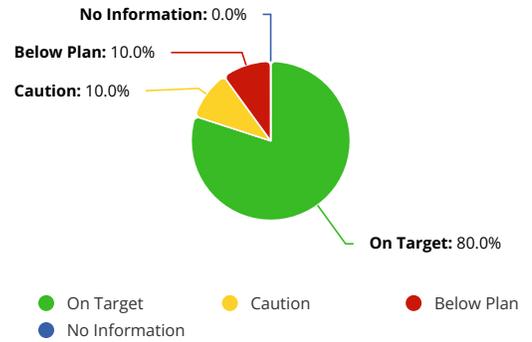


| <b>Description</b>             | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| Postage & Freight              | 1,861                     | 2,500                      | 2,500                         | 2,500                      |
| Notice Publication             | 0                         | 100                        | 0                             | 100                        |
| Dues & Subscriptions           | 8,369                     | 9,000                      | 9,000                         | 9,000                      |
| Meetings                       | 9,324                     | 9,000                      | 10,000                        | 10,000                     |
| Utilities                      | 99,885                    | 110,000                    | 110,000                       | 110,000                    |
| Cellular Phones                | 96,397                    | 135,000                    | 125,000                       | 140,000                    |
| Telecommunication Link         | 3,204                     | 3,611                      | 3,611                         | 3,500                      |
| Shop Allocation                | 50,000                    | 50,000                     | 50,000                        | 50,000                     |
| Vehicle Maintenance            | 222,930                   | 180,926                    | 180,926                       | 210,000                    |
| Equipment Maintenance          | 12,890                    | 15,000                     | 15,000                        | 15,000                     |
| Radio Maintenance              | 93,618                    | 97,561                     | 97,561                        | 148,672                    |
| Computer Maintenance           | 125                       | 0                          | 0                             | 0                          |
| Grounds Maintenance            | 5,347                     | 7,500                      | 7,500                         | 7,500                      |
| Building Maintenance           | 62,275                    | 57,950                     | 70,000                        | 60,000                     |
| Office Supplies                | 12,677                    | 16,000                     | 13,500                        | 16,000                     |
| Printing                       | 7,756                     | 8,000                      | 8,000                         | 8,000                      |
| Medical Supplies               | 2,320                     | 10,000                     | 10,000                        | 10,000                     |
| Petroleum Supplies             | 292,051                   | 305,000                    | 305,000                       | 305,000                    |
| Clothing & Uniforms            | 130,934                   | 163,507                    | 170,000                       | 192,000                    |
| Operating Supplies             | 25,985                    | 25,057                     | 25,000                        | 25,000                     |
| Cleaning Supplies              | 5,168                     | 6,000                      | 8,000                         | 10,000                     |
| Small Tools                    | 2,574                     | 6,500                      | 6,500                         | 6,500                      |
| Jail Operations                | 55,104                    | 54,000                     | 62,000                        | 65,000                     |
| Public Awareness               | 7,722                     | 10,000                     | 10,000                        | 10,000                     |
| Property Insurance             | 10,107                    | 10,107                     | 11,024                        | 11,024                     |
| Vehicle & Equip Insurance      | 97,572                    | 97,572                     | 103,160                       | 103,160                    |
| General Liability Insurance    | 118,131                   | 118,131                    | 111,611                       | 118,131                    |
| Tow-In Fees                    | 10,280                    | 11,000                     | 11,000                        | 11,000                     |
| K-9 Operations                 | 12,133                    | 9,000                      | 9,000                         | 9,000                      |
| Damage Claims                  | 52,194                    | 12,000                     | 14,706                        | 12,000                     |
| Miscellaneous Other Expenses   | 890                       | 1,000                      | 1,000                         | 1,000                      |
| <b>Total Operations</b>        | <b>\$ 1,789,074</b>       | <b>\$ 1,977,984</b>        | <b>\$ 1,986,105</b>           | <b>\$ 1,881,587</b>        |
| <b>Capital</b>                 |                           |                            |                               |                            |
| Building Improvements          | \$ 16,708                 | \$ 55,751                  | \$ 55,446                     | \$ 0                       |
| Office Equipment               | 462                       | 1,500                      | 1,500                         | 1,500                      |
| Vehicles                       | 500,375                   | 762,062                    | 750,000                       | 750,000                    |
| Furniture                      | 1,615                     | 4,000                      | 4,000                         | 4,000                      |
| Other Equipment                | 82,690                    | 20,000                     | 43,000                        | 20,000                     |
| <b>Total Capital</b>           | <b>\$ 601,849</b>         | <b>\$ 843,313</b>          | <b>\$ 853,946</b>             | <b>\$ 775,500</b>          |
| <b>Total Police Department</b> | <b>\$ 19,352,396</b>      | <b>\$ 21,353,430</b>       | <b>\$ 21,143,540</b>          | <b>\$ 23,361,627</b>       |

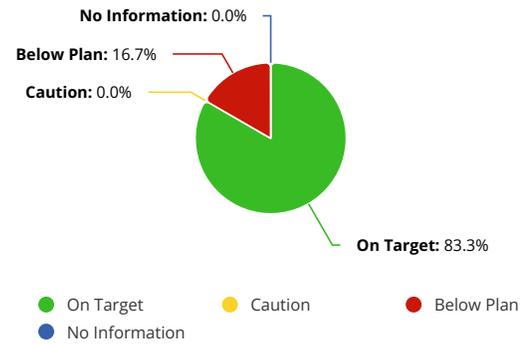


### Department Status Snapshot

Key Result Status Snapshot:



Initiative Status Snapshot:



## Departmental Overview

### Congratulations to:

- Lt. Habben passed his Fire Instructor 2 commission test.
- FF Volner, FF Roghair, FF Duncan, FF Brown, FF Breault, and FF Robbins completed AEMT
- Collins completed EMT
- FF Dawson, FFP Garries, FFP Grant, FF Nelson, FFP Wilkinson, FF Mayo and Lt. Budde on completing BFD 40 hr. pump class.

### Upcoming:

- Fire Lieutenant promotional process to begin after July 1<sup>st</sup> (New fiscal Year)
- Lt. Moose sent out an email on SWAT medic's interest. We have one vacancy. We will wait after the Lt. test to fill it.
- Food Truck Friday's June 13 and June 27<sup>th</sup>
- Music by the lake June 13<sup>th</sup>.6-9pm
- Refer to City of Bartlett social media for upcoming events and openings of new business's.

### Other:

- Lt Yarbro has been shadowing in Fire Marshalls Office.
- Thank you all who have shared the Paramedic job posting. Please continue to do so as it helps! We have hired one Paramedic to start July 1<sup>st</sup> Chief Gately will be putting out an email soon about Board meeting and new hire that just completed preemployment procedure with HR.
- Hosted EMS Instructors conferences at BPACC we had over 100 participants.
- The remaining shifts met with our Chief HR Director. We got a lot of good feedback and she has been very supportive of questions and concerns. I have sent out PowerPoints to all BC's on retirement plans if you need a copy get with your shift BC.
- Received Chair Stairs and Laryngoscope's from the Midsouth Emergency planning coalition.
- Thanks to all that came out and participated in the BPD charitable foundation 5k, obstacle course and MRAP pull. BPD really appreciated the show of support.
- Multiple stations have received more workout equip. More to come after July 1<sup>st</sup>.
- The First responder Gym has been utilized. Please be careful around the Mirrors. Reminder it is open 24/7.
- CSX class at Venue with BPD/BFD.
- Completed annual Hydrant Maintenance.

Please remember to update your Address and phone # when it changes to Kristina. We have had multiple changes that were not updated.

## Departmental Overview

Friendly reminder-Please make sure to get your annual physical, practice mayday drills often, and always wear your seatbelts. Thank you for all your hard work! Keep all those who have lost someone or are dealing with illness or injuries in your thoughts and prayers.

## Attachments



August 2025 run reports.pdf



August 2025 Progress and Reports.pdf



July 2025 reports.pdf



July 2025 Progress.pdf



Fire\_.pdf



Attrition Proposal\_Capital.xlsx



Bartlett T-3 Estimate.pdf



June 2025 Run Reports.pdf



June 2025 PDF.pdf



May 2025 Progress and Reports.pdf



March 2025 progress..pdf



March 2025 Reports.pdf



March 2025 Reports.pdf



March 2025 progress..pdf



February 2025 progress.pdf



February 2025 reports.pdf

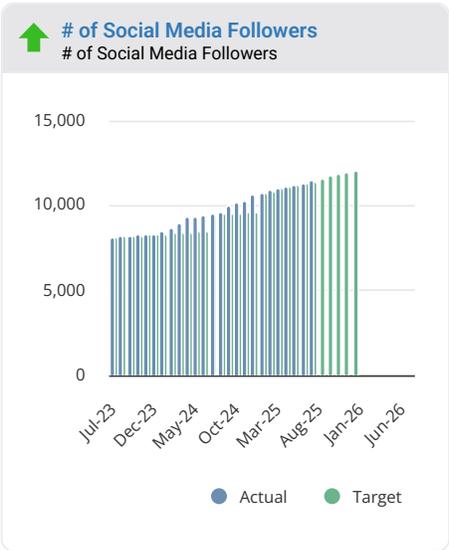
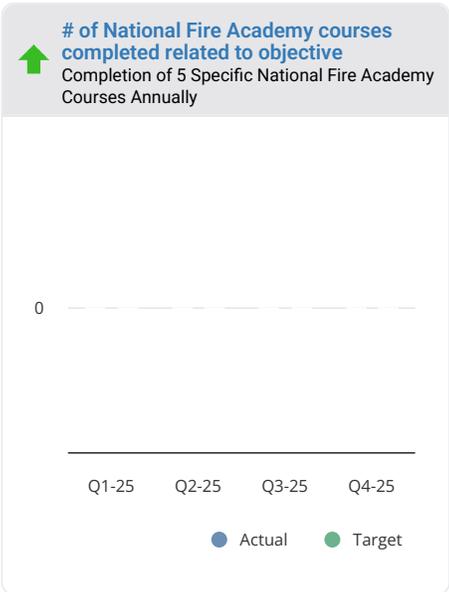
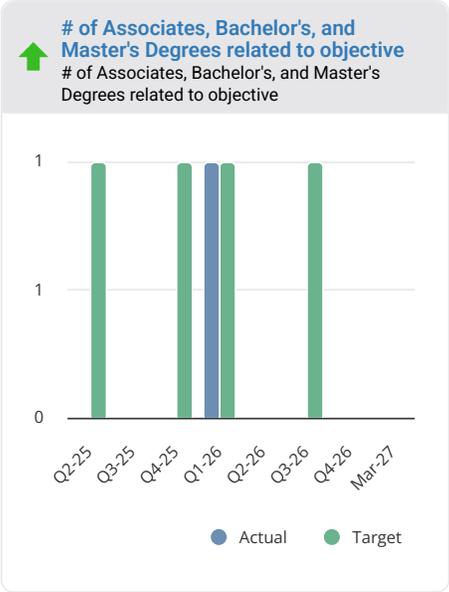
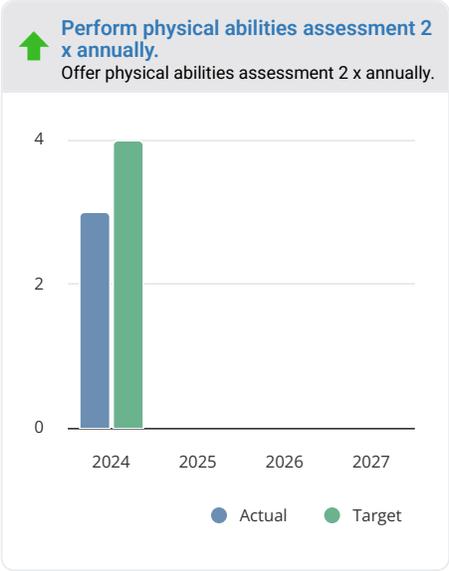
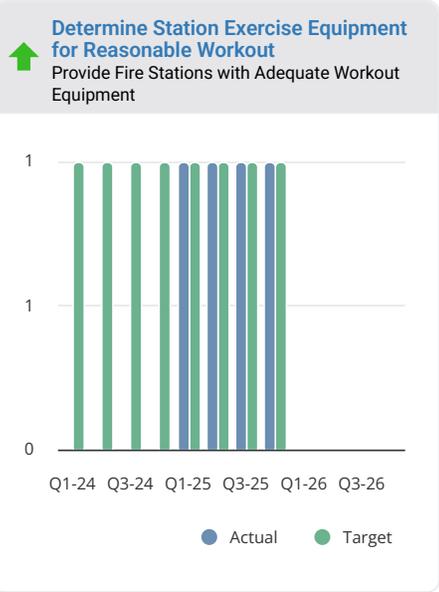


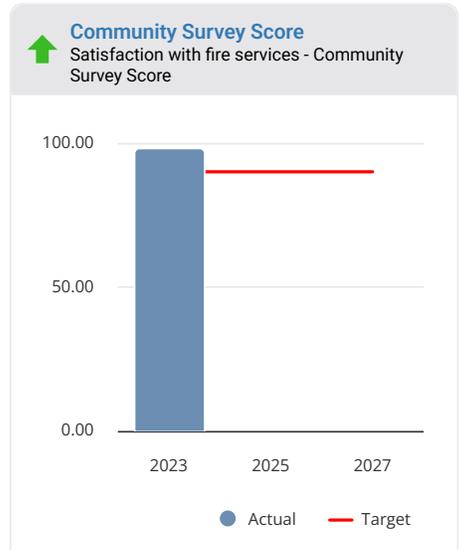
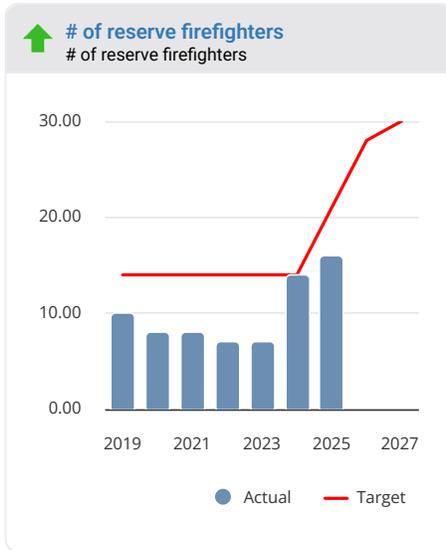
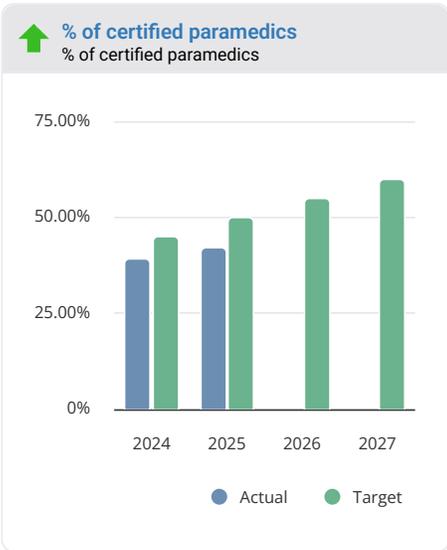
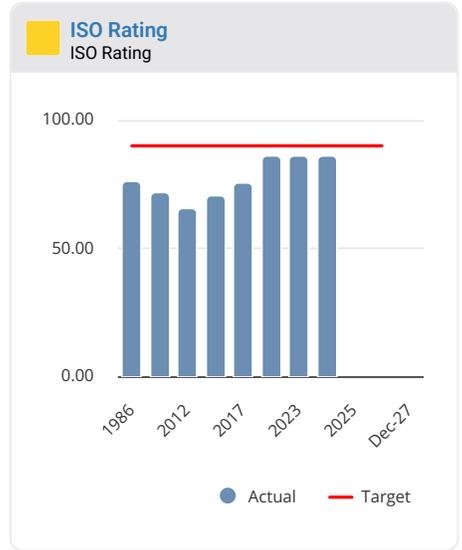
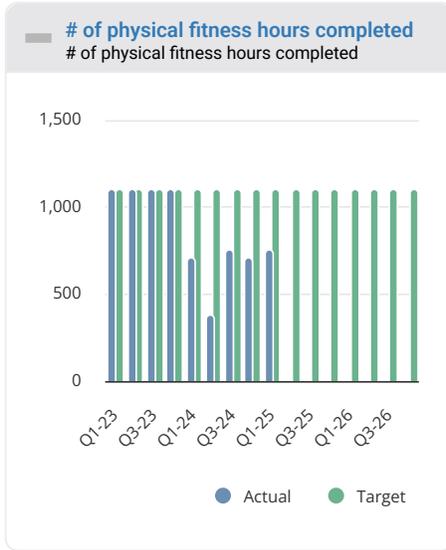
January 2025 reports.pdf



January 2025 progress.pdf

| Categories               | Objectives  | Key Results  | Initiatives  |
|--------------------------|---|--|--|
| Accountability           |  Improve the Overall Health & Wellness of our Employees.               |  Provide Fire Stations with Adequate Workout Equipment                  |  Improve the Health & Wellness of our Employees Through Enhanced Training & Program Implementation. |
|                          |   |  Offer physical abilities assessment 2 x annually.                      |  |
| Development              |  Improve the Education and Training of our Employees                   |  # of Associates, Bachelor's, and Master's Degrees related to objective |  |
|                          |   |  Completion of 5 Specific National Fire Academy Courses Annually        |  |
| Engagement               |  Enhance Community Engagement  |  # of Social Media Followers  |  |
| Community Risk Reduction |  Improve the overall safety of our citizens, community & employees.    |  # of Annual Fire Inspections   |  Increase # of Commercial Fire Inspections  |
| Health & Public Safety   |  Improve the City of Bartlett's Insurance Services Office (ISO) Rating |  ISO Rating   |  Improve the City of Bartlett's Insurance Services Office (ISO) Rating                              |
|                          |  Increase Paramedic Certifications                                     |  % of certified paramedics  |  |
|                          |  Expand the Bartlett Fire Department Reserve Program                   |  # of reserve firefighters  |  Expand the Bartlett Fire Department Reserve Program  |
|                          |  Satisfaction with fire services                                       |  Satisfaction with fire services - Community Survey Score               |  Evaluate annual survey results and install measures to increase community trust                    |





| Key Results                         | Owner               | Analysis            | Series Name | Series Status |
|-------------------------------------|---------------------|---------------------|-------------|---------------|
| <b># of Annual Fire Inspections</b> | Tommy Gately (Fire) | ENTER STATUS REPORT | Actual      | 516           |
|                                     |                     |                     | Target      | 750           |

| Initiatives  | Owner               | Percent Complete | End Date | Analysis   |
|--|---------------------|------------------|----------|--|
| <b>Improve the City of Bartlett's Insurance Services Office (ISO) Rating</b> | Tommy Gately (Fire) | 15 %             | 12/31/26 | Large ISO Class held Jan 28th at BSMC.<br>Action Items <ul style="list-style-type: none"> <li>Schedule ISO Class for 2026</li> <li>MTAS Eval</li> <li>Training Evaluation</li> </ul> |

| Initiatives  | Owner   | Percent Complete | End Date | Analysis   |        |           |          |        |           |          |        |           |          |  |           |                 |        |           |          |
|--|---|------------------|----------|--|--------|-----------|----------|--------|-----------|----------|--------|-----------|----------|--|-----------|-----------------|--------|-----------|----------|
|  <b>Increase Paramedic Certifications</b> |  Tommy Gately (Fire) | 25 %             | 12/31/29 | <p>8/19/2025</p> <p>44 Total</p> <p>Kyle Taylor passed licensure exam</p> <p>6 new students start paramedic school at SWTCC in September 25</p><br><p>8/4/2025</p> <p>43 Total</p> <p>1 Paramedic graduates 8/8/2025 from SWTCC</p> <p>7 Paramedics set to graduate by December 2025</p> <p>5 start paramedic school at SWTCC in Sept 2025 and will finish Aug 2026</p><br><p>1/1/2025-</p> <p>43 total</p> <ul style="list-style-type: none"> <li>• 1 Paramedic resigned prior to termination 5/2025</li> <li>• Hired 1 paramedic 7/1/2025</li> </ul> <p>Projected</p> <table border="0"> <tr> <td>48.08%</td> <td>1/1/2026-</td> <td>50 total</td> </tr> <tr> <td>57.69%</td> <td>1/1/2027-</td> <td>58 total</td> </tr> <tr> <td>63.46%</td> <td>1/1/2028-</td> <td>66 total</td> </tr> <tr> <td></td> <td>1/1/2029-</td> <td>71%<br/>74 total</td> </tr> <tr> <td>78.85%</td> <td>1/1/2030-</td> <td>82 total</td> </tr> </table> <p>Paramedic numbers have increased each year and are on pace to be the highest number the department has recorded by the end of the year. Grass roots approach was taken to hire young and utilize TN Promise and Reconnect to educate personnel.</p> | 48.08% | 1/1/2026- | 50 total | 57.69% | 1/1/2027- | 58 total | 63.46% | 1/1/2028- | 66 total |  | 1/1/2029- | 71%<br>74 total | 78.85% | 1/1/2030- | 82 total |
| 48.08%   | 1/1/2026-   | 50 total         |          |  |        |           |          |        |           |          |        |           |          |  |           |                 |        |           |          |
| 57.69%   | 1/1/2027-   | 58 total         |          |  |        |           |          |        |           |          |        |           |          |  |           |                 |        |           |          |
| 63.46%   | 1/1/2028-   | 66 total         |          |  |        |           |          |        |           |          |        |           |          |  |           |                 |        |           |          |
|  | 1/1/2029-   | 71%<br>74 total  |          |  |        |           |          |        |           |          |        |           |          |  |           |                 |        |           |          |
| 78.85%   | 1/1/2030-   | 82 total         |          |  |        |           |          |        |           |          |        |           |          |  |           |                 |        |           |          |

| Initiatives  | Owner   | Percent Complete | End Date | Analysis  |
|--|---|------------------|----------|---|
|  |   |                  |          | <p>Seven new paramedics to graduate by the end of 2025.</p> <p>Five personnel scheduled to start paramedic school by 1/1/2026</p> |
|  <p>Expand the Bartlett Fire Department Reserve Program</p>                             |  Tommy Gately (Fire) | 65 %             | 12/31/26 |   |
|  <p>Evaluate annual survey results and install measures to increase community trust</p> |  Tommy Gately (Fire) | 0 %              | 12/31/24 |   |



## CITY OF BARTLETT FIRE DEPARTMENT FY 2026 Adopted Budget



| Description                             | FY 2024<br>Actual   | FY 2025<br>Revised  | FY 2025<br>Projection | FY 2026<br>Adopted  |
|---|---------------------|---------------------|-----------------------|---------------------|
| <b>Department Revenues/Grants</b>       |                     |                     |                       |                     |
| Cert Class Fees                         | \$ 173              | \$ 0                | \$ 0                  | \$ 0                |
| Intergovernmental Reimburse.            | 6,119               | 0                   | 27,378                | 10,000              |
| State Fire Training Grant               | 54,400              | 55,200              | 0                     | 0                   |
| <b>Total Department Revenues/Grants</b> | <b>\$ 60,691</b>    | <b>\$ 55,200</b>    | <b>\$ 27,378</b>      | <b>\$ 10,000</b>    |
| <b>Personnel</b>                        |                     |                     |                       |                     |
| Supervisor Salaries                     | \$ 818,075          | \$ 859,791          | \$ 866,546            | \$ 896,243          |
| Employee Wages                          | 4,423,833           | 4,461,861           | 4,735,148             | 4,953,066           |
| Overtime Wages                          | 292,568             | 100,000             | 242,093               | 100,000             |
| Special Hours                           | 33,566              | 35,000              | 31,555                | 35,000              |
| Holiday Pay                             | 181,444             | 205,566             | 205,566               | 271,707             |
| Vacation Pay                            | 25,319              | 6,598               | 6,169                 | 40,000              |
| Educational Bonus                       | 125,570             | 42,560              | 22,560                | 57,120              |
| Sick Pay                                | 0                   | 19,800              | 0                     | 40,000              |
| Longevity Pay                           | 160,796             | 199,280             | 169,343               | 196,407             |
| FLSA Wages                              | 57,749              | 61,000              | 78,683                | 73,000              |
| Bonus                                   | 6,678               | 6,500               | 6,678                 | 6,749               |
| Other Personnel Costs                   | 0                   | 400                 | 400                   | 400                 |
| Employee Health Insurance               | 1,261,821           | 1,276,118           | 1,259,180             | 1,212,228           |
| Employee Life Insurance                 | 14,552              | 17,029              | 16,684                | 18,718              |
| Workers' Comp Insurance                 | 95,561              | 96,281              | 96,276                | 103,942             |
| Retiree Health Insurance                | 262,045             | 266,083             | 280,037               | 292,465             |
| FICA                                    | 440,916             | 424,740             | 454,120               | 476,246             |
| Pension Contribution                    | 717,566             | 686,855             | 686,856               | 834,562             |
| Contributory Retirement Plan            | 57,457              | 57,457              | 57,456                | 75,155              |
| <b>Total Personnel</b>                  | <b>\$ 8,975,515</b> | <b>\$ 8,822,919</b> | <b>\$ 9,215,350</b>   | <b>\$ 9,683,008</b> |
| <b>Staffing Level</b>                   |                     |                     |                       |                     |
| <i>Full-Time</i>                        | <i>72.00</i>        | <i>72.00</i>        | <i>72.00</i>          | <i>75.00</i>        |
| <i>Part-Time (converted to FTE)</i>     | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>           | <i>0.00</i>         |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>72.00</b>        | <b>72.00</b>        | <b>72.00</b>          | <b>75.00</b>        |
| <b>Operations</b>                       |                     |                     |                       |                     |
| Training                                | \$ 23,315           | \$ 30,033           | \$ 30,000             | \$ 35,000           |
| State Training Salary Supp              | 54,400              | 55,200              | 55,200                | 0                   |
| Volunteer Expense                       | 2,037               | 10,000              | 10,000                | 10,000              |
| Travel                                  | 6,792               | 10,000              | 4,000                 | 8,000               |
| Postage & Freight                       | 619                 | 600                 | 550                   | 600                 |
| Dues & Subscriptions                    | 2,429               | 2,000               | 1,800                 | 2,000               |
| Meetings                                | 1,681               | 1,000               | 1,000                 | 1,500               |
| Utilities                               | 70,618              | 60,000              | 57,000                | 58,000              |
| Phones - Local                          | 200                 | 0                   | 0                     | 0                   |
| Cellular Phones                         | 14,051              | 12,500              | 12,000                | 12,500              |
| Shop Allocation                         | 19,000              | 19,000              | 19,000                | 19,000              |
| Vehicle Maintenance                     | 108,807             | 90,000              | 100,000               | 95,000              |
| Equipment Maintenance                   | 22,241              | 17,000              | 21,000                | 20,000              |
| Radio Maintenance                       | 41,422              | 40,035              | 32,500                | 35,717              |
| Grounds Maintenance                     | 8,490               | 9,500               | 8,500                 | 9,500               |
| Building Maintenance                    | 50,872              | 40,000              | 40,000                | 55,000              |



**CITY OF BARTLETT  
FIRE DEPARTMENT  
FY 2026 Adopted Budget**



| <b>Description</b>           | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| Office Supplies              | 4,314                     | 5,300                      | 4,800                         | 5,300                      |
| Printing                     | 732                       | 750                        | 650                           | 1,150                      |
| Christmas Expenses           | 2,110                     | 2,500                      | 2,845                         | 2,900                      |
| Petroleum Supplies           | 59,292                    | 65,000                     | 62,000                        | 63,000                     |
| Clothing & Uniforms          | 73,592                    | 57,172                     | 67,000                        | 60,000                     |
| Operating Supplies           | 25,832                    | 30,000                     | 30,000                        | 30,000                     |
| Chemical Supplies            | 765                       | 500                        | 500                           | 500                        |
| Air Service                  | 2,422                     | 2,500                      | 13,500                        | 12,000                     |
| Small Tools                  | 6,584                     | 4,075                      | 4,000                         | 5,000                      |
| Fire Hose                    | 10,867                    | 6,000                      | 6,000                         | 6,000                      |
| Fire Prevention              | 5,918                     | 7,029                      | 6,500                         | 6,500                      |
| Equipment Leasing            | 283                       | 400                        | 400                           | 0                          |
| Property Insurance           | 8,304                     | 8,304                      | 8,700                         | 8,700                      |
| Vehicle & Equip Insurance    | 30,356                    | 30,355                     | 30,355                        | 30,355                     |
| General Liability Insurance. | 15,047                    | 15,047                     | 15,934                        | 15,934                     |
| Other Insurance              | 1,900                     | 1,900                      | 1,900                         | 1,900                      |
| Tow-In Fees                  | 0                         | 0                          | 1,200                         | 1,200                      |
| Damage Claims                | 47,415                    | 1,400                      | 1,400                         | 1,400                      |
| Miscellaneous Other Expenses | 1,509                     | 800                        | 800                           | 800                        |
| <b>Total Operations</b>      | <b>\$ 724,216</b>         | <b>\$ 635,900</b>          | <b>\$ 651,034</b>             | <b>\$ 614,456</b>          |
| <b>Capital</b>               |                           |                            |                               |                            |
| Building Improvements        | \$ 28,486                 | \$ 35,000                  | \$ 35,000                     | \$ 35,000                  |
| Vehicles                     | 0                         | 28,596                     | 28,596                        | 0                          |
| Furniture                    | 3,938                     | 4,000                      | 4,000                         | 4,000                      |
| Other Equipment              | 0                         | 20,000                     | 20,000                        | 20,000                     |
| <b>Total Capital</b>         | <b>\$ 32,424</b>          | <b>\$ 87,596</b>           | <b>\$ 87,596</b>              | <b>\$ 59,000</b>           |
| <b>Total Fire Department</b> | <b>\$ 9,671,465</b>       | <b>\$ 9,491,215</b>        | <b>\$ 9,926,602</b>           | <b>\$ 10,346,464</b>       |



**CITY OF BARTLETT  
AMBULANCE  
FY 2026 Adopted Budget**

| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Department Revenues/Grants</b>       |                           |                            |                               |                            |
| Class Fees                              | \$ 548                    | \$ 0                       | \$ 1,633                      | \$ 1,000                   |
| Insurance Recoveries-Fire               | 11,522                    | 0                          | 0                             | 0                          |
| State Fire Training Grant               | 20,000                    | 20,800                     | 0                             | 0                          |
| Supplemental Ambulance Payment          | 82,391                    | 35,000                     | 35,000                        | 35,000                     |
| <b>Total Department Revenues/Grants</b> | <b>\$ 114,460</b>         | <b>\$ 55,800</b>           | <b>\$ 36,633</b>              | <b>\$ 36,000</b>           |

|                              |                     |                     |                     |                     |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
| <b>Personnel</b>             |                     |                     |                     |                     |
| Supervisor Salaries          | \$ 93,726           | \$ 101,776          | \$ 101,763          | \$ 106,282          |
| Employee Wages               | 1,741,337           | 2,476,082           | 1,905,294           | 2,604,337           |
| Overtime Wages               | 68,753              | 60,000              | 83,185              | 60,000              |
| Special Hours                | 7,465               | 10,000              | 9,889               | 10,000              |
| Holiday Pay                  | 76,250              | 110,351             | 87,876              | 101,595             |
| Vacation Pay                 | 5,738               | 5,494               | 8,221               | 0                   |
| Educational Bonus            | 82,605              | 6,480               | 9,060               | 20,160              |
| Longevity Pay                | 22,609              | 32,104              | 26,465              | 25,601              |
| FLSA Wages                   | 26,724              | 28,000              | 28,877              | 31,000              |
| Bonus                        | 2,061               | 2,500               | 1,979               | 2,500               |
| Other Personnel Costs        | 0                   | 400                 | 400                 | 400                 |
| Employee Health Insurance    | 416,387             | 430,841             | 422,619             | 549,187             |
| Employee Life Insurance      | 5,006               | 8,243               | 5,966               | 8,667               |
| Workers' Comp Insurance      | 84,135              | 88,039              | 88,044              | 92,271              |
| Retiree Health Insurance     | 91,752              | 128,791             | 100,285             | 135,425             |
| FICA                         | 153,243             | 205,641             | 162,324             | 215,521             |
| Pension Contribution         | 327,978             | 324,515             | 324,516             | 386,743             |
| Contributory Retirement Plan | 26,816              | 26,816              | 26,820              | 34,828              |
| <b>Total Personnel</b>       | <b>\$ 3,232,585</b> | <b>\$ 4,046,073</b> | <b>\$ 3,393,583</b> | <b>\$ 4,384,517</b> |

**Staffing Level**

|   |              |              |              |              |
|---|--------------|--------------|--------------|--------------|
| <i>Full-Time</i>                        | <i>31.77</i> | <i>34.00</i> | <i>31.87</i> | <i>34.00</i> |
| <i>Part-Time (converted to FTE)</i>     | <i>0.00</i>  | <i>0.00</i>  | <i>0.00</i>  | <i>0.00</i>  |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>31.77</b> | <b>34.00</b> | <b>31.87</b> | <b>34.00</b> |

**Operations**

|                                   |           |           |           |           |
|-----------------------------------|-----------|-----------|-----------|-----------|
| Training                          | \$ 52,167 | \$ 60,000 | \$ 60,000 | \$ 60,000 |
| State Training Salary Supp        | 20,000    | 20,800    | 20,800    | 0         |
| Travel                            | 2,530     | 4,000     | 2,000     | 3,000     |
| Contracted Services               | 98,742    | 76,000    | 76,000    | 76,000    |
| <i>Ambulance billing service.</i> |           |           |           |           |
| Other Professional Services       | 7,500     | 7,500     | 7,500     | 7,500     |
| Postage & Freight                 | 3         | 350       | 100       | 250       |
| Dues & Subscriptions              | 565       | 600       | 1,144     | 600       |
| Meetings                          | 399       | 600       | 600       | 600       |
| Cellular Phones                   | 4,638     | 8,000     | 5,000     | 6,000     |
| Shop Allocation                   | 10,000    | 10,000    | 10,000    | 10,000    |
| Vehicle Maintenance               | 103,990   | 40,000    | 40,000    | 40,000    |
| Equipment Maintenance             | 26,777    | 30,000    | 28,000    | 30,000    |
| Radio Maintenance                 | 19,771    | 17,661    | 17,000    | 17,763    |
| Office Supplies                   | 34        | 500       | 500       | 500       |
| Medical Supplies                  | 135,775   | 131,469   | 131,469   | 132,000   |



**CITY OF BARTLETT  
AMBULANCE  
FY 2026 Adopted Budget**

| <b>Description</b>                                   | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| Petroleum Supplies                                   | 34,704                    | 34,000                     | 34,000                        | 34,000                     |
| Clothing & Uniforms                                  | 11,831                    | 35,769                     | 35,000                        | 35,000                     |
| Operating Supplies                                   | 974                       | 1,000                      | 1,000                         | 1,000                      |
| Air Service  | 6,260                     | 4,800                      | 5,200                         | 5,500                      |
| CPR Classes  | 347                       | 0                          | 0                             | 0                          |
| Vehicle & Equip Insurance                            | 4,328                     | 4,328                      | 4,692                         | 4,692                      |
| General Liability Insurance                          | 7,868                     | 7,868                      | 8,241                         | 8,241                      |
| Ambulance Assessment Fees                            | 78,000                    | 30,000                     | 65,000                        | 65,000                     |
| Tow-In Fee   | 550                       | 500                        | 500                           | 500                        |
| Damage Claims  | 0                         | 1,500                      | 0                             | 1,500                      |
| <b>Total Operations</b>                              | <b>\$ 627,753</b>         | <b>\$ 527,245</b>          | <b>\$ 553,746</b>             | <b>\$ 539,646</b>          |
| <b>Capital</b>                                       |                           |                            |                               |                            |
| Furniture  | \$ 3,691                  | \$ 4,000                   | \$ 4,000                      | \$ 4,000                   |
| Other Equipment                                      | 14,865                    | 30,000                     | 30,000                        | 30,000                     |
| <i>Lucas Mechanical CPR Machines &amp; Life Pak.</i> |                           |                            |                               |                            |
| <b>Total Capital</b>                                 | <b>\$ 18,557</b>          | <b>\$ 34,000</b>           | <b>\$ 34,000</b>              | <b>\$ 34,000</b>           |
| <b>Total Ambulance</b>                               | <b>\$ 3,764,433</b>       | <b>\$ 4,551,518</b>        | <b>\$ 3,944,696</b>           | <b>\$ 4,922,163</b>        |

# Code Dashboard

Code

## Attachments

 DISTRICT\_COMMERCIAL.pdf



## Departmental Overview

The Code Enforcement Department remains committed to upholding community standards, ensuring the safety and integrity of our built environment, and supporting responsible development through consistent application of adopted codes and ordinances.

During this reporting period, the department experienced a **slight decline in the number of permits issued**, reflecting a temporary slowdown in construction activity. Despite this modest decrease, staff efficiency and responsiveness have remained strong, with timely inspections, thorough reviews, and continued attention to property maintenance concerns.

Notably, the department has observed a **marked improvement in contractor relations**, driven by enhanced communication efforts, field engagement, and a growing mutual understanding of code expectations. The increased collaboration has contributed to improved compliance during inspections, fewer repeat violations, and a more proactive approach to addressing potential issues early in the permitting and construction process.

The department continues to focus on community education, fair enforcement, and building partnerships with residents, business owners, and construction professionals. Looking forward, efforts will remain centered on sustaining public trust, improving efficiency, and supporting safe, orderly development within the jurisdiction.

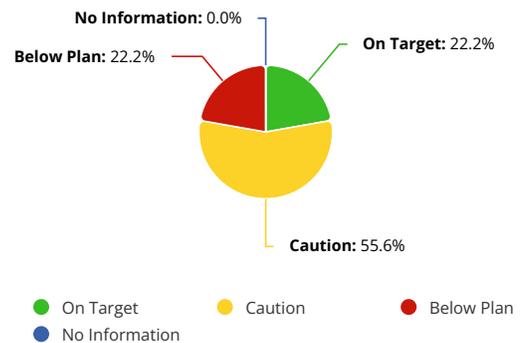
## After Action Report

## Meeting Agenda

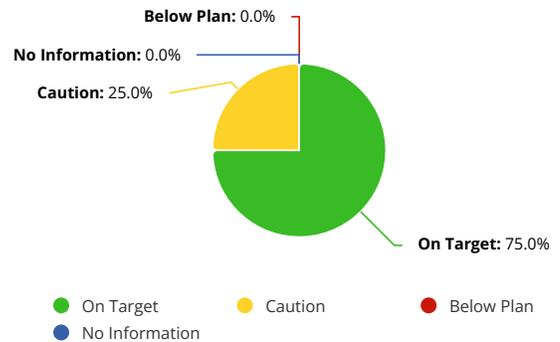
[Code Meeting](#)

## Department Status Snapshot

### Key Result Status Snapshot



### Initiative Status Snapshot



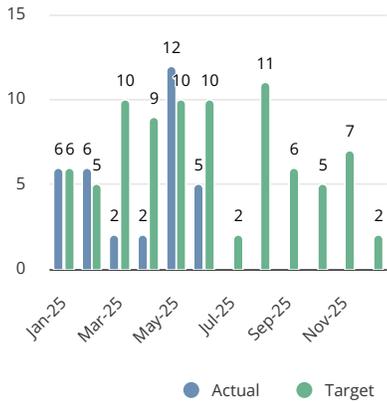
## Meeting Agenda

### \*NEED TO ENTER A DEPARTMENT OVERVIEW FOR THE PREVIOUS QUARTER\*

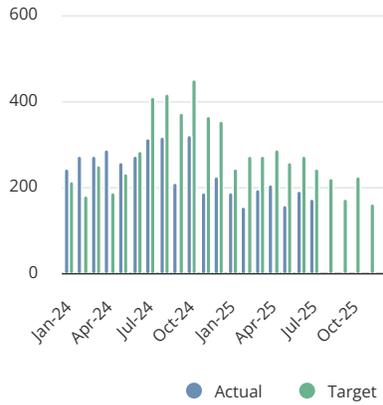
- Construction permits are down significantly (66 vs 101)
  - What is causing the difference?
- MEP Permits are down significantly (2,662 vs 3,971)
  - What is the major difference?
- New business license visits.
  - What is going on with this goal?
- Commercial property visits
  - Why are we so behind (approximately 200 below target)?
- Commercial properties in compliance
  - Nearly 1,200 (Target)
  - Do we have a specific number of businesses that are OUT of compliance, or is this just being addressed during visits?
- Warnings
  - There are no target numbers. Should this be related to the percentage of warnings that resulted in compliance (ex. 45 compliance / 60 warnings X 100 = 75%)
- Notices
  - What are we doing with these two evaluation points?
- Cited
  - The percentage cited should also be incorporated into this evaluation piece.
- CIP (Last initiative - is this needed)

| Categories   | Objectives   | Key Results  | Initiatives  |
|--|--|--|--|
| Growth & Infrastructure  |  Increase # of permits issued   |  Increase # of Commercial Building Permits Issued by 5%   |  Collect data & report on # of permits issued |
|  |  |  Increase # of Trade Permits Issued by 5%                 |  |
|  |  Evaluate effectiveness of Building and Fire Marshal Visits on new business licenses. |  # of businesses visited with new business license        |  Visit businesses with new business license.  |
|  |  Community Improvement Program Inspections.   |  # of Commercial properties visited per month             |  Community Improvement Program Effectiveness  |
|  |  |  # of commercial properties in compliance                 |  |
|  |  |  # of Commercial properties given code violation warnings |  |
|  |  |  # of Commercial properties that were given notices       |  |
|  # of Commercial properties that were cited |  |  |  |
|  Community Improvement Program Inspections  |  % of commercial businesses visited with CIP inspections                              |  Bring all business into compliance by 2026             |  |

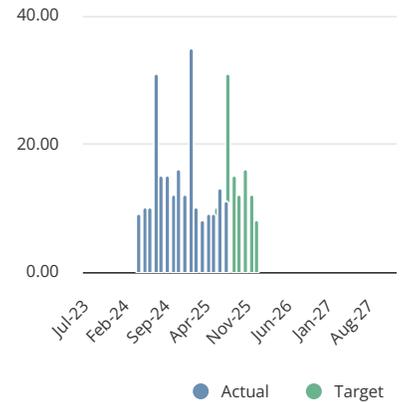
**↓ Increase # of Commercial Permits Issued by 5%**  
**↓ Increase # of Commercial Building Permits Issued by 5%**



**↓ Increase # of Permits Issued by 5%**  
**↓ Increase # of Trade Permits Issued by 5%**



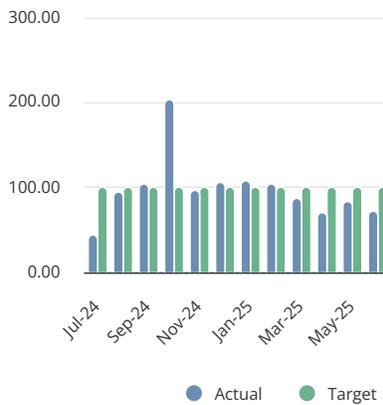
**↑ % of milestones completed**  
**↑ # of businesses visited with new business license**



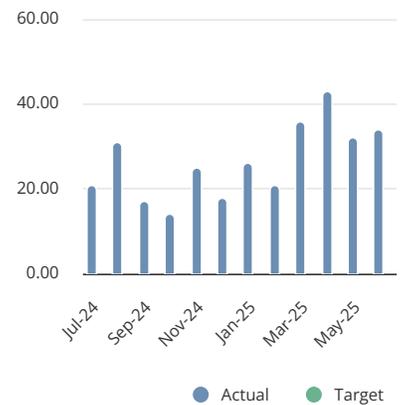
**# of businesses visited per month**  
**# of Commercial properties visited per month**



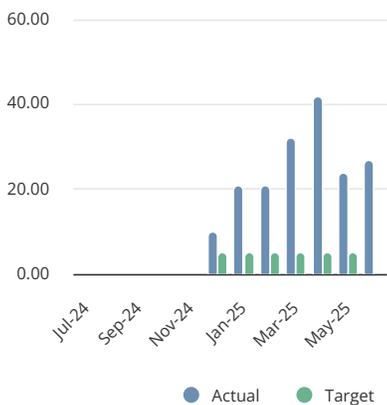
**# of businesses in compliance**  
**# of commercial properties in compliance**



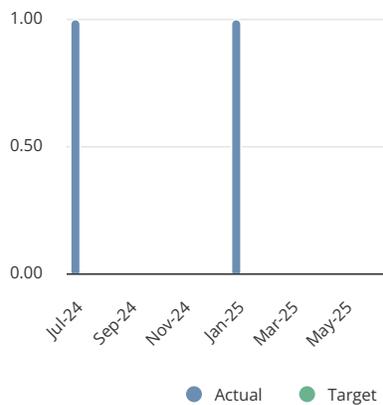
**# of businesses given code violation warnings**  
**# of Commercial properties given code violation warnings**



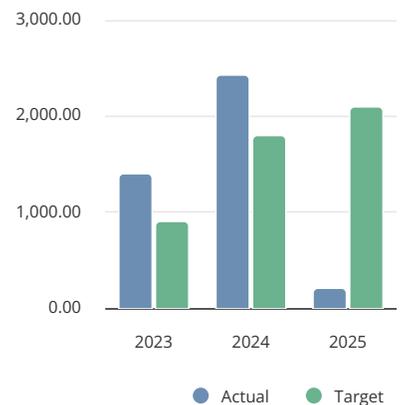
**# of businesses who completed repairs**  
**# of Commercial properties that were given notices**



**# of businesses that were cited**  
**# of Commercial properties that were cited**



**↑ % of commercial businesses visited with CIP inspections**  
**↑ % of commercial businesses visited with CIP inspections**



| Key Results   | Owner  | Analysis | Series Name | Series Status |
|---|--|----------|-------------|---------------|
|  <b>Increase # of Commercial Building Permits Issued by 5%</b> |  Trey Arthur (Code Enforcement) |          | Actual      | 5             |
|   |  |          | Target      | 10            |
|  <b>Increase # of Trade Permits Issued by 5%</b>               |  Trey Arthur (Code Enforcement) |          | Actual      | 192           |
|   |  |          | Target      | 271           |

| Initiatives  | Owner  | Percent Complete | End Date | Analysis |
|--|--|------------------|----------|----------|
|  <b>Visit businesses with new business license.</b> |  Trey Arthur (Code Enforcement) | 0 %              | 12/31/25 |          |
|  <b>Community Improvement Program Effectiveness</b> |  Trey Arthur (Code Enforcement) | 0 %              | 12/31/25 |          |
|  <b>Bring all business into compliance by 2026</b>  |  Trey Arthur (Code Enforcement) | 0 %              | 12/31/25 |          |



**CITY OF BARTLETT  
BUILDING CODES ENFORCEMENT  
FY 2026 Adopted Budget**



| <b>Description</b>           | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>             |                           |                            |                               |                            |
| Supervisor Salaries          | \$ 232,679                | \$ 242,471                 | \$ 220,090                    | \$ 187,516                 |
| Employee Wages               | 459,421                   | 491,073                    | 512,819                       | 563,502                    |
| Overtime Wages               | 183                       | 400                        | 0                             | 400                        |
| Special Hours                | 0                         | 300                        | 0                             | 600                        |
| Part-Time                    | 17,321                    | 38,907                     | 18,763                        | 40,074                     |
| Vacation Pay                 | 529                       | 0                          | 7,988                         | 0                          |
| Educational Bonus            | 2,160                     | 3,000                      | 2,280                         | 5,760                      |
| Sick Pay                     | 6,619                     | 0                          | 0                             | 0                          |
| Longevity Pay                | 4,950                     | 6,187                      | 3,745                         | 3,848                      |
| Bonus                        | 1,072                     | 1,245                      | 1,072                         | 1,162                      |
| Employee Health Insurance    | 183,480                   | 183,895                    | 184,453                       | 185,855                    |
| Employee Life Insurance      | 1,907                     | 2,347                      | 2,128                         | 2,403                      |
| Workers' Comp Insurance      | 11,471                    | 12,475                     | 12,480                        | 13,118                     |
| Retiree Health Insurance     | 32,848                    | 36,677                     | 35,757                        | 37,551                     |
| FICA                         | 51,080                    | 55,301                     | 54,322                        | 56,786                     |
| Pension Contribution         | 93,397                    | 96,426                     | 96,432                        | 107,153                    |
| Contributory Retirement Plan | 7,588                     | 7,588                      | 7,584                         | 9,650                      |
| <b>Total Personnel</b>       | <b>\$ 1,106,705</b>       | <b>\$ 1,178,292</b>        | <b>\$ 1,159,913</b>           | <b>\$ 1,215,378</b>        |

**Staffing Level**

|  |                     |                     |                     |                     |
|--|---------------------|---------------------|---------------------|---------------------|
| <i>Full-Time</i>                               | <i>11.99</i>        | <i>12.00</i>        | <i>11.63</i>        | <i>12.00</i>        |
| <i>Part-Time (converted to FTE)</i>            | <i>0.63</i>         | <i>1.18</i>         | <i>0.92</i>         | <i>1.20</i>         |
| <b><i>Total Full-Time Equivalent (FTE)</i></b> | <b><i>12.62</i></b> | <b><i>13.18</i></b> | <b><i>12.55</i></b> | <b><i>13.20</i></b> |

**Operations**

|                             |                  |                  |                  |                  |
|-----------------------------|------------------|------------------|------------------|------------------|
| Training                    | \$ 2,511         | \$ 6,000         | \$ 4,500         | \$ 6,000         |
| Travel                      | 2,221            | 3,000            | 3,000            | 3,000            |
| Other Professional Service  | 0                | 100              | 100              | 0                |
| Postage & Freight           | 5,539            | 7,385            | 5,000            | 5,000            |
| Dues & Subscriptions        | 565              | 700              | 700              | 700              |
| Meetings                    | 193              | 300              | 500              | 500              |
| Cellular Phones             | 4,995            | 5,088            | 5,100            | 5,100            |
| Shop Allocation             | 3,700            | 3,700            | 3,700            | 3,700            |
| Vehicle Maintenance         | 5,267            | 6,500            | 6,000            | 6,500            |
| Radio Maintenance           | 7,248            | 7,248            | 5,291            | 5,334            |
| Office Supplies             | 2,749            | 5,000            | 3,500            | 4,000            |
| Printing                    | 1,403            | 2,000            | 2,500            | 3,000            |
| Petroleum Supplies          | 14,264           | 15,000           | 15,000           | 15,000           |
| Clothing & Uniforms         | 2,268            | 3,300            | 3,300            | 3,300            |
| Operating Supplies          | 340              | 500              | 500              | 600              |
| Small Tools                 | 253              | 700              | 600              | 600              |
| Equipment Leasing           | 425              | 500              | 500              | 0                |
| Vehicle & Equip Insurance   | 2,411            | 2,450            | 2,652            | 2,652            |
| General Liability Insurance | 1,049            | 1,050            | 1,171            | 1,171            |
| Credit Card Vendor Fees     | 4,093            | 5,000            | 0                | 0                |
| Damage Claims               | 12,704           | 1,000            | 0                | 0                |
| <b>Total Operations</b>     | <b>\$ 74,198</b> | <b>\$ 76,521</b> | <b>\$ 63,614</b> | <b>\$ 66,157</b> |



**CITY OF BARTLETT  
BUILDING CODES ENFORCEMENT  
FY 2026 Adopted Budget**

| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Capital</b>                          |                           |                            |                               |                            |
| Building Improvements                   | \$ 0                      | \$ 500                     | \$ 0                          | \$ 0                       |
| Communications Equipment                | 202                       | 0                          | 168                           | 0                          |
| Furniture                               | 354                       | 3,400                      | 3,400                         | 4,000                      |
| <b>Total Capital</b>                    | <b>\$ 556</b>             | <b>\$ 3,900</b>            | <b>\$ 3,568</b>               | <b>\$ 4,000</b>            |
| <b>Total Building Codes Enforcement</b> | <b>\$ 1,181,458</b>       | <b>\$ 1,258,713</b>        | <b>\$ 1,227,095</b>           | <b>\$ 1,285,535</b>        |



# City of Bartlett

## PUBLIC WORKS/ ENGINEERING FY 2026 Adopted Budget

### Full-Time Authorized Personnel Positions

#### Public Works Administration

|                                  |                 |
|----------------------------------|-----------------|
| Public Works Director            | 1               |
| Public Works Assistant Director  | 1               |
| Administrative Secretary         | 1               |
| General Clerk                    | <u>1</u>        |
| <b>Total P.W. Administration</b> | <b><u>4</u></b> |

#### Public Works City Shop

|                             |                  |
|-----------------------------|------------------|
| Manager                     | 1                |
| Mechanic                    | 9                |
| Custodial                   | 1                |
| Parts Manager               | 1                |
| Skill Clerk                 | <u>1</u>         |
| <b>Total P.W. City Shop</b> | <b><u>13</u></b> |

#### Public Works General Maintenance

|                                       |                  |
|---------------------------------------|------------------|
| Supervisor                            | 1                |
| Custodial                             | 1                |
| Driver                                | 8                |
| Foreman                               | 3                |
| Sign Technician                       | 1                |
| Utility Worker                        | <u>4</u>         |
| <b>Total P.W. General Maintenance</b> | <b><u>18</u></b> |

#### Public Works General Services

|                                    |                 |
|------------------------------------|-----------------|
| Manager                            | 1               |
| Building Tech.                     | 2               |
| Utility                            | <u>1</u>        |
| <b>Total P.W. General Services</b> | <b><u>4</u></b> |

#### Public Works Grounds Maintenance

|                                       |                  |
|---------------------------------------|------------------|
| Manager                               | 1                |
| Driver                                | 7                |
| Foreman                               | 5                |
| Supervisor                            | <u>1</u>         |
| <b>Total P.W. Grounds Maintenance</b> | <b><u>14</u></b> |

#### Public Works Animal Control

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

#### Engineering Administration

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

The Public Works/Engineering function includes the Public Works Department and the Engineering Department. The Public Works Department has six cost centers; Administration, City Shop, General Maintenance, General Services, Grounds Maintenance and Animal Control. The Engineering Department has Administration and Inspection cost centers. The Public Works/Engineering function budget increased by \$264,967 (3.41%) over the FY 2025 Projection. FY 2026 budget included a career ladder pay increase and 3% salary increase for full-time and part-time employees.

| <u>Category</u> | <u>FY 2024<br/>Actual</u> | <u>FY 2025<br/>Revised</u> | <u>FY 2025<br/>Projection</u> | <u>FY 2026<br/>Adopted</u> |
|-----------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| Revs/Recvrs     | 576,622                   | 568,325                    | 575,825                       | 576,325                    |
| Salaries        | 3,855,795                 | 4,130,804                  | 4,049,579                     | 4,341,201                  |
| Benefits        | 2,084,930                 | 2,092,462                  | 2,142,078                     | 2,342,658                  |
| Other Personnel | 189,527                   | 220,000                    | 210,000                       | 220,000                    |
| Operations      | 1,506,724                 | 1,583,957                  | 1,630,892                     | 1,636,786                  |
| Capital         | <u>110,139</u>            | <u>302,702</u>             | <u>311,129</u>                | <u>68,500</u>              |
| <b>Total</b>    | <b><u>7,170,493</u></b>   | <b><u>7,761,599</u></b>    | <b><u>7,767,853</u></b>       | <b><u>8,032,820</u></b>    |

#### Engineering and Inspection

|   |                 |
|---|-----------------|
| Engineer                                | 1               |
| Traffic Engineer                        | 1               |
| Manger GIS                              | <u>1</u>        |
| <b>Total Engineering and Inspection</b> | <b><u>3</u></b> |

**TOTAL PUBLIC WORKS/ENGINEERING 67**

[Link Back to Table of Contents](#)

# Public Works Dashboard

Public Works

## Attachments

 Lockout- Tag Training 8-12-25.pdf

 Three Potential Disposal Sites.docx

 Preventive Maintenance Proposal.docx

 7662 Hwy 70- Ellendale AST.pdf

 Yearly Recycling Totals.xlsx

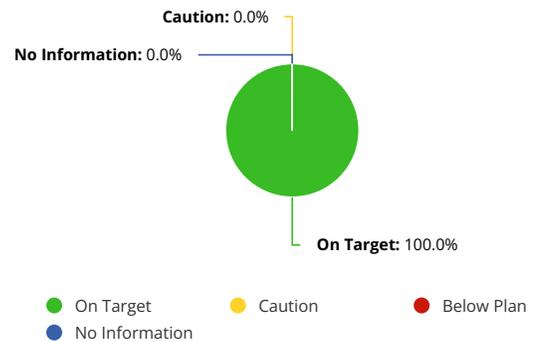
 New Proposed Fuel Site-Fire Station 5.pdf

 Public+Works+Long+Term+Plan+2024 (2).xlsx



## Department Status Snapshot

### Key Results Status Snapshot



### Initiatives Status Snapshot

## Departmental Overview

**Employment-** The Public Works Department currently has 5 full-time positions open and 2 pending full-time positions, along with 2 pending part-time positions in which the applicants are set to start in July.

THE FINAL READING FOR THE FY26 BUDGET WAS ON JUNE 10,2025, AND IT WAS APPROVED

Public Works Management Team had a meeting with Louise Horton to clarify and go over the different types of Service Contracts.

We are planning on meeting with Michael Potts on debris management and reduction sites.

Public Works Management Team had a meeting with the Mayor, Steve Sones, and the CHRO about the upcoming benefit enhancements.

TCAPWA- West branch quarterly meeting was held at The Venue on June 30, 2025, at 11:00 am.

**Public Works placed the following items on the Agenda for the July 8, 2025, BMA for approval:**

Above Ground Storage Tank at 7662 Hwy 70, Ellendale Location

Two pick-up trucks for Solid Waste

Two pick-up trucks for General Maintenance

One Automatic Refuse Garbage Truck

**National Public Works Week was May 19th through May 23rd. We had a Public Works Picnic on May 23rd.**



We are bringing back the Equipment Rodeo with prize incentives.

**The Winners that will go to the State Event in September are:**

1st overall- Adam Papke

2nd overall- Nick Calix

Aaron and Matt attended the TAUD Expo on May 14th- 15th

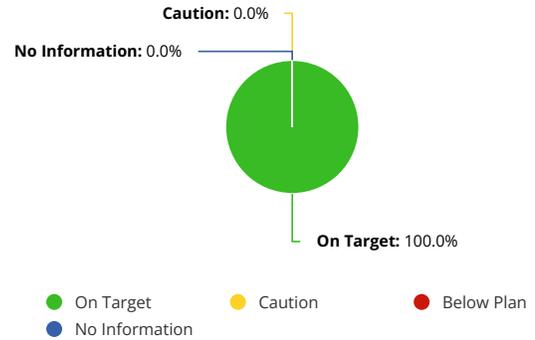
Wes Hubbard attended the Maintenance Tech for Public Works through TCAPWA

Kasey Williamson and Pat Segarra attended the TAUD-Operator Expo

We applied a Slip resistance coating to the bridge in the Japanese Garden after someone complained and stated that they almost fell due to it being so slick.

The above-ground storage Tank Proposals that were due on May 27, 2025. Southern Company was the only one to turn in an RFP for the amount of **\$237,206.81**

We will begin the installation process after the board approves the bid on July 8, 2025, BMA. We plan on removing the UST's in house, with the



## Departmental Overview

exception of soil testing. This will save approximately \$25,000 - \$30,000.

We repaired a 10" sewer line that was bored through, which Memphis refused to fix.



We have notified the City of Memphis that they have a 15" sewer line on Venson that is cracked. We will probably have to repair this as well.

We have sought approval to repair the wall and door at the tipping floor building.

We are currently working on a succession plan.

The above-ground fuel tank on Altruria Rd. was completed and passed all test on May 14.



### AVERAGE FUEL PRICES

| MAY                  | JUNE            |
|----------------------|-----------------|
| Unleaded \$2.54 Gal. | Unleaded \$2.58 |
| Diesel \$2.74 Gal.   | Diesel \$2.74   |

### JUNE Request and Work Tickets

**General Maintenance-** Completed 185 work tickets in June

**Water/Wastewater-** completed 146 Sewer tickets / 71 Water Maintenance tickets/195 Meter Repairs/4 new meter sets/TN One Call Request -849

Repaired a broken sewer line and sewer clean out in the parking lot of Fire Station #2 located on Memphis Arlington and Haynes.

## Departmental Overview



**Meter Readers-** read on average **21,835** meters monthly

**Animal Services-** 169 Calls for service in June

Animal Control reached out via social media for adoptions:

Given the current closure of the Memphis Animal Shelter, the flood of animals being surrendered, abandoned, or found on the streets is more than we can handle.

At the same time, **adoptions have plummeted, available foster homes have diminished, and our resources are stretched** far beyond their limits. **We need your help immediately!**

Nina Wingfield has a segment on News Channel 5 at 8:30 am on Sunday mornings. She normally brings animals from Collierville. However, she has invited us to come this Sunday. We would take a puppy and talk about it and others at the shelter.

**General Services-**58 calls for service in June 2025

LED lights update- 17 of 18 buildings has been completed, the only thing that is left is City Hall. And the areas are Tax, A/P, Water, Breakroom, and the hallway by the employee breakroom.

**Solid Waste-** 353 calls for service, collected 4,054.00 tons of waste / 1,174.00 tons were recycled in June 2025. **We are at a 29% recycling rate for June 2025 and 30% for the year.**

**Fleet Services Repairs in June -228**

**Grounds Maintenance**

Installed 180 trays of annual color flowers in the City's various flower beds and medians we maintain

Picked up 344 **bags of litter in June**

Cut 15 vacant houses

Swept 291 **miles** of the main right of way

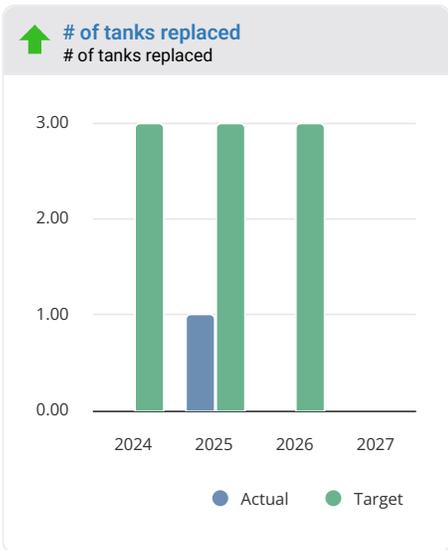
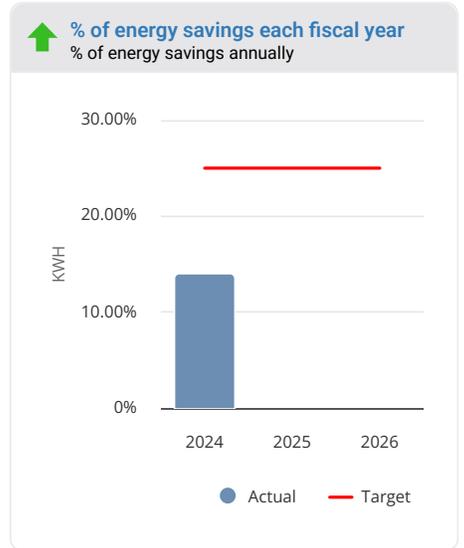
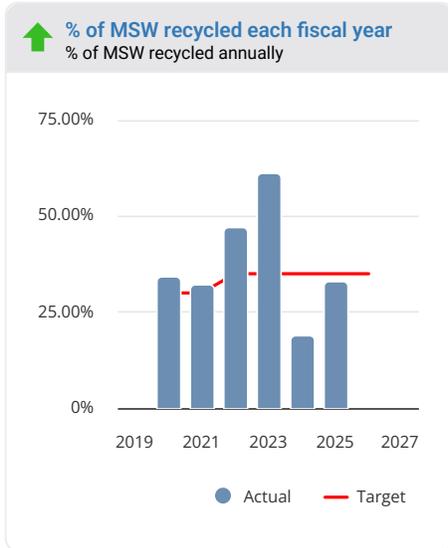
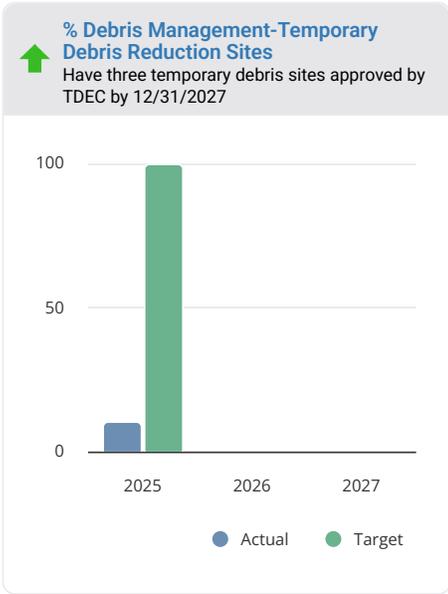
## After Action Report

The above-ground fuel Tanks at the Public Works Complex on Altruria were finished on May 6, 2025, and officially passed all tests on May 14, 2025.

July 2025- We sent the contracts to Ed for approval and will begin on the 7662 Hwy 70 location as soon as Ed has approved the contracts and the Mayor signs them.

| Meeting Agenda   |
|--|
| Public Works Meeting   |
| <ul style="list-style-type: none"> <li>• <b>Employment</b> - Get update on employment process (1) mechanic, (1) PT Recycle, (1) PT Kennel Tech. STILL OPEN - (2) drivers, (1) (UTL) in Fleet.</li> <li>• Meet with Michael Potts to identify debris management and reduction sites. Also developing FEMA/Emergency Plan(Will improve our response to these incidents - FEMA) - Pat taking lead on this ambition.</li> <li>• Replace an OLD OKR with the above initiative to track moving forward.</li> <li>• Obtain update on Hwy 70 pumps</li> <li>• Get LED Update (City Hall ), all that remains.</li> <li>• Update analysis for energy savings.</li> <li>• Begin evaluating a streamlined process for vehicle maintenance</li> </ul> |
|  |
|  |

| Categories  | Objectives  | Key Results  | Initiatives   |
|---|---|--|---|
| disaster/storm debris management / temporary debris reduction sites |  <a href="#">Locate Three Debris Reduction Sites</a>                   |  <a href="#">Have three temporary debris sites approved by TDEC by 12/31/2027</a> |  <a href="#">Use GIS to identify three candidate sites based on accessibility and environmental buffers for Pre-Approval by TDEC</a> |
| Updating Public Works work order software                           |  <a href="#">Workorder Software</a>                                  |  |  <a href="#">Select &amp; Implement Software by September 1, 2023</a>  |
| Updating Animal Shelter Facility                                    |  <a href="#">Animal Shelter Concept Design</a>                       |  |   |
| Growth & Infrastructure   |  <a href="#">Exceed the State of Tennessee's recycling benchmark</a> |  <a href="#">% of MSW recycled annually</a>                                     |  <a href="#">Recycle 35% or more of Municipal Solid Waste (MSW) each fiscal year</a>   |
|   |  <a href="#">Reduce energy consumption in City buildings</a>         |  <a href="#">% of energy savings annually</a>                                   |   |
|   |  <a href="#">Replace underground storage tanks @ 3 locations</a>     |  <a href="#"># of tanks replaced</a>  |   |



| Initiatives   | Owner  | Percent Complete | End Date | Analysis   |
|---|--|------------------|----------|--|
| <p><b>↑ Use GIS to identify three candidate sites based on accessibility and environmental buffers for Pre-Approval by TDEC</b></p> | <p><b>AD</b> Aaron Davidson (Public Works)</p> | 10 %             | 12/31/27 | <p>This analysis identifies three candidate sites for potential development, selected using GIS-based evaluation of accessibility and environmental buffers. Each site meets preliminary criteria for TDEC pre-approval and aligns with regulatory and strategic objectives.</p> |

| Initiatives  | Owner  | Percent Complete | End Date | Analysis   |                      |                  |              |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |
|--|--|------------------|----------|--|----------------------|------------------|--------------|------|-----------|---------|------|-----------|---------|------|-----------|---------|------|-----------|---------|------|-----------|---------|------|-----------|---------|------|-----------|---------|------|-----------|---------|------|-----------|---------|
|  <p>Recycle 35% or more of Municipal Solid Waste (MSW) each fiscal year</p> |  Aaron Davidson<br>(Public Works) | 85 %             | 12/31/25 | <p>The State of Tennessee's recycling goal is currently 30% by 2025. The City of Bartlett seeks to surpass that objective and has set a benchmark of 35% annually. We are currently sitting at 33% for 2025. The City's previous recycling efforts are as follows:</p> <table border="1" data-bbox="1226 535 1534 961"> <thead> <tr> <th>Yearly Recycled Tons</th> <th>Total Waste Tons</th> <th>Tons Recycle</th> </tr> </thead> <tbody> <tr><td>2017</td><td>52,097.64</td><td>20,835.</td></tr> <tr><td>2018</td><td>47,739.83</td><td>17,653.</td></tr> <tr><td>2019</td><td>48,560.56</td><td>15,903.</td></tr> <tr><td>2020</td><td>52,445.49</td><td>17,753.</td></tr> <tr><td>2021</td><td>42,721.90</td><td>13,502.</td></tr> <tr><td>2022</td><td>63,367.31</td><td>29,779.</td></tr> <tr><td>2023</td><td>94,033.11</td><td>57,355.</td></tr> <tr><td>2024</td><td>42,865.46</td><td>8,204.6</td></tr> <tr><td>2025</td><td>29,178.22</td><td>9,499.1</td></tr> </tbody> </table> | Yearly Recycled Tons | Total Waste Tons | Tons Recycle | 2017 | 52,097.64 | 20,835. | 2018 | 47,739.83 | 17,653. | 2019 | 48,560.56 | 15,903. | 2020 | 52,445.49 | 17,753. | 2021 | 42,721.90 | 13,502. | 2022 | 63,367.31 | 29,779. | 2023 | 94,033.11 | 57,355. | 2024 | 42,865.46 | 8,204.6 | 2025 | 29,178.22 | 9,499.1 |
| Yearly Recycled Tons   | Total Waste Tons   | Tons Recycle     |          |  |                      |                  |              |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |
| 2017   | 52,097.64  | 20,835.          |          |  |                      |                  |              |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |
| 2018   | 47,739.83  | 17,653.          |          |  |                      |                  |              |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |
| 2019   | 48,560.56  | 15,903.          |          |  |                      |                  |              |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |
| 2020   | 52,445.49  | 17,753.          |          |  |                      |                  |              |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |
| 2021   | 42,721.90  | 13,502.          |          |  |                      |                  |              |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |
| 2022   | 63,367.31  | 29,779.          |          |  |                      |                  |              |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |
| 2023   | 94,033.11  | 57,355.          |          |  |                      |                  |              |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |
| 2024   | 42,865.46  | 8,204.6          |          |  |                      |                  |              |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |
| 2025   | 29,178.22  | 9,499.1          |          |  |                      |                  |              |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |      |           |         |



**CITY OF BARTLETT  
PUBLIC WORKS BUDGET SUMMARY  
FY 2026 Adopted Budget**



| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Department Revenues</b>              |                           |                            |                               |                            |
| Animal Shelter Adoption                 | \$ 22,358                 | \$ 20,000                  | \$ 23,000                     | \$ 23,000                  |
| Animal Shelter Boarding                 | 7,415                     | 5,000                      | 7,500                         | 8,000                      |
| Animal Shelter Capture Fee              | 0                         | 3,000                      | 0                             | 0                          |
| Animal Shelter City License             | 33,304                    | 30,000                     | 30,000                        | 30,000                     |
| Animal Shelter Donations                | 29,567                    | 25,000                     | 35,000                        | 35,000                     |
| Animal Shelter Miscellaneous Revenues   | 10,125                    | 10,000                     | 10,000                        | 10,000                     |
| Shop Expense Allocation                 | 456,800                   | 445,325                    | 445,325                       | 445,325                    |
| Weed Cutting Fees                       | 17,054                    | 30,000                     | 25,000                        | 25,000                     |
| <b>Total Department Revenues</b>        | <b>\$ 576,622</b>         | <b>\$ 568,325</b>          | <b>\$ 575,825</b>             | <b>\$ 576,325</b>          |
| <b>Personnel</b>                        |                           |                            |                               |                            |
| Supervisor Salaries                     | \$ 526,606                | \$ 552,409                 | \$ 578,217                    | \$ 567,877                 |
| Employee Wages                          | 2,667,393                 | 2,863,530                  | 2,833,889                     | 2,966,268                  |
| Overtime Wages                          | 72,912                    | 68,000                     | 71,738                        | 74,300                     |
| Special Hours                           | 23,250                    | 23,400                     | 23,400                        | 23,400                     |
| Holiday Pay                             | 742                       | 0                          | 3,482                         | 4,818                      |
| Contracted Services                     | 189,527                   | 220,000                    | 210,000                       | 220,000                    |
| Part-Time                               | 26,596                    | 55,447                     | 33,171                        | 52,483                     |
| Vacation Pay                            | 25,377                    | 0                          | 13,299                        | 0                          |
| Educational Bonus                       | 7,960                     | 8,620                      | 8,240                         | 17,240                     |
| Longevity Pay                           | 57,037                    | 65,045                     | 60,881                        | 60,816                     |
| Bonus                                   | 4,700                     | 5,057                      | 4,948                         | 5,213                      |
| Employee Health Insurance               | 703,691                   | 691,012                    | 761,739                       | 814,448                    |
| Employee Life Insurance                 | 8,775                     | 10,915                     | 10,081                        | 11,294                     |
| Workers' Comp Insurance                 | 111,775                   | 116,581                    | 116,580                       | 119,986                    |
| Retiree Health Insurance                | 159,297                   | 170,556                    | 169,750                       | 176,478                    |
| FICA                                    | 243,866                   | 260,808                    | 259,877                       | 270,878                    |
| Pension Contribution                    | 449,514                   | 449,033                    | 449,040                       | 504,241                    |
| Contributory Retirement Plan            | 34,288                    | 34,288                     | 34,296                        | 45,408                     |
| <b>Total Personnel</b>                  | <b>\$ 5,313,307</b>       | <b>\$ 5,594,701</b>        | <b>\$ 5,642,628</b>           | <b>\$ 5,935,148</b>        |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>58.43</i>              | <i>61.00</i>               | <i>58.07</i>                  | <i>61.00</i>               |
| <i>Part-Time (converted to FTE)</i>     | <i>0.99</i>               | <i>1.71</i>                | <i>1.28</i>                   | <i>1.56</i>                |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>59.42</b>              | <b>62.71</b>               | <b>59.35</b>                  | <b>62.56</b>               |
| <b>Operations</b>                       |                           |                            |                               |                            |
| Training                                | \$ 5,496                  | \$ 9,500                   | \$ 5,932                      | \$ 7,010                   |
| Travel                                  | 3,340                     | 10,800                     | 7,350                         | 5,500                      |
| Professional Services                   | 23,000                    | 22,000                     | 22,000                        | 22,000                     |
| Other Professional Service              | 25,581                    | 17,500                     | 11,500                        | 13,100                     |
| Postage & Freight                       | 152                       | 100                        | 125                           | 125                        |
| Dues & Subscriptions                    | 21,414                    | 2,520                      | 1,197                         | 1,547                      |
| Employee Appreciation                   | 6,117                     | 6,900                      | 6,900                         | 6,900                      |
| Utilities                               | 57,270                    | 50,450                     | 47,300                        | 49,450                     |
| Cellular Phones                         | 8,317                     | 8,600                      | 9,035                         | 9,250                      |
| Shop Allocation                         | 97,500                    | 97,500                     | 97,500                        | 97,500                     |
| Vehicle Maintenance                     | 143,178                   | 103,000                    | 144,241                       | 134,300                    |
| Equipment Maintenance                   | 53,589                    | 55,000                     | 49,795                        | 53,050                     |



**CITY OF BARTLETT**  
**PUBLIC WORKS BUDGET SUMMARY**  
**FY 2026 Adopted Budget**



| <b>Description</b>               | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|----------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| Radio Maintenance                | 54,103                    | 39,493                     | 39,493                        | 40,014                     |
| Grounds Maintenance              | 129,904                   | 137,050                    | 132,050                       | 139,300                    |
| Building Maintenance             | 39,292                    | 26,938                     | 28,263                        | 26,200                     |
| Fuel System Maintenance          | 189,771                   | 351,055                    | 340,000                       | 340,000                    |
| Street Painting & Signs          | 24,808                    | 30,000                     | 27,000                        | 27,000                     |
| Office Supplies                  | 5,190                     | 5,150                      | 5,730                         | 5,100                      |
| Printing                         | 302                       | 1,200                      | 918                           | 1,215                      |
| Medical Supplies                 | 39,608                    | 34,500                     | 38,000                        | 40,000                     |
| Petroleum Supplies               | 128,031                   | 134,500                    | 136,509                       | 133,950                    |
| Clothing & Uniforms              | 23,090                    | 21,300                     | 22,800                        | 23,600                     |
| Operating Supplies               | 40,591                    | 43,200                     | 43,200                        | 43,200                     |
| Cleaning Supplies                | 7,852                     | 8,150                      | 8,150                         | 8,350                      |
| Fill Sand, Dirt & Gravel         | 7,074                     | 8,000                      | 8,000                         | 10,000                     |
| Asphalt                          | 194,124                   | 168,000                    | 195,000                       | 195,000                    |
| Concrete & Brick                 | 5,982                     | 8,000                      | 6,000                         | 6,000                      |
| Miscellaneous Shop Parts         | 2,598                     | 2,400                      | 9,650                         | 12,500                     |
| Small Tools                      | 11,283                    | 12,100                     | 12,100                        | 12,100                     |
| Pipe & Materials-System Ma       | 8,666                     | 10,000                     | 12,820                        | 10,000                     |
| Miscellaneous Supplies           | 4,580                     | 4,500                      | 4,675                         | 5,000                      |
| Street Barricade & Equip. Rental | 1,870                     | 2,000                      | 2,000                         | 2,000                      |
| Equipment Leasing                | 1,741                     | 415                        | 415                           | 0                          |
| Property Insurance               | 11,522                    | 11,522                     | 11,638                        | 11,638                     |
| Vehicle & Equip Insurance        | 31,299                    | 31,299                     | 31,752                        | 31,740                     |
| General Liability Insurance      | 8,076                     | 8,076                      | 8,464                         | 8,420                      |
| Credit Card Vendor Fees          | 173                       | 1,500                      | 165                           | 175                        |
| State Fees                       | 2,403                     | 2,750                      | 2,400                         | 2,400                      |
| Cash Over/Short                  | (15)                      | 0                          | 0                             | 0                          |
| Damage Claims                    | 20,434                    | 4,000                      | 5,992                         | 4,000                      |
| <b>Total Operations</b>          | <b>\$ 1,439,304</b>       | <b>\$ 1,490,968</b>        | <b>\$ 1,536,059</b>           | <b>\$ 1,538,634</b>        |
| <b>Capital</b>                   |                           |                            |                               |                            |
| Fencing & Landscaping            | \$ 505                    | \$ 1,000                   | \$ 800                        | \$ 800                     |
| Office Equipment                 | 1,407                     | 0                          | 0                             | 1,500                      |
| Vehicles                         | 99,210                    | 116,700                    | 128,508                       | 0                          |
| Furniture                        | 0                         | 0                          | 0                             | 2,000                      |
| Other Equipment                  | 3,575                     | 179,102                    | 175,898                       | 58,300                     |
| <b>Total Capital</b>             | <b>\$ 104,696</b>         | <b>\$ 296,802</b>          | <b>\$ 305,206</b>             | <b>\$ 62,600</b>           |
| <b>TOTAL PUBLIC WORKS</b>        | <b>\$ 6,280,685</b>       | <b>\$ 6,814,146</b>        | <b>\$ 6,908,068</b>           | <b>\$ 6,960,057</b>        |



**CITY OF BARTLETT  
PUBLIC WORKS ADMINISTRATION  
FY 2026 Adopted Budget**



| <b>Description</b>                       | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>                         |                           |                            |                               |                            |
| Supervisor Salaries                      | \$ 228,659                | \$ 237,805                 | \$ 248,296                    | \$ 255,745                 |
| Employee Wages                           | 93,699                    | 99,936                     | 99,936                        | 109,391                    |
| Overtime Wages                           | 1,715                     | 300                        | 124                           | 300                        |
| Educational Bonus                        | 0                         | 0                          | 140                           | 480                        |
| Longevity Pay                            | 13,719                    | 14,269                     | 14,898                        | 15,345                     |
| Bonus                                    | 330                       | 332                        | 330                           | 330                        |
| Employee Health Insurance                | 63,182                    | 63,238                     | 68,180                        | 71,977                     |
| Employee Life Insurance                  | 891                       | 1,081                      | 1,039                         | 1,168                      |
| Workers' Comp Insurance                  | 926                       | 966                        | 972                           | 1,042                      |
| Retiree Health Insurance                 | 16,118                    | 16,887                     | 17,411                        | 18,257                     |
| FICA                                     | 24,100                    | 25,025                     | 26,091                        | 27,248                     |
| Pension Contribution                     | 44,265                    | 44,397                     | 44,400                        | 52,096                     |
| Contributory Retirement Plan             | 2,531                     | 2,531                      | 2,532                         | 4,691                      |
| <b>Total Personnel</b>                   | <b>\$ 490,135</b>         | <b>\$ 506,767</b>          | <b>\$ 524,349</b>             | <b>\$ 558,070</b>          |
| <b>Staffing Level</b>                    |                           |                            |                               |                            |
| <i>Full-Time</i>                         | <i>4.00</i>               | <i>4.00</i>                | <i>4.00</i>                   | <i>4.00</i>                |
| <i>Part-Time (converted to FTE)</i>      | <i>0.00</i>               | <i>0.00</i>                | <i>0.00</i>                   | <i>0.00</i>                |
| <b>Total Full-Time Equivalent (FTE)</b>  | <b>4.00</b>               | <b>4.00</b>                | <b>4.00</b>                   | <b>4.00</b>                |
| <b>Operations</b>                        |                           |                            |                               |                            |
| Training                                 | \$ 2,137                  | \$ 3,950                   | \$ 2,100                      | \$ 2,100                   |
| Travel                                   | 1,980                     | 5,550                      | 4,000                         | 1,200                      |
| Postage & Freight                        | 152                       | 100                        | 125                           | 125                        |
| Dues & Subscriptions                     | 508                       | 550                        | 550                           | 662                        |
| Employee Appreciation                    | 6,117                     | 6,900                      | 6,900                         | 6,900                      |
| Cellular Phones                          | 1,483                     | 1,250                      | 2,000                         | 2,150                      |
| Shop Allocation                          | 97,500                    | 97,500                     | 97,500                        | 97,500                     |
| Vehicle Maintenance                      | 2,680                     | 2,000                      | 6,925                         | 3,300                      |
| Building Maintenance                     | 989                       | 700                        | 700                           | 700                        |
| Office Supplies                          | 1,096                     | 1,000                      | 1,000                         | 1,000                      |
| Printing                                 | 234                       | 300                        | 250                           | 415                        |
| Petroleum Supplies                       | 4,139                     | 4,000                      | 4,650                         | 4,200                      |
| Clothing & Uniforms                      | 284                       | 400                        | 400                           | 400                        |
| Operating Supplies                       | 503                       | 400                        | 400                           | 400                        |
| Equipment Leasing                        | 40                        | 115                        | 115                           | 0                          |
| Property Insurance                       | 1,563                     | 1,563                      | 1,563                         | 1,563                      |
| Vehicle & Equip Insurance                | 1,772                     | 1,772                      | 1,772                         | 1,772                      |
| General Liability Insurance              | 549                       | 549                        | 593                           | 549                        |
| <b>Total Operations</b>                  | <b>\$ 123,726</b>         | <b>\$ 128,599</b>          | <b>\$ 131,543</b>             | <b>\$ 124,936</b>          |
| <b>Capital</b>                           |                           |                            |                               |                            |
| Office Equipment                         | \$ 1,407                  | \$ 0                       | \$ 0                          | \$ 1,500                   |
| <b>Total Capital</b>                     | <b>\$ 1,407</b>           | <b>\$ 0</b>                | <b>\$ 0</b>                   | <b>\$ 1,500</b>            |
| <b>Total Public Works Administration</b> | <b>\$ 615,267</b>         | <b>\$ 635,366</b>          | <b>\$ 655,892</b>             | <b>\$ 684,506</b>          |



**CITY OF BARTLETT  
CITY SHOP  
FY 2026 Adopted Budget**



| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Department Revenues</b>              |                           |                            |                               |                            |
| Shop Expense Allocation                 | \$ 456,800                | \$ 445,325                 | \$ 445,325                    | \$ 445,325                 |
| <b>Total Department Revenues</b>        | <b>\$ 456,800</b>         | <b>\$ 445,325</b>          | <b>\$ 445,325</b>             | <b>\$ 445,325</b>          |
| <b>Personnel</b>                        |                           |                            |                               |                            |
| Supervisor Salaries                     | \$ 83,662                 | \$ 89,184                  | \$ 102,793                    | \$ 78,191                  |
| Employee Wages                          | 694,094                   | 702,906                    | 686,212                       | 721,573                    |
| Overtime Wages                          | 25,912                    | 32,000                     | 32,000                        | 32,000                     |
| Special Hours                           | 7,650                     | 7,800                      | 7,800                         | 7,800                      |
| Holiday Pay                             | 742                       | 0                          | 3,482                         | 4,818                      |
| Part-Time                               | 2,772                     | 3,000                      | 3,000                         | 3,090                      |
| Vacation Pay                            | 0                         | 0                          | 10,294                        | 0                          |
| Educational Bonus                       | 5,040                     | 5,500                      | 5,500                         | 11,000                     |
| Longevity Pay                           | 12,413                    | 14,858                     | 12,990                        | 9,913                      |
| Bonus                                   | 1,072                     | 1,079                      | 989                           | 1,072                      |
| Employee Health Insurance               | 218,564                   | 203,984                    | 213,180                       | 215,189                    |
| Employee Life Insurance                 | 2,113                     | 2,526                      | 2,324                         | 2,552                      |
| Workers' Comp Insurance                 | 19,766                    | 21,132                     | 21,132                        | 21,191                     |
| Retiree Health Insurance                | 38,872                    | 39,471                     | 39,447                        | 39,871                     |
| FICA                                    | 58,358                    | 59,905                     | 60,889                        | 60,943                     |
| Pension Contribution                    | 102,156                   | 104,122                    | 104,124                       | 114,108                    |
| Contributory Retirement Plan            | 8,042                     | 8,042                      | 8,040                         | 10,276                     |
| <b>Total Personnel</b>                  | <b>\$ 1,281,228</b>       | <b>\$ 1,295,509</b>        | <b>\$ 1,314,196</b>           | <b>\$ 1,333,587</b>        |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>12.55</i>              | <i>13.00</i>               | <i>12.43</i>                  | <i>13.00</i>               |
| <i>Part-Time (converted to FTE)</i>     | <i>0.12</i>               | <i>0.12</i>                | <i>0.00</i>                   | <i>0.12</i>                |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>12.67</b>              | <b>13.12</b>               | <b>12.43</b>                  | <b>13.12</b>               |
| <b>Operations</b>                       |                           |                            |                               |                            |
| Training                                | \$ 258                    | \$ 500                     | \$ 0                          | \$ 500                     |
| Dues & Subscriptions                    | 20,188                    | 0                          | 28                            | 35                         |
| Utilities                               | 29,588                    | 28,000                     | 27,000                        | 28,000                     |
| Cellular Phones                         | 801                       | 700                        | 1,065                         | 800                        |
| Vehicle Maintenance                     | 4,918                     | 5,000                      | 7,820                         | 5,000                      |
| Equipment Maintenance                   | 6,952                     | 7,000                      | 7,000                         | 7,000                      |
| Building Maintenance                    | 3,644                     | 2,000                      | 5,000                         | 3,000                      |
| Fuel System Maintenance                 | 189,771                   | 351,055                    | 340,000                       | 340,000                    |
| Office Supplies                         | 1,876                     | 1,800                      | 2,480                         | 1,800                      |
| Printing                                | 0                         | 100                        | 101                           | 300                        |
| Petroleum Supplies                      | 10,455                    | 9,750                      | 10,886                        | 10,000                     |
| Clothing & Uniforms                     | 8,636                     | 7,500                      | 9,500                         | 9,500                      |
| Operating Supplies                      | 7,788                     | 7,500                      | 7,500                         | 7,500                      |
| Cleaning Supplies                       | 1,978                     | 2,250                      | 2,250                         | 2,250                      |
| Miscellaneous Shop Parts                | 2,598                     | 2,400                      | 9,650                         | 12,500                     |
| Small Tools                             | 2,250                     | 2,100                      | 2,100                         | 2,100                      |
| Miscellaneous Supplies                  | 4,580                     | 4,500                      | 4,675                         | 5,000                      |
| Equipment Leasing                       | 1,701                     | 300                        | 300                           | 0                          |
| Property Insurance                      | 8,235                     | 8,235                      | 8,235                         | 8,235                      |
| Vehicle & Equip Insurance               | 3,211                     | 3,211                      | 3,158                         | 3,211                      |



**CITY OF BARTLETT  
CITY SHOP  
FY 2026 Adopted Budget**

| <b>Description</b>  | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| General Liability Insurance   | 1,498                     | 1,498                      | 1,614                         | 1,614                      |
| <b>Total Operations</b>   | <b>\$ 310,926</b>         | <b>\$ 445,399</b>          | <b>\$ 450,361</b>             | <b>\$ 448,345</b>          |
| <b>Capital</b>  |                           |                            |                               |                            |
| Vehicles  | \$ 99,210                 | \$ 0                       | \$ 0                          | \$ 0                       |
| Other Equipment   | 0                         | 146,387                    | 146,387                       | 31,100                     |
| <i>Two 18,000lb Rotary Lifts \$24,000, Drill Press \$3500, Two metal racks \$3,600.</i> |                           |                            |                               |                            |
| <b>Total Capital</b>  | <b>\$ 99,210</b>          | <b>\$ 146,387</b>          | <b>\$ 146,387</b>             | <b>\$ 31,100</b>           |
| <b>Total City Shop</b>  | <b>\$ 1,234,565</b>       | <b>\$ 1,441,970</b>        | <b>\$ 1,465,619</b>           | <b>\$ 1,367,707</b>        |



**CITY OF BARTLETT  
GENERAL MAINTENANCE  
FY 2026 Adopted Budget**



| <b>Description</b>           | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>             |                           |                            |                               |                            |
| Employee Wages               | \$ 880,642                | \$ 897,688                 | \$ 897,688                    | \$ 923,051                 |
| Overtime Wages               | 21,122                    | 20,000                     | 16,763                        | 20,000                     |
| Special Hours                | 7,800                     | 7,800                      | 7,800                         | 7,800                      |
| Vacation Pay                 | 6,308                     | 0                          | 787                           | 0                          |
| Longevity Pay                | 13,862                    | 15,623                     | 12,630                        | 13,009                     |
| Bonus                        | 1,484                     | 1,494                      | 1,402                         | 1,494                      |
| Employee Health Insurance    | 152,289                   | 145,468                    | 166,572                       | 168,553                    |
| Employee Life Insurance      | 2,424                     | 2,873                      | 2,669                         | 2,954                      |
| Workers' Comp Insurance      | 38,755                    | 40,769                     | 40,764                        | 41,773                     |
| Retiree Health Insurance     | 43,990                    | 44,884                     | 44,881                        | 46,153                     |
| FICA                         | 67,533                    | 68,230                     | 67,772                        | 69,993                     |
| Pension Contribution         | 117,052                   | 118,003                    | 118,008                       | 131,698                    |
| Contributory Retirement Plan | 9,083                     | 9,083                      | 9,084                         | 11,860                     |
| <b>Total Personnel</b>       | <b>\$ 1,362,345</b>       | <b>\$ 1,371,915</b>        | <b>\$ 1,386,820</b>           | <b>\$ 1,438,338</b>        |

**Staffing Level**

|   |              |              |              |              |
|---|--------------|--------------|--------------|--------------|
| <i>Full-Time</i>                        | <i>18.00</i> | <i>18.00</i> | <i>16.97</i> | <i>18.00</i> |
| <i>Part-Time (converted to FTE)</i>     | <i>0.00</i>  | <i>0.00</i>  | <i>0.00</i>  | <i>0.00</i>  |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>18.00</b> | <b>18.00</b> | <b>16.97</b> | <b>18.00</b> |

**Operations**

|                                     |                   |                   |                   |                   |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|
| Training                            | \$ 1,771          | \$ 1,500          | \$ 1,500          | \$ 1,600          |
| Travel                              | 1,025             | 1,250             | 1,250             | 500               |
| Other Professional Service          | 15,200            | 5,500             | 5,500             | 6,500             |
| Dues & Subscriptions                | 25                | 265               | 238               | 0                 |
| Utility                             | 10,812            | 9,600             | 8,600             | 8,600             |
| Cellular Phones                     | 917               | 1,000             | 1,000             | 1,000             |
| Vehicle Maintenance                 | 67,850            | 50,000            | 70,000            | 70,000            |
| Equipment Maintenance               | 24,153            | 20,000            | 20,000            | 20,000            |
| Radio Maintenance                   | 54,103            | 39,493            | 39,493            | 39,814            |
| Building Maintenance                | 7,985             | 4,000             | 3,000             | 4,000             |
| Street Painting & Signs             | 24,808            | 30,000            | 27,000            | 27,000            |
| Office Supplies                     | 738               | 700               | 700               | 700               |
| Printing                            | 68                | 200               | 67                | 0                 |
| Petroleum Supplies                  | 55,249            | 52,000            | 56,252            | 55,000            |
| Clothing & Uniforms                 | 6,322             | 6,400             | 6,400             | 6,400             |
| Operating Supplies                  | 12,718            | 15,000            | 15,000            | 15,000            |
| Cleaning Supplies                   | 1,389             | 1,400             | 1,400             | 1,400             |
| Fill Sand, Dirt & Gravel            | 7,074             | 8,000             | 8,000             | 10,000            |
| Asphalt                             | 194,124           | 168,000           | 195,000           | 195,000           |
| Concrete & Brick                    | 5,982             | 8,000             | 6,000             | 6,000             |
| Small Tools                         | 789               | 1,200             | 1,200             | 1,200             |
| Pipe & Materials-System Maintenance | 8,666             | 10,000            | 12,820            | 10,000            |
| Street Barricade & Equip. Rental    | 1,870             | 2,000             | 2,000             | 2,000             |
| Vehicle & Equip Insurance           | 13,960            | 13,960            | 14,161            | 14,161            |
| General Liability Insurance         | 3,461             | 3,461             | 3,569             | 3,569             |
| Damage Claims                       | 19,817            | 2,000             | 992               | 2,000             |
| <b>Total Operations</b>             | <b>\$ 540,876</b> | <b>\$ 454,929</b> | <b>\$ 501,142</b> | <b>\$ 501,444</b> |



**CITY OF BARTLETT  
GENERAL MAINTENANCE  
FY 2026 Adopted Budget**

| <b>Description</b>               | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|----------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Capital</b>                   |                           |                            |                               |                            |
| Fencing & Landscaping            | \$ 505                    | \$ 1,000                   | \$ 800                        | \$ 800                     |
| Vehicles                         | 0                         | 59,000                     | 70,808                        | 0                          |
| Furniture                        | 0                         | 0                          | 0                             | 2,000                      |
| <b>Total Capital</b>             | <b>\$ 505</b>             | <b>\$ 60,000</b>           | <b>\$ 71,608</b>              | <b>\$ 2,800</b>            |
| <b>Total General Maintenance</b> | <b>\$ 1,903,726</b>       | <b>\$ 1,886,844</b>        | <b>\$ 1,959,570</b>           | <b>\$ 1,942,582</b>        |



**CITY OF BARTLETT  
GENERAL SERVICES  
FY 2026 Adopted Budget**



| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>                        |                           |                            |                               |                            |
| Supervisor Salaries                     | \$ 72,534                 | \$ 75,914                  | \$ 75,914                     | \$ 78,191                  |
| Employee Wages                          | 151,437                   | 159,812                    | 158,222                       | 166,307                    |
| Overtime Wages                          | 6,675                     | 2,500                      | 4,851                         | 4,500                      |
| Longevity Pay                           | 2,546                     | 3,037                      | 3,037                         | 3,128                      |
| Bonus                                   | 330                       | 330                        | 330                           | 330                        |
| Employee Health Insurance               | 56,975                    | 70,618                     | 64,446                        | 64,445                     |
| Employee Life Insurance                 | 617                       | 754                        | 700                           | 782                        |
| Workers' Comp Insurance                 | 8,139                     | 8,607                      | 8,604                         | 8,974                      |
| Retiree Health Insurance                | 11,188                    | 11,786                     | 11,707                        | 12,225                     |
| FICA                                    | 16,322                    | 16,907                     | 16,899                        | 17,740                     |
| Pension Contribution                    | 30,502                    | 30,987                     | 30,984                        | 34,884                     |
| Contributory Retirement Plan            | 2,432                     | 2,432                      | 2,436                         | 3,141                      |
| <b>Total Personnel</b>                  | <b>\$ 359,697</b>         | <b>\$ 383,684</b>          | <b>\$ 378,130</b>             | <b>\$ 394,647</b>          |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>4.00</i>               | <i>4.00</i>                | <i>3.93</i>                   | <i>4.00</i>                |
| <i>Part-Time (converted to FTE)</i>     | <i>0.00</i>               | <i>0.00</i>                | <i>0.00</i>                   | <i>0.00</i>                |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>4.00</b>               | <b>4.00</b>                | <b>3.93</b>                   | <b>4.00</b>                |
| <b>Operations</b>                       |                           |                            |                               |                            |
| Training                                | \$ 90                     | \$ 1,300                   | \$ 176                        | \$ 1,050                   |
| Dues & Subscriptions                    | 25                        | 65                         | 28                            | 450                        |
| Cellular Phones                         | 1,546                     | 2,000                      | 1,520                         | 1,700                      |
| Vehicle Maintenance                     | 6,775                     | 1,000                      | 225                           | 1,000                      |
| Equipment Maintenance                   | 26                        | 0                          | 295                           | 300                        |
| Building Maintenance                    | 1,783                     | 3,238                      | 2,563                         | 10,500                     |
| Office Supplies                         | 251                       | 300                        | 300                           | 300                        |
| Petroleum Supplies                      | 6,797                     | 6,000                      | 6,971                         | 7,000                      |
| Clothing & Uniforms                     | 1,864                     | 1,000                      | 1,000                         | 1,300                      |
| Operating Supplies                      | 4,111                     | 4,000                      | 4,000                         | 4,000                      |
| Small Tools                             | 2,995                     | 3,000                      | 3,000                         | 3,000                      |
| Vehicle & Equip Insurance               | 882                       | 882                        | 985                           | 985                        |
| General Liability Insurance             | 336                       | 336                        | 379                           | 379                        |
| <b>Total Operations</b>                 | <b>\$ 27,480</b>          | <b>\$ 23,121</b>           | <b>\$ 21,443</b>              | <b>\$ 31,964</b>           |
| <b>Capital</b>                          |                           |                            |                               |                            |
| Other Equipment                         | \$ 0                      | \$ 3,000                   | \$ 2,801                      | \$ 0                       |
| <b>Total Capital</b>                    | <b>\$ 0</b>               | <b>\$ 3,000</b>            | <b>\$ 2,801</b>               | <b>\$ 0</b>                |
| <b>Total General Services</b>           | <b>\$ 387,177</b>         | <b>\$ 409,805</b>          | <b>\$ 402,374</b>             | <b>\$ 426,611</b>          |



## CITY OF BARTLETT GROUND MAINTENANCE FY 2026 Adopted Budget



| Description                                     | FY 2024<br>Actual   | FY 2025<br>Revised  | FY 2025<br>Projection | FY 2026<br>Adopted  |
|---|---------------------|---------------------|-----------------------|---------------------|
| <b>Department Revenues</b>                      |                     |                     |                       |                     |
| Weed Cutting Fees                               | \$ 17,054           | \$ 30,000           | \$ 25,000             | \$ 25,000           |
| <b>Total Department Revenues</b>                | <b>\$ 17,054</b>    | <b>\$ 30,000</b>    | <b>\$ 25,000</b>      | <b>\$ 25,000</b>    |
| <b>Personnel</b>                                |                     |                     |                       |                     |
| Supervisor Salaries                             | \$ 66,951           | \$ 71,338           | \$ 73,046             | \$ 75,237           |
| Employee Wages                                  | 550,664             | 680,902             | 673,214               | 704,922             |
| Overtime Wages                                  | 7,546               | 5,000               | 8,500                 | 7,500               |
| Contracted Services                             | 189,527             | 220,000             | 210,000               | 220,000             |
| Vacation Pay                                    | 16,606              | 0                   | 2,218                 | 0                   |
| Education Bonus                                 | 1,800               | 1,440               | 1,440                 | 2,880               |
| Longevity Pay                                   | 6,091               | 9,020               | 9,088                 | 9,362               |
| Bonus   | 907                 | 1,162               | 1,072                 | 1,162               |
| Employee Health Insurance                       | 112,342             | 131,267             | 131,267               | 174,442             |
| Employee Life Insurance                         | 1,734               | 2,400               | 2,213                 | 2,489               |
| Workers' Comp Insurance                         | 32,856              | 33,661              | 33,660                | 35,036              |
| Retiree Health Insurance                        | 30,873              | 37,505              | 37,311                | 38,895              |
| FICA  | 47,231              | 55,901              | 55,647                | 58,351              |
| Pension Contribution                            | 100,196             | 98,883              | 98,880                | 111,311             |
| Contributory Retirement Plan                    | 7,858               | 7,858               | 7,860                 | 10,024              |
| <b>Total Personnel</b>                          | <b>\$ 1,173,182</b> | <b>\$ 1,356,337</b> | <b>\$ 1,345,416</b>   | <b>\$ 1,451,611</b> |
| <b>Staffing Level</b>                           |                     |                     |                       |                     |
| <i>Full-Time</i>                                | <i>12.32</i>        | <i>14.00</i>        | <i>12.87</i>          | <i>14.00</i>        |
| <i>Part-Time (converted to FTE)</i>             | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>           | <i>0.00</i>         |
| <b>Total Full-Time Equivalent (FTE)</b>         | <b>12.32</b>        | <b>14.00</b>        | <b>12.87</b>          | <b>14.00</b>        |
| <b>Operations</b>                               |                     |                     |                       |                     |
| Training  | \$ 160              | \$ 400              | \$ 306                | \$ 400              |
| Dues & Subscriptions                            | 25                  | 65                  | 28                    | 0                   |
| Utilities                                       | 7,536               | 5,600               | 5,200                 | 5,600               |
| Cellular Phones                                 | 1,407               | 1,550               | 1,450                 | 1,500               |
| Vehicle Maintenance                             | 54,679              | 40,000              | 54,771                | 50,000              |
| Equipment Maintenance                           | 20,479              | 25,000              | 22,000                | 25,000              |
| Grounds Maintenance                             | 127,566             | 135,000             | 130,000               | 137,000             |
| <i>Herbi-Systems/Mulch/Irrigation Supplies.</i> |                     |                     |                       |                     |
| Building Maintenance                            | 1,662               | 2,000               | 2,000                 | 2,000               |
| Office Supplies                                 | 357                 | 350                 | 250                   | 300                 |
| Printing  | 0                   | 100                 | 0                     | 0                   |
| Petroleum Supplies                              | 35,325              | 45,000              | 40,000                | 40,000              |
| Clothing & Uniforms                             | 4,669               | 4,500               | 4,000                 | 4,500               |
| Operating Supplies                              | 9,941               | 10,000              | 10,000                | 10,000              |
| Small Tools                                     | 5,249               | 5,500               | 5,500                 | 5,500               |
| Property Insurance                              | 710                 | 710                 | 797                   | 797                 |
| Vehicle & Equip Insurance                       | 9,892               | 9,892               | 9,957                 | 9,892               |
| General Liability Insurance                     | 1,474               | 1,474               | 1,535                 | 1,535               |
| Damage Claims                                   | 617                 | 2,000               | 5,000                 | 2,000               |
| <b>Total Operations</b>                         | <b>\$ 281,746</b>   | <b>\$ 289,141</b>   | <b>\$ 292,794</b>     | <b>\$ 296,024</b>   |



**CITY OF BARTLETT  
GROUND MAINTENANCE  
FY 2026 Adopted Budget**



| <b>Description</b>              | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Capital</b>                  |                           |                            |                               |                            |
| Vehicles                        | \$ 0                      | \$ 57,700                  | \$ 57,700                     | \$ 0                       |
| Other Equipment                 | 0                         | 24,500                     | 21,495                        | 21,000                     |
| <i>Grasshopper Mower.</i>       |                           |                            |                               |                            |
| <b>Total Capital</b>            | <b>\$ 0</b>               | <b>\$ 82,200</b>           | <b>\$ 79,195</b>              | <b>\$ 21,000</b>           |
| <b>Total Ground Maintenance</b> | <b>\$ 1,437,875</b>       | <b>\$ 1,697,678</b>        | <b>\$ 1,692,405</b>           | <b>\$ 1,743,635</b>        |



# CITY OF BARTLETT ANIMAL CONTROL FY 2026 Adopted Budget

| Description                             | FY 2024<br>Actual | FY 2025<br>Revised | FY 2025<br>Projection | FY 2026<br>Adopted |
|---|-------------------|--------------------|-----------------------|--------------------|
| <b>Department Revenues</b>              |                   |                    |                       |                    |
| Animal Shelter Donations                | \$ 22,358         | \$ 20,000          | \$ 23,000             | \$ 23,000          |
| Animal Shelter Boarding                 | 7,415             | 5,000              | 7,500                 | 8,000              |
| Animal Shelter Capture Fee              | 0                 | 3,000              | 0                     | 0                  |
| Animal Shelter Adoption                 | 33,304            | 30,000             | 30,000                | 30,000             |
| Animal Shelter City License             | 29,567            | 25,000             | 35,000                | 35,000             |
| Animal Shelter Miscellaneous Revenues   | 10,125            | 10,000             | 10,000                | 10,000             |
| <b>Total Department Revenues</b>        | <b>\$ 102,769</b> | <b>\$ 93,000</b>   | <b>\$ 105,500</b>     | <b>\$ 106,000</b>  |
| <b>Personnel</b>                        |                   |                    |                       |                    |
| Supervisor Salaries                     | \$ 74,800         | \$ 78,168          | \$ 78,168             | \$ 80,513          |
| Employee Wages                          | 296,858           | 322,286            | 318,617               | 341,024            |
| Overtime Wages                          | 9,941             | 8,200              | 9,500                 | 10,000             |
| Special Hours                           | 7,800             | 7,800              | 7,800                 | 7,800              |
| Part-Time                               | 23,824            | 52,447             | 30,171                | 49,393             |
| Vacation Pay                            | 2,463             | 0                  | 0                     | 0                  |
| Education Bonus                         | 1,120             | 1,680              | 1,160                 | 2,880              |
| Longevity Pay                           | 8,407             | 8,238              | 8,238                 | 10,059             |
| Bonus                                   | 577               | 660                | 825                   | 825                |
| Employee Health Insurance               | 100,339           | 76,437             | 118,094               | 119,842            |
| Employee Life Insurance                 | 995               | 1,281              | 1,136                 | 1,349              |
| Workers' Comp Insurance                 | 11,333            | 11,446             | 11,448                | 11,970             |
| Retiree Health Insurance                | 18,257            | 20,023             | 18,993                | 21,077             |
| FICA                                    | 30,321            | 34,840             | 32,579                | 36,603             |
| Pension Contribution                    | 55,343            | 52,641             | 52,644                | 60,144             |
| Contributory Retirement Plan            | 4,342             | 4,342              | 4,344                 | 5,416              |
| <b>Total Personnel</b>                  | <b>\$ 646,720</b> | <b>\$ 680,489</b>  | <b>\$ 693,717</b>     | <b>\$ 758,895</b>  |
| <b>Staffing Level</b>                   |                   |                    |                       |                    |
| <i>Full-Time</i>                        | <i>7.56</i>       | <i>8.00</i>        | <i>7.87</i>           | <i>8.00</i>        |
| <i>Part-Time (converted to FTE)</i>     | <i>0.87</i>       | <i>1.59</i>        | <i>1.28</i>           | <i>1.44</i>        |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>8.43</b>       | <b>9.59</b>        | <b>9.15</b>           | <b>9.44</b>        |
| <b>Operations</b>                       |                   |                    |                       |                    |
| Training                                | \$ 1,080          | \$ 1,850           | \$ 1,850              | \$ 1,360           |
| Travel                                  | 335               | 4,000              | 2,100                 | 3,800              |
| Professional Services                   | 23,000            | 22,000             | 22,000                | 22,000             |
| Other Professional Service              | 10,381            | 12,000             | 6,000                 | 6,600              |
| Dues & Subscriptions                    | 645               | 1,575              | 325                   | 400                |
| Utilities                               | 9,335             | 7,250              | 6,500                 | 7,250              |
| Cellular Phones                         | 2,163             | 2,100              | 2,000                 | 2,100              |
| Vehicle Maintenance                     | 6,277             | 5,000              | 4,500                 | 5,000              |
| Equipment Maintenance                   | 1,979             | 3,000              | 500                   | 750                |
| Radio Maintenance                       | 0                 | 0                  | 0                     | 200                |
| Grounds Maintenance                     | 2,338             | 2,050              | 2,050                 | 2,300              |
| Building Maintenance                    | 23,228            | 15,000             | 15,000                | 6,000              |
| Office Supplies                         | 872               | 1,000              | 1,000                 | 1,000              |
| Printing                                | 0                 | 500                | 500                   | 500                |
| Medical Supplies                        | 39,608            | 34,500             | 38,000                | 40,000             |



**CITY OF BARTLETT  
ANIMAL CONTROL  
FY 2026 Adopted Budget**

| <b>Description</b>          | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|-----------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| Petroleum Supplies          | 16,066                    | 17,750                     | 17,750                        | 17,750                     |
| Clothing & Uniforms         | 1,316                     | 1,500                      | 1,500                         | 1,500                      |
| Operating Supplies          | 5,530                     | 6,300                      | 6,300                         | 6,300                      |
| Cleaning Supplies           | 4,484                     | 4,500                      | 4,500                         | 4,700                      |
| Small Tools                 | 0                         | 300                        | 300                           | 300                        |
| Property Insurance          | 1,014                     | 1,014                      | 1,043                         | 1,043                      |
| Vehicle & Equip Insurance   | 1,582                     | 1,582                      | 1,719                         | 1,719                      |
| General Liability Insurance | 758                       | 758                        | 774                           | 774                        |
| Credit Card Vendor Fees     | 173                       | 1,500                      | 165                           | 175                        |
| State Fees                  | 2,403                     | 2,750                      | 2,400                         | 2,400                      |
| Cash Over/Short             | (15)                      | 0                          | 0                             | 0                          |
| <b>Total Operations</b>     | <b>\$ 154,549</b>         | <b>\$ 149,779</b>          | <b>\$ 138,776</b>             | <b>\$ 135,921</b>          |
| <b>Capital</b>              |                           |                            |                               |                            |
| Other Equipment             | \$ 3,575                  | \$ 5,215                   | \$ 5,215                      | \$ 6,200                   |
| <b>Total Capital</b>        | <b>\$ 3,575</b>           | <b>\$ 5,215</b>            | <b>\$ 5,215</b>               | <b>\$ 6,200</b>            |
| <b>Total Animal Control</b> | <b>\$ 702,075</b>         | <b>\$ 742,483</b>          | <b>\$ 732,208</b>             | <b>\$ 795,016</b>          |

# Engineering Dashboard

Engineering

## Attachments

 Engineering+Department+Projects 2.13.25.xlsx

 Engineering Long Term Plan 2024.xlsx



### Departmental Overview

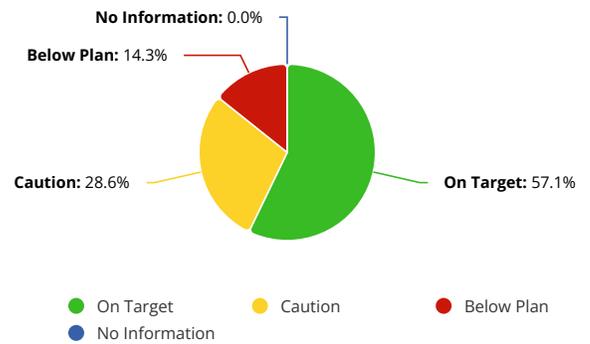
### After Action Report

### Meeting Agenda

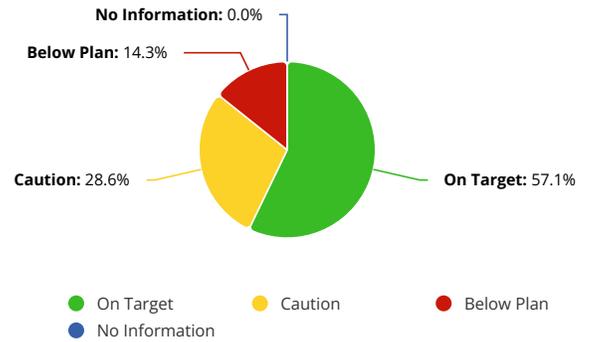
[Engineering Meeting](#)

## Department Status Snapshot

Key Result Status Snapshot



Initiative Status Snapshot

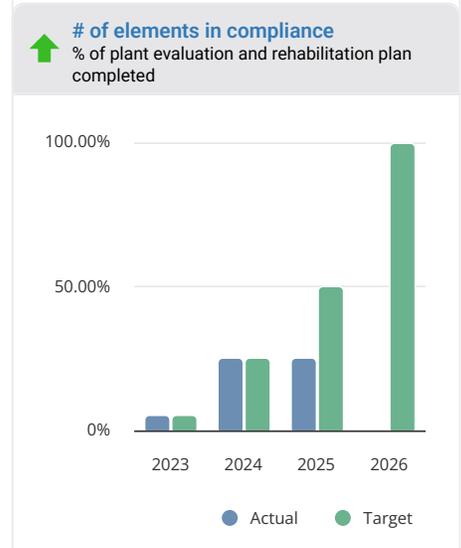
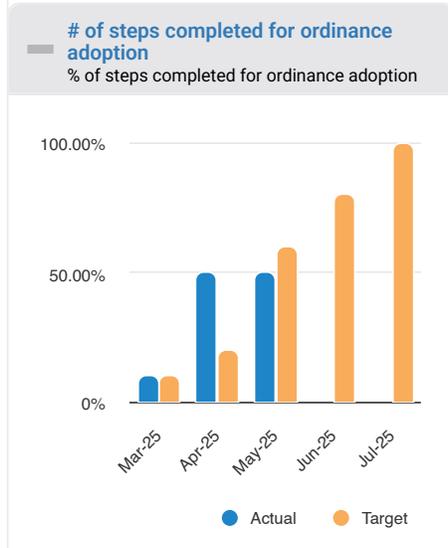
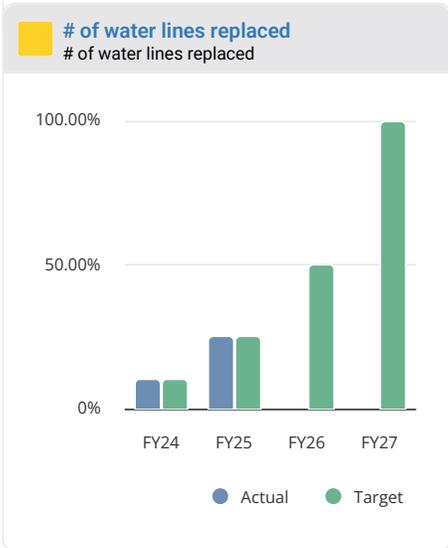
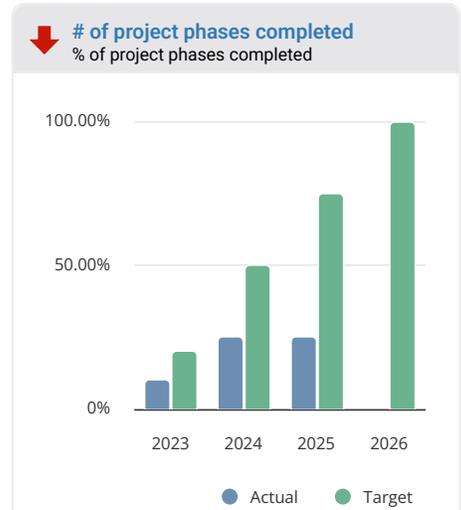
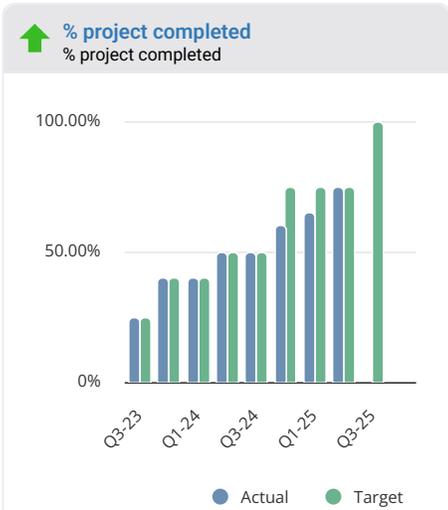
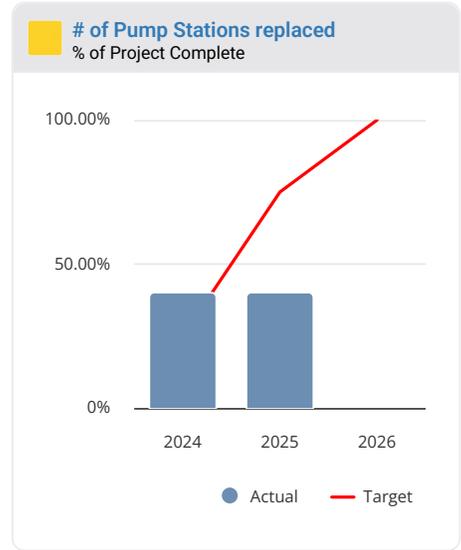
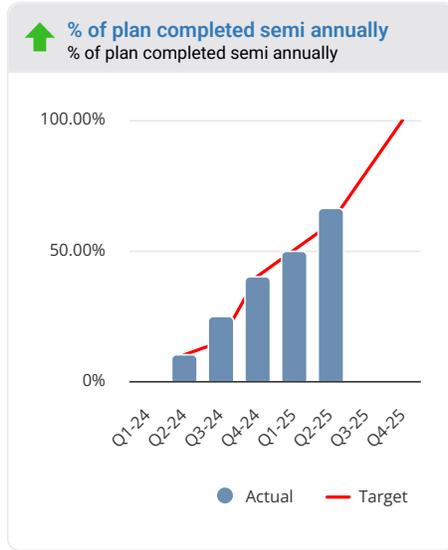
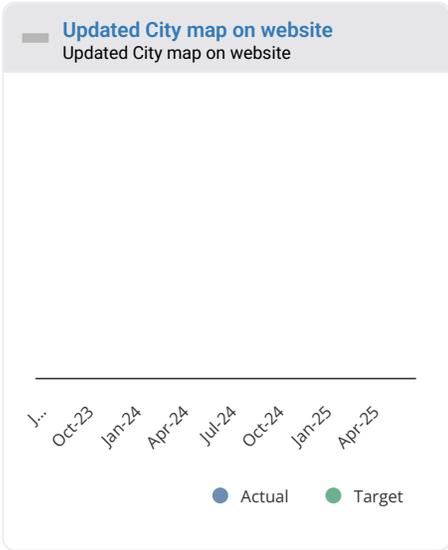


## Meeting Agenda

- **Paving:**
  - Available from FY25: \$500K
  - Brunswick, EEP: \$850K
  - Others for Paving: \$2.2M
  - **Total: \$3.55M**(Wanting to spend \$2.41M)
  - When will we conduct a street evaluation (3 YR - what year are we in?)
- **Rehab Existing Sewer:**
  - What has been done on this so far & what is planned for FY26?
- **Moss Valley:**
  - Status
- **Fletcher Creek RFP:**
  - Status
  - Congressional appropriation request - \$1M
- **TIP Funding & Fletcher Creek Ph. III:**
  - Status
- **Water Line Replacement:**
  - FY26 Plan
- **Telecommunication Ordinance:**
  - Steve's fault!
  - It's in Will's hands now with a goal date of August for the BMA
- **Water & Wastewater Treatment Plant Improvements:**
  - FY26 Plan
- **Engineer Position**
  - Currently listed w/a headhunter
  - No traction - yet!
- **Misc:**
  - Marshall Gordon
  - Bartlett Baptist (Water)
  - Quail Ridge (Sewer Capacity)

| Objectives   | Key Results   | Initiatives  |
|--|---|--|
|  Deliver a standardized, objective, and cost-effective paving plan for the City of Bartlett.                  |  % of plan completed semi annually           |  Deliver a standardized, objective, and cost-effective paving plan for the City of Bartlett.                  |
|  Rehabilitate the existing sewer collection system.   |  % of Project Complete                       |  Rehabilitate the existing sewer collection system.   |
|  Upgrade the Moss Valley Sewer line.  |  % project completed                         |  Upgrade the Moss Valley Sewer line.  |
|  Develop a plan for continued growth in the Fletcher Creek Sewer Basin  |  % of plan completed                         |  Develop a plan for continued growth in the Fletcher Creek Sewer Basin  |
|  Develop a plan to fully utilize TDOT funding for paving of streets and additional pedestrian walking trails. |  % of project phases completed               |  Develop a plan to fully utilize TDOT funding for paving of streets and additional pedestrian walking trails. |
|  Upgrade the identified waterlines to effectively maintain the city's water distribution system.              |  # of water lines replaced                   |  Upgrade the identified waterlines to effectively maintain the city's water distribution system.              |
|  Develop a standalone Telecommunications Ordinance  |  % of steps completed for ordinance adoption |  Enact a standalone Telecommunication Ordinance by July 1, 2025.  |

| Objectives  | Key Results  | Initiatives   |
|---|--|---|
| <p>↑ Implement the rehabilitation and maintenance plan for the City's Water and Wastewater plants</p> | <p>↑ % of plant evaluation and rehabilitation plan completed</p> | <p>↑ Implement the rehabilitation and maintenance plan for the City's Water and Wastewater plants</p> |



| Key Results  | Owner  | Analysis   | Series Name | Series Status |
|--|--|--|-------------|---------------|
|  <b>% of project phases completed</b> |  John Horne<br>(Engineering Department) | <p>The following projects are currently approved for funding:</p> <ol style="list-style-type: none"> <li>1. Fletcher Creek Walking Trail Phase 3</li> <li>2. Fletcher Creek Walking Trail Phase 4</li> <li>3. Repaving Brunswick Road, Elmore Park Road, and Elmore Road</li> <li>4. Repaving of St. Elmo, Billy Maher, and Old Brownsville Road</li> </ol> <p>The City has completed the design for Fletcher Creek Walking Trail Phase 3 and has completed the bidding process. The City is currently coordinating with TDOT in order to award this project based upon their bidding standards. Construction is anticipated to begin by Fall 2026.</p> <p>The City is also currently in the design process for Fletcher Creek Walking Trail Phase 4. This is approximately 30% complete at this time.</p> | Actual      | 35.00%        |
|  |  |  | Target      | 75.00%        |

| Initiatives  | Owner  | Percent Complete | End Date | Analysis   |
|--|--|------------------|----------|--|
|  <b>Deliver a standardized, objective, and cost-effective paving plan for the City of Bartlett.</b> |  John Horne<br>(Engineering Department) | 100 %            | 6/30/26  | <p>Paving, milling, and chip &amp; fog seal were awarded to Lehman- Roberts, the police station was paved in October before the temperature dropped. Additional paving, as well as milling, and chip &amp; fog seal was completed this summer. Rejuvenator began mid-May and piggybacked on the state-bid with PT1. HA5 was applied by Holbrook asphalt. Crack sealing for all these products was completed in the fall.</p> |
|  <b>Rehabilitate the existing sewer collection system.</b>  |  John Horne<br>(Engineering Department) | 0 %              | 6/30/25  |  |

| Initiatives  | Owner  | Percent Complete | End Date | Analysis |
|--|--|------------------|----------|----------|
|  Upgrade the Moss Valley Sewer line.  |  John Horne<br>(Engineering Department) | 0 %              | 12/31/24 |          |
|  Develop a plan for continued growth in the Fletcher Creek Sewer Basin  |  John Horne<br>(Engineering Department) | 0 %              | 6/30/29  |          |
|  Develop a plan to fully utilize TDOT funding for paving of streets and additional pedestrian walking trails. |  John Horne<br>(Engineering Department) | 0 %              | 6/30/25  |          |
|  Upgrade the identified waterlines to effectively maintain the city's water distribution system.              |  John Horne<br>(Engineering Department) | 0 %              | 6/30/25  |          |
|  Enact a standalone Telecommunication Ordinance by July 1, 2025.  |  John Horne<br>(Engineering Department) | 0 %              | 7/1/25   |          |
|  Implement the rehabilitation and maintenance plan for the City's Water and Wastewater plants                 |  John Horne<br>(Engineering Department) | 0 %              | 6/30/25  |          |



# CITY OF BARTLETT ENGINEERING BUDGET SUMMARY FY 2026 Adopted Budget



| Description                             | FY 2024<br>Actual | FY 2025<br>Revised | FY 2025<br>Projection | FY 2026<br>Adopted |
|---|-------------------|--------------------|-----------------------|--------------------|
| <b>Personnel</b>                        |                   |                    |                       |                    |
| Supervisor Salaries                     | \$ 236,164        | \$ 245,610         | \$ 252,640            | \$ 260,220         |
| Employee Wages                          | 300,314           | 322,208            | 252,942               | 391,635            |
| Overtime Wages                          | 0                 | 200                | 100                   | 200                |
| Vacation Pay                            | 1,818             | 0                  | 0                     | 0                  |
| Education Bonus                         | 720               | 720                | 720                   | 1,440              |
| Longevity Pay                           | 14,485            | 15,309             | 14,961                | 16,119             |
| Bonus                                   | 495               | 496                | 412                   | 494                |
| Employee Health Insurance               | 109,216           | 110,245            | 91,388                | 112,363            |
| Employee Life Insurance                 | 1,481             | 1,817              | 1,512                 | 2,086              |
| Workers' Comp Insurance                 | 1,456             | 1,491              | 1,500                 | 1,635              |
| Retiree Health Insurance                | 26,824            | 28,390             | 25,278                | 32,593             |
| FICA                                    | 39,865            | 41,991             | 37,488                | 48,546             |
| Pension Contribution                    | 78,661            | 74,641             | 74,640                | 93,004             |
| Contributory Retirement Plan            | 5,447             | 5,447              | 5,448                 | 8,376              |
| <b>Total Personnel</b>                  | <b>\$ 816,945</b> | <b>\$ 848,565</b>  | <b>\$ 759,029</b>     | <b>\$ 968,711</b>  |
| <b>Staffing Level</b>                   |                   |                    |                       |                    |
| <i>Full-Time</i>                        | <i>6.00</i>       | <i>6.00</i>        | <i>5.23</i>           | <i>6.00</i>        |
| <i>Part-Time (converted to FTE)</i>     | <i>0.00</i>       | <i>0.00</i>        | <i>0.00</i>           | <i>0.00</i>        |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>6.00</b>       | <b>6.00</b>        | <b>5.23</b>           | <b>6.00</b>        |
| <b>Operations</b>                       |                   |                    |                       |                    |
| Training                                | \$ 2,145          | \$ 4,000           | \$ 8,010              | \$ 9,000           |
| Travel                                  | 0                 | 3,000              | 3,000                 | 5,500              |
| Other Professional Service              | 0                 | 2,000              | 3,000                 | 3,000              |
| Postage & Freight                       | 159               | 0                  | 21                    | 0                  |
| Dues & Subscriptions                    | 791               | 1,900              | 1,900                 | 1,900              |
| Meetings                                | 38                | 400                | 400                   | 400                |
| Employee Appreciation                   | 825               | 1,000              | 1,000                 | 1,000              |
| Cellular Phones                         | 3,865             | 5,400              | 5,300                 | 5,300              |
| Shop Allocation                         | 4,200             | 4,000              | 4,000                 | 4,000              |
| Vehicle Maintenance                     | 2,694             | 5,500              | 5,590                 | 5,500              |
| Equipment Maintenance                   | 5,909             | 6,435              | 5,500                 | 5,500              |
| Radio Maintenance                       | 7,248             | 7,248              | 7,248                 | 7,248              |
| Building Maintenance                    | 9,658             | 12,000             | 12,060                | 12,000             |
| Office Supplies                         | 2,612             | 3,600              | 2,100                 | 2,100              |
| Printing                                | 203               | 1,200              | 1,000                 | 1,100              |
| Petroleum Supplies                      | 11,310            | 14,000             | 14,000                | 14,000             |
| Clothing & Uniforms                     | 2,054             | 4,000              | 3,300                 | 3,300              |
| Operating Supplies                      | 1,343             | 5,150              | 5,200                 | 5,200              |
| Small Tools                             | 715               | 1,000              | 1,000                 | 1,000              |
| Equipment Leasing                       | 5                 | 100                | 100                   | 0                  |
| Property Insurance                      | 6,796             | 6,796              | 6,796                 | 6,796              |
| Vehicle & Equip Insurance               | 2,875             | 2,864              | 2,899                 | 2,899              |
| General Liability Insurance             | 836               | 836                | 849                   | 849                |
| State Fees                              | 1,000             | 0                  | 0                     | 0                  |
| License Fees                            | 140               | 560                | 560                   | 560                |
| <b>Total Operations</b>                 | <b>\$ 67,420</b>  | <b>\$ 92,989</b>   | <b>\$ 94,833</b>      | <b>\$ 98,152</b>   |



**CITY OF BARTLETT  
ENGINEERING BUDGET SUMMARY  
FY 2026 Adopted Budget**



| <b>Description</b>       | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Capital</b>           |                           |                            |                               |                            |
| Furniture                | \$ 714                    | \$ 5,900                   | \$ 5,900                      | \$ 5,900                   |
| Other Equipment          | 4,729                     | 0                          | 23                            | 0                          |
| <b>Total Capital</b>     | <b>\$ 5,443</b>           | <b>\$ 5,900</b>            | <b>\$ 5,923</b>               | <b>\$ 5,900</b>            |
| <b>TOTAL ENGINEERING</b> | <b>\$ 889,809</b>         | <b>\$ 947,454</b>          | <b>\$ 859,785</b>             | <b>\$ 1,072,763</b>        |



**CITY OF BARTLETT  
ENGINEERING ADMINISTRATION  
FY 2026 Adopted Budget**



| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>                        |                           |                            |                               |                            |
| Supervisor Salaries                     | \$ 236,164                | \$ 245,610                 | \$ 252,640                    | \$ 260,220                 |
| Employee Wages                          | 62,133                    | 64,618                     | 65,584                        | 68,511                     |
| Overtime Wages                          | 0                         | 200                        | 100                           | 200                        |
| Education Bonus                         | 720                       | 720                        | 720                           | 1,440                      |
| Sick Pay                                |                           |                            |                               |                            |
| Longevity Pay                           | 3,728                     | 3,877                      | 3,935                         | 4,344                      |
| Bonus                                   | 247                       | 247                        | 247                           | 247                        |
| Employee Health Insurance               | 48,547                    | 48,508                     | 49,434                        | 49,433                     |
| Employee Life Insurance                 | 828                       | 993                        | 951                           | 1,052                      |
| Workers' Comp Insurance                 | 883                       | 918                        | 924                           | 975                        |
| Retiree Health Insurance                | 14,915                    | 15,511                     | 15,910                        | 16,437                     |
| FICA                                    | 22,213                    | 23,038                     | 23,694                        | 24,546                     |
| Pension Contribution                    | 40,961                    | 40,780                     | 40,776                        | 46,902                     |
| Contributory Retirement Plan            | 2,342                     | 2,342                      | 2,340                         | 4,224                      |
| <b>Total Personnel</b>                  | <b>\$ 433,681</b>         | <b>\$ 447,362</b>          | <b>\$ 457,255</b>             | <b>\$ 478,531</b>          |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>3.00</i>               | <i>3.00</i>                | <i>3.00</i>                   | <i>3.00</i>                |
| <i>Part-Time (converted to FTE)</i>     | <i>0.00</i>               | <i>0.00</i>                | <i>0.00</i>                   | <i>0.00</i>                |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>3.00</b>               | <b>3.00</b>                | <b>3.00</b>                   | <b>3.00</b>                |
| <b>Operations</b>                       |                           |                            |                               |                            |
| Training                                | \$ 0                      | \$ 0                       | \$ 4,010                      | \$ 5,000                   |
| Travel                                  | 0                         | 0                          | 0                             | 2,500                      |
| Postage & Freight                       | 159                       | 0                          | 21                            | 0                          |
| Dues & Subscriptions                    | 691                       | 700                        | 700                           | 700                        |
| Meetings                                | 38                        | 0                          | 400                           | 400                        |
| Employee Appreciation                   | 825                       | 1,000                      | 1,000                         | 1,000                      |
| Cellular Phones                         | 659                       | 1,100                      | 1,000                         | 1,000                      |
| Shop Allocation                         | 1,200                     | 1,000                      | 1,000                         | 1,000                      |
| Vehicle Maintenance                     | 2,105                     | 2,500                      | 2,590                         | 2,500                      |
| Building Maintenance                    | 6,546                     | 5,000                      | 7,060                         | 7,000                      |
| Office Supplies                         | 17                        | 600                        | 600                           | 600                        |
| Printing                                | 0                         | 0                          | 0                             | 100                        |
| Petroleum Supplies                      | 11,310                    | 14,000                     | 14,000                        | 14,000                     |
| Clothing & Uniforms                     | 0                         | 0                          | 500                           | 500                        |
| Operating Supplies                      | 0                         | 150                        | 200                           | 200                        |
| Equipment Leasing                       | 5                         | 100                        | 100                           | 0                          |
| Vehicle & Equip Insurance               | 1,339                     | 1,329                      | 1,329                         | 1,329                      |
| General Liability Insurance             | 415                       | 415                        | 415                           | 415                        |
| State Fees                              | 1,000                     | 0                          | 0                             | 0                          |
| License Fees                            | 140                       | 560                        | 560                           | 560                        |
| <b>Total Operations</b>                 | <b>\$ 26,448</b>          | <b>\$ 28,454</b>           | <b>\$ 35,485</b>              | <b>\$ 38,804</b>           |
| <b>Capital</b>                          |                           |                            |                               |                            |
| Furniture                               | \$ 110                    | \$ 900                     | \$ 900                        | \$ 900                     |
| <b>Total Capital</b>                    | <b>\$ 110</b>             | <b>\$ 900</b>              | <b>\$ 900</b>                 | <b>\$ 900</b>              |
| <b>Total Engineering Administration</b> | <b>\$ 460,239</b>         | <b>\$ 476,716</b>          | <b>\$ 493,640</b>             | <b>\$ 518,235</b>          |



**CITY OF BARTLETT  
ENGINEERING & INSPECTION  
FY 2026 Adopted Budget**



| <b>Description</b>                        | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>                          |                           |                            |                               |                            |
| Employee Wages                            | \$ 238,181                | \$ 257,590                 | \$ 187,358                    | \$ 323,124                 |
| Overtime Wages                            | 1,818                     | 0                          | 0                             | 0                          |
| Longevity Pay                             | 10,757                    | 11,432                     | 11,026                        | 11,775                     |
| Bonus                                     | 247                       | 249                        | 165                           | 247                        |
| Employee Health Insurance                 | 60,668                    | 61,737                     | 41,954                        | 62,930                     |
| Employee Life Insurance                   | 653                       | 824                        | 561                           | 1,034                      |
| Workers' Comp Insurance                   | 573                       | 573                        | 576                           | 660                        |
| Retiree Health Insurance                  | 11,909                    | 12,879                     | 9,368                         | 16,156                     |
| FICA                                      | 17,652                    | 18,953                     | 13,794                        | 24,000                     |
| Pension Contribution                      | 37,700                    | 33,861                     | 33,864                        | 46,102                     |
| Contributory Retirement Plan              | 3,105                     | 3,105                      | 3,108                         | 4,152                      |
| <b>Total Personnel</b>                    | <b>\$ 383,264</b>         | <b>\$ 401,203</b>          | <b>\$ 301,774</b>             | <b>\$ 490,180</b>          |
| <b>Staffing Level</b>                     |                           |                            |                               |                            |
| <i>Full-Time</i>                          | <i>3.00</i>               | <i>3.00</i>                | <i>2.23</i>                   | <i>3.00</i>                |
| <i>Part-Time (converted to FTE)</i>       | <i>0.00</i>               | <i>0.00</i>                | <i>0.00</i>                   | <i>0.00</i>                |
| <b>Total Full-Time Equivalent (FTE)</b>   | <b>3.00</b>               | <b>3.00</b>                | <b>2.23</b>                   | <b>3.00</b>                |
| <b>Operations</b>                         |                           |                            |                               |                            |
| Training                                  | \$ 2,145                  | \$ 4,000                   | \$ 4,000                      | \$ 4,000                   |
| Travel                                    | 0                         | 3,000                      | 3,000                         | 3,000                      |
| Other Professional Service                | 0                         | 2,000                      | 3,000                         | 3,000                      |
| Dues & Subscriptions                      | 100                       | 1,200                      | 1,200                         | 1,200                      |
| Meetings                                  | 0                         | 400                        | 0                             | 0                          |
| Cellular Phones                           | 3,205                     | 4,300                      | 4,300                         | 4,300                      |
| Shop Allocation                           | 3,000                     | 3,000                      | 3,000                         | 3,000                      |
| Vehicle Maintenance                       | 589                       | 3,000                      | 3,000                         | 3,000                      |
| Equipment Maintenance                     | 5,909                     | 6,435                      | 5,500                         | 5,500                      |
| Radio Maintenance                         | 7,248                     | 7,248                      | 7,248                         | 7,248                      |
| Building Maintenance                      | 3,113                     | 7,000                      | 5,000                         | 5,000                      |
| Office Supplies                           | 2,595                     | 3,000                      | 1,500                         | 1,500                      |
| Printing                                  | 203                       | 1,200                      | 1,000                         | 1,000                      |
| Clothing & Uniforms                       | 2,054                     | 4,000                      | 2,800                         | 2,800                      |
| Operating Supplies                        | 1,343                     | 5,000                      | 5,000                         | 5,000                      |
| Small Tools                               | 715                       | 1,000                      | 1,000                         | 1,000                      |
| Property Insurance                        | 6,796                     | 6,796                      | 6,796                         | 6,796                      |
| Vehicle & Equip Insurance                 | 1,535                     | 1,535                      | 1,570                         | 1,570                      |
| General Liability Insurance               | 421                       | 421                        | 434                           | 434                        |
| <b>Total Operations</b>                   | <b>\$ 40,973</b>          | <b>\$ 64,535</b>           | <b>\$ 59,348</b>              | <b>\$ 59,348</b>           |
| <b>Capital</b>                            |                           |                            |                               |                            |
| Furnitures                                | \$ 604                    | \$ 5,000                   | \$ 5,000                      | \$ 5,000                   |
| Other Equipment                           | 4,729                     | 0                          | 23                            | 0                          |
| <b>Total Capital</b>                      | <b>\$ 5,333</b>           | <b>\$ 5,000</b>            | <b>\$ 5,023</b>               | <b>\$ 5,000</b>            |
| <b>Total Engineering &amp; Inspection</b> | <b>\$ 429,570</b>         | <b>\$ 470,738</b>          | <b>\$ 366,145</b>             | <b>\$ 554,528</b>          |



# City of Bartlett

## PARKS & RECREATION

### FY 2026 Adopted Budget

#### Full-Time Authorized Personnel Positions

##### Parks & Rec Administration

|                                       |                 |
|---------------------------------------|-----------------|
| Parks & Recreation Director           | 1               |
| Parks & Recreation Assistant Director | 1               |
| Marketing Specialist                  | 1               |
| Administrative Secretary              | 1               |
| Skill Clerk                           | <u>1</u>        |
| <b>Total P&amp;R Administration</b>   | <b><u>5</u></b> |

##### Parks & Rec Community Center

|                                       |                 |
|---------------------------------------|-----------------|
| Preschool Coordinator                 | 1               |
| Manager                               | 1               |
| Building Service                      | 2               |
| Facility Coordinator                  | 1               |
| Assistant Manager                     | <u>1</u>        |
| <b>Total P&amp;R Community Center</b> | <b><u>6</u></b> |

##### Parks & Rec Athletics

|                                |                 |
|--------------------------------|-----------------|
| Manager                        | 1               |
| Assistant Manager              | 1               |
| Athletic Coordinator           | <u>1</u>        |
| <b>Total P&amp;R Athletics</b> | <b><u>3</u></b> |

##### Parks & Rec Maintenance

|                                  |                  |
|----------------------------------|------------------|
| Driver                           | 5                |
| Foreman                          | 7                |
| Supervisor                       | 1                |
| Utility Worker                   | 9                |
| Manager                          | <u>1</u>         |
| <b>Total P&amp;R Maintenance</b> | <b><u>23</u></b> |

##### School Ground Maintenance

|  |                 |
|--|-----------------|
| Supervisor                             | 1               |
| Driver                                 | <u>1</u>        |
| <b>Total School Ground Maintenance</b> | <b><u>2</u></b> |

##### Parks & Rec BSMC

|                           |                 |
|---------------------------|-----------------|
| Manager                   | 1               |
| Administrative Secretary  | 1               |
| Custodial                 | 1               |
| Building Service          | <u>1</u>        |
| <b>Total P&amp;R BSMC</b> | <b><u>4</u></b> |

##### Parks & Rec Senior Center

|                                    |                 |
|------------------------------------|-----------------|
| Coordinator I                      | 1               |
| Building Service                   | <u>1</u>        |
| <b>Total P&amp;R Senior Center</b> | <b><u>2</u></b> |

The Parks and Recreation function has eight cost centers; Administration, Singleton Community Center, Athletics, Parks Maintenance, School Ground Maintenance, Bartlett Station Municipal Center, and Senior Center. The Parks and Recreation function budget increased by \$211,250 (3.40%) over the FY 2025 Projection. Parks will not add any new position in FY26. FY 2026 budget included a career ladder pay increase and 3% salary increase for full-time and part-time employees.

#### *Summary Revenue/Expenditure Type*

| <u>Category</u> | <u>FY 2024 Actual</u>   | <u>FY 2025 Revised</u>  | <u>FY 2025 Projection</u> | <u>FY 2026 Adopted</u>  |
|-----------------|-------------------------|-------------------------|---------------------------|-------------------------|
| Revenues        | 344,189                 | 376,268                 | 357,329                   | 293,658                 |
| Salaries        | 3,520,586               | 3,249,551               | 3,239,986                 | 3,374,009               |
| Benefits        | 1,651,203               | 1,501,856               | 1,425,974                 | 1,501,936               |
| Other Personnel | 298,161                 | 160,475                 | 120,000                   | 88,000                  |
| Operations      | 1,616,070               | 1,354,966               | 1,374,054                 | 1,405,650               |
| Capital         | <u>303,534</u>          | <u>403,743</u>          | <u>418,202</u>            | <u>356,200</u>          |
| <b>Total</b>    | <b><u>7,045,366</u></b> | <b><u>6,294,323</u></b> | <b><u>6,220,887</u></b>   | <b><u>6,432,137</u></b> |

**TOTAL PARKS & REC**

**45**

# Parks Dashboard

Parks

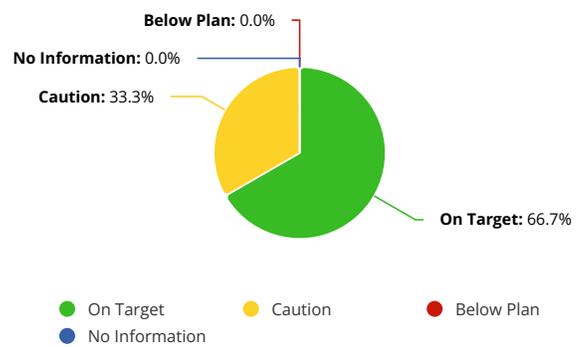
## Attachments

 Grant Funding Sources .xlsx

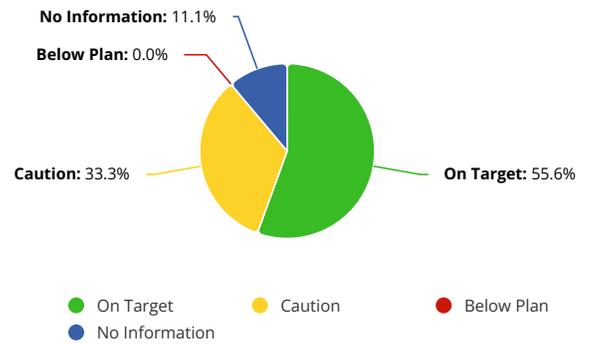
 OKRs Parks Long Term Plan 2024.xlsx

## Department Status Snapshot

Key Results Status Snapshot



Initiative Status Snapshot



## Departmental Overview

### Parks and Recreation Monthly Report – June 2025

#### **Athletics**

- Adult basketball is about halfway through the summer season. 7-A league and 9-B league team participating.
- Youth baseball finished on June 27th.
- Adult softball has 3 weeks of regular season and then their tournament.
- Fall registration for youth baseball and adult softball is in process.
- Facebook followers: 3371

#### **Singleton Community Center**

##### Program Status

##### 2025-2026 Preschool

- PreK3 – 30 Participants
- PreK4 – 20 Participants
- PreK5 – 3 Participants

##### Summer Camp

- Camp – 130 participants
- Teen Camp – 20 participants
- Pre-K Camp
  - oSession 1 – 16 participants
  - oSession 2 – 15 participants

##### Pickleball

##### Pickleball 101

- August Session
  - oRegistered – 2

##### Belly Dance

Next session starts in August.

##### Baton

Next Session – August-December

##### Pottery

July-August – 23 participants

##### Next Level Basketball Training

Summer training for the month of June is open for registration. There is a total of 10 spots available. We have 7 signed up for the entire month and 3 spots open for drop-ins. July has 3 participants signed up for the full session and we have spots available. Full session registration closes July 7th.

##### Fire Workout

- June session – We had 2 participants.

##### Piano

There will be no summer classes for music. Registration for fall is open.

##### Clogging

Clogging is on summer break and will return in August.

##### Martial Arts

##### June Session

- Iaido – 3
- Kendo-5

##### Gym

Beginning June 2, 2025, the gym will shift to summer camp hours. During this time, open play and rental availability will be limited.

##### Facility

- We are working with Louise, FEMA and Belfor to complete downstairs repairs.
- We had to fix a urinal in the men's restroom and a toilet in women's gym

## Departmental Overview

restroom.

- The door handle of the main gym door broke and we were able to do a temporary fix. It has now been fully repaired as of today.
- Water leak in upstairs Admin. offices, patched the roof and repaired damaged outlet.

### Staff

We have hired 2 recreational workers and a part-time Program Coordinator.

Open Positions at Singleton Community Center:

- Part-time Building Service Worker
- Part-time Assistant Preschool Teacher
- Part-time Lead Preschool Teacher

### Revenue

YTD FY25 - \$446,567.18 vs YTD FY24 - \$458,563.56

June FY25 - \$62,073.29 vs June FY24 - \$75,708.80

### **Bartlett Senior Center**

•Monthly Revenue Report: FY25 June Revenue totaled \$8,525.90 vs FY24 June Revenue \$8,056.34.

•Yearly Revenue Report: FY25 \$100,497.95 vs FY24 Revenue \$90,871.49.

### •Membership:

- BSC Basic – 648
- BSC Premium Annual – 20
- Premium Monthly – 64
- Membership prices
  - oNon-resident Premium Monthly - \$26
  - oNon-resident Premium Annual - \$312
  - oNon-resident Basic Annual - \$25
- Average daily attendance is 120

### Classes / Programs / Special Events / Services:

- Golf League: June-Tuesdays – The Bartlett Senior Golf League enjoyed playing at Mirimichi, Orgill, Pine Hill and Timber Tuss.
- June massage Therapy: Cindy Mckee had 5 members for a total of 150 minutes.
- Bingo: Sponsor for June was Fox Bridge.
- June Massage Therapy: Cindy McKee had 5 members for a total of 150 minutes.
- Fred Culver Attorney with Byrne & Associates – came on Monday June 16 and met with 5 members individually about Directives and Wills. He meets with members once a month. Five is his limit due to time.
- Sewing Class: 6-week class to make a quilt. June-July. We currently have 6 participants taking the class.
- Creative Aging – We hosted a Sketching and Drawing class through Creative Aging. Students made beautiful drawings. This was attended by members. The limit was 14.
- Colette Senior Trip: We have completed registration. We are sitting at 16 travelers. The seniors will be traveling to Colorado from July 11-19. They will visit the Rocky Mountains, Black Canyon, Grand Junction and many other fun landmarks.
- Live at Lunch: Our summer concert for June was Southbound. This free concert was made possible by Creative Aging of the Mid South. We offered a lunch for \$4.00 per person and sold 48 lunches. We had 80 in attendance.
- The Diabetic Shoppe: Corey Gee came to the Senior Center with a selection of diabetic shoes, footwear and socks. Educational materials

## Departmental Overview

were available. Blood and glucose monitors were also available to those that qualified.

- MIFA: MIFA celebrated the country of Greece for MIFA participants in June. They did a word search and colored pictures of Greece. The MIFA meal for the day had a Mediterranean theme.
- Jewelry Class: We had 3 participants for June.
- Beginning Tai Chi Classes: New – Friday's at 11:30am, \$4.00 per class.
- Medicare Presentation/Aging Commission of the Mid South: June 18th from 10:30am-12:00pm. All your Medicare Questions answered.
- Class Statistics
- Total number of classes held – 75
- Total number of Premium Attending – 706
- Total number of Paid Attending – 25

### Parks Maintenance

Grass that has been cut:

- Freeman Smith – 2
- Rockyford -1
- Rivercrest -2
- 4-way – 1
- Municipal –2
- Sleepy Hollow- 2
- Yale – 2
- Fletcher – 2
- TWRA – 2
- Byrd – 2
- Dixon – 2
- Davies – 1
- Blue Lagoon – 2
- Quail Ridge –1
- Appling – 3
- Bartlett Country – 1
- Bartlett Grove –1
- Bledsoe – 1
- Burloe – 2
- Civic – 2
- Ellendale – 2
- Shadowlawn – 1
- Singleton – 2
- W.J. Freeman – 3
- Stoneridge – 2
- Sugar Tree –2
- Nesbit – 1
- Bartlett Blvd. Soccer Complex – 2

### Daily Tasks

- Cleaning parks daily.
- Working up the practice fields.
- Keeping walking tracks clean.
- Keeping flower beds weeded and watered and hedges trimmed.
- Getting ballfields ready for games daily.

### Other Tasks

- Painted handrails and parking lot lines at Dixon.
- Moved the riprap to Blue Lagoon for the lake project.
- Started moving riprap and cr610 to Davies for the track tear out and ditch repair.
- Installed a new slide at Easthill playground.
- Installed new benches and picnic table at Dixon.
- Marked the irrigation heads at W. J. Freeman Park multi-purpose fields.

## Departmental Overview

- Aerated multi-purpose fields at W. J. Freeman Park.
- Installed a new jack on the Rec. Rover.
- Set up for Food Truck Friday.
- Delivered Rec Rover for pop-up events in the parks.
- Fixed split rail fence behind the YMCA.
- Fixed broken faucet in the men's restroom at W. J. Freeman Park.
- Took the big trailer to the shop to be turned into a sound trailer.
- Top dressed multi-purpose fields at W. J. Freeman Park.
- Took down shade structures at Appling for the firework event.

### Completed Work Orders:

- 180, 197, 198, 201, 202, 204, 205, 208, 209, 210.

### **Schools**

- 6-2/6-3 Mowed Ellendale Elementary, Easthill Park, Bartlett Blvd. Soccer Fields, Freeman Annex Multi-Purpose Fields
- 6-4 Mowed Appling Middle School, Elmore Park Middle School.
- 6-5 Mowed Oak Elementary, Alturia Elementary, Deermont Park
- 6-6 Mowed grass at Bon Lin Elementary and 9th Grade Academy
- 6-9 Mowed grass at The Venue and Bartlett High School
- 6-10 Mowed grass at Rivercrest Elementary, easement at Guffin Rd., Old Brownsville Rd., and Bartlett Elementary
- 6-11 Mowed grass at Appling Middle School, Appling Rd. Complex. Aerated Bartlett Blvd Soccer Fields and mowed them
- 6-12 Mowed grass at Altruria Elementary and Deermont Park
- 6-13 Got water off of Deermont baseball fields and prepared them for games
- 6-16 Mowed grass at Ellendale Elementary, Easthill Park, Elmore Park Middle and easement on Galaxie Rd.
- 6-17 Mowed grass at Oak Elementary
- 6-18 Mowed grass at 9th Grade Academy Shadowlawn Park, easement on Guy Rd.
- 6-19 Edged and Trimmed at Bon Lin Middle and Elementary
- 6-20 Mowed grass at Bartlett City Schools Central office and mowed grass at Bon Lin Elementary and Bon Lin Middle School
- 6-23 Mowed grass at Altruria Elementary, Deermont Park and Bartlett Blvd soccer fields
- 6-24 Mowed grass at The Venue and Bartlett High School
- 6-25 Mowed grass at Bartlett Elementary and Bartlett High School
- 6-26 Mowed grass at Rivercrest Elementary and easement at Old Brownsville Rd. and Guffin Rd.
- 6-27 Mowed grass at Bartlett City School central office and Ellendale Elementary
- 6-30 Mowed grass at Elmore Park Middle School and Oak Elementary

### **The Venue at Bartlett Station**

#### Rentals revenue:

- June 2025 Facility Revenue - \$10,645.; YTD: \$208,305.
- FY 2024 total revenue \$183,344.

### Upcoming Events

- Star-Spangled Fireworks Extravaganza – Thursday, July 3, 6pm.

#### The Venue Building Maintenance

- We are down two full-time positions. (One quit and one is out on FMLA until August 31st due to falling at his home.
- We currently have one full-time Building Service Worker position open and have received multiple applications.
- We are continuing to have issues with the HVAC unit which is located downstairs next to the Reception Hall. This unit cools the hallway downstairs along with the upstairs hallway by Megan's office, Debbie's

**Departmental Overview**

office, Event Hub and Mallory's office.

**After Action Report**

**Meeting Agenda**

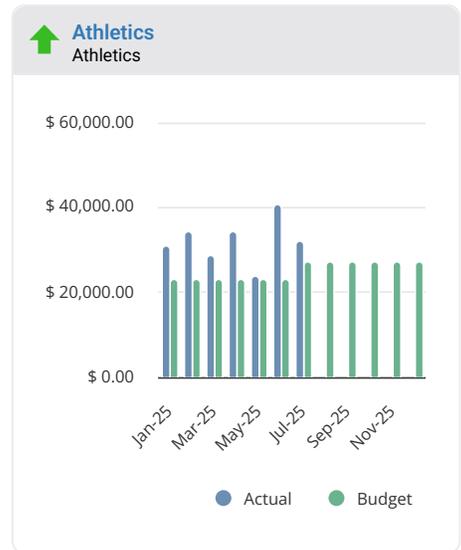
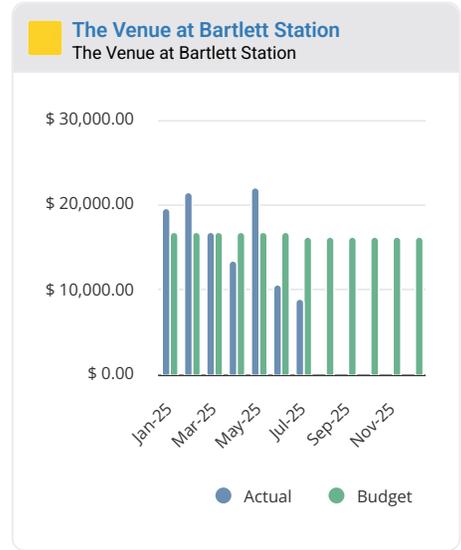
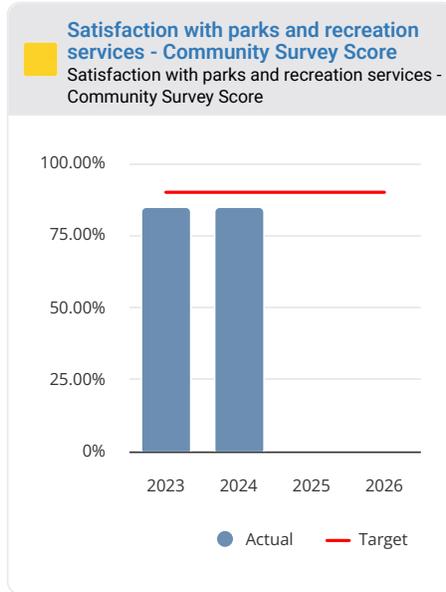
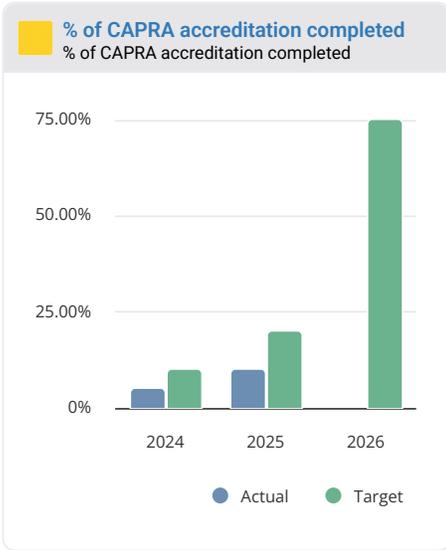
**Parks Meeting**

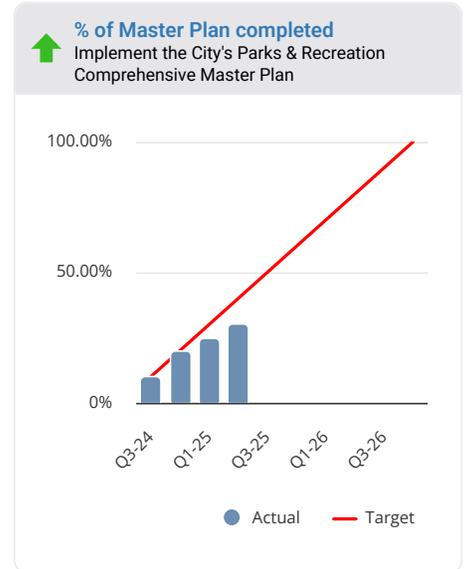
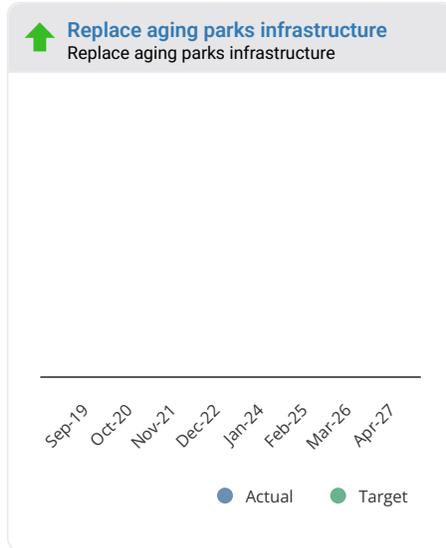
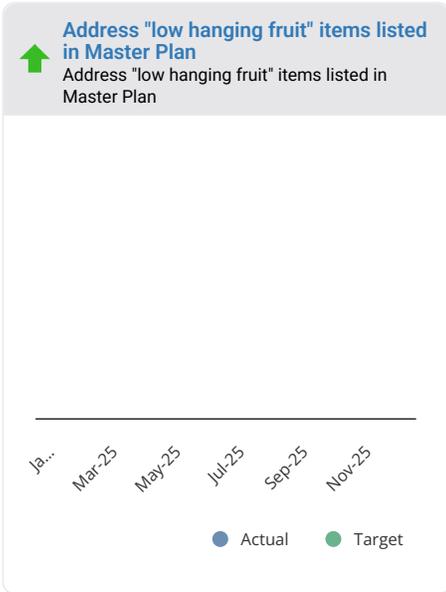
*Need a department overview for the last quarter*

- Update CAPRA analysis - extend goal date (26 to 27) and adjust standards accordingly.
- Update Master Plan completion: What are our plans for Parks CIP in FY26? These will be included in OKR
- Shadowlawn update - grant is approved, state is evaluating plan, waiting on their review and fund disbursement. Getting a letter from Ben to obtain approval to use the civil/ADA work.
- Grant breakdown & list of pursuits (start cost benefit analysis for Singleton grant pursuit)
- Freeman Park - Develop a package to present to Commissioner Wright to enhance area between creek and pavilion.
- Stoneridge Park? Hydro rack / product - geo-socks. Will still need a bid for erosion.
- "Other" sediment evaluation (Yale Rd, Appling, & Davies)
- Mark S. Brown Municipal Park tennis courts
- Rec Rover?
- Picnic in the Park
- Staffing event constraints
- New position updates (Keith - retirement / Chris retire September 1st)

| Categories  | Objectives  | Key Results  | Initiatives   |
|---|---|--|---|
| Fiscal Strength & Customer Focus, Healthy Lifestyle |  Complete initial draft of a systemwide parks master plan      |  |  Complete initial draft of a systemwide parks master plan                        |
| Family Friendly Neighborhoods                       |  Fully integrate the best practices for Parks and Recreation.  |  % of CAPRA accreditation completed                                       |  Pursue and achieve CAPRA Accreditation  |
|   |  Maintain high satisfaction with parks and recreation services |  Satisfaction with parks and recreation services - Community Survey Score |  Evaluate annual survey results and install measures to increase community trust |
|   |  Parks Master Plan Implementation                              |  Address "low hanging fruit" items listed in Master Plan                  |  Replace rotten wood on all park benches, picnic tables and bench swings         |
|   |   |  Replace aging parks infrastructure                                       |  Repaint/replace all trash cans in the parks                                     |
|   |   |  |  Replace fencing at Municipal Park tennis courts                                 |

| Categories             | Objectives   | Key Results  | Initiatives   |
|------------------------|--|--|---|
| Health & Public Safety |  <b>Implement the City's Parks &amp; Recreation Comprehensive Master Plan</b> |  <b>Implement the City's Parks &amp; Recreation Comprehensive Master Plan</b> |  <b>Site amenities</b> |





| Initiatives   | Owner               | Percent Complete | End Date | Analysis  |
|---|---------------------|------------------|----------|---|
| Pursue and achieve CAPRA Accreditation  | Paul Wright (Parks) | 10 %             | 12/31/27 |   |
| Complete initial draft of a systemwide parks master plan                        | Paul Wright (Parks) | 100 %            | 4/17/24  |   |
| Evaluate annual survey results and install measures to increase community trust | Paul Wright (Parks) | 0 %              | 12/31/25 |   |
| Replace rotten wood on all park benches, picnic tables and bench swings         | Paul Wright (Parks) | 100 %            | 1/31/25  | Completed   |
| Repaint/replace all trash cans in the parks                                     | Paul Wright (Parks) | 100 %            | 1/31/25  | Completed   |
| Replace fencing at Municipal Park tennis courts                                 | Paul Wright (Parks) | 20 %             | 6/30/25  | Grinder, Taber & Grinder started the project on 6/23 and will complete the project by 7/25 per contract.  |
| Site amenities  | Paul Wright (Parks) | 90 %             | 6/30/25  | The order of the new picnic tables and park benches has been received and the new amenities will be assembled and installed over the next couple of months. |
| Dixon Brewer Park Enhancements  | Paul Wright (Parks) | 100 %            | 6/6/25   | Project has been closed out and the ribbon cutting was held on Friday, 6/6.   |
| Shadowlawn Park Enhancements  | Paul Wright (Parks) | 0 %              | 11/30/27 |   |



**CITY OF BARTLETT**  
**PARKS & RECREATION BUDGET SUMMARY**  
**FY 2026 Adopted Budget**



| <b>Description</b>                | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|-----------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Department Revenues</b>        |                           |                            |                               |                            |
| Local Sales Tax .5% Reimbursement | \$ 344,189                | \$ 376,268                 | \$ 355,816                    | \$ 293,658                 |
| Insurance Recoveries              | 0                         | 0                          | 1,513                         | 0                          |
| <b>Total Department Revenues</b>  | <b>\$ 344,189</b>         | <b>\$ 376,268</b>          | <b>\$ 357,329</b>             | <b>\$ 293,658</b>          |

|                              |                     |                     |                     |                     |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
| <b>Personnel</b>             |                     |                     |                     |                     |
| Supervisor Salaries          | \$ 747,136          | \$ 612,760          | \$ 611,940          | \$ 631,477          |
| Employee Wages               | 1,868,819           | 1,855,691           | 1,848,199           | 1,895,807           |
| Overtime Wages               | 63,057              | 69,500              | 75,565              | 79,500              |
| Special Hours                | 110,152             | 106,600             | 107,600             | 110,600             |
| Contracted Services          | 298,161             | 160,475             | 120,000             | 88,000              |
| Part-Time                    | 731,423             | 605,000             | 596,682             | 656,625             |
| Vacation Pay                 | 43,617              | 0                   | 22,018              | 0                   |
| Sick Pay                     | 31,934              | 0                   | 0                   | 0                   |
| Longevity Pay                | 51,317              | 49,474              | 49,314              | 48,120              |
| Bonus                        | 13,192              | 9,466               | 8,904               | 10,121              |
| Employee Health Insurance    | 592,131             | 664,846             | 569,012             | 614,922             |
| Employee Life Insurance      | 6,795               | 7,891               | 7,168               | 8,080               |
| Workers' Comp Insurance      | 64,331              | 50,920              | 50,928              | 52,431              |
| Unemployment Compensation    | (34)                | 0                   | 46                  | 0                   |
| Retiree Health Insurance     | 124,463             | 123,308             | 121,643             | 126,244             |
| FICA                         | 265,318             | 239,494             | 240,469             | 248,962             |
| Pension Contribution         | 419,407             | 324,483             | 324,504             | 360,585             |
| Contributory Retirement Plan | 38,732              | 31,974              | 31,968              | 32,471              |
| <b>Total Personnel</b>       | <b>\$ 5,469,950</b> | <b>\$ 4,911,882</b> | <b>\$ 4,785,960</b> | <b>\$ 4,963,945</b> |

**Staffing Level**

|  |                     |                     |                     |                     |
|--|---------------------|---------------------|---------------------|---------------------|
| <i>Full-Time</i>                               | <i>46.71</i>        | <i>45.00</i>        | <i>43.69</i>        | <i>45.00</i>        |
| <i>Part-Time (converted to FTE)</i>            | <i>29.99</i>        | <i>19.15</i>        | <i>19.68</i>        | <i>21.82</i>        |
| <b><i>Total Full-Time Equivalent (FTE)</i></b> | <b><i>76.70</i></b> | <b><i>64.15</i></b> | <b><i>63.37</i></b> | <b><i>66.82</i></b> |

**Operations**

|                                    |          |           |           |           |
|------------------------------------|----------|-----------|-----------|-----------|
| Training                           | \$ 7,454 | \$ 12,650 | \$ 12,252 | \$ 14,900 |
| Travel                             | 5,106    | 9,700     | 7,799     | 9,900     |
| Professional Services              | 7,199    | 3,200     | 3,782     | 3,900     |
| Advertising & Promotional Expenses | 594      | 2,550     | 2,348     | 2,500     |
| Other Professional Service         | 5,731    | 18,800    | 14,875    | 15,000    |
| Postage & Freight                  | 284      | 645       | 220       | 245       |
| Dues & Subscriptions               | 10,876   | 5,200     | 4,433     | 5,800     |
| Meetings                           | 96       | 1,000     | 1,000     | 5,500     |
| Utilities                          | 382,046  | 257,000   | 237,700   | 257,000   |
| Phones - Local                     | 0        | 0         | 117       | 0         |
| Cellular Phones                    | 8,265    | 9,000     | 8,385     | 9,000     |
| Telecommunication Link             | 384      | 0         | 325       | 0         |
| Shop Allocation                    | 20,666   | 19,750    | 19,750    | 19,750    |
| Vehicle Maintenance                | 31,331   | 31,000    | 33,000    | 33,000    |
| Equipment Maintenance              | 80,430   | 67,792    | 69,500    | 73,000    |
| Radio Maintenance                  | 3,883    | 1,500     | 1,500     | 1,500     |
| Grounds Maintenance                | 287,672  | 327,092   | 324,700   | 317,700   |
| Building Maintenance               | 130,245  | 84,657    | 100,280   | 91,730    |



**CITY OF BARTLETT**  
**PARKS & RECREATION BUDGET SUMMARY**  
**FY 2026 Adopted Budget**



| <b>Description</b>                  | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|-------------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| Pool Maintenance                    | 22,535                    | 725                        | 0                             | 0                          |
| Swim Competitions                   | 42,008                    | 0                          | 0                             | 0                          |
| Office Supplies                     | 14,163                    | 12,547                     | 10,600                        | 11,000                     |
| Printing                            | 984                       | 4,150                      | 2,040                         | 4,775                      |
| Medical Supplies                    | 1,295                     | 1,500                      | 1,500                         | 1,500                      |
| Special Designation Expense         | 0                         | 1,000                      | 0                             | 0                          |
| Petroleum Supplies                  | 54,259                    | 55,500                     | 60,500                        | 63,000                     |
| Special Events                      | 27,375                    | 27,250                     | 41,500                        | 28,500                     |
| Concession Supplies Client          | 470                       | 500                        | 100                           | 200                        |
| Preschool Supplies                  | 4,171                     | 4,600                      | 4,600                         | 5,000                      |
| Recreation Supplies                 | 65,228                    | 44,600                     | 54,500                        | 65,100                     |
| Concession Supplies                 | 84,155                    | 84,919                     | 82,000                        | 87,000                     |
| Field Trips                         | 11,641                    | 15,329                     | 15,000                        | 15,000                     |
| Tournament Expenses                 | 694                       | 750                        | 850                           | 850                        |
| Clothing & Uniforms                 | 11,394                    | 13,450                     | 14,495                        | 13,950                     |
| Operating Supplies                  | 83,427                    | 71,578                     | 73,500                        | 74,500                     |
| Cleaning Supplies                   | 42,357                    | 31,500                     | 30,500                        | 31,000                     |
| Fill Sand, Dirt & Gravel            | 20,867                    | 25,461                     | 25,000                        | 25,000                     |
| Small Tools                         | 5,765                     | 5,300                      | 5,300                         | 5,500                      |
| Travel Club                         | 1,259                     | 10,000                     | 0                             | 0                          |
| Equipment Rental                    | 3,960                     | 5,700                      | 8,400                         | 8,400                      |
| Equipment Leasing                   | 1,209                     | 800                        | 400                           | 0                          |
| Property Insurance                  | 41,658                    | 30,260                     | 34,343                        | 37,000                     |
| Vehicle & Equip Insurance           | 11,984                    | 12,105                     | 11,982                        | 12,700                     |
| General Liability Insurance         | 18,542                    | 12,656                     | 16,802                        | 19,500                     |
| Other Insurance                     | 1,360                     | 1,200                      | 1,200                         | 1,500                      |
| Credit Card Vendor Fees             | 44,518                    | 15,700                     | 19,973                        | 25,000                     |
| Cash Over (Short)                   | (29)                      | 0                          | 150                           | 0                          |
| Damage Claims                       | 9,437                     | 7,000                      | 10,672                        | 7,500                      |
| Miscellaneous Other Expenses        | 7,123                     | 7,350                      | 6,181                         | 1,750                      |
| <b>Total Operations</b>             | <b>\$ 1,616,070</b>       | <b>\$ 1,354,966</b>        | <b>\$ 1,374,054</b>           | <b>\$ 1,405,650</b>        |
| <b>Capital</b>                      |                           |                            |                               |                            |
| Building Improvements               | \$ 216,248                | \$ 185,000                 | \$ 185,000                    | \$ 75,000                  |
| Park Improvements                   | 0                         | 50,000                     | 50,000                        | 150,000                    |
| Data Processing Equipment           | 0                         | 0                          | 3,822                         | 0                          |
| Vehicles                            | 39,622                    | 0                          | 0                             | 0                          |
| Furniture                           | 560                       | 200                        | 200                           | 200                        |
| Other Equipment                     | 27,529                    | 168,543                    | 167,052                       | 131,000                    |
| Traffic Signal Maintenance          | 19,575                    | 0                          | 12,128                        | 0                          |
| <b>Total Capital</b>                | <b>\$ 303,534</b>         | <b>\$ 403,743</b>          | <b>\$ 418,202</b>             | <b>\$ 356,200</b>          |
| <b>TOTAL PARKS &amp; RECREATION</b> | <b>\$ 7,045,366</b>       | <b>\$ 6,294,323</b>        | <b>\$ 6,220,887</b>           | <b>\$ 6,432,137</b>        |



**CITY OF BARTLETT  
PARKS ADMINISTRATION  
FY 2026 Adopted Budget**



| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>                        |                           |                            |                               |                            |
| Supervisor Salaries                     | \$ 197,937                | \$ 240,439                 | \$ 240,439                    | \$ 247,652                 |
| Employee Wages                          | 132,235                   | 128,991                    | 193,138                       | 185,087                    |
| Part-Time                               | 0                         | 0                          | 6,647                         | 23,175                     |
| Vacation Pay                            | 16,845                    | 0                          | 7,828                         | 0                          |
| Sick Pay                                | 31,934                    | 0                          | 0                             | 0                          |
| Longevity Pay                           | 9,351                     | 13,942                     | 12,732                        | 13,543                     |
| Bonus                                   | 247                       | 415                        | 412                           | 830                        |
| Employee Health Insurance               | 52,260                    | 61,737                     | 72,436                        | 104,884                    |
| Employee Life Insurance                 | 827                       | 1,182                      | 1,219                         | 1,385                      |
| Workers' Comp Insurance                 | 1,058                     | 1,008                      | 1,008                         | 1,536                      |
| Unemployment Compensation               | (34)                      | 0                          | 46                            | 0                          |
| Retiree Health Insurance                | 16,480                    | 18,471                     | 21,617                        | 21,637                     |
| FICA                                    | 28,468                    | 28,201                     | 33,751                        | 34,829                     |
| Pension Contribution                    | 51,631                    | 48,562                     | 48,564                        | 61,742                     |
| Contributory Retirement Plan            | 4,166                     | 4,166                      | 4,164                         | 5,560                      |
| <b>Total Personnel</b>                  | <b>\$ 543,404</b>         | <b>\$ 547,114</b>          | <b>\$ 644,001</b>             | <b>\$ 701,860</b>          |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>5.81</i>               | <i>5.00</i>                | <i>4.89</i>                   | <i>5.00</i>                |
| <i>Part-Time (converted to FTE)</i>     | <i>0.00</i>               | <i>0.00</i>                | <i>0.23</i>                   | <i>0.86</i>                |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>5.81</b>               | <b>5.00</b>                | <b>5.12</b>                   | <b>5.86</b>                |
| <b>Operations</b>                       |                           |                            |                               |                            |
| Training                                | \$ 595                    | \$ 3,000                   | \$ 3,074                      | \$ 4,500                   |
| Travel                                  | 401                       | 2,500                      | 1,300                         | 2,500                      |
| Advertising & Promotional Expenses      | 0                         | 0                          | 0                             | 2,500                      |
| Postage & Freight                       | 18                        | 15                         | 15                            | 15                         |
| Dues & Subscriptions                    | 605                       | 1,000                      | 1,081                         | 3,500                      |
| Meetings                                | 0                         | 0                          | 0                             | 5,500                      |
| Cellular Phones                         | 1,533                     | 1,400                      | 1,400                         | 9,000                      |
| Shop Allocation                         | 750                       | 750                        | 750                           | 750                        |
| Vehicle Maintenance                     | 804                       | 1,000                      | 1,000                         | 1,000                      |
| Grounds Maintenance                     | 78                        | 0                          | 0                             | 0                          |
| Office Supplies                         | 411                       | 547                        | 500                           | 750                        |
| Printing                                | 0                         | 150                        | 150                           | 1,700                      |
| Petroleum Supplies                      | 2,129                     | 3,000                      | 3,000                         | 3,000                      |
| Special Events                          | 0                         | 0                          | 0                             | 25,000                     |
| Clothing & Uniforms                     | 0                         | 750                        | 750                           | 750                        |
| Operating Supplies                      | 118                       | 500                        | 500                           | 500                        |
| Equipment Leasing                       | 135                       | 100                        | 150                           | 0                          |
| Property Insurance                      | 9,414                     | 9,414                      | 14,276                        | 15,500                     |
| Vehicle & Equip Insurance               | 482                       | 482                        | 413                           | 500                        |
| General Liability Insurance             | 3,887                     | 781                        | 1,490                         | 2,000                      |
| Credit Card Vendor Fees                 | 60                        | 0                          | 16,000                        | 25,000                     |
| Damage Claims                           | 235                       | 0                          | 6,129                         | 0                          |
| Miscellaneous Other Expenses            | 500                       | 500                        | 521                           | 0                          |
| <b>Total Operations</b>                 | <b>\$ 22,155</b>          | <b>\$ 25,889</b>           | <b>\$ 52,499</b>              | <b>\$ 103,965</b>          |



**CITY OF BARTLETT  
PARKS ADMINISTRATION  
FY 2026 Adopted Budget**



| <b>Description</b>                | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|-----------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Capital</b>                    |                           |                            |                               |                            |
| Vehicles                          | \$ 39,622                 | \$ 0                       | \$ 0                          | \$ 0                       |
| <b>Total Capital</b>              | <b>\$ 39,622</b>          | <b>\$ 0</b>                | <b>\$ 0</b>                   | <b>\$ 0</b>                |
| <b>Total Parks Administration</b> | <b>\$ 605,181</b>         | <b>\$ 573,003</b>          | <b>\$ 696,500</b>             | <b>\$ 805,825</b>          |



**CITY OF BARTLETT  
SINGLETON COMMUNITY CENTER  
FY 2026 Adopted Budget**



| <b>Description</b>           | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>             |                           |                            |                               |                            |
| Supervisor Salaries          | \$ 128,476                | \$ 137,594                 | \$ 137,594                    | \$ 143,079                 |
| Employee Wages               | 232,979                   | 196,677                    | 196,677                       | 209,442                    |
| Overtime Wages               | 13                        | 0                          | 77                            | 0                          |
| Special Hours                | 2,282                     | 2,000                      | 2,000                         | 2,000                      |
| Contracted Services          | 132,664                   | 85,000                     | 42,000                        | 65,000                     |
| Part-Time                    | 238,194                   | 290,000                    | 291,753                       | 298,700                    |
| Vacation Pay                 | 0                         | 0                          | 1,470                         | 0                          |
| Longevity Pay                | 2,878                     | 3,172                      | 3,172                         | 3,332                      |
| Bonus                        | 2,391                     | 2,600                      | 2,061                         | 2,600                      |
| Employee Health Insurance    | 104,034                   | 104,396                    | 94,258                        | 91,386                     |
| Employee Life Insurance      | 864                       | 1,070                      | 971                           | 1,128                      |
| Workers' Comp Insurance      | 8,149                     | 8,395                      | 8,400                         | 8,733                      |
| Retiree Health Insurance     | 15,581                    | 16,714                     | 16,443                        | 17,626                     |
| FICA                         | 44,097                    | 45,942                     | 46,378                        | 48,018                     |
| Pension Contribution         | 42,408                    | 43,941                     | 43,944                        | 50,297                     |
| Contributory Retirement Plan | 3,228                     | 3,228                      | 3,228                         | 4,529                      |
| <b>Total Personnel</b>       | <b>\$ 958,239</b>         | <b>\$ 940,729</b>          | <b>\$ 890,426</b>             | <b>\$ 945,870</b>          |

**Staffing Level**

|  |                     |                     |                     |                     |
|--|---------------------|---------------------|---------------------|---------------------|
| <i>Full-Time</i>                               | <i>6.00</i>         | <i>6.00</i>         | <i>6.00</i>         | <i>6.00</i>         |
| <i>Part-Time (converted to FTE)</i>            | <i>9.60</i>         | <i>9.62</i>         | <i>9.38</i>         | <i>9.62</i>         |
| <b><i>Total Full-Time Equivalent (FTE)</i></b> | <b><i>15.60</i></b> | <b><i>15.62</i></b> | <b><i>15.38</i></b> | <b><i>15.62</i></b> |

**Operations**

|                             |          |          |          |          |
|-----------------------------|----------|----------|----------|----------|
| Training                    | \$ 1,497 | \$ 1,500 | \$ 1,500 | \$ 1,500 |
| Travel                      | 1,021    | 1,000    | 1,832    | 1,500    |
| Other Professional Service  | 1,286    | 5,000    | 5,500    | 5,000    |
| Postage & Freight           | 158      | 100      | 40       | 50       |
| Dues & Subscriptions        | 3,555    | 1,000    | 1,933    | 2,000    |
| Utilities                   | 47,767   | 43,000   | 35,000   | 40,000   |
| Phones - Local              | 0        | 0        | 117      | 0        |
| Cellular Phones             | 1,675    | 1,200    | 1,200    | 0        |
| Equipment Maintenance       | 3,813    | 3,500    | 3,500    | 3,500    |
| Grounds Maintenance         | 0        | 1,200    | 1,200    | 1,200    |
| Building Maintenance        | 26,803   | 30,000   | 30,000   | 30,000   |
| Office Supplies             | 4,742    | 4,950    | 4,950    | 4,500    |
| Printing                    | 0        | 2,500    | 1,000    | 1,000    |
| Special Events              | 16,624   | 15,000   | 13,000   | 0        |
| Preschool Supplies          | 4,171    | 4,600    | 4,600    | 5,000    |
| Recreation Supplies         | 6,613    | 10,500   | 13,000   | 18,000   |
| Concession Supplies         | 7,031    | 7,000    | 7,000    | 7,000    |
| Field Trips                 | 11,641   | 15,329   | 15,000   | 15,000   |
| Clothing & Uniforms         | 1,034    | 1,500    | 1,500    | 1,500    |
| Operating Supplies          | 8,505    | 3,512    | 3,500    | 3,500    |
| Cleaning Supplies           | 4,655    | 5,000    | 5,000    | 5,000    |
| Equipment Leasing           | 182      | 400      | 0        | 0        |
| Property Insurance          | 5,023    | 5,023    | 5,107    | 5,200    |
| Vehicle & Equip Insurance   | 256      | 256      | 290      | 325      |
| General Liability Insurance | 1,605    | 1,605    | 2,574    | 3,000    |



**CITY OF BARTLETT  
SINGLETON COMMUNITY CENTER  
FY 2026 Adopted Budget**



| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| Credit Card Vendor Fees                 | 3,126                     | 7,200                      | 2,300                         | 0                          |
| Cash Over (Short)                       | (0)                       | 0                          | 0                             | 0                          |
| Miscellaneous Other Expenses            | 760                       | 1,000                      | 1,000                         | 500                        |
| <b>Total Operations</b>                 | <b>\$ 163,541</b>         | <b>\$ 172,875</b>          | <b>\$ 161,643</b>             | <b>\$ 154,275</b>          |
| <b>Capital</b>                          |                           |                            |                               |                            |
| Data Processing Equipment               | \$ 0                      | \$ 0                       | \$ 849                        | \$ 0                       |
| Other Equipment<br><i>2 HVAC units.</i> | 0                         | 30,000                     | 30,000                        | 35,000                     |
| <b>Total Capital</b>                    | <b>\$ 0</b>               | <b>\$ 30,000</b>           | <b>\$ 30,849</b>              | <b>\$ 35,000</b>           |
| <b>Total Singleton Community Center</b> | <b>\$ 1,121,780</b>       | <b>\$ 1,143,604</b>        | <b>\$ 1,082,918</b>           | <b>\$ 1,135,145</b>        |



# CITY OF BARTLETT ATHLETICS FY 2026 Adopted Budget



| Description                  | FY 2024<br>Actual | FY 2025<br>Revised | FY 2025<br>Projection | FY 2026<br>Adopted |
|------------------------------|-------------------|--------------------|-----------------------|--------------------|
| <b>Personnel</b>             |                   |                    |                       |                    |
| Supervisor Salaries          | \$ 85,753         | \$ 89,184          | \$ 89,184             | \$ 91,859          |
| Employee Wages               | 125,049           | 116,263            | 98,539                | 95,824             |
| Overtime Wages               | 9                 | 0                  | 0                     | 0                  |
| Special Hours                | 106,145           | 101,000            | 102,000               | 105,000            |
| Contracted Services          | 4,750             | 0                  | 0                     | 0                  |
| Part-Time                    | 164,064           | 152,500            | 172,000               | 169,950            |
| Longevity Pay                | 9,235             | 9,604              | 8,540                 | 5,622              |
| Bonus                        | 2,803             | 2,803              | 3,298                 | 3,298              |
| Employee Health Insurance    | 50,364            | 50,039             | 51,404                | 51,001             |
| Employee Life Insurance      | 546               | 657                | 496                   | 601                |
| Workers' Comp Insurance      | 8,172             | 8,107              | 8,112                 | 8,081              |
| Retiree Health Insurance     | 9,859             | 10,272             | 8,370                 | 9,384              |
| FICA                         | 36,481            | 34,652             | 34,913                | 34,683             |
| Pension Contribution         | 27,088            | 27,006             | 27,012                | 26,778             |
| Contributory Retirement Plan | 2,242             | 2,242              | 2,244                 | 2,411              |
| <b>Total Personnel</b>       | <b>\$ 632,561</b> | <b>\$ 604,329</b>  | <b>\$ 606,112</b>     | <b>\$ 604,492</b>  |

**Staffing Level**

|  |                    |                    |                    |                    |
|--|--------------------|--------------------|--------------------|--------------------|
| <i>Full-Time</i>                               | <i>3.00</i>        | <i>3.00</i>        | <i>3.00</i>        | <i>3.00</i>        |
| <i>Part-Time (converted to FTE)</i>            | <i>6.58</i>        | <i>5.87</i>        | <i>6.33</i>        | <i>6.38</i>        |
| <b><i>Total Full-Time Equivalent (FTE)</i></b> | <b><i>9.58</i></b> | <b><i>8.87</i></b> | <b><i>9.33</i></b> | <b><i>9.38</i></b> |

**Operations**

|                             |         |         |          |          |
|-----------------------------|---------|---------|----------|----------|
| Training                    | \$ 60   | \$ 300  | \$ 1,278 | \$ 1,000 |
| Travel                      | 0       | 1,000   | 767      | 1,000    |
| Professional Services       | 3,093   | 3,000   | 3,500    | 3,500    |
| Other Professional Service  | 0       | 0       | 125      | 0        |
| Postage & Freight           | 0       | 30      | 30       | 30       |
| Dues & Subscriptions        | 997     | 1,000   | 500      | 0        |
| Utilities                   | 151,126 | 120,000 | 120,000  | 130,000  |
| Cellular Phones             | 2,596   | 2,600   | 2,600    | 0        |
| Equipment Maintenance       | 3,845   | 6,592   | 6,000    | 6,000    |
| Grounds Maintenance         | 10,322  | 29,600  | 29,000   | 20,000   |
| Building Maintenance        | 11,014  | 10,000  | 10,000   | 10,000   |
| Office Supplies             | 2,496   | 2,200   | 1,500    | 1,900    |
| Printing                    | 0       | 150     | 0        | 300      |
| Medical Supplies            | 1,295   | 1,500   | 1,500    | 1,500    |
| Recreation Supplies         | 47,313  | 33,000  | 40,000   | 45,000   |
| Concession Supplies         | 77,124  | 77,919  | 75,000   | 80,000   |
| Clothing & Uniforms         | 1,203   | 2,000   | 2,564    | 2,500    |
| Operating Supplies          | 4,286   | 10,866  | 10,000   | 10,000   |
| Equipment Rental            | 3,960   | 2,800   | 5,500    | 5,500    |
| Equipment Leasing           | 5       | 100     | 150      | 0        |
| Property Insurance          | 2,264   | 2,264   | 2,313    | 2,500    |
| General Liability Insurance | 5,547   | 5,547   | 5,859    | 6,500    |
| Other Insurance             | 1,360   | 1,200   | 1,200    | 1,500    |
| Credit Card Vendor Fees     | 179     | 3,000   | 488      | 0        |
| Cash Over (Short)           | (51)    | 0       | 150      | 0        |



**CITY OF BARTLETT  
ATHLETICS  
FY 2026 Adopted Budget**

| <b>Description</b>  | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| Miscellaneous Other Expenses  | 0                         | 250                        | 260                           | 250                        |
| <b>Total Operations</b>   | <b>\$ 330,034</b>         | <b>\$ 316,917</b>          | <b>\$ 320,284</b>             | <b>\$ 328,980</b>          |
| <b>Capital</b>  |                           |                            |                               |                            |
| Building Improvements   | \$ 7,071                  | \$ 110,000                 | \$ 110,000                    | \$ 25,000                  |
| <i>Purchase and install "batter's eye" screens at Appling, Deermont and Shadowlawn.</i> |                           |                            |                               |                            |
| Data Processing Equipment   | 0                         | 0                          | 1,700                         | 0                          |
| Furniture   | 560                       | 200                        | 200                           | 200                        |
| Other Equipment   | 0                         | 0                          | 552                           | 0                          |
| <b>Total Capital</b>  | <b>\$ 7,631</b>           | <b>\$ 110,200</b>          | <b>\$ 112,452</b>             | <b>\$ 25,200</b>           |
| <b>Total Athletics</b>  | <b>\$ 970,227</b>         | <b>\$ 1,031,446</b>        | <b>\$ 1,038,848</b>           | <b>\$ 958,672</b>          |



## CITY OF BARTLETT PARKS MAINTENANCE FY 2026 Adopted Budget



| Description                  | FY 2024<br>Actual   | FY 2025<br>Revised  | FY 2025<br>Projection | FY 2026<br>Adopted  |
|------------------------------|---------------------|---------------------|-----------------------|---------------------|
| <b>Personnel</b>             |                     |                     |                       |                     |
| Supervisor Salaries          | \$ 79,086           | \$ 75,914           | \$ 75,914             | \$ 79,665           |
| Employee Wages               | 902,358             | 1,061,231           | 1,028,571             | 1,067,408           |
| Overtime Wages               | 60,046              | 65,000              | 72,000                | 75,000              |
| Special Hours                | 1,725               | 3,600               | 3,600                 | 3,600               |
| Vacation Pay                 | 1,161               | 0                   | 9,255                 | 0                   |
| Longevity Pay                | 19,182              | 15,924              | 18,046                | 18,587              |
| Bonus                        | 1,731               | 1,909               | 1,896                 | 1,909               |
| Employee Health Insurance    | 218,695             | 329,578             | 263,110               | 274,750             |
| Employee Life Insurance      | 2,735               | 3,632               | 3,310                 | 3,663               |
| Workers' Comp Insurance      | 22,011              | 22,654              | 22,656                | 23,012              |
| Retiree Health Insurance     | 49,072              | 56,743              | 55,212                | 57,234              |
| FICA                         | 76,325              | 87,942              | 86,646                | 89,638              |
| Pension Contribution         | 150,989             | 149,480             | 149,484               | 163,661             |
| Contributory Retirement Plan | 16,416              | 16,416              | 16,416                | 14,738              |
| <b>Total Personnel</b>       | <b>\$ 1,601,533</b> | <b>\$ 1,890,023</b> | <b>\$ 1,806,116</b>   | <b>\$ 1,872,865</b> |

### Staffing Level

|   |              |              |              |              |
|---|--------------|--------------|--------------|--------------|
| <i>Full-Time</i>                        | <i>19.41</i> | <i>23.00</i> | <i>22.40</i> | <i>23.00</i> |
| <i>Part-Time (converted to FTE)</i>     | <i>0.00</i>  | <i>0.00</i>  | <i>0.00</i>  | <i>0.00</i>  |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>19.41</b> | <b>23.00</b> | <b>22.40</b> | <b>23.00</b> |

### **Operations**

|  |         |          |          |          |
|--|---------|----------|----------|----------|
| Training   | \$ 200  | \$ 1,000 | \$ 1,000 | \$ 2,500 |
| Travel   | 688     | 1,000    | 1,000    | 1,500    |
| Professional Services  | 331     | 0        | 0        | 0        |
| Dues & Subscriptions   | 28      | 500      | 240      | 0        |
| Utilities  | 5,273   | 5,000    | 4,700    | 5,000    |
| Cellular Phones.   | 467     | 1,400    | 750      | 0        |
| Shop Allocation  | 19,916  | 19,000   | 19,000   | 19,000   |
| Vehicle Maintenance  | 29,418  | 28,000   | 30,000   | 30,000   |
| Equipment Maintenance  | 25,850  | 20,000   | 21,500   | 20,000   |
| Radio Maintenance  | 3,883   | 1,500    | 1,500    | 1,500    |
| Grounds Maintenance  | 201,743 | 226,792  | 225,000  | 225,000  |
| <i>Includes spray program with Herbi-Systems; Bid in the spring FY26, a 3-year period, option renew for 3 additional 2-year periods.</i> |         |          |          |          |
| Building Maintenance   | 2,486   | 7,500    | 5,000    | 5,000    |
| Office Supplies  | 176     | 150      | 150      | 150      |
| Printing   | 0       | 0        | 0        | 100      |
| Petroleum Supplies   | 42,459  | 35,000   | 45,000   | 45,000   |
| Clothing & Uniforms  | 6,122   | 6,500    | 6,500    | 6,500    |
| Operating Supplies   | 47,935  | 46,000   | 46,000   | 50,000   |
| Cleaning Supplies  | 9,845   | 10,000   | 13,000   | 13,000   |
| Fill Sand, Dirt & Gravel   | 20,867  | 25,461   | 25,000   | 25,000   |
| Small Tools  | 3,242   | 3,500    | 4,000    | 4,000    |
| Equipment Rental   | 0       | 2,900    | 2,900    | 2,900    |
| Equipment Leasing  | 29      | 100      | 100      | 0        |
| Property Insurance   | 683     | 683      | 715      | 800      |
| Vehicle & Equip Insurance  | 9,735   | 9,735    | 9,709    | 10,000   |
| General Liability Insurance  | 3,097   | 3,097    | 5,358    | 6,000    |
| Damage Claims  | 8,913   | 4,000    | 4,000    | 4,000    |



**CITY OF BARTLETT  
PARKS MAINTENANCE  
FY 2026 Adopted Budget**



| <b>Description</b>   | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| Miscellaneous Other Expenses   | 752                       | 600                        | 400                           | 0                          |
| <b>Total Operations</b>  | <b>\$ 444,136</b>         | <b>\$ 459,418</b>          | <b>\$ 472,522</b>             | <b>\$ 476,950</b>          |
| <b>Capital</b>   |                           |                            |                               |                            |
| Building Improvements  | \$ 0                      | \$ 25,000                  | \$ 25,000                     | \$ 0                       |
| Park Improvements  | 0                         | 50,000                     | 50,000                        | 150,000                    |
| <i>Resurfacing &amp; replacing fencing for W.J. Freeman tennis courts (4) - \$100k and Dixon Brewer tennis courts (2) - \$50k.</i> |                           |                            |                               |                            |
| Other Equipment  | 0                         | 120,000                    | 120,000                       | 90,000                     |
| <i>Replacing park site amenities (benches, bench swings, entrance signs at 9 parks).</i>   |                           |                            |                               |                            |
| <b>Total Capital</b>   | <b>\$ 0</b>               | <b>\$ 195,000</b>          | <b>\$ 195,000</b>             | <b>\$ 240,000</b>          |
| <b>Total Parks Maintenance</b>   | <b>\$ 2,045,669</b>       | <b>\$ 2,544,441</b>        | <b>\$ 2,473,638</b>           | <b>\$ 2,589,815</b>        |



**CITY OF BARTLETT**  
**SCHOOL GROUND MAINTENANCE**  
**FY 2026 Adopted Budget**



| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Department Revenues</b>              |                           |                            |                               |                            |
| Local Sales Tax .5% Reimbursement       | \$ 344,189                | \$ 376,268                 | \$ 355,816                    | \$ 293,658                 |
| Insurance Recoveries                    | 0                         | 0                          | 1,513                         | 0                          |
| <b>Total Department Revenues</b>        | <b>\$ 344,189</b>         | <b>\$ 376,268</b>          | <b>\$ 357,329</b>             | <b>\$ 293,658</b>          |
| <b>Personnel</b>                        |                           |                            |                               |                            |
| Employee Wages                          | \$ 99,937                 | \$ 116,712                 | \$ 113,824                    | \$ 117,905                 |
| Overtime Wages                          | 2,018                     | 2,000                      | 2,000                         | 2,500                      |
| Contracted Svcs                         | 46,734                    | 55,000                     | 55,000                        | 0                          |
| Longevity Pay                           | 3,762                     | 3,951                      | 3,950                         | 4,069                      |
| Bonus                                   | 165                       | 166                        | 165                           | 165                        |
| Health Insurance                        | 36,887                    | 41,158                     | 20,976                        | 20,977                     |
| Life Insurance                          | 274                       | 373                        | 339                           | 377                        |
| Workers' Comp Insurance                 | 2,553                     | 2,721                      | 2,724                         | 2,741                      |
| Retiree H.I.                            | 4,997                     | 5,836                      | 5,691                         | 5,895                      |
| FICA                                    | 7,142                     | 8,301                      | 8,351                         | 8,442                      |
| Pension                                 | 15,068                    | 15,342                     | 15,348                        | 16,822                     |
| Contributory Retirement Plan            | 1,224                     | 1,224                      | 1,224                         | 1,515                      |
| <b>Total Personnel</b>                  | <b>\$ 220,762</b>         | <b>\$ 252,784</b>          | <b>\$ 229,592</b>             | <b>\$ 181,408</b>          |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>1.79</i>               | <i>2.00</i>                | <i>2.00</i>                   | <i>2.00</i>                |
| <i>Part-Time (converted to FTE)</i>     | <i>0.00</i>               | <i>0.00</i>                | <i>0.00</i>                   | <i>0.00</i>                |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>1.79</b>               | <b>2.00</b>                | <b>2.00</b>                   | <b>2.00</b>                |
| <b>Operations</b>                       |                           |                            |                               |                            |
| Dues & Subscriptions                    | \$ 0                      | \$ 0                       | \$ 240                        | \$ 0                       |
| Cellular Phones                         | \$ 493                    | \$ 600                     | \$ 835                        | \$ 0                       |
| Vehicle Maintenance                     | 1,110                     | 1,500                      | 1,500                         | 1,500                      |
| Equipment Maintenance                   | 8,251                     | 7,500                      | 7,500                         | 7,500                      |
| Grounds Maintenance                     | 70,999                    | 68,000                     | 68,000                        | 70,000                     |
| Petroleum Supplies                      | 9,601                     | 16,500                     | 12,500                        | 15,000                     |
| Clothing & Uniforms                     | 993                       | 1,000                      | 1,000                         | 1,000                      |
| Operating Supplies                      | 4,424                     | 4,500                      | 5,000                         | 5,000                      |
| Small Tools                             | 2,331                     | 1,500                      | 1,000                         | 1,500                      |
| Vehicle & Equip Insurance               | 1,023                     | 1,024                      | 1,082                         | 1,200                      |
| General Liability Insurance             | 360                       | 360                        | 452                           | 550                        |
| Damage Claims                           | 289                       | 3,000                      | 0                             | 3,000                      |
| Miscellaneous Other Expenses            | 415                       | 500                        | 0                             | 0                          |
| <b>Total Operations</b>                 | <b>\$ 100,289</b>         | <b>\$ 105,984</b>          | <b>\$ 99,109</b>              | <b>\$ 106,250</b>          |
| <b>Capital</b>                          |                           |                            |                               |                            |
| Other Equipment                         | \$ 3,563                  | \$ 17,500                  | \$ 16,500                     | \$ 6,000                   |
| Traffic Signal Maintenance              | 19,575                    | 0                          | 12,128                        | 0                          |
| <b>Total Capital</b>                    | <b>\$ 23,138</b>          | <b>\$ 17,500</b>           | <b>\$ 28,628</b>              | <b>\$ 6,000</b>            |
| <b>Total School Ground Maintenance</b>  | <b>\$ 0</b>               | <b>\$ 0</b>                | <b>\$ 0</b>                   | <b>\$ 0</b>                |



**CITY OF BARTLETT**  
**THE VENUE**  
**FY 2026 Adopted Budget**

| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>                        |                           |                            |                               |                            |
| Supervisor Salaries                     | \$ 63,234                 | \$ 69,629                  | \$ 68,809                     | \$ 69,222                  |
| Employee Wages                          | 111,378                   | 142,052                    | 123,654                       | 119,716                    |
| Overtime Wages                          | 599                       | 2,500                      | 1,488                         | 2,000                      |
| Part-Time                               | 57,700                    | 107,500                    | 71,282                        | 108,150                    |
| Vacation Pay                            | 0                         | 0                          | 3,465                         | 0                          |
| Bonus                                   | 742                       | 913                        | 660                           | 907                        |
| Employee Health Insurance               | 47,718                    | 55,858                     | 44,338                        | 49,433                     |
| Employee Life Insurance                 | 492                       | 677                        | 553                           | 605                        |
| Workers' Comp Insurance                 | 2,969                     | 5,057                      | 5,052                         | 5,250                      |
| Retiree Health Insurance                | 8,817                     | 10,584                     | 9,621                         | 9,447                      |
| FICA                                    | 16,836                    | 23,609                     | 19,546                        | 21,880                     |
| Pension Contribution                    | 21,871                    | 27,826                     | 27,828                        | 26,957                     |
| Contributory Retirement Plan            | 2,175                     | 2,175                      | 2,172                         | 2,428                      |
| <b>Total Personnel</b>                  | <b>\$ 334,532</b>         | <b>\$ 448,380</b>          | <b>\$ 378,468</b>             | <b>\$ 415,995</b>          |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>3.85</i>               | <i>4.00</i>                | <i>3.40</i>                   | <i>4.00</i>                |
| <i>Part-Time (converted to FTE)</i>     | <i>1.94</i>               | <i>1.95</i>                | <i>1.95</i>                   | <i>3.25</i>                |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>5.79</b>               | <b>5.95</b>                | <b>5.35</b>                   | <b>7.25</b>                |
| <b>Operations</b>                       |                           |                            |                               |                            |
| Training                                | \$ 635                    | \$ 3,950                   | \$ 2,500                      | \$ 2,500                   |
| Travel                                  | 91                        | 2,300                      | 1,000                         | 1,500                      |
| Professional Services                   | 0                         | 0                          | 182                           | 200                        |
| Advertising & Promotional Expenses      | 594                       | 2,550                      | 2,348                         | 0                          |
| Other Professional Service              | 1,500                     | 5,800                      | 3,250                         | 4,000                      |
| Postage & Freight                       | 3                         | 100                        | 35                            | 50                         |
| Dues & Subscriptions                    | 1,522                     | 1,200                      | 150                           | 0                          |
| Meetings                                | 96                        | 1,000                      | 1,000                         | 0                          |
| Utilities                               | 62,430                    | 75,000                     | 66,000                        | 70,000                     |
| Cell Phone                              | 919                       | 1,200                      | 1,000                         | 0                          |
| Telecommunication Link                  | 384                       | 0                          | 325                           | 0                          |
| Vehicle Maintenance                     | 0                         | 500                        | 500                           | 500                        |
| Equipment Maintenance                   | 27,095                    | 28,000                     | 28,000                        | 33,000                     |
| Grounds Maintenance                     | 3,030                     | 0                          | 0                             | 0                          |
| Building Maintenance                    | 42,557                    | 28,000                     | 50,000                        | 40,000                     |
| Office Supplies                         | 1,451                     | 2,200                      | 2,000                         | 2,200                      |
| Printing                                | 0                         | 1,000                      | 540                           | 675                        |
| Petroleum Supplies                      | 69                        | 1,000                      | 0                             | 0                          |
| Special Events                          | 4,214                     | 8,750                      | 25,000                        | 0                          |
| Concession Supplies Client              | 470                       | 500                        | 100                           | 200                        |
| Clothing & Uniforms                     | 325                       | 1,200                      | 1,681                         | 1,200                      |
| Operating Supplies                      | 2,204                     | 1,200                      | 4,500                         | 1,500                      |
| Cleaning Supplies                       | 4,057                     | 13,500                     | 10,000                        | 10,500                     |
| Small Tools                             | 191                       | 300                        | 300                           | 0                          |
| Property Insurance                      | 9,103                     | 10,599                     | 9,456                         | 10,500                     |
| Vehicle & Equip Insurance               | 251                       | 450                        | 285                           | 450                        |
| General Liability Insurance             | 408                       | 750                        | 382                           | 750                        |
| Credit Card Vendor Fees                 | 2,600                     | 4,000                      | 788                           | 0                          |



**CITY OF BARTLETT  
THE VENUE  
FY 2026 Adopted Budget**

| <b>Description</b>   | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| Damage Claims  | 0                         | 0                          | 543                           | 500                        |
| Miscellaneous Other Expenses   | 1,882                     | 1,500                      | 1,000                         | 500                        |
| <b>Total Operations</b>  | <b>\$ 168,081</b>         | <b>\$ 196,549</b>          | <b>\$ 212,865</b>             | <b>\$ 180,725</b>          |
| <b>Capital</b>   |                           |                            |                               |                            |
| Building Improvements  | 209,177                   | 35,000                     | 35,000                        | 43,000                     |
| <i>FY26 new flooring installed and updated paint upstairs main area of The Venue with LVP.</i> |                           |                            |                               |                            |
| Data Processing Equipment  | 0                         | 0                          | 849                           | 0                          |
| Other Equipment  | 1,326                     | 0                          | 0                             | 0                          |
| <b>Total Capital</b>   | <b>\$ 210,502</b>         | <b>\$ 35,000</b>           | <b>\$ 35,849</b>              | <b>\$ 43,000</b>           |
| <b>Total Bartlett Station Municipal Center</b>   | <b>\$ 713,115</b>         | <b>\$ 679,929</b>          | <b>\$ 627,182</b>             | <b>\$ 639,720</b>          |



**CITY OF BARTLETT  
SENIOR CENTER  
FY 2026 Adopted Budget**

| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>                        |                           |                            |                               |                            |
| Employee Wages                          | \$ 87,548                 | \$ 93,765                  | \$ 93,796                     | \$ 100,425                 |
| Contracted Services                     | 20,573                    | 20,475                     | 23,000                        | 23,000                     |
| Part-Time                               | 37,757                    | 55,000                     | 55,000                        | 56,650                     |
| Longevity Pay                           | 2,701                     | 2,881                      | 2,874                         | 2,967                      |
| Bonus                                   | 330                       | 660                        | 412                           | 412                        |
| Employee Health Insurance               | 22,096                    | 22,080                     | 22,490                        | 22,491                     |
| Employee Life Insurance                 | 241                       | 300                        | 280                           | 321                        |
| Workers' Comp Insurance                 | 2,438                     | 2,978                      | 2,976                         | 3,078                      |
| Retiree Health Insurance                | 4,377                     | 4,688                      | 4,689                         | 5,021                      |
| FICA                                    | 9,093                     | 10,847                     | 10,884                        | 11,472                     |
| Pension                                 | 30,595                    | 12,326                     | 12,324                        | 14,328                     |
| Contributory Retirement Plan            | 2,523                     | 2,523                      | 2,520                         | 1,290                      |
| <b>Total Personnel</b>                  | <b>\$ 220,272</b>         | <b>\$ 228,523</b>          | <b>\$ 231,245</b>             | <b>\$ 241,455</b>          |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>2.00</i>               | <i>2.00</i>                | <i>2.00</i>                   | <i>2.00</i>                |
| <i>Part-Time (converted to FTE)</i>     | <i>1.17</i>               | <i>1.71</i>                | <i>1.79</i>                   | <i>1.71</i>                |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>3.17</b>               | <b>3.71</b>                | <b>3.79</b>                   | <b>3.71</b>                |
| <b>Operations</b>                       |                           |                            |                               |                            |
| Training                                | \$ 2,928                  | \$ 2,900                   | \$ 2,900                      | \$ 2,900                   |
| Travel                                  | 2,674                     | 1,900                      | 1,900                         | 1,900                      |
| Professional Services                   | 433                       | 200                        | 100                           | 200                        |
| Other Professional Services             | 2,945                     | 8,000                      | 6,000                         | 6,000                      |
| Postage & Freight                       | 95                        | 400                        | 100                           | 100                        |
| Dues & Subscriptions                    | 1,415                     | 500                        | 289                           | 300                        |
| Utilities                               | 14,003                    | 14,000                     | 12,000                        | 12,000                     |
| Cellular Phones                         | 582                       | 600                        | 600                           | 0                          |
| Equipment Maintenance                   | 1,860                     | 2,200                      | 3,000                         | 3,000                      |
| Grounds Maintenance                     | 1,500                     | 1,500                      | 1,500                         | 1,500                      |
| Building Maintenance                    | 2,364                     | 6,730                      | 5,280                         | 6,730                      |
| Office Supplies                         | 2,207                     | 2,500                      | 1,500                         | 1,500                      |
| Printing                                | 0                         | 350                        | 350                           | 1,000                      |
| Special Designation Expense             | 0                         | 1,000                      | 0                             | 0                          |
| Special Events                          | 2,562                     | 3,500                      | 3,500                         | 3,500                      |
| Recreation Supplies                     | 1,108                     | 1,100                      | 1,500                         | 2,100                      |
| Tournament Expenses                     | 694                       | 750                        | 850                           | 850                        |
| Clothing & Uniforms                     | 844                       | 500                        | 500                           | 500                        |
| Operating Supplies                      | 4,414                     | 5,000                      | 4,000                         | 4,000                      |
| Cleaning Supplies                       | 2,433                     | 3,000                      | 2,500                         | 2,500                      |
| Travels by Seniors                      | 1,259                     | 10,000                     | 0                             | 0                          |
| Equipment Leasing                       | 37                        | 100                        | 0                             | 0                          |
| Property Insurance                      | 2,405                     | 2,277                      | 2,476                         | 2,500                      |
| Vehicle & Equip Insurance               | 237                       | 158                        | 203                           | 225                        |
| General Liability Insurance             | 671                       | 516                        | 687                           | 700                        |
| Credit Card Vendor Fees                 | 495                       | 1,500                      | 397                           | 0                          |
| Miscellaneous Other Expenses            | 2,815                     | 3,000                      | 3,000                         | 500                        |
| <b>Total Operations</b>                 | <b>\$ 52,979</b>          | <b>\$ 74,181</b>           | <b>\$ 55,132</b>              | <b>\$ 54,505</b>           |



**CITY OF BARTLETT  
SENIOR CENTER  
FY 2026 Adopted Budget**

| <b>Description</b>         | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|----------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Capital</b>             |                           |                            |                               |                            |
| Building Improvements      | \$ 0                      | \$ 15,000                  | \$ 15,000                     | \$ 7,000                   |
| Other Equipment            | 0                         | 0                          | 424                           | 0                          |
| <b>Total Capital</b>       | <b>\$ 0</b>               | <b>\$ 15,000</b>           | <b>\$ 15,424</b>              | <b>\$ 7,000</b>            |
| <b>Total Senior Center</b> | <b>\$ 273,250</b>         | <b>\$ 317,704</b>          | <b>\$ 301,801</b>             | <b>\$ 302,960</b>          |



**CITY OF BARTLETT  
RECREATION CENTER  
FY 2026 Adopted Budget**



| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>                        |                           |                            |                               |                            |
| Supervisor Salaries                     | \$ 192,649                | \$ 0                       | \$ 0                          | \$ 0                       |
| Employee Wages                          | 177,335                   | 0                          | 0                             | 0                          |
| Overtime Wages                          | 371                       | 0                          | 0                             | 0                          |
| Contracted Services                     | 93,440                    | 0                          | 0                             | 0                          |
| Part-Time                               | 233,707                   | 0                          | 0                             | 0                          |
| Vacation Pay                            | 25,611                    | 0                          | 0                             | 0                          |
| Longevity Pay                           | 4,207                     | 0                          | 0                             | 0                          |
| Bonus                                   | 4,782                     | 0                          | 0                             | 0                          |
| Employee Health Insurance               | 60,077                    | 0                          | 0                             | 0                          |
| Employee Life Insurance                 | 815                       | 0                          | 0                             | 0                          |
| Workers' Comp Insurance                 | 16,981                    | 0                          | 0                             | 0                          |
| Retiree Health Insurance                | 15,280                    | 0                          | 0                             | 0                          |
| FICA                                    | 46,877                    | 0                          | 0                             | 0                          |
| Pension Contribution                    | 79,757                    | 0                          | 0                             | 0                          |
| Contributory Retirement Plan            | 6,758                     | 0                          | 0                             | 0                          |
| <b>Total Personnel</b>                  | <b>\$ 958,647</b>         | <b>\$ 0</b>                | <b>\$ 0</b>                   | <b>\$ 0</b>                |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>4.85</i>               | <i>0.00</i>                | <i>0.00</i>                   | <i>0.00</i>                |
| <i>Part-Time (converted to FTE)</i>     | <i>10.70</i>              | <i>0.00</i>                | <i>0.00</i>                   | <i>0.00</i>                |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>15.55</b>              | <b>0.00</b>                | <b>0.00</b>                   | <b>0.00</b>                |
| <b>Operations</b>                       |                           |                            |                               |                            |
| Training                                | \$ 1,540                  | \$ 0                       | \$ 0                          | \$ 0                       |
| Travel                                  | 231                       | 0                          | 0                             | 0                          |
| Professional Services                   | 3,344                     | 0                          | 0                             | 0                          |
| Postage & Freight                       | 9                         | 0                          | 0                             | 0                          |
| Dues & Subscriptions                    | 2,755                     | 0                          | 0                             | 0                          |
| Utilities                               | 101,447                   | 0                          | 0                             | 0                          |
| Equipment Maintenance                   | 9,716                     | 0                          | 0                             | 0                          |
| Building Maintenance                    | 45,022                    | 2,427                      | 0                             | 0                          |
| Pool Maintenance                        | 22,535                    | 725                        | 0                             | 0                          |
| Swim Competitions                       | 42,008                    | 0                          | 0                             | 0                          |
| Office Supplies                         | 2,681                     | 0                          | 0                             | 0                          |
| Printing                                | 984                       | 0                          | 0                             | 0                          |
| Special Events                          | 3,976                     | 0                          | 0                             | 0                          |
| Recreation Supplies                     | 10,195                    | 0                          | 0                             | 0                          |
| Clothing & Uniforms                     | 872                       | 0                          | 0                             | 0                          |
| Operating Supplies                      | 11,540                    | 0                          | 0                             | 0                          |
| Cleaning Supplies                       | 21,367                    | 0                          | 0                             | 0                          |
| Equipment Leasing                       | 821                       | 0                          | 0                             | 0                          |
| Property Insurance                      | 12,766                    | 0                          | 0                             | 0                          |
| General Liability Insurance             | 2,967                     | 0                          | 0                             | 0                          |
| Credit Card Vendor Fees                 | 38,058                    | 0                          | 0                             | 0                          |
| Cash Over (Short)                       | 22                        | 0                          | 0                             | 0                          |
| <b>Total Operations</b>                 | <b>\$ 334,855</b>         | <b>\$ 3,152</b>            | <b>\$ 0</b>                   | <b>\$ 0</b>                |



**CITY OF BARTLETT  
RECREATION CENTER  
FY 2026 Adopted Budget**



| <b>Description</b>             | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Capital</b>                 |                           |                            |                               |                            |
| Other Equipment                | \$ 22,641                 | \$ 1,043                   | \$ 0                          | \$ 0                       |
| <b>Total Capital</b>           | <b>\$ 22,641</b>          | <b>\$ 1,043</b>            | <b>\$ 0</b>                   | <b>\$ 0</b>                |
| <b>Total Recreation Center</b> | <b>\$ 1,316,143</b>       | <b>\$ 4,195</b>            | <b>\$ 0</b>                   | <b>\$ 0</b>                |



# City of Bartlett

## Full-Time Authorized Personnel Positions

### Performing Arts

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

## PERFORMING ARTS

### FY 2026 Adopted Budget

The Performing Arts Center budget had a net increase of \$60,944 (6.87%) over the FY 2025 Projection. There were no staffing changes. FY 2026 budget included a career ladder pay increase and 3% salary increase for full-time and part-time employees.

### *Summary Revenue/Expenditure Type*

| <u>Category</u> | <u>FY 2024 Actual</u> | <u>FY 2025 Revised</u> | <u>FY 2025 Projection</u> | <u>FY 2026 Adopted</u> |
|-----------------|-----------------------|------------------------|---------------------------|------------------------|
| Salaries        | 278,505               | 296,117                | 292,027                   | 305,194                |
| Benefits        | 93,301                | 95,633                 | 94,322                    | 102,359                |
| Other Personnel | 276,413               | 242,375                | 296,821                   | 297,000                |
| Operations      | 213,568               | 227,755                | 203,313                   | 218,874                |
| Capital         | 300                   | 0                      | 0                         | 24,000                 |
| <b>Total</b>    | <b><u>862,087</u></b> | <b><u>861,880</u></b>  | <b><u>886,483</u></b>     | <b><u>947,427</u></b>  |



**After Action Report**

Hello! When the City began utilizing ClearPoint a year or so ago, I mentioned that I did/do not believe ClearPoint is best suited for understanding, tracking & presenting data for a Performing Arts / Cultural Arts Center. We agreed upon six reports to give metrics on monthly.

In FY24, all income items exceeded approved budget. The overall expense/operating budget came in a little under approved expenses..

As discussed, the norm nationally, with a performing arts centers/theatres is they can never totally meet total expenses. In BPACC's 25 year history, that never occurred. This is the reality with the majority of PAC's nationally. Without a partnership: Academic - Foundation - Government - that can't occur. What is most likely reachable is that a PAC can cover the cost of present its art - programs - performances.  
BPACC does that!

In 25 years --- in nearly every season, BPACC has been met the cost of producing live performances & arts programs.

The partnership between the City of Bartlett & BPACC is good, & works very well !

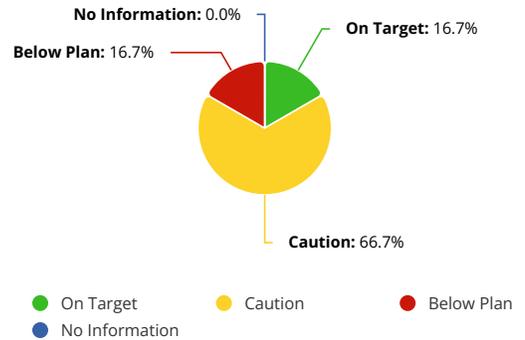
Thank-You...

**Meeting Agenda**

[BPACC Meeting](#)

**Department Status Snapshot**

Key Result Status Snapshot



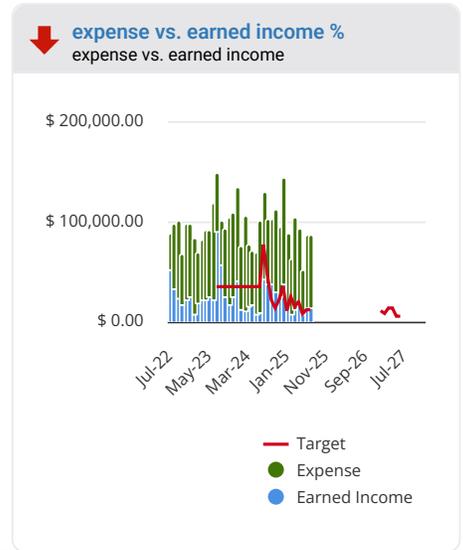
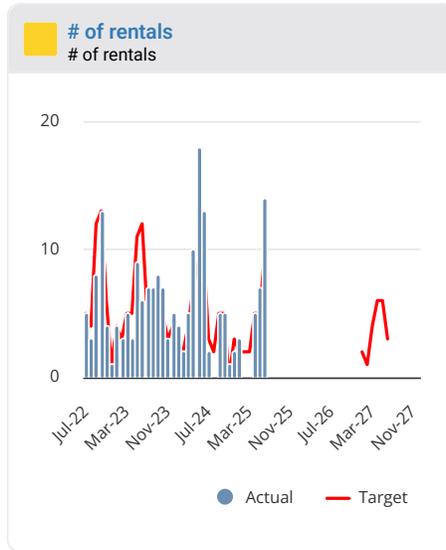
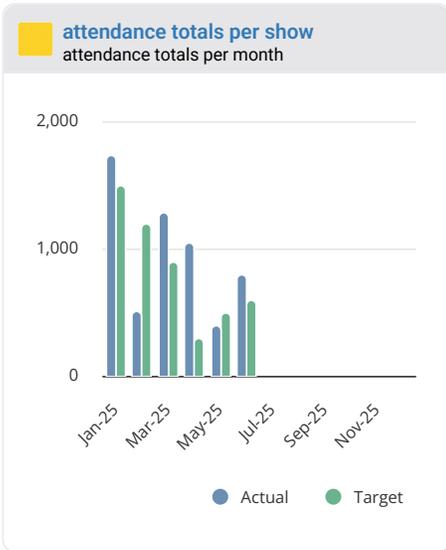
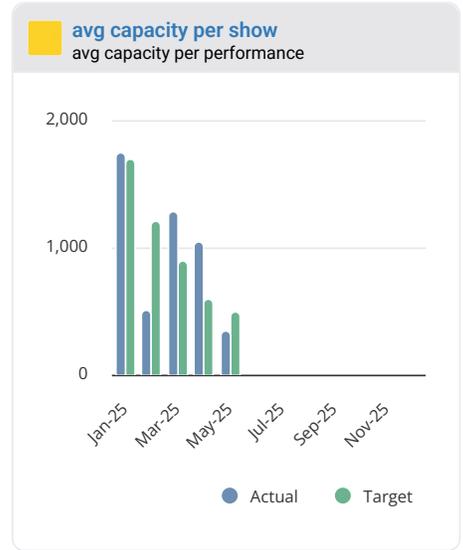
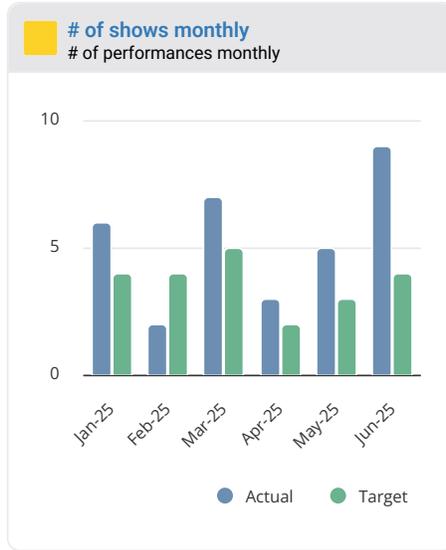
Initiative Status Snapshot



## Meeting Agenda

- Increase earnings by 5%: Earnings exceeded last year by 11%.
  - When will we start selling for the new season? **Currently renewing subscribers and next Monday (7/21) open to the public.**
  - How did Music by the Lake go this year? **Both were moved into the theater. Added speakers to the lobby and outside with supporting seating. 1st (270), 2nd (350 + overflow).**
    - What options do we have available to avoid moving the event inside? **Both will be moved into June for 2026 in an effort to avoid weather interruptions.**
- How is Youth and Dance going? **All 6 camps are sold out and attendance continues to perform well.**
- Average capacity per show? **See below**
  - FY24 vs. FY25
  - Enter target as a sale out for the number of shows per month (Total shows X Possible Attendance = Target) The goal is to find gap. **Conduct a cost benefit analysis to evaluate potential increase in funding to support better acts.**
- Same number of rentals for FY24 as FY25 (44) compared to (89) in FY23.
  - How can we better promote the space to increase rentals (E.g., Social media video) - **Begin pushing this space on all of our feeds (recurring video - Todd)**
  - Net benefit: TB (\$376,733) + TC (\$886,385) = **-\$509,652**
  - Lost \$539,281 in FY24
    - **Check July & August 24 (Don't match)**
- How are things progressing with the Orpheum? **Delayed, hoping to begin discussions again in September.**
- **Bright Star - Nominated for (4) local Toney Awards, which will be announced in August (Best actor, best actress, best costumes, and best director).** - <https://www.memphisflyer.com/ostrander-nominations-announced>

| Categories          | Objectives   | Key Results   | Initiatives   |
|---------------------|--|---|---|
| Resident Well-Being |  Increase attendance and rental activity to improve earning percentage. |  Increase earning percentage by 5% |  Develop and implement an operational plan to improve attendance and rental activity |
|                     |  |  # of performances monthly         |   |
|                     |  |  avg capacity per performance      |   |
|                     |  |  attendance totals per month       |   |
|                     |  |  # of rentals                      |   |
|                     |  |  expense vs. earned income         |   |



| Key Results                        | Owner   | Analysis   | Series Name   | Series Status |
|------------------------------------|---|--|---------------|---------------|
| <b>↓ expense vs. earned income</b> | <b>MB</b> Michael Bollinger (Bartlett Performing Arts Center) | Expense Detail can be seen on MUNIS Expense pages for June - 2025.<br><br>Income is mostly Rental Income on theatre, plus Tix Sales for BPACC's Missoula Children's Theatre Camp.. | Expense       | \$ 73,525.00  |
|                                    |   |  | Earned Income | \$ 13,479.00  |
|                                    |   |  | Actual        | -81.67%       |
|                                    |   |  | Target        | \$ 12,000.00  |

| Initiatives  | Owner   | Percent Complete | End Date | Analysis |
|--|---|------------------|----------|----------|
| <b>↓ Develop and implement an operational plan to improve attendance and rental activity</b> | <b>MB</b> Michael Bollinger (Bartlett Performing Arts Center) | 0 %              | 6/30/24  |          |



# CITY OF BARTLETT PERFORMING ARTS FY 2026 Adopted Budget

| Description                  | FY 2024<br>Actual | FY 2025<br>Revised | FY 2025<br>Projection | FY 2026<br>Adopted |
|------------------------------|-------------------|--------------------|-----------------------|--------------------|
| <b>Personnel</b>             |                   |                    |                       |                    |
| Supervisor Salaries          | \$ 122,984        | \$ 127,904         | \$ 127,904            | \$ 131,741         |
| Employee Wages               | 119,007           | 120,063            | 121,805               | 127,253            |
| Overtime Wages               | 5,398             | 5,900              | 4,500                 | 5,000              |
| Contracted Services          | 264,142           | 230,000            | 284,140               | 284,000            |
| Part-Time                    | 31,115            | 42,250             | 37,818                | 41,200             |
| Instructional Expense        | 12,271            | 12,375             | 12,681                | 13,000             |
| Bonus                        | 660               | 830                | 659                   | 792                |
| Employee Health Insurance    | 22,063            | 22,050             | 22,436                | 22,438             |
| Employee Life Insurance      | 646               | 793                | 594                   | 829                |
| Workers' Comp Insurance      | 1,705             | 1,500              | 1,500                 | 1,484              |
| Retiree Health Insurance     | 11,922            | 12,398             | 12,187                | 12,950             |
| FICA                         | 20,947            | 22,847             | 21,738                | 23,586             |
| Pension Contribution         | 32,740            | 32,596             | 32,592                | 36,952             |
| Contributory Retirement Plan | 2,619             | 2,619              | 2,616                 | 3,328              |
| <b>Total Personnel</b>       | <b>\$ 648,219</b> | <b>\$ 634,125</b>  | <b>\$ 683,170</b>     | <b>\$ 704,553</b>  |

**Staffing Level**

|   |             |             |             |             |
|---|-------------|-------------|-------------|-------------|
| <i>Full-Time</i>                        | <i>3.00</i> | <i>3.00</i> | <i>3.00</i> | <i>3.00</i> |
| <i>Part-Time (converted to FTE)</i>     | <i>1.00</i> | <i>1.13</i> | <i>1.71</i> | <i>1.24</i> |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>4.00</b> | <b>4.13</b> | <b>4.71</b> | <b>4.24</b> |

**Operations**

|                             |        |          |        |          |
|-----------------------------|--------|----------|--------|----------|
| Training                    | \$ 0   | \$ 1,500 | \$ 680 | \$ 1,000 |
| Volunteer Expense           | 400    | 800      | 950    | 900      |
| Travel                      | 4,260  | 5,000    | 362    | 5,000    |
| Professional Services       | 3,094  | 3,800    | 3,600  | 3,800    |
| Other Professional Services | 23,693 | 22,000   | 18,800 | 21,500   |
| Postage & Freight           | 8,221  | 8,500    | 8,625  | 8,625    |
| Dues & Subscriptions        | 2,612  | 2,250    | 985    | 2,150    |
| Meetings                    | 78     | 450      | 250    | 400      |
| Utilities                   | 51,563 | 47,250   | 38,000 | 40,000   |
| Phones - Local              | 6      | 0        | 0      | 0        |
| Cellular Phones             | 2,006  | 2,400    | 1,970  | 2,200    |
| Shop Allocation             | 350    | 350      | 350    | 350      |
| Vehicle Maintenance         | 24     | 1,100    | 1,495  | 1,500    |
| Equipment Maintenance       | 2,153  | 4,500    | 5,280  | 5,500    |
| Grounds Maintenance         | 582    | 900      | 156    | 800      |
| Building Maintenance        | 14,412 | 22,540   | 19,718 | 15,000   |
| Office Supplies             | 1,717  | 1,710    | 1,005  | 1,600    |
| Printing                    | 16,444 | 18,000   | 17,200 | 18,500   |
| Ticket Sales Expenditures   | 21,850 | 19,500   | 25,000 | 25,000   |
| Petroleum Supplies          | 140    | 750      | 500    | 650      |
| Concession Supplies         | 639    | 750      | 700    | 700      |
| Clothing & Uniforms         | 359    | 550      | 988    | 900      |
| Operating Supplies          | 6,184  | 5,000    | 3,000  | 4,800    |
| Cleaning Supplies           | 2,020  | 2,000    | 1,000  | 1,800    |
| Public Awareness            | 34,199 | 39,200   | 35,000 | 38,400   |
| Equipment Rental            | 0      | 1,500    | 0      | 0        |
| Equipment Leasing           | 0      | 0        | 400    | 0        |



**CITY OF BARTLETT  
PERFORMING ARTS  
FY 2026 Adopted Budget**

| <b>Description</b>                            | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| Property Insurance                            | 9,266                     | 9,266                      | 9,303                         | 9,303                      |
| Vehicle & Equip Insurance                     | 226                       | 226                        | 192                           | 192                        |
| General Liability Insurance                   | 763                       | 763                        | 804                           | 804                        |
| Credit Card Vendor Fees                       | 6,306                     | 5,200                      | 7,000                         | 7,500                      |
| Cash Over/Short                               | 4                         | 0                          | 0                             | 0                          |
| <b>Total Operations</b>                       | <b>\$ 213,568</b>         | <b>\$ 227,755</b>          | <b>\$ 203,313</b>             | <b>\$ 218,874</b>          |
| <b>Capital</b>                                |                           |                            |                               |                            |
| Building Improvements                         | \$ 300                    | \$ 0                       | \$ 0                          | \$ 24,000                  |
| <i>LIGHT BOARD -- New ETC Lighting Board.</i> |                           |                            |                               |                            |
| <b>Total Capital</b>                          | <b>\$ 300</b>             | <b>\$ 0</b>                | <b>\$ 0</b>                   | <b>\$ 24,000</b>           |
| <b>TOTAL PERFORMING ARTS</b>                  | <b>\$ 862,087</b>         | <b>\$ 861,880</b>          | <b>\$ 886,483</b>             | <b>\$ 947,427</b>          |

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# CITY OF BARTLETT

T E N N E S S E E

## SPECIAL REVENUE FUNDS

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



# City of Bartlett

## SPECIAL REVENUE FUNDS

### FY 2026 Adopted Budget

#### Full-Time Authorized Personnel Positions

##### Solid Waste Fund

|                               |                  |
|-------------------------------|------------------|
| Manager                       | 1                |
| Crew Leader                   | 1                |
| Driver                        | 36               |
| Solid Waste Supervisor        | 3                |
| Clerk                         | 1                |
| Sanitation Worker             | <u>2</u>         |
| <b>Total Solid Waste Fund</b> | <b><u>44</u></b> |

##### Drainage Control Fund

|                                    |                 |
|------------------------------------|-----------------|
| Stormwater Manager                 | 1               |
| Construction Inspector             | <u>1</u>        |
| <b>Total Drainage Control Fund</b> | <b><u>2</u></b> |

#### **TOTAL SPECIAL REVENUE FUNDS 46**

The Special Revenue Funds includes State Street Aid, Solid Waste, General Improvement, Drug Enforcement, DEA Enforcement, Drainage Control, Park Improvement, E-Citation, and Bartlett School Fund. The Special Revenue Funds are required by state law or city ordinance to be accounted for in separate funds. The revenues in each of these programs are collected to be used for each fund's specific purpose. Bartlett School Fund is a major fund. There were no staffing changes. FY 2026 budget included a career ladder pay increase and 3% salary increase for full-time and part-time employees.

#### *Summary Revenue/Expenditure Type*

| <u>Category</u>      | <u>FY 2024<br/>Actual</u> | <u>FY 2025<br/>Revised</u> | <u>FY 2025<br/>Projection</u> | <u>FY 2026<br/>Adopted</u> |
|----------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <i>Revenues</i>      | 118,415,906               | 120,991,755                | 121,123,761                   | 122,321,498                |
| Salaries             | 2,460,528                 | 2,802,273                  | 2,612,175                     | 2,849,315                  |
| Benefits             | 1,325,892                 | 1,396,534                  | 1,325,517                     | 1,435,392                  |
| Other Personnel      | 195,369                   | 193,000                    | 170,751                       | 183,000                    |
| Operations           | 6,276,467                 | 6,465,743                  | 6,551,091                     | 7,542,802                  |
| Capital              | 1,670,320                 | 1,658,563                  | 1,557,869                     | 2,557,455                  |
| Trnsfr Out/ Interde  | 224,527                   | 1,441,527                  | 1,441,527                     | 1,836,334                  |
| Bartlett School      | <u>92,300,703</u>         | <u>108,553,755</u>         | <u>108,553,755</u>            | <u>110,378,198</u>         |
| <b>Net Income</b>    | <b><u>13,962,099</u></b>  | <b><u>(1,519,639)</u></b>  | <b><u>(1,088,924)</u></b>     | <b><u>(4,460,998)</u></b>  |
| <b>School Beg FB</b> | <b><u>60,856,768</u></b>  | <b><u>59,356,768</u></b>   | <b><u>59,356,768</u></b>      | <b><u>55,856,768</u></b>   |
| <b>Beg Fund Bal</b>  | <b><u>5,237,397</u></b>   | <b><u>5,398,556</u></b>    | <b><u>5,398,556</u></b>       | <b><u>5,809,632</u></b>    |
| <b>End Fund Bal</b>  | <b><u>5,398,556</u></b>   | <b><u>5,378,917</u></b>    | <b><u>5,809,632</u></b>       | <b><u>4,848,635</u></b>    |



**CITY OF BARTLETT**  
**SUMMARY OF ALL SPECIAL REVENUE FUNDS**  
**FY 2026 Adopted Budget**



| Description                                       | FY 2024<br>Actual     | FY 2025<br>Revised    | FY 2025<br>Projection | FY 2026<br>Adopted    |
|---|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>Revenues</b>                                   |                       |                       |                       |                       |
| State Street Aid Revenue                          | \$ 3,262,672          | \$ 3,380,000          | \$ 3,450,000          | \$ 4,670,000          |
| Solid Waste Revenue                               | 7,421,040             | 7,449,000             | 7,458,185             | 7,454,000             |
| General Improvement Revenue                       | 1,079,293             | 1,322,000             | 1,406,000             | 1,455,000             |
| Drug Enforcement Revenue                          | 270,733               | 233,500               | 152,813               | 220,500               |
| Federal Drug Enforcement Revenue                  | 25,928                | 60,500                | 108,400               | 100,800               |
| Drainage Control Revenue                          | 142,619               | 1,433,000             | 1,469,000             | 1,523,000             |
| Parks Improvement Revenue                         | 92,615                | 60,000                | 23,000                | 20,000                |
| E-Citation Revenues                               | 19,363                | 0                     | 2,608                 | 0                     |
| Bartlett School Fund Revenues                     | 106,101,643           | 107,053,755           | 107,053,755           | 106,878,198           |
| <b>Total Revenues</b>                             | <b>\$ 118,415,906</b> | <b>\$ 120,991,755</b> | <b>\$ 121,123,761</b> | <b>\$ 122,321,498</b> |
| <b>Expenditures</b>                               |                       |                       |                       |                       |
| <b>Personnel</b>                                  |                       |                       |                       |                       |
| Solid Waste Fund                                  | \$ 3,858,895          | \$ 4,161,708          | \$ 3,889,414          | \$ 4,266,786          |
| Drainage Control Fund                             | 122,895               | 230,099               | 219,029               | 200,921               |
| <b>Total Personnel</b>                            | <b>\$ 3,981,789</b>   | <b>\$ 4,391,807</b>   | <b>\$ 4,108,443</b>   | <b>\$ 4,467,707</b>   |
| <b>Staffing Level</b>                             |                       |                       |                       |                       |
| <i>Full-Time</i>                                  | <i>41.18</i>          | <i>46.00</i>          | <i>43.43</i>          | <i>46.00</i>          |
| <i>Part-Time (converted to FTE)</i>               | <i>1.08</i>           | <i>2.15</i>           | <i>1.70</i>           | <i>3.00</i>           |
| <b>Total Full-Time Equivalent (FTE)</b>           | <b>42.26</b>          | <b>48.15</b>          | <b>45.13</b>          | <b>49.00</b>          |
| <i>Bartlett School Full-Time Equivalent (FTE)</i> | <i>888.00</i>         | <i>927.75</i>         | <i>927.75</i>         | <i>923.50</i>         |
| <b>Operations</b>                                 |                       |                       |                       |                       |
| State Street Aid Fund                             | \$ 2,464,141          | \$ 2,650,000          | \$ 2,620,000          | \$ 3,440,000          |
| Solid Waste Fund                                  | 2,846,597             | 2,607,439             | 2,624,312             | 2,702,977             |
| General Improvement Fund                          | 908,004               | 976,035               | 1,112,824             | 1,232,900             |
| Drug Enforcement Funds                            | 44,918                | 136,500               | 104,230               | 103,500               |
| Federal Drug Enforcement Fund                     | 2,011                 | 10,000                | 2,100                 | 10,800                |
| Drainage Control Fund                             | 10,796                | 55,975                | 52,625                | 52,625                |
| E-Citation Fund                                   | 0                     | 29,794                | 35,000                | 0                     |
| <b>Total Operations</b>                           | <b>\$ 6,276,467</b>   | <b>\$ 6,465,743</b>   | <b>\$ 6,551,091</b>   | <b>\$ 7,542,802</b>   |
| <b>Transfers Out</b>                              |                       |                       |                       |                       |
| Street Aid to CIP                                 | \$ 0                  | \$ 760,000            | \$ 760,000            | \$ 760,000            |
| Solid Waste to Debt Service/CIP                   | 56,527                | 56,527                | 56,527                | 576,334               |
| General Improvement Fund to General Fund          | 168,000               | 0                     | 0                     | 0                     |
| Drainage to Debt Service                          | 0                     | 500,000               | 500,000               | 500,000               |
| Park Improvements to CIP                          | 0                     | 125,000               | 125,000               | 0                     |
| <b>Total Transfers Out</b>                        | <b>\$ 224,527</b>     | <b>\$ 1,441,527</b>   | <b>\$ 1,441,527</b>   | <b>\$ 1,836,334</b>   |
| <b>Capital</b>                                    |                       |                       |                       |                       |
| State Street Aid Fund                             | \$ 350,762            | \$ 282,803            | \$ 270,000            | \$ 470,000            |
| Solid Waste Fund                                  | 1,116,372             | 932,703               | 985,249               | 676,455               |
| General Improvement Fund                          | 34,478                | 126,000               | 91,000                | 114,000               |
| Drug Enforcement Funds                            | 139,086               | 221,857               | 161,620               | 332,000               |
| Federal Drug Enforcement Fund                     | 16,715                | 90,000                | 50,000                | 90,000                |
| Drainage Control Fund                             | 0                     | 0                     | 0                     | 750,000               |
| Parks Improvement Fund                            | 0                     | 0                     | 0                     | 125,000               |



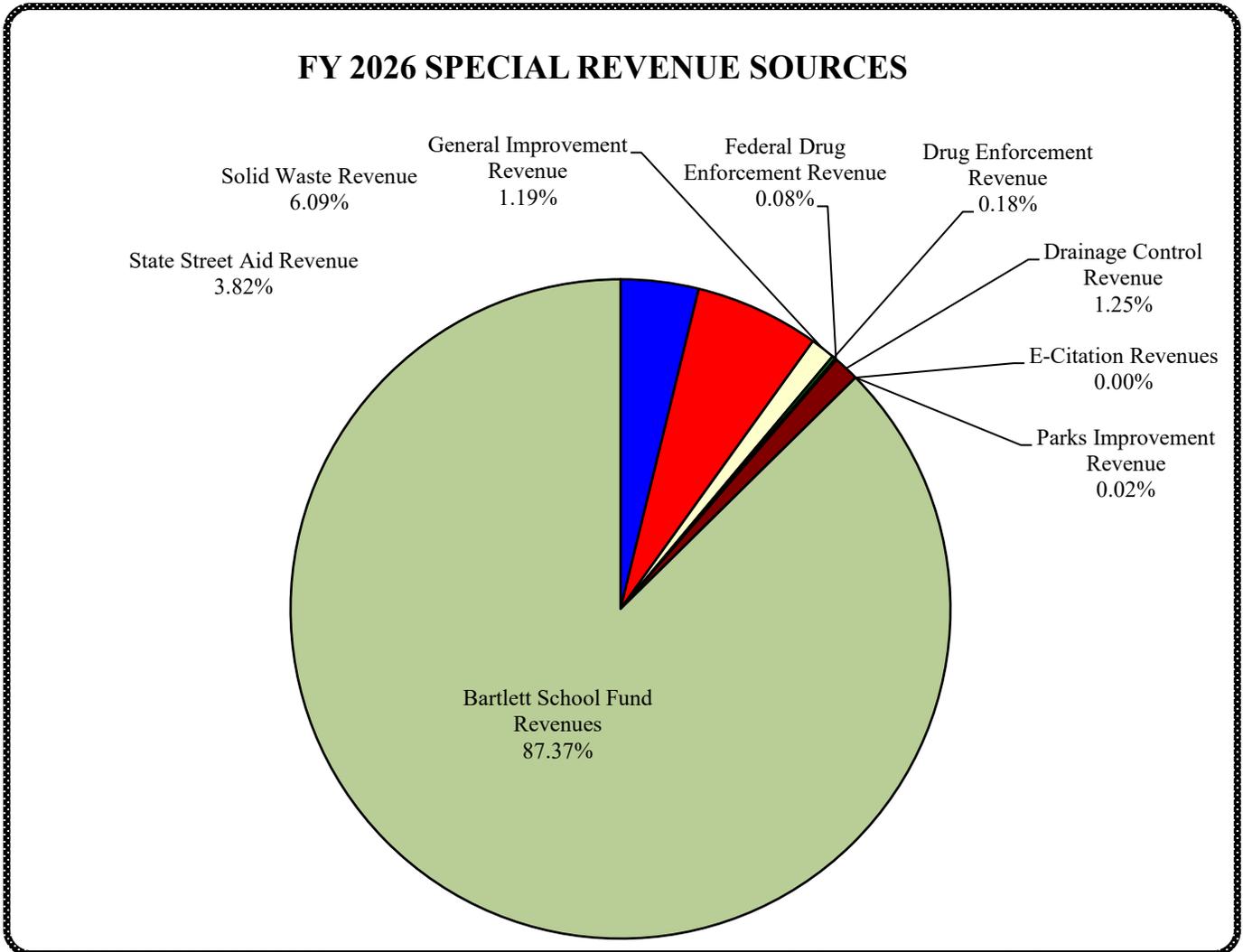
**CITY OF BARTLETT**  
**SUMMARY OF ALL SPECIAL REVENUE FUNDS**  
**FY 2026 Adopted Budget**



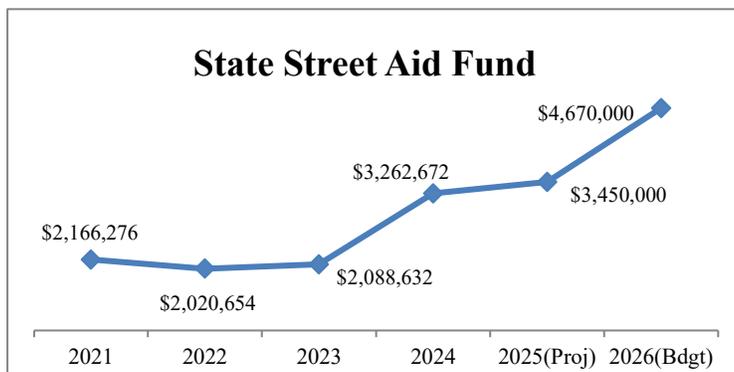
| <b>Description</b>                              | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| E-Citation Fund                                 | 12,907                    | 5,200                      | 0                             | 0                          |
| <b>Total Capital</b>                            | <b>\$ 1,670,320</b>       | <b>\$ 1,658,563</b>        | <b>\$ 1,557,869</b>           | <b>\$ 2,557,455</b>        |
| <b>Bartlett School Fund Expenditures</b>        | <b>\$ 92,300,703</b>      | <b>\$ 108,553,755</b>      | <b>\$ 108,553,755</b>         | <b>\$ 110,378,198</b>      |
| <b>Total Expenditures</b>                       | <b>\$ 104,453,807</b>     | <b>\$ 122,511,394</b>      | <b>\$ 122,212,685</b>         | <b>\$ 126,782,495</b>      |
| <b>Net From Operations</b>                      | <b>13,962,099</b>         | <b>(1,519,639)</b>         | <b>(1,088,924)</b>            | <b>(4,460,998)</b>         |
| <b>Bartlett School Fund Balance</b>             | <b>\$ 60,856,768</b>      | <b>\$ 59,356,768</b>       | <b>\$ 59,356,768</b>          | <b>\$ 55,856,768</b>       |
| <b>Beginning Fund Balance (W/out School FB)</b> | <b>\$ 5,237,397</b>       | <b>\$ 5,398,556</b>        | <b>\$ 5,398,556</b>           | <b>\$ 5,809,632</b>        |
| <b>Ending Fund Balance (W/out School FB)</b>    | <b>\$ 5,398,556</b>       | <b>\$ 5,378,917</b>        | <b>\$ 5,809,632</b>           | <b>\$ 4,848,635</b>        |



**CITY OF BARTLETT  
ANALYSIS OF SPECIAL REVENUE SOURCES  
FY 2026 Adopted Budget**



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



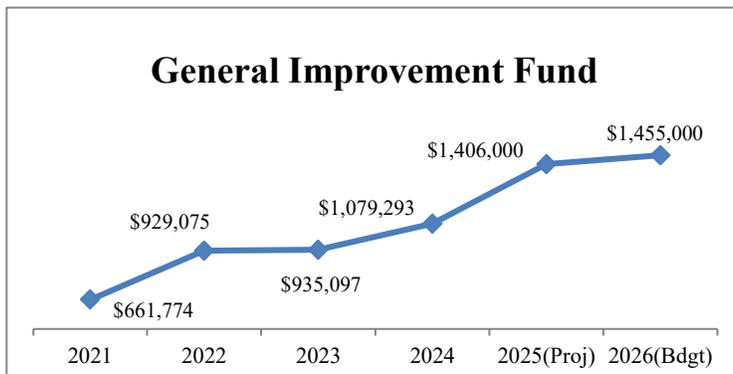
The motor fuel and gasoline taxes collected by and distributed by the State, per capita basis, is to pay for City's street paving. The General Fund also transfer \$1.2mil to this fund for Street paving, other streets and lights expenses. The street light fee, \$5 monthly, is to pay for MLGW's street light bill and related expenses.



# CITY OF BARTLETT ANALYSIS OF SPECIAL REVENUE SOURCES FY 2026 Adopted Budget

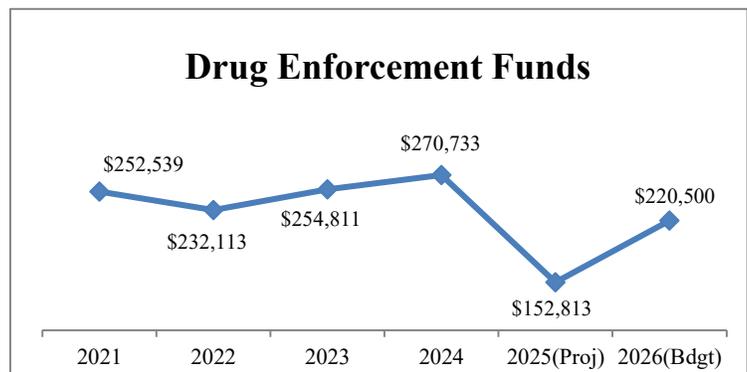


Solid Waste revenue is based on a monthly charge for collection and disposal. Solid waste fees were increased by \$5 per month per customer to make Solid Waste Fund self-sufficient in FY 2020. The current rates are \$30 for residential pickup, \$30 for 1 cart, \$35 for 2 carts and \$40 for 3 carts for commercial pickup. No increase in residential sanitation fee budgeted for FY 2026.



General Improvement revenue is derived from a \$5.50 City Service fee charged to all utility and solid waste customers. The City Service Fee is the primary funding source for all IT-related services provided by the City of Bartlett. This encompasses critical hardware and recurring software expenses for police, fire, utility billing, courts, parks, personnel, engineering, financial, cybersecurity enhancements and other essential technology-driven services for its citizens.

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

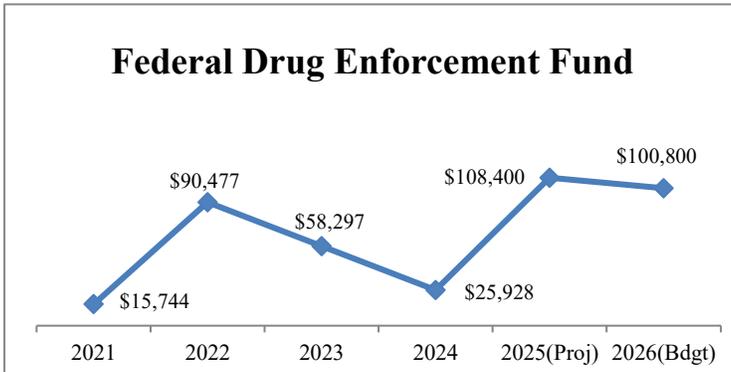




# CITY OF BARTLETT ANALYSIS OF SPECIAL REVENUE SOURCES FY 2026 Adopted Budget



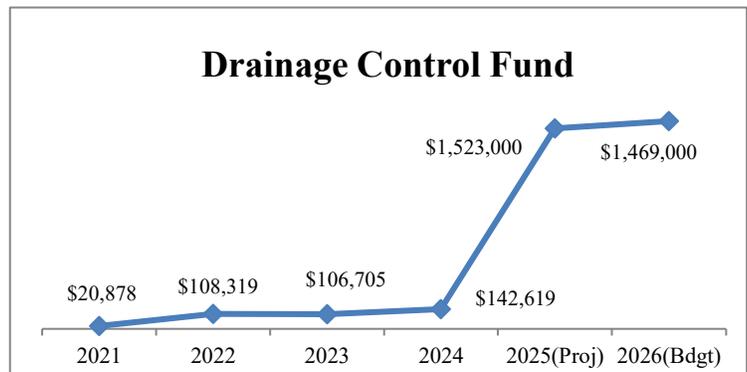
## Federal Drug Enforcement Fund



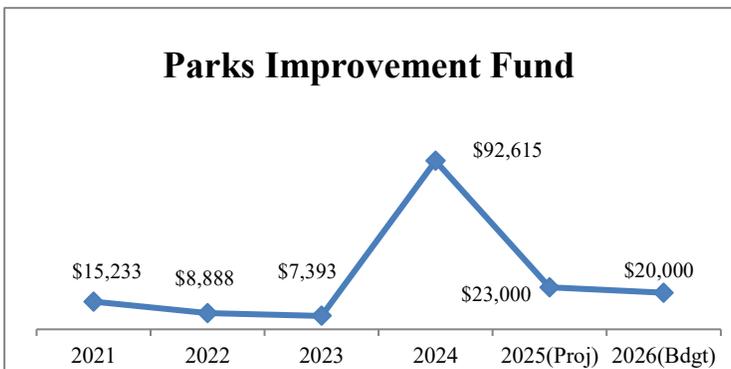
The Federal Drug Enforcement Fund revenues are federal grant funds and seizure funds that are used for drug education and enforcement programs. Federal grants and seizure funds can vary from year to year.

The Board of Mayor and Aldermen approved the implementation of a stormwater fee to support the operations of the Drainage Fund. This fee will be calculated based on the impervious area or water-resistant area of both residential and commercial properties. This is essential to uphold the city's environmental compliance and ensure the proper maintenance of its stormwater infrastructure. The stormwater fee for residential properties is a flat \$4 per month, while for commercial properties, the fee is depended on the total impervious square footage, ranging from a minimum of \$6 to a maximum of \$300 per month.

## Drainage Control Fund



## Parks Improvement Fund



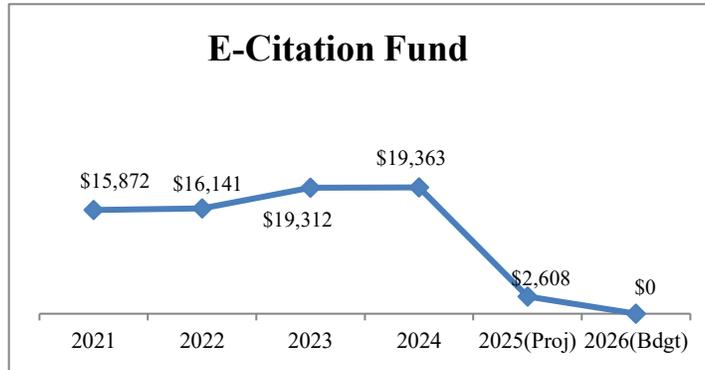
The Parks Improvement revenue is a development fee of \$700.00 per lot for residential subdivision development. The fees are collected by parks zone and are to be used in the zone in which it is collected for park development and improvements. We had a big mixed-use development in FY24 which brought in some additional revenue in the Parks Improvement Fund.



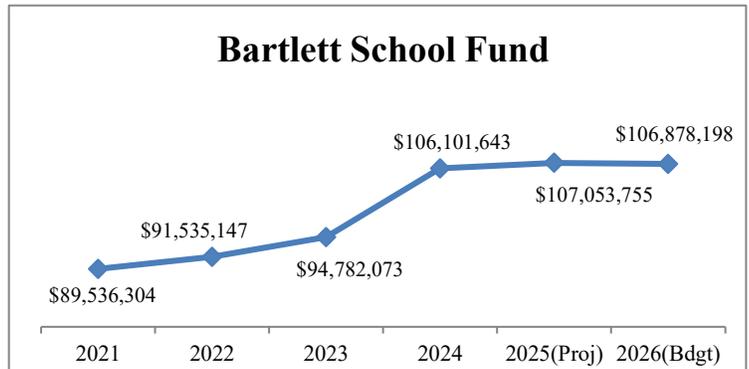
# CITY OF BARTLETT ANALYSIS OF SPECIAL REVENUE SOURCES FY 2026 Adopted Budget



Electronic Citation Fee is a \$5.00 fee for both written and electronic citations prepared by a law enforcement officer. The \$5.00 fee received must be apportioned as follows: \$1.00 of such fee will be retained by the court clerk for computer hardware purchases and computer related expenses; and \$4.00 to the police department for Electronic citation system and program related expenditures to maintain electronic citation programs. The E-Citation Fee sunset on June 30, 2024 per state law.



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





**CITY OF BARTLETT  
STREET AID FUND  
FY 2026 Adopted Budget**

| <b>Description</b>                   | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--------------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Street Aid Fund Revenues</b>      |                           |                            |                               |                            |
| Gas Taxes                            | \$ 2,020,933              | \$ 2,020,000               | \$ 2,020,000                  | \$ 2,020,000               |
| Electric & Hybrid Vehicle Fees       | 8,692                     | 0                          | 25,000                        | 25,000                     |
| Street Lighting Fee                  | 1,213,900                 | 1,250,000                  | 1,250,000                     | 1,250,000                  |
| S/D Paving Fee                       | 0                         | 100,000                    | 100,000                       | 100,000                    |
| Transfers From General Fund          | 0                         | 0                          | 0                             | 1,200,000                  |
| Interest/Other                       | 19,146                    | 10,000                     | 55,000                        | 75,000                     |
| <b>Total Street Aid Revenues</b>     | <b>\$ 3,262,672</b>       | <b>\$ 3,380,000</b>        | <b>\$ 3,450,000</b>           | <b>\$ 4,670,000</b>        |
| <b>Street Aid Expenditures</b>       |                           |                            |                               |                            |
| <b>Operations</b>                    |                           |                            |                               |                            |
| Street Lighting                      | \$ 1,271,571              | \$ 1,150,000               | \$ 1,120,000                  | \$ 1,100,000               |
| Street Paving                        | 1,192,570                 | 1,400,000                  | 1,400,000                     | 2,240,000                  |
| Street S/D Paving                    | 0                         | 100,000                    | 100,000                       | 100,000                    |
| <b>Total Operations</b>              | <b>\$ 2,464,141</b>       | <b>\$ 2,650,000</b>        | <b>\$ 2,620,000</b>           | <b>\$ 3,440,000</b>        |
| <b>Transfers Out</b>                 |                           |                            |                               |                            |
| Transfer To CIP                      | \$ 0                      | \$ 760,000                 | \$ 760,000                    | \$ 760,000                 |
| <b>Total Transfers Out</b>           | <b>\$ 0</b>               | <b>\$ 760,000</b>          | <b>\$ 760,000</b>             | <b>\$ 760,000</b>          |
| <b>Capital</b>                       |                           |                            |                               |                            |
| Light Pole Replacements              | \$ 0                      | \$ 60,000                  | \$ 60,000                     | \$ 60,000                  |
| State Street Aid Capital Improvement | 0                         | 0                          | 0                             | 200,000                    |
| Handicap Ramp At Curbs               | 21,132                    | 85,000                     | 85,000                        | 85,000                     |
| Curb Replacement                     | 66,951                    | 75,000                     | 75,000                        | 75,000                     |
| Signal Maintenance                   | 262,680                   | 62,803                     | 50,000                        | 50,000                     |
| <b>Total Capital</b>                 | <b>\$ 350,762</b>         | <b>\$ 282,803</b>          | <b>\$ 270,000</b>             | <b>\$ 470,000</b>          |
| <b>Total Street Aid Expenditures</b> | <b>\$ 2,814,903</b>       | <b>\$ 3,692,803</b>        | <b>\$ 3,650,000</b>           | <b>\$ 4,670,000</b>        |
| <b>Net From Operations</b>           | <b>447,769</b>            | <b>(312,803)</b>           | <b>(200,000)</b>              | <b>0</b>                   |
| <b>Beginning Fund Balance</b>        | <b>\$ 629,312</b>         | <b>\$ 1,077,081</b>        | <b>\$ 1,077,081</b>           | <b>\$ 877,081</b>          |
| <b>Ending Fund Balance</b>           | <b>\$ 1,077,081</b>       | <b>\$ 764,278</b>          | <b>\$ 877,081</b>             | <b>\$ 877,081</b>          |



**CITY OF BARTLETT  
SOLID WASTE FUND  
FY 2026 Adopted Budget**



| <b>Description</b>                | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|-----------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Solid Waste Revenues</b>       |                           |                            |                               |                            |
| Property Maintenance Charges      | \$ 26,444                 | \$ 30,000                  | \$ 19,000                     | \$ 20,000                  |
| Sanitation Fee-Residential        | 7,256,820                 | 7,280,000                  | 7,284,000                     | 7,300,000                  |
| Sanitation Fee-Commercial         | 42,233                    | 43,000                     | 41,000                        | 40,000                     |
| Recycling Fee                     | 4,647                     | 7,000                      | 5,000                         | 5,000                      |
| Carts Commercial                  | 1,360                     | 1,000                      | 1,000                         | 1,000                      |
| Carts Residential                 | 30,470                    | 25,000                     | 25,000                        | 25,000                     |
| Appliances                        | 3,909                     | 3,000                      | 3,000                         | 3,000                      |
| Other Revenue/Uncollectable       | 55,158                    | 60,000                     | 80,185                        | 60,000                     |
| <b>Total Solid Waste Revenues</b> | <b>\$ 7,421,040</b>       | <b>\$ 7,449,000</b>        | <b>\$ 7,458,185</b>           | <b>\$ 7,454,000</b>        |

**Solid Waste Expenditures**

**Personnel**

|                              |                     |                     |                     |                     |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
| Supervisor Salaries          | \$ 80,602           | \$ 84,810           | \$ 84,810           | \$ 89,014           |
| Employee Wages               | 1,966,791           | 2,194,822           | 2,138,850           | 2,304,059           |
| Overtime Wages               | 290,473             | 270,000             | 175,981             | 210,000             |
| Holiday Pay                  | 7,056               | 0                   | 28,789              | 36,727              |
| Contracted Services          | 195,369             | 190,000             | 170,751             | 180,000             |
| Part-Time                    | 42,736              | 105,721             | 67,300              | 113,247             |
| Vacation Pay                 | 30,026              | 0                   | 1,846               | 0                   |
| Sick Pay                     | 9,431               | 0                   | 0                   | 0                   |
| Longevity Pay                | 39,404              | 40,732              | 39,221              | 45,060              |
| Bonus                        | 3,545               | 3,652               | 3,463               | 3,652               |
| Employee Health Insurance    | 494,838             | 542,624             | 464,582             | 489,919             |
| Employee Life Insurance      | 5,805               | 7,295               | 6,682               | 7,658               |
| Workers' Comp Insurance      | 85,264              | 89,762              | 89,760              | 93,910              |
| Unemployment Compensation    | 1,651               | 0                   | 0                   | 0                   |
| Retiree Health Insurance     | 102,332             | 113,982             | 110,559             | 119,654             |
| FICA                         | 177,169             | 193,877             | 182,388             | 201,702             |
| Pension Contribution         | 303,210             | 301,239             | 301,236             | 341,436             |
| Contributory Retirement Plan | 23,192              | 23,192              | 23,196              | 30,748              |
| <b>Total Personnel</b>       | <b>\$ 3,858,895</b> | <b>\$ 4,161,708</b> | <b>\$ 3,889,414</b> | <b>\$ 4,266,786</b> |

**Staffing Level**

|   |              |              |              |              |
|---|--------------|--------------|--------------|--------------|
| <i>Full-Time</i>                        | <i>40.18</i> | <i>44.00</i> | <i>40.88</i> | <i>44.00</i> |
| <i>Part-Time (converted to FTE)</i>     | <i>1.08</i>  | <i>2.15</i>  | <i>1.70</i>  | <i>3.00</i>  |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>41.26</b> | <b>46.15</b> | <b>42.58</b> | <b>47.00</b> |

**Operations**

|                             |         |         |         |         |
|-----------------------------|---------|---------|---------|---------|
| Training                    | \$ 0    | \$ 0    | \$ 176  | \$ 0    |
| Travel                      | 52      | 0       | 0       | 0       |
| Other Professional Services | 1,663   | 1,775   | 1,775   | 1,775   |
| Dues & Subscriptions        | 25      | 325     | 325     | 325     |
| Utilities                   | 13,138  | 10,000  | 13,000  | 13,000  |
| Cellular Phones             | 1,819   | 2,250   | 2,300   | 2,100   |
| Shop Allocation             | 220,000 | 220,000 | 220,000 | 220,000 |
| Vehicle Maintenance         | 695,445 | 525,000 | 606,915 | 625,000 |
| Equipment Maintenance       | 34,806  | 50,000  | 33,270  | 40,000  |
| Radio Maintenance           | 18,121  | 13,227  | 13,227  | 13,335  |
| Building Maintenance        | 2,680   | 5,992   | 5,992   | 2,600   |



**CITY OF BARTLETT  
SOLID WASTE FUND  
FY 2026 Adopted Budget**



| Description   | FY 2024<br>Actual   | FY 2025<br>Revised  | FY 2025<br>Projection | FY 2026<br>Adopted  |
|---|---------------------|---------------------|-----------------------|---------------------|
| Office Supplies   | 633                 | 1,000               | 1,000                 | 1,000               |
| Printing  | 436                 | 600                 | 250                   | 450                 |
| Petroleum Supplies  | 484,092             | 425,000             | 425,000               | 425,000             |
| Clothing & Uniforms   | 19,000              | 16,000              | 16,000                | 16,000              |
| Operating Supplies  | 17,645              | 20,000              | 20,000                | 20,000              |
| Cleaning Supplies   | 923                 | 1,200               | 1,200                 | 1,200               |
| Fill Sand, Dirt & Gravel  | 2,209               | 3,000               | 3,000                 | 3,000               |
| Small Tools   | 2,386               | 4,000               | 4,000                 | 4,000               |
| COVID-19 Grant Expenses   | 900                 | 0                   | 0                     | 0                   |
| Property Insurance  | 601                 | 601                 | 536                   | 536                 |
| Vehicle & Equip Insurance   | 57,659              | 57,296              | 56,615                | 56,615              |
| General Liability Insurance   | 10,719              | 10,179              | 11,041                | 11,041              |
| Landfill Fees   | 1,219,325           | 1,207,994           | 1,152,940             | 1,211,000           |
| State Fees  | 17,500              | 16,000              | 19,000                | 19,000              |
| Damage Claims   | 24,285              | 15,000              | 15,750                | 15,000              |
| Miscellaneous Other Expenses  | 535                 | 1,000               | 1,000                 | 1,000               |
| <b>Total Operations</b>   | <b>\$ 2,846,597</b> | <b>\$ 2,607,439</b> | <b>\$ 2,624,312</b>   | <b>\$ 2,702,977</b> |
| <b>Transfers Out/Interdept Allocation</b>   |                     |                     |                       |                     |
| Transfer To Debt Service  | \$ 56,527           | \$ 56,527           | \$ 56,527             | \$ 46,334           |
| Transfer To CIP   | 0                   | 0                   | 0                     | 530,000             |
| <b>Total Transfers Out</b>  | <b>\$ 56,527</b>    | <b>\$ 56,527</b>    | <b>\$ 56,527</b>      | <b>\$ 576,334</b>   |
| <b>Capital</b>  |                     |                     |                       |                     |
| Building Improvements   | \$ 0                | \$ 0                | \$ 13,000             | \$ 42,000           |
| <i>Tipping Floor Exterior Panels and Door.</i>  |                     |                     |                       |                     |
| Vehicles  | 598,903             | 826,565             | 776,390               | 529,455             |
| <i>New Automated Refuse Truck to replace #8210 (2015 Peterbilt- New Way) \$419,455. This truck was in an accident 3 years ago and has become inoperable due to electrical malfunctions. New 1500 1/2 Ton Truck to replace #8258 (2007 F-150) with 216,000 miles \$55,000. New 1500 1/2 Ton Truck to replace #8250 (2018 F-150) with 206,227 miles \$55,000.</i> |                     |                     |                       |                     |
| Other Equipment   | 417,650             | 6,138               | 95,859                | 0                   |
| Garbage Carts   | 99,820              | 100,000             | 100,000               | 105,000             |
| <b>Total Capital</b>  | <b>\$ 1,116,372</b> | <b>\$ 932,703</b>   | <b>\$ 985,249</b>     | <b>\$ 676,455</b>   |
| <b>Total Solid Waste Expenditures</b>   | <b>\$ 7,878,391</b> | <b>\$ 7,758,377</b> | <b>\$ 7,555,502</b>   | <b>\$ 8,222,552</b> |
| <b>Net From Operations</b>  | <b>(457,351)</b>    | <b>(309,377)</b>    | <b>(97,317)</b>       | <b>(768,552)</b>    |
| <b>Beginning Fund Balance</b>   | <b>\$ 3,345,324</b> | <b>\$ 2,887,973</b> | <b>\$ 2,887,973</b>   | <b>\$ 2,790,656</b> |
| <b>Ending Fund Balance</b>  | <b>\$ 2,887,973</b> | <b>\$ 2,578,596</b> | <b>\$ 2,790,656</b>   | <b>\$ 2,022,104</b> |



**CITY OF BARTLETT**  
**GENERAL IMPROVEMENT FUND**  
**FY 2026 Adopted Budget**



| <b>Description</b>                        | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>General Improvement Revenues</b>       |                           |                            |                               |                            |
| City Service Fee                          | \$ 673,623                | \$ 1,320,000               | \$ 1,400,000                  | \$ 1,450,000               |
| Transfer From General Fund                | 275,000                   | 0                          | 0                             | 0                          |
| Other Revenue                             | 130,671                   | 2,000                      | 6,000                         | 5,000                      |
| <b>Total General Improvement Revenues</b> | <b>\$ 1,079,293</b>       | <b>\$ 1,322,000</b>        | <b>\$ 1,406,000</b>           | <b>\$ 1,455,000</b>        |
| <b>General Improvement Expenditures</b>   |                           |                            |                               |                            |
| <b>Operations</b>                         |                           |                            |                               |                            |
| Training                                  | \$ 0                      | \$ 10,000                  | \$ 10,000                     | \$ 10,000                  |
| Interest Expense                          | 5,977                     | 0                          | 7,000                         | 7,000                      |
| Lease Payments                            | 40,028                    | 0                          | 60,000                        | 80,000                     |
| Rental                                    | 23,461                    | 48,000                     | 24,000                        | 24,000                     |
| <i>MLGW pole attaching for fiber.</i>     |                           |                            |                               |                            |
| Telecommunication Link                    | 1,824                     | 1,800                      | 1,824                         | 1,900                      |
| Equipment Maintenance                     | 774                       | 10,000                     | 10,000                        | 10,000                     |
| Computer Maintenance                      | 619,059                   | 906,235                    | 750,000                       | 800,000                    |
| SBITA Capital Outlay                      | 216,881                   | 0                          | 250,000                       | 300,000                    |
| <b>Total Operations</b>                   | <b>\$ 908,004</b>         | <b>\$ 976,035</b>          | <b>\$ 1,112,824</b>           | <b>\$ 1,232,900</b>        |
| <b>Transfers Out</b>                      |                           |                            |                               |                            |
| Transfer To General Fund                  | \$ 168,000                | \$ 0                       | \$ 0                          | \$ 0                       |
| <b>Total Transfers Out</b>                | <b>\$ 168,000</b>         | <b>\$ 0</b>                | <b>\$ 0</b>                   | <b>\$ 0</b>                |
| <b>Capital</b>                            |                           |                            |                               |                            |
| Buildings Improvements                    | \$ 0                      | \$ 1,000                   | \$ 1,000                      | \$ 10,000                  |
| Data Equipment                            | 34,478                    | 125,000                    | 90,000                        | 104,000                    |
| <b>Total Capital</b>                      | <b>\$ 34,478</b>          | <b>\$ 126,000</b>          | <b>\$ 91,000</b>              | <b>\$ 114,000</b>          |
| <b>Total Gen Improvement Expenditures</b> | <b>\$ 1,110,482</b>       | <b>\$ 1,102,035</b>        | <b>\$ 1,203,824</b>           | <b>\$ 1,346,900</b>        |
| <b>Net From Operations</b>                | <b>(31,189)</b>           | <b>219,965</b>             | <b>202,176</b>                | <b>108,100</b>             |
| <b>Beginning Fund Balance</b>             | <b>\$ 209,635</b>         | <b>\$ 178,446</b>          | <b>\$ 178,446</b>             | <b>\$ 380,622</b>          |
| <b>Ending Fund Balance</b>                | <b>\$ 178,446</b>         | <b>\$ 398,412</b>          | <b>\$ 380,622</b>             | <b>\$ 488,722</b>          |



**CITY OF BARTLETT  
DRUG ENFORCEMENT FUNDS  
FY 2026 Adopted Budget**

| <b>Description</b>                             | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Drug Enforcement Funds Revenues</b>         |                           |                            |                               |                            |
| Drug Enforcement Fines                         | \$ 5,613                  | \$ 15,000                  | \$ 489                        | \$ 0                       |
| Other Court Fines                              | 542                       | 0                          | 854                           | 0                          |
| Sale Confiscated Property                      | 16,653                    | 20,000                     | 15,000                        | 20,000                     |
| Civil Settlement                               | 207,187                   | 160,000                    | 80,000                        | 150,000                    |
| Transfer In School Reimbursement               | 26,577                    | 35,500                     | 35,470                        | 35,500                     |
| Other Revenues                                 | 14,161                    | 3,000                      | 21,000                        | 15,000                     |
| <b>Total Drug Enforcement Funds Revenues</b>   | <b>\$ 270,733</b>         | <b>\$ 233,500</b>          | <b>\$ 152,813</b>             | <b>\$ 220,500</b>          |
| <b>Dare Program Expenditures</b>               |                           |                            |                               |                            |
| <b>Operations</b>                              |                           |                            |                               |                            |
| Training                                       | \$ 0                      | \$ 1,500                   | \$ 1,500                      | \$ 1,500                   |
| Travel   | 0                         | 2,000                      | 2,000                         | 2,000                      |
| Office Supplies                                | 0                         | 1,500                      | 1,500                         | 1,500                      |
| Printing                                       | 656                       | 1,000                      | 1,000                         | 1,000                      |
| Clothing & Uniforms                            | 9,539                     | 9,000                      | 9,000                         | 9,000                      |
| Operating Supplies                             | 8,451                     | 9,500                      | 9,470                         | 9,500                      |
| Small Tools                                    | 0                         | 1,500                      | 1,500                         | 1,500                      |
| Public Awareness                               | 6,919                     | 7,500                      | 7,500                         | 7,500                      |
| <b>Total Operations</b>                        | <b>\$ 25,565</b>          | <b>\$ 33,500</b>           | <b>\$ 33,470</b>              | <b>\$ 33,500</b>           |
| <b>Capital</b>                                 |                           |                            |                               |                            |
| Data Equipment                                 | \$ 1,012                  | \$ 2,000                   | \$ 2,000                      | \$ 2,000                   |
| <b>Total Capital</b>                           | <b>\$ 1,012</b>           | <b>\$ 2,000</b>            | <b>\$ 2,000</b>               | <b>\$ 2,000</b>            |
| <b>Total Dare Program Expenditures</b>         | <b>\$ 26,577</b>          | <b>\$ 35,500</b>           | <b>\$ 35,470</b>              | <b>\$ 35,500</b>           |
| <b>Drug Enforcement Expenditures</b>           |                           |                            |                               |                            |
| <b>Operations</b>                              |                           |                            |                               |                            |
| Training                                       | \$ 0                      | \$ 5,000                   | \$ 0                          | \$ 0                       |
| Travel   | 0                         | 3,000                      | 0                             | 0                          |
| Cell Phones                                    | 4,271                     | 6,000                      | 6,000                         | 6,000                      |
| Software                                       | 0                         | 26,000                     | 21,000                        | 15,000                     |
| Vehicle Maintenance                            | 0                         | 3,000                      | 0                             | 4,000                      |
| Office Supplies                                | 0                         | 2,000                      | 0                             | 2,000                      |
| Clothing & Uniforms                            | 0                         | 30,000                     | 29,260                        | 15,000                     |
| Operating Supplies                             | 0                         | 3,000                      | 0                             | 3,000                      |
| Small Tools                                    | 2,756                     | 3,000                      | 0                             | 3,000                      |
| Public Awareness                               | 0                         | 1,000                      | 0                             | 1,000                      |
| Drug Prevention                                | 0                         | 1,000                      | 0                             | 1,000                      |
| Informant Payments                             | 12,328                    | 20,000                     | 14,500                        | 20,000                     |
| <b>Total Operations</b>                        | <b>\$ 19,354</b>          | <b>\$ 103,000</b>          | <b>\$ 70,760</b>              | <b>\$ 70,000</b>           |
| <b>Capital</b>                                 |                           |                            |                               |                            |
| Data Equipment                                 | \$ 0                      | \$ 15,000                  | \$ 5,000                      | \$ 40,000                  |
| <i>Crime Scene Imaging Machine - \$40,000.</i> |                           |                            |                               |                            |
| Office Equipment                               | 0                         | 2,000                      | 0                             | 0                          |
| Vehicles                                       | 98,052                    | 113,997                    | 95,000                        | 140,000                    |
| <i>4 ISD Vehicles at \$35k each.</i>           |                           |                            |                               |                            |



**CITY OF BARTLETT  
DRUG ENFORCEMENT FUNDS  
FY 2026 Adopted Budget**



| <b>Description</b>  | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| Furniture   | 8,010                     | 25,000                     | 21,620                        | 10,000                     |
| Other Equipment   | 32,011                    | 63,860                     | 38,000                        | 140,000                    |
| <i>CJC Breakroom Remodel \$40k, Patrol Squad Room Remodel \$60k, SWAT Equipment \$20k, K-9 Equipment \$15k.</i> |                           |                            |                               |                            |
| <b>Total Capital</b>  | <b>\$ 138,074</b>         | <b>\$ 219,857</b>          | <b>\$ 159,620</b>             | <b>\$ 330,000</b>          |
| <b>Total Drug Enforcement Expenditures</b>  | <b>\$ 157,428</b>         | <b>\$ 322,857</b>          | <b>\$ 230,380</b>             | <b>\$ 400,000</b>          |
| <b>Total Drug Enforcement Funds Expenditure</b>   | <b>\$ 184,004</b>         | <b>\$ 358,357</b>          | <b>\$ 265,850</b>             | <b>\$ 435,500</b>          |
| <b>Net From Operations</b>  | <b>86,729</b>             | <b>(124,857)</b>           | <b>(113,037)</b>              | <b>(215,000)</b>           |
| <b>Beginning Fund Balance</b>   | <b>\$ 530,330</b>         | <b>\$ 617,059</b>          | <b>\$ 617,059</b>             | <b>\$ 504,022</b>          |
| <b>Ending Fund Balance</b>  | <b>\$ 617,059</b>         | <b>\$ 492,202</b>          | <b>\$ 504,022</b>             | <b>\$ 289,022</b>          |



**CITY OF BARTLETT**  
**FEDERAL DRUG ENFORCEMENT FUND**  
**FY 2026 Adopted Budget**



| <b>Description</b>   | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Fed Drug Enforcement Revenues</b>   |                           |                            |                               |                            |
| DEA Funds  | \$ 25,459                 | \$ 60,000                  | \$ 107,500                    | \$ 100,000                 |
| Interest/Other   | 469                       | 500                        | 900                           | 800                        |
| <b>Total Fed Drug Enforcement Revenues</b>   | <b>\$ 25,928</b>          | <b>\$ 60,500</b>           | <b>\$ 108,400</b>             | <b>\$ 100,800</b>          |
| <b>Fed Drug Enforcement Expenditures</b>   |                           |                            |                               |                            |
| <b>Operations</b>  |                           |                            |                               |                            |
| Training   | \$ 0                      | \$ 4,000                   | \$ 0                          | \$ 4,800                   |
| Travel   | 0                         | 2,000                      | 0                             | 2,000                      |
| Cell Phones  | 2,011                     | 3,000                      | 2,100                         | 3,000                      |
| Radio Maintenance  | 0                         | 500                        | 0                             | 500                        |
| Office Supplies  | 0                         | 500                        | 0                             | 500                        |
| <b>Total Operations</b>  | <b>\$ 2,011</b>           | <b>\$ 10,000</b>           | <b>\$ 2,100</b>               | <b>\$ 10,800</b>           |
| <b>Capital</b>   |                           |                            |                               |                            |
| Data Equipment   | \$ 0                      | \$ 10,000                  | \$ 0                          | \$ 10,000                  |
| Other Equipment  | 16,715                    | 80,000                     | 50,000                        | 80,000                     |
| <i>Patrol Squad Room Remodel - \$50k, Misc. Replacement of Police Equipment \$30k.</i> |                           |                            |                               |                            |
| <b>Total Capital</b>   | <b>\$ 16,715</b>          | <b>\$ 90,000</b>           | <b>\$ 50,000</b>              | <b>\$ 90,000</b>           |
| <b>Total Fed Drug Enforcement Expenditures</b>   | <b>\$ 18,726</b>          | <b>\$ 100,000</b>          | <b>\$ 52,100</b>              | <b>\$ 100,800</b>          |
| <b>Net From Operations</b>   | <b>7,202</b>              | <b>(39,500)</b>            | <b>56,300</b>                 | <b>0</b>                   |
| <b>Beginning Fund Balance</b>  | <b>\$ 126,521</b>         | <b>\$ 133,723</b>          | <b>\$ 133,723</b>             | <b>\$ 190,023</b>          |
| <b>Ending Fund Balance</b>   | <b>\$ 133,723</b>         | <b>\$ 94,223</b>           | <b>\$ 190,023</b>             | <b>\$ 190,023</b>          |



## CITY OF BARTLETT DRAINAGE FUND FY 2026 Adopted Budget

| Description                             | FY 2024<br>Actual | FY 2025<br>Revised  | FY 2025<br>Projection | FY 2026<br>Adopted  |
|---|-------------------|---------------------|-----------------------|---------------------|
| <b>Drainage Control Revenues</b>        |                   |                     |                       |                     |
| Drainage Fee Development                | \$ 41,625         | \$ 23,000           | \$ 13,000             | \$ 13,000           |
| Drainage Fee                            | 0                 | 1,400,000           | 1,443,000             | 1,500,000           |
| Transfer from General Fund              | 100,000           | 0                   | 0                     | 0                   |
| Interest/Other                          | 994               | 10,000              | 13,000                | 10,000              |
| <b>Total Drainage Revenues</b>          | <b>\$ 142,619</b> | <b>\$ 1,433,000</b> | <b>\$ 1,469,000</b>   | <b>\$ 1,523,000</b> |
| <b>Drainage Control Expenditures</b>    |                   |                     |                       |                     |
| <b>Personnel</b>                        |                   |                     |                       |                     |
| Supervisor Salaries                     | \$ 79,926         | \$ 84,810           | \$ 83,124             | \$ 79,665           |
| Employee Wages                          | 0                 | 62,110              | 62,110                | 53,330              |
| Contracted Services                     | 0                 | 3,000               | 0                     | 3,000               |
| Education Bonus                         | 720               | 1,440               | 720                   | 480                 |
| Longevity                               | 4,796             | 5,089               | 4,159                 | 0                   |
| Bonus                                   | 82                | 166                 | 166                   | 166                 |
| Employee Health Insurance               | 14,742            | 29,460              | 25,012                | 22,491              |
| Employee Life Insurance                 | 221               | 470                 | 448                   | 426                 |
| Workers' Comp Insurance                 | 223               | 4,633               | 4,632                 | 4,098               |
| Retiree Health Insurance                | 3,996             | 7,346               | 7,262                 | 6,650               |
| FICA                                    | 6,396             | 11,444              | 11,272                | 9,931               |
| Pension Contribution                    | 10,975            | 19,313              | 19,308                | 18,975              |
| Contributory Retirement Plan            | 818               | 818                 | 816                   | 1,709               |
| <b>Total Personnel</b>                  | <b>\$ 122,895</b> | <b>\$ 230,099</b>   | <b>\$ 219,029</b>     | <b>\$ 200,921</b>   |
| <b>Staffing Level</b>                   |                   |                     |                       |                     |
| <i>Full-Time</i>                        | <i>1.00</i>       | <i>2.00</i>         | <i>2.55</i>           | <i>2.00</i>         |
| <i>Part-Time (converted to FTE)</i>     | <i>0.00</i>       | <i>0.00</i>         | <i>0.00</i>           | <i>0.00</i>         |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>1.00</b>       | <b>2.00</b>         | <b>2.55</b>           | <b>2.00</b>         |
| <b>Operations</b>                       |                   |                     |                       |                     |
| Training                                | \$ 1,215          | \$ 2,500            | \$ 2,000              | \$ 2,000            |
| Travel                                  | 547               | 1,400               | 1,500                 | 1,500               |
| Professional Services                   | 2,190             | 23,500              | 23,500                | 23,500              |
| Other Professional Services             | 2,475             | 3,975               | 3,525                 | 3,525               |
| Dues & Subscription                     | 708               | 750                 | 750                   | 750                 |
| Cellular Phones                         | 0                 | 1,000               | 1,000                 | 1,000               |
| Shop Allocation                         | 0                 | 3,000               | 3,000                 | 3,000               |
| Vehicle Maintenance                     | 0                 | 2,000               | 2,000                 | 2,000               |
| Office Supplies                         | 0                 | 1,000               | 1,000                 | 1,000               |
| Printing                                | 0                 | 500                 | 500                   | 500                 |
| Petroleum Supplies                      | 0                 | 4,000               | 2,000                 | 2,000               |
| Clothing & Uniforms                     | 0                 | 1,500               | 1,000                 | 1,000               |
| Operating Supplies                      | 67                | 250                 | 250                   | 250                 |
| Small Tools                             | 0                 | 500                 | 500                   | 500                 |
| Public Awareness                        | 134               | 3,500               | 3,500                 | 3,500               |
| Vehicle & Equip Insurance               | 0                 | 1,000               | 1,000                 | 1,000               |
| General Liability Insurance             | 0                 | 2,000               | 2,000                 | 2,000               |
| State Fees                              | 3,460             | 3,600               | 3,600                 | 3,600               |
| <b>Total Operations</b>                 | <b>\$ 10,796</b>  | <b>\$ 55,975</b>    | <b>\$ 52,625</b>      | <b>\$ 52,625</b>    |



**CITY OF BARTLETT  
DRAINAGE FUND  
FY 2026 Adopted Budget**

| <b>Description</b>                         | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Transfers Out</b>                       |                           |                            |                               |                            |
| Transfer To Debt Service                   | \$ 0                      | \$ 500,000                 | \$ 500,000                    | \$ 500,000                 |
| <b>Total Transfers Out</b>                 | <b>\$ 0</b>               | <b>\$ 500,000</b>          | <b>\$ 500,000</b>             | <b>\$ 500,000</b>          |
| <b>Capital</b>                             |                           |                            |                               |                            |
| Drainage Capital Improvements              | \$ 0                      | \$ 0                       | \$ 0                          | \$ 750,000                 |
| <b>Total Capital</b>                       | <b>\$ 0</b>               | <b>\$ 0</b>                | <b>\$ 0</b>                   | <b>\$ 750,000</b>          |
| <b>Total Drainage Control Expenditures</b> | <b>\$ 133,691</b>         | <b>\$ 786,074</b>          | <b>\$ 771,654</b>             | <b>\$ 1,503,546</b>        |
| <b>Net From Operations</b>                 | <b>8,928</b>              | <b>646,926</b>             | <b>697,346</b>                | <b>19,454</b>              |
| <b>Beginning Fund Balance</b>              | <b>\$ 106,548</b>         | <b>\$ 115,476</b>          | <b>\$ 115,476</b>             | <b>\$ 812,822</b>          |
| <b>Ending Fund Balance</b>                 | <b>\$ 115,476</b>         | <b>\$ 762,402</b>          | <b>\$ 812,822</b>             | <b>\$ 832,276</b>          |



**CITY OF BARTLETT**  
**PARK IMPROVEMENTS FUND**  
**FY 2026 Adopted Budget**



| <b>Description</b>                         | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Park Improvement Revenues</b>           |                           |                            |                               |                            |
| Parks Dev Fee Dist1                        | \$ 0                      | \$ 0                       | \$ 0                          | \$ 0                       |
| Parks Dev Fee Dist2                        | 35,700                    | 50,000                     | 10,000                        | 10,000                     |
| Parks Dev Fee Dist3                        | 50,400                    | 5,000                      | 0                             | 0                          |
| Greenbelt                                  | 6,515                     | 5,000                      | 13,000                        | 10,000                     |
| Interest/Other Revenues                    | 0                         | 0                          | 0                             | 0                          |
| <b>Total Park Improvement Revenues</b>     | <b>\$ 92,615</b>          | <b>\$ 60,000</b>           | <b>\$ 23,000</b>              | <b>\$ 20,000</b>           |
| <b>Transfers Out</b>                       |                           |                            |                               |                            |
| Transfer to Capital Improvement Fund       | \$ 0                      | \$ 125,000                 | \$ 125,000                    | \$ 0                       |
| <b>Total Transfers Out</b>                 | <b>\$ 0</b>               | <b>\$ 125,000</b>          | <b>\$ 125,000</b>             | <b>\$ 0</b>                |
| <b>Park Improvement Expenditures</b>       |                           |                            |                               |                            |
| Park Improvements Dist1                    | \$ 0                      | \$ 0                       | \$ 0                          | \$ 0                       |
| Park Improvements Dist2                    | 0                         | 0                          | 0                             | 0                          |
| Park Improvements Dist3                    | 0                         | 0                          | 0                             | 0                          |
| Park Improvements Miscellaneous            | 0                         | 0                          | 0                             | 125,000                    |
| <b>Total Park Improvement Expenditures</b> | <b>\$ 0</b>               | <b>\$ 0</b>                | <b>\$ 0</b>                   | <b>\$ 125,000</b>          |
| <b>Net From Operations</b>                 | <b>92,615</b>             | <b>(65,000)</b>            | <b>(102,000)</b>              | <b>(105,000)</b>           |
| <b>Beginning Fund Balance</b>              | <b>\$ 264,234</b>         | <b>\$ 356,849</b>          | <b>\$ 356,849</b>             | <b>\$ 254,849</b>          |
| <b>Ending Fund Balance</b>                 | <b>\$ 356,849</b>         | <b>\$ 291,849</b>          | <b>\$ 254,849</b>             | <b>\$ 149,849</b>          |



**CITY OF BARTLETT  
E-CITATION FUND  
FY 2026 Adopted Budget**

| <b>Description</b>                   | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--------------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>E-Citation Revenues</b>           |                           |                            |                               |                            |
| Electronic Traffic Citation Fee      | \$ 18,665                 | \$ 0                       | \$ 1,608                      | \$ 0                       |
| Interest/Other Revenues              | 698                       | 0                          | 1,000                         | 0                          |
| <b>Total E-Citation Revenues</b>     | <b>\$ 19,363</b>          | <b>\$ 0</b>                | <b>\$ 2,608</b>               | <b>\$ 0</b>                |
| <b>E-Citation Expenditures</b>       |                           |                            |                               |                            |
| <b>Operations</b>                    |                           |                            |                               |                            |
| Computer Maintenance                 | \$ 0                      | \$ 29,794                  | \$ 35,000                     | \$ 0                       |
| Office Supplies                      | 0                         | 0                          | 0                             | 0                          |
| <b>Total Operations</b>              | <b>\$ 0</b>               | <b>\$ 29,794</b>           | <b>\$ 35,000</b>              | <b>\$ 0</b>                |
| <b>Capital</b>                       |                           |                            |                               |                            |
| Data Processing Equipment            | \$ 12,907                 | \$ 5,200                   | \$ 0                          | \$ 0                       |
| <b>Total Capital</b>                 | <b>\$ 12,907</b>          | <b>\$ 5,200</b>            | <b>\$ 0</b>                   | <b>\$ 0</b>                |
| <b>Total E-Citation Expenditures</b> | <b>\$ 12,907</b>          | <b>\$ 34,994</b>           | <b>\$ 35,000</b>              | <b>\$ 0</b>                |
| <b>Net From Operations</b>           | <b>6,457</b>              | <b>(34,994)</b>            | <b>(32,392)</b>               | <b>0</b>                   |
| <b>Beginning Fund Balance</b>        | <b>\$ 25,493</b>          | <b>\$ 31,950</b>           | <b>\$ 31,950</b>              | <b>\$ 0</b>                |
| <b>Ending Fund Balance</b>           | <b>\$ 31,950</b>          | <b>\$ (3,044)</b>          | <b>\$ 0</b>                   | <b>\$ 0</b>                |



**CITY OF BARTLETT**  
**BARTLETT CITY SCHOOL FUND**  
**FY 2026 Adopted Budget**



| <b>Description</b>                             | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Bartlett School Fund Revenues</b>           |                           |                            |                               |                            |
| County Taxes                                   | \$ 41,677,387             | \$ 43,057,738              | \$ 43,057,738                 | \$ 42,509,515              |
| City of Bartlett Contributions                 | 2,363,248                 | 2,346,019                  | 2,346,019                     | 2,346,019                  |
| Charges for Services                           | 137,661                   | 25,200                     | 25,200                        | 25,200                     |
| Recurring Local Revenue                        |                           | 729,300                    | 729,300                       | 1,549,300                  |
| Nonrecurring Local Revenue                     | 0                         | 1,500,000                  | 1,500,000                     | 0                          |
| State Education Funds                          | 58,883,097                | 58,979,698                 | 58,979,698                    | 60,015,364                 |
| Other State Revenue                            | 3,040,250                 | 145,000                    | 145,000                       | 162,000                    |
| Federal Funds thru the State                   | 0                         | 0                          | 0                             | 0                          |
| Capital Leases Issued                          | 0                         | 0                          | 0                             | 0                          |
| Insurance Recovery                             | 0                         | 0                          | 0                             | 0                          |
| Other Sources                                  |                           | 270,800                    | 270,800                       | 270,800                    |
| <b>Total Bartlett School Fund Revenues</b>     | <b>\$ 106,101,643</b>     | <b>\$ 107,053,755</b>      | <b>\$ 107,053,755</b>         | <b>\$ 106,878,198</b>      |
| <b><u>Staffing Level</u></b>                   |                           |                            |                               |                            |
| <i>Full-Time Equivalent (FTE)</i>              | <i>888.00</i>             | <i>927.75</i>              | <i>927.75</i>                 | <i>923.50</i>              |
| <b>Bartlett School Fund Expenditures</b>       |                           |                            |                               |                            |
| Regular Instruction Program                    | \$ 43,870,275             | \$ 53,382,550              | \$ 53,382,550                 | \$ 54,410,127              |
| Alternative Education Program                  | 468,775                   | 592,589                    | 592,589                       | 589,210                    |
| Special Education                              | 7,367,977                 | 8,513,026                  | 8,513,026                     | 9,230,034                  |
| Career and Technical Education Program         | 2,642,587                 | 1,804,867                  | 1,804,867                     | 1,870,008                  |
| Planning                                       | 0                         | 149,599                    | 149,599                       | 155,195                    |
| Student Services                               | 880,970                   | 807,627                    | 807,627                       | 761,108                    |
| Health Services                                | 1,030,454                 | 1,239,929                  | 1,239,929                     | 1,277,681                  |
| Other Student Support                          | 2,514,055                 | 3,239,964                  | 3,239,964                     | 3,133,342                  |
| Regular Instruction Support                    | 2,305,275                 | 2,739,240                  | 2,739,240                     | 2,809,614                  |
| Special Education Support                      | 1,397,829                 | 1,616,059                  | 1,616,059                     | 1,688,165                  |
| Vocational Education Support                   | 140,365                   | 137,718                    | 137,718                       | 147,931                    |
| Board of Education                             | 3,381,158                 | 4,987,166                  | 4,987,166                     | 3,935,192                  |
| Director of Schools                            | 974,146                   | 1,041,422                  | 1,041,422                     | 1,095,890                  |
| Office of Principal                            | 6,892,328                 | 8,566,363                  | 8,566,363                     | 8,481,776                  |
| Fiscal Services                                | 1,387,211                 | 2,434,694                  | 2,434,694                     | 2,505,940                  |
| Human Resources                                | 685,949                   | 842,995                    | 842,995                       | 956,519                    |
| Operation of Plant                             | 6,014,905                 | 6,578,078                  | 6,578,078                     | 6,746,568                  |
| Maintenance of Plant                           | 2,288,831                 | 2,584,198                  | 2,584,198                     | 3,082,669                  |
| Transportation                                 | 3,726,685                 | 4,519,865                  | 4,519,865                     | 4,257,891                  |
| Technology                                     | 2,591,467                 | 2,775,806                  | 2,775,806                     | 3,243,337                  |
| Food Service                                   | 48,949                    | 0                          | 0                             | 0                          |
| Capital Outlays                                | 79,470                    | 0                          | 0                             | 0                          |
| Transfers Out                                  | 1,611,042                 | 0                          | 0                             | 0                          |
| <b>Total Bartlett School Fund Expenditures</b> | <b>\$ 92,300,703</b>      | <b>\$ 108,553,755</b>      | <b>\$ 108,553,755</b>         | <b>\$ 110,378,198</b>      |
| <b>Net From Operations</b>                     | <b>13,800,940</b>         | <b>(1,500,000)</b>         | <b>(1,500,000)</b>            | <b>(3,500,000)</b>         |
| <b>School Beginning Fund Balance</b>           | <b>\$ 47,055,828</b>      | <b>\$ 60,856,768</b>       | <b>\$ 60,856,768</b>          | <b>\$ 59,356,768</b>       |
| <b>School Ending Fund Balance</b>              | <b>\$ 60,856,768</b>      | <b>\$ 59,356,768</b>       | <b>\$ 59,356,768</b>          | <b>\$ 55,856,768</b>       |

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# CITY OF BARTLETT

T E N N E S S E E

## UTILITY FUND

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



# City of Bartlett

## UTILITY FUND FY 2026 Adopted Budget

### Full-Time Authorized Personnel Positions

#### Utility Administration

|                                     |                 |
|-------------------------------------|-----------------|
| Supervisor                          | 1               |
| General Clerk                       | 3               |
| Skill Clerk                         | 2               |
| Senior Clerk                        | <u>1</u>        |
| <b>Total Utility Administration</b> | <b><u>7</u></b> |

#### Water & Wastewater Services

|  |                  |
|--|------------------|
| Manager                                  | 1                |
| Skill Clerk                              | 1                |
| Driver                                   | 5                |
| Foreman                                  | 4                |
| Supervisor                               | 1                |
| Meter Reader                             | 4                |
| Sewer Tech                               | 2                |
| Utility Worker                           | 3                |
| Utility Location Technician              | <u>1</u>         |
| <b>Total Water &amp; Wastewater Svcs</b> | <b><u>22</u></b> |

#### Plant Operations

|                               |                 |
|-------------------------------|-----------------|
| Manager                       | 1               |
| Engineer                      | 1               |
| Construction Inspector        | 2               |
| Watertreat Operator           | 4               |
| <b>Total Plant Operations</b> | <b><u>8</u></b> |

#### Sewer Lagoon

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

**TOTAL UTILITY FUND** **41**

The Utility Fund is a self-supporting fund has four cost centers; Administration, Water & Wastewater Services, Plant Operations and Sewer Lagoon. The Utility Fund budget had a net increase of \$975,057 (7.19%) over the FY 2025 Projection. Utility Fund budget sometimes has big increase or decrease mainly because of the needed capital purchases each year. \$3.1mil is transfered to Utility CIP for water and sewer projects for FY26. There is also a \$300k increase in Sewer Service Fees charged by the City of Bartlett. There were no staffing changes. FY 2026 budget included a career ladder pay increase and 3% salary increase for full-time and part-time employees.

### *Summary Revenue/Expenditure Type*

| <u>Category</u>     | <u>FY 2024 Actual</u>     | <u>FY 2025 Revised</u>   | <u>FY 2025 Projection</u> | <u>FY 2026 Adopted</u>   |
|---------------------|---------------------------|--------------------------|---------------------------|--------------------------|
| Revenues            | 13,528,011                | 13,170,000               | 13,217,664                | 13,631,000               |
| Salaries            | 2,139,448                 | 2,411,309                | 2,263,138                 | 2,517,125                |
| Benefits            | 1,018,549                 | 1,152,993                | 1,189,899                 | 1,291,877                |
| Operations          | 3,937,970                 | 4,826,728                | 5,017,895                 | 5,455,782                |
| Capital             | 1,542,221                 | 1,712,430                | 1,540,721                 | 1,545,800                |
| Dbt Svc/Trfr Out    | 6,315,449                 | 3,606,626                | 3,556,626                 | 3,732,752                |
| <b>Net Income</b>   | <b><u>(1,425,625)</u></b> | <b><u>(540,086)</u></b>  | <b><u>(350,615)</u></b>   | <b><u>(912,336)</u></b>  |
| <b>Beg Cash Bal</b> | <b><u>19,920,131</u></b>  | <b><u>18,494,506</u></b> | <b><u>18,494,506</u></b>  | <b><u>18,143,891</u></b> |
| <b>End Cash Bal</b> | <b><u>18,494,506</u></b>  | <b><u>17,954,420</u></b> | <b><u>18,143,891</u></b>  | <b><u>17,231,555</u></b> |



**CITY OF BARTLETT**  
**UTILITY FUND SUMMARY - CASH BASIS**  
**FY 2026 Adopted Budget**



| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Utility Revenues</b>                 |                           |                            |                               |                            |
| Operating Revenues                      | \$ 11,911,838             | \$ 12,283,000              | \$ 12,268,000                 | \$ 12,874,000              |
| Other Revenues                          | 623,154                   | 493,000                    | 878,664                       | 663,000                    |
| Non-Operating Revenues                  | 988,744                   | 385,000                    | 62,000                        | 85,000                     |
| <b>Total Utility Revenues</b>           | <b>\$ 13,523,736</b>      | <b>\$ 13,161,000</b>       | <b>\$ 13,208,664</b>          | <b>\$ 13,622,000</b>       |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>41.58</i>              | <i>41.00</i>               | <i>36.85</i>                  | <i>41.00</i>               |
| <i>Part-Time (converted to FTE)</i>     | <i>0.64</i>               | <i>1.25</i>                | <i>0.81</i>                   | <i>1.68</i>                |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>42.22</b>              | <b>42.25</b>               | <b>37.66</b>                  | <b>42.68</b>               |
| <b>Utility Expenditures</b>             |                           |                            |                               |                            |
| Utility Administration                  | \$ 2,104,715              | \$ 3,101,125               | \$ 3,258,606                  | \$ 3,632,703               |
| Water & Wastewater Services             | 1,945,359                 | 2,410,535                  | 2,428,626                     | 2,682,562                  |
| Plant Operations                        | 3,687,928                 | 3,258,982                  | 3,176,744                     | 3,284,124                  |
| Sewer Treatment                         | 895,910                   | 1,323,818                  | 1,138,677                     | 1,202,195                  |
| <b>Total Utility Expenditures</b>       | <b>\$ 8,633,912</b>       | <b>\$ 10,094,460</b>       | <b>\$ 10,002,653</b>          | <b>\$ 10,801,584</b>       |
| <b>Projected Cash Flow</b>              | <b>\$ 4,889,824</b>       | <b>\$ 3,066,540</b>        | <b>\$ 3,206,011</b>           | <b>\$ 2,820,416</b>        |
| <b>Less:</b>                            |                           |                            |                               |                            |
| Debt Service                            | \$ 1,132,204              | \$ 574,180                 | \$ 524,180                    | \$ 632,752                 |
| Transfer to Capital Improvement Fund    | 5,183,245                 | 3,032,446                  | 3,032,446                     | 3,100,000                  |
| <b>Total</b>                            | <b>\$ 6,315,449</b>       | <b>\$ 3,606,626</b>        | <b>\$ 3,556,626</b>           | <b>\$ 3,732,752</b>        |
| <b>Net From Operations</b>              | <b>\$ (1,425,625)</b>     | <b>\$ (540,086)</b>        | <b>\$ (350,615)</b>           | <b>\$ (912,336)</b>        |
| <b>Beginning Cash Balance</b>           | <b>\$ 19,920,131</b>      | <b>\$ 18,494,506</b>       | <b>\$ 18,494,506</b>          | <b>\$ 18,143,891</b>       |
| <b>Ending Cash Balance</b>              | <b>\$ 18,494,506</b>      | <b>\$ 17,954,420</b>       | <b>\$ 18,143,891</b>          | <b>\$ 17,231,555</b>       |



**CITY OF BARTLETT**  
**UTILITY FUND SUMMARY - GAAP BASIS**  
**FY 2026 Adopted Budget**



| <b>Description</b>                                 | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Utility Revenues</b>                            |                           |                            |                               |                            |
| Water Sales  | \$ 4,529,135              | \$ 4,648,000               | \$ 4,698,000                  | \$ 4,698,000               |
| Sewer Service Fees                                 | 6,553,931                 | 6,805,000                  | 6,756,000                     | 7,373,000                  |
| Other Operating Revenues                           | 472,238                   | 405,000                    | 458,000                       | 448,000                    |
| Charges For Services                               | 26,500                    | 25,000                     | 26,000                        | 25,000                     |
| Other Revenues                                     | 12,647                    | 25,000                     | 100,664                       | 25,000                     |
| <b>Total Utility Revenues</b>                      | <b>\$ 11,594,450</b>      | <b>\$ 11,908,000</b>       | <b>\$ 12,038,664</b>          | <b>\$ 12,569,000</b>       |
| <b>Staffing Level</b>                              |                           |                            |                               |                            |
| <i>Full-Time</i>                                   | <i>41.58</i>              | <i>41.00</i>               | <i>36.85</i>                  | <i>41.00</i>               |
| <i>Part-Time (converted to FTE)</i>                | <i>0.64</i>               | <i>1.25</i>                | <i>0.81</i>                   | <i>1.68</i>                |
| <b>Total Full-Time Equivalent (FTE)</b>            | <b>42.22</b>              | <b>42.25</b>               | <b>37.66</b>                  | <b>42.68</b>               |
| <b>Utility Expenditures</b>                        |                           |                            |                               |                            |
| Utility Administration                             | \$ 2,104,715              | \$ 2,892,412               | \$ 3,067,606                  | \$ 3,489,803               |
| Water & Wastewater Services                        | 1,945,359                 | 2,164,451                  | 2,030,332                     | 2,302,562                  |
| Plant Operations                                   | 3,687,928                 | 2,455,299                  | 2,535,744                     | 2,572,924                  |
| Sewer Treatment                                    | 895,910                   | 869,867                    | 828,250                       | 890,495                    |
| Depreciation                                       | 2,764,732                 | 2,800,000                  | 2,750,000                     | 2,900,000                  |
| <b>Total Utility Expenditures</b>                  | <b>\$ 11,398,644</b>      | <b>\$ 11,182,030</b>       | <b>\$ 11,211,932</b>          | <b>\$ 12,155,784</b>       |
| <b>Operating Income (Loss)</b>                     | <b>\$ 195,806</b>         | <b>\$ 725,970</b>          | <b>\$ 826,732</b>             | <b>\$ 413,216</b>          |
| <b>Nonoperating Revenues (Expenses)</b>            |                           |                            |                               |                            |
| Tower Lease Charges                                | \$ 330,035                | \$ 400,000                 | \$ 330,000                    | \$ 330,000                 |
| Interest   | 610,507                   | 468,000                    | 778,000                       | 638,000                    |
| Bond Interest and Costs                            | (61,204)                  | (119,180)                  | (69,180)                      | (167,752)                  |
| <b>Total Nonoperating Revenues (Expenses)</b>      | <b>\$ 879,338</b>         | <b>\$ 748,820</b>          | <b>\$ 1,038,820</b>           | <b>\$ 800,248</b>          |
| Capital Contributions                              | \$ 753,701                | \$ 385,000                 | \$ 62,000                     | \$ 85,000                  |
| Transfer In  | 235,043                   | 0                          | 0                             | 0                          |
| <b>Total Capital Contributions &amp; Transfers</b> | <b>\$ 988,744</b>         | <b>\$ 385,000</b>          | <b>\$ 62,000</b>              | <b>\$ 85,000</b>           |
| <b>Change in Net Position</b>                      | <b>\$ 2,063,888</b>       | <b>\$ 1,859,790</b>        | <b>\$ 1,927,552</b>           | <b>\$ 1,298,464</b>        |
| <b>Total Net Position - Beginning</b>              | <b>\$ 69,895,245</b>      | <b>\$ 71,959,133</b>       | <b>\$ 71,959,133</b>          | <b>\$ 73,886,685</b>       |
| <b>Total Net Position - Ending</b>                 | <b>\$ 71,959,133</b>      | <b>\$ 73,818,923</b>       | <b>\$ 73,886,685</b>          | <b>\$ 75,185,149</b>       |



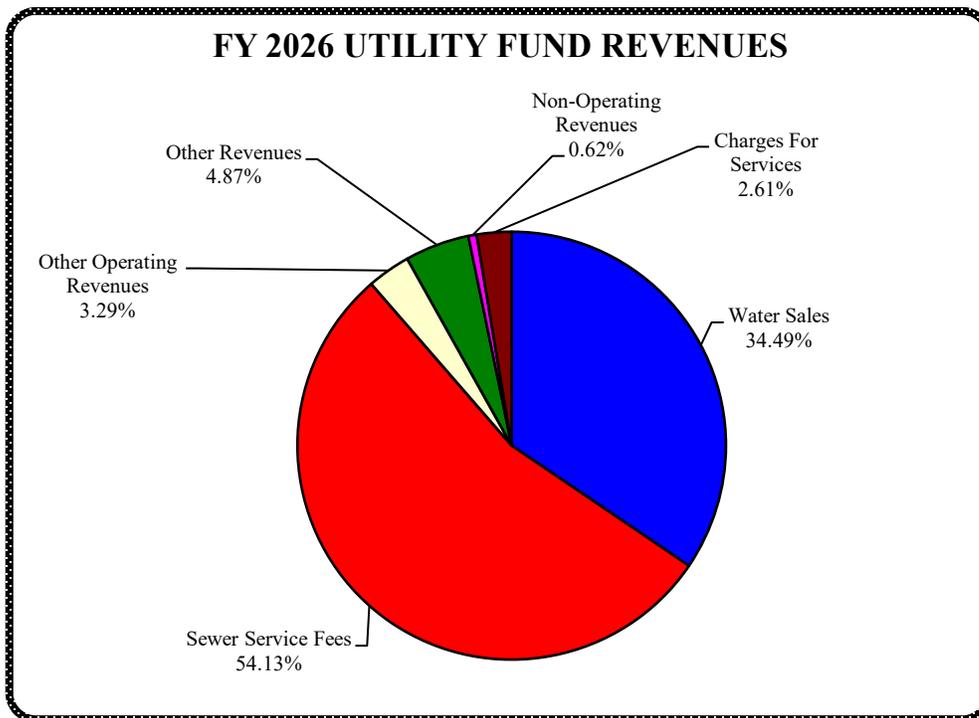
**CITY OF BARTLETT**  
**UTILITY FUND REVENUES**  
**FY 2026 Adopted Budget**



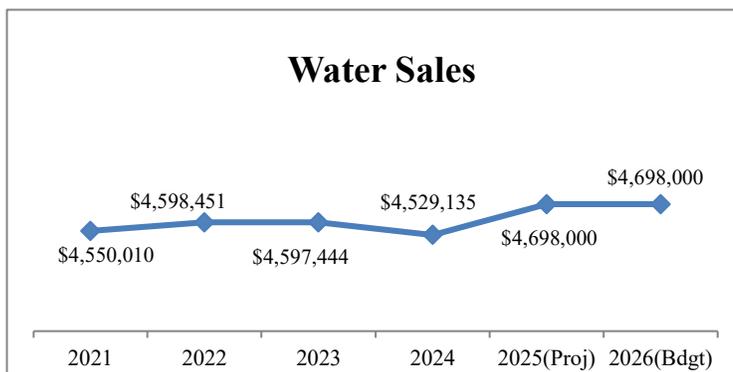
| <b>Description</b>                    | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---------------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Water Sales</b>                    |                           |                            |                               |                            |
| Metered Water Sales City Residential  | \$ 3,397,081              | \$ 3,400,000               | \$ 3,400,000                  | \$ 3,400,000               |
| Metered Water Sales City Commercial   | 926,746                   | 1,000,000                  | 1,050,000                     | 1,050,000                  |
| Metered Water Sales Rural Residential | 228,824                   | 230,000                    | 230,000                       | 230,000                    |
| Metered Water Sales Rural Commercial  | 19,021                    | 18,000                     | 18,000                        | 18,000                     |
| Uncollectable Revenue-Water           | (42,537)                  | 0                          | 0                             | 0                          |
| <b>Total Water Sales</b>              | <b>\$ 4,529,135</b>       | <b>\$ 4,648,000</b>        | <b>\$ 4,698,000</b>           | <b>\$ 4,698,000</b>        |
| <b>Sewer Service Fees</b>             |                           |                            |                               |                            |
| Sewer Service Fees City Residential   | \$ 3,434,559              | \$ 3,600,000               | \$ 3,550,000                  | \$ 3,900,000               |
| Sewer Service Fees City Commercial    | 1,056,862                 | 1,100,000                  | 1,100,000                     | 1,190,000                  |
| Sewer Service Fees Rural Commercial   | 8,369                     | 10,000                     | 13,000                        | 13,000                     |
| North Sewer Service Fees City Res.    | 1,761,690                 | 1,800,000                  | 1,800,000                     | 1,945,000                  |
| North Sewer Service Fees City Comm    | 89,711                    | 95,000                     | 85,000                        | 100,000                    |
| North Sewer Service Fees Rural Res.   | 193,062                   | 190,000                    | 200,000                       | 215,000                    |
| North Sewer Service Fees Rural Comm.  | 9,676                     | 10,000                     | 8,000                         | 10,000                     |
| Uncollectable Revenue-Sewer           | 0                         | 0                          | 0                             | 0                          |
| <b>Total Sewer Service Fees</b>       | <b>\$ 6,553,931</b>       | <b>\$ 6,805,000</b>        | <b>\$ 6,756,000</b>           | <b>\$ 7,373,000</b>        |
| <b>Other Operating Revenues</b>       |                           |                            |                               |                            |
| Service Connection Fee                | \$ 50,362                 | \$ 50,000                  | \$ 50,000                     | \$ 50,000                  |
| Disconnect/Reconnect Fee              | 39,810                    | 35,000                     | 38,000                        | 38,000                     |
| Forfeited Discounts                   | 382,065                   | 320,000                    | 370,000                       | 360,000                    |
| <b>Total Other Operating Revenues</b> | <b>\$ 472,238</b>         | <b>\$ 405,000</b>          | <b>\$ 458,000</b>             | <b>\$ 448,000</b>          |
| <b>Other Revenues</b>                 |                           |                            |                               |                            |
| Interest                              | \$ 610,507                | \$ 468,000                 | \$ 778,000                    | \$ 638,000                 |
| Other Revenues                        | 14,485                    | 15,000                     | 85,664                        | 15,000                     |
| Reimbursements For Damage             | (1,838)                   | 10,000                     | 15,000                        | 10,000                     |
| <b>Total Other Revenues</b>           | <b>\$ 623,154</b>         | <b>\$ 493,000</b>          | <b>\$ 878,664</b>             | <b>\$ 663,000</b>          |
| <b>Non-Operating Revenues</b>         |                           |                            |                               |                            |
| Water Tap Fees South                  | \$ 282,000                | \$ 150,000                 | \$ 16,000                     | \$ 20,000                  |
| Water Tap Fees North                  | 6,300                     | 15,000                     | 6,000                         | 10,000                     |
| Sewer Tap South Basin                 | 300,533                   | 150,000                    | 20,000                        | 20,000                     |
| Sewer Tap North Basin                 | 7,920                     | 20,000                     | 10,000                        | 15,000                     |
| Subdivision Development               | 156,948                   | 50,000                     | 10,000                        | 20,000                     |
| Transfer In                           | 235,043                   | 0                          | 0                             | 0                          |
| <b>Total Non-Operating Revenues</b>   | <b>\$ 988,744</b>         | <b>\$ 385,000</b>          | <b>\$ 62,000</b>              | <b>\$ 85,000</b>           |
| <b>Charges For Services</b>           |                           |                            |                               |                            |
| Tower Lease Payments                  | \$ 330,035                | \$ 400,000                 | \$ 330,000                    | \$ 330,000                 |
| Water Meter Installation              | 26,500                    | 25,000                     | 26,000                        | 25,000                     |
| <b>Total Charges For Services</b>     | <b>\$ 356,535</b>         | <b>\$ 425,000</b>          | <b>\$ 356,000</b>             | <b>\$ 355,000</b>          |
| <b>TOTAL UTILITY FUND REVENUES</b>    | <b>\$ 13,523,736</b>      | <b>\$ 13,161,000</b>       | <b>\$ 13,208,664</b>          | <b>\$ 13,622,000</b>       |



# CITY OF BARTLETT ANALYSIS OF UTILITY REVENUE SOURCES FY 2026 Adopted Budget



The Utility Revenues include charges for water and sewer usage and connection and development fees for the water and sewer system. Utility system is required to be self-sufficient per Tennessee Water and Wastewater Financing Board. \$2 increase each in the water and sewer rates per month per customer for FY 2020. Sewer rates increased in FY 2024 to provide revenues for increased operating costs and sewer infrastructure improvements. In FY 2026, increase the minimum sewer rate \$2.30 per month to cover City of Memphis sewer treatment fee increases.



This revenue is based on the volume of water usage with a different rate for residential and commercial users. FY 2026 budget is based on no new additional users.



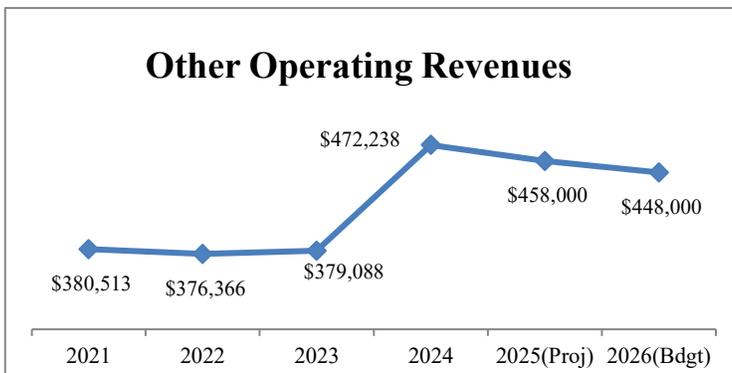
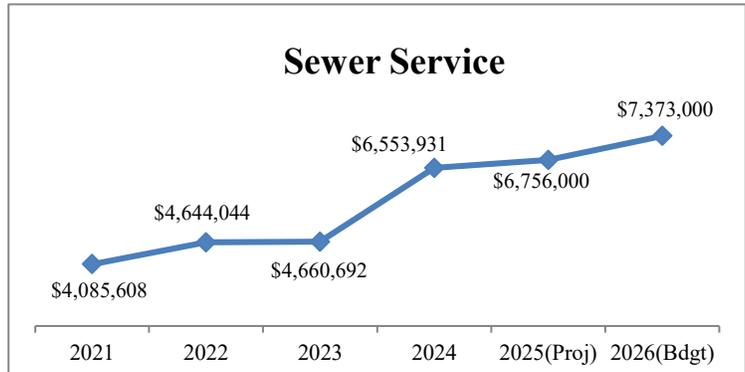
# CITY OF BARTLETT

## ANALYSIS OF UTILITY REVENUE SOURCES

### FY 2026 Adopted Budget



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. Sewer rates will increase in FY 2024 to provide revenues for increased operating costs and sewer infrastructure improvements. FY 2026 budget is based on no new additional users.



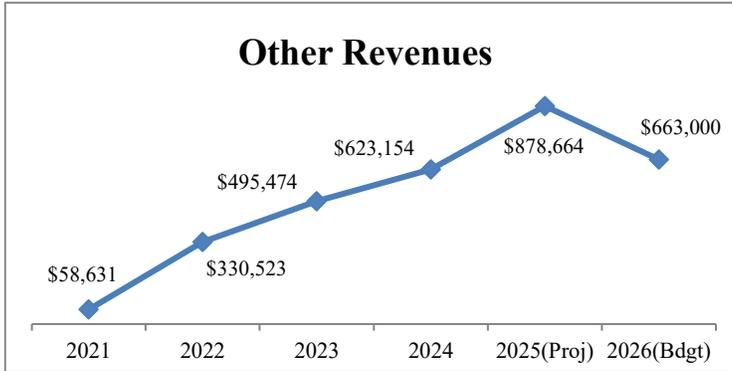
These are service fees and disconnect/reconnect fees for the water and sewer systems and the forfeited discounts.

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. A big mixed-use development started in FY24 brought in more than \$600,000 in the Utility fund.



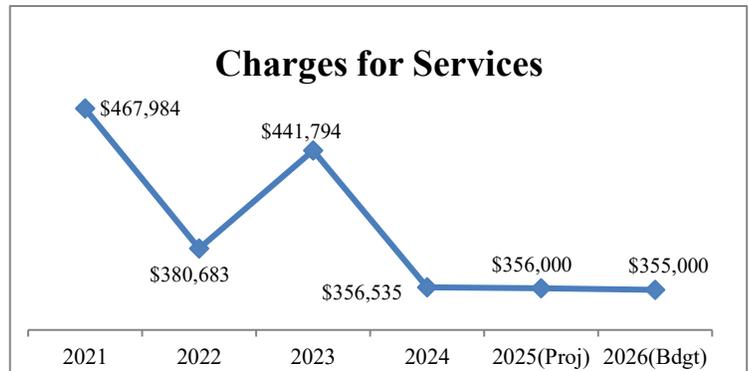


# CITY OF BARTLETT ANALYSIS OF UTILITY REVENUE SOURCES FY 2026 Adopted Budget



Other Revenues include interest earned on utility investments and miscellaneous revenue. With the prime rate being high over the last year, we received \$400,000 for FY24, over \$700,000 for FY25 and budgeted 500,000 for fiscal year 2026.

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





**CITY OF BARTLETT**  
**UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY**  
**FY 2026 Adopted Budget**



| Description                      | FY 2024<br>Actual | FY 2025<br>Revised | FY 2025<br>Projection | FY 2026<br>Adopted |
|----------------------------------|-------------------|--------------------|-----------------------|--------------------|
| <b>Department Revenues</b>       |                   |                    |                       |                    |
| Demand Response Program          | \$ 4,275          | \$ 9,000           | \$ 9,000              | \$ 9,000           |
| <b>Total Department Revenues</b> | <b>\$ 4,275</b>   | <b>\$ 9,000</b>    | <b>\$ 9,000</b>       | <b>\$ 9,000</b>    |

|                              |                     |                     |                     |                     |
|------------------------------|---------------------|---------------------|---------------------|---------------------|
| <b>Personnel</b>             |                     |                     |                     |                     |
| Supervisor Salaries          | \$ 215,150          | \$ 322,302          | \$ 299,936          | \$ 330,989          |
| Employee Wages               | 1,784,706           | 1,918,047           | 1,788,086           | 1,972,674           |
| Overtime Wages               | 86,444              | 96,900              | 100,000             | 98,500              |
| Special Hours                | 30,600              | 30,800              | 34,050              | 35,800              |
| Holiday Pay                  | 0                   | 0                   | 280                 | 1,000               |
| Part-Time                    | 22,547              | 43,260              | 41,066              | 79,162              |
| Vacation Pay                 | 23,555              | 0                   | 9,560               | 0                   |
| Educational Bonus            | 4,610               | 3,120               | 2,860               | 5,480               |
| Sick Pay                     | 1,436               | 0                   | 0                   | 0                   |
| Longevity Pay                | 34,239              | 36,710              | 29,445              | 27,867              |
| Bonus                        | 3,298               | 3,805               | 3,215               | 3,706               |
| Employee Health Insurance    | 445,782             | 444,107             | 499,507             | 540,879             |
| Employee Life Insurance      | 5,544               | 7,170               | 6,204               | 7,371               |
| Workers' Comp Insurance      | 44,993              | 46,347              | 46,344              | 47,720              |
| Unemployment Compensation    |                     |                     |                     |                     |
| Retiree Health Insurance     | (30,317)            | 112,017             | 104,171             | 115,182             |
| FICA                         | 156,527             | 176,679             | 165,261             | 184,393             |
| Pension Contribution         | 199,909             | 294,498             | 294,504             | 328,680             |
| Contributory Retirement Plan | 128,972             | 28,540              | 28,548              | 29,599              |
| <b>Total Personnel</b>       | <b>\$ 3,157,997</b> | <b>\$ 3,564,302</b> | <b>\$ 3,453,037</b> | <b>\$ 3,809,002</b> |

**Staffing Level**

|  |                     |                     |                     |                     |
|--|---------------------|---------------------|---------------------|---------------------|
| <i>Full-Time</i>                               | <i>41.58</i>        | <i>41.00</i>        | <i>36.85</i>        | <i>41.00</i>        |
| <i>Part-Time (converted to FTE)</i>            | <i>0.64</i>         | <i>1.25</i>         | <i>0.81</i>         | <i>1.68</i>         |
| <b><i>Total Full-Time Equivalent (FTE)</i></b> | <b><i>42.22</i></b> | <b><i>42.25</i></b> | <b><i>37.66</i></b> | <b><i>42.68</i></b> |

**Operations**

|                            |          |           |           |           |
|----------------------------|----------|-----------|-----------|-----------|
| Training                   | \$ 4,565 | \$ 10,900 | \$ 10,396 | \$ 11,600 |
| Travel                     | 2,959    | 9,700     | 7,450     | 7,800     |
| Professional Services      | 1,050    | 2,000     | 2,000     | 2,000     |
| Other Professional Service | 71,899   | 67,500    | 69,404    | 105,500   |
| Postage & Freight          | 106,236  | 101,500   | 105,300   | 111,500   |
| Notice Publication         | 0        | 400       | 400       | 400       |
| Dues & Subscriptions       | 188      | 3,075     | 2,205     | 2,700     |
| Utilities                  | 926,182  | 795,250   | 804,000   | 804,000   |
| Water Purchased For Resale | 44,432   | 45,000    | 45,000    | 45,000    |
| Cellular Phones            | 6,653    | 7,500     | 7,750     | 7,750     |
| Data Processing - Software | 0        | 2,700     | 2,700     | 2,700     |
| Shop Allocation            | 26,000   | 26,000    | 26,000    | 26,000    |
| Vehicle Maintenance        | 61,985   | 43,500    | 62,500    | 57,500    |
| Equipment Maintenance      | 354,576  | 494,948   | 522,447   | 501,000   |
| Radio Maintenance          | 20,192   | 14,739    | 14,739    | 14,859    |
| Computer Maintenance       | 0        | 85,000    | 15,594    | 85,000    |
| Grounds Maintenance        | 4,857    | 11,224    | 10,000    | 10,000    |
| Building Maintenance       | 35,089   | 48,214    | 56,512    | 52,000    |



**CITY OF BARTLETT**  
**UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY**  
**FY 2026 Adopted Budget**



| Description                            | FY 2024<br>Actual   | FY 2025<br>Revised   | FY 2025<br>Projection | FY 2026<br>Adopted   |
|--|---------------------|----------------------|-----------------------|----------------------|
| Water & Sewer Line Maintenance         | 24,291              | 39,644               | 28,454                | 35,000               |
| Waste Refuse                           | 28,376              | 63,641               | 47,000                | 47,000               |
| Bad Debt Expense                       | 92                  | 2,000                | 0                     | 2,000                |
| Office Supplies                        | 7,066               | 9,300                | 9,550                 | 9,450                |
| Printing                               | 24,035              | 21,550               | 21,350                | 22,350               |
| Petroleum Supplies                     | 90,177              | 81,000               | 76,000                | 81,000               |
| Clothing & Uniforms                    | 10,306              | 11,100               | 12,600                | 12,600               |
| Operating Supplies                     | 22,131              | 23,532               | 25,000                | 25,500               |
| Cleaning Supplies                      | 535                 | 5,700                | 4,738                 | 5,000                |
| Chemical Supplies                      | 154,096             | 214,040              | 198,805               | 199,020              |
| Fill Sand, Dirt & Gravel               | 16,900              | 18,200               | 18,000                | 18,000               |
| Concrete & Brick                       | 2,905               | 5,000                | 4,000                 | 4,000                |
| Small Tools                            | 2,524               | 4,000                | 4,000                 | 4,000                |
| Pipe & Materials-System Maintenance    | 64,203              | 60,291               | 60,000                | 60,000               |
| Meters & Meter Boxes                   | 3,313               | 7,251                | 7,251                 | 7,251                |
| Equipment Rental                       | 7,541               | 10,000               | 5,000                 | 5,000                |
| Equipment Leasing                      | 82                  | 200                  | 200                   | 200                  |
| Property Insurance                     | 129,131             | 130,000              | 130,000               | 130,000              |
| Vehicle & Equip Insurance              | 12,242              | 12,328               | 12,718                | 12,718               |
| General Liability Insurance            | 17,078              | 17,417               | 18,584                | 18,704               |
| Bank Charges                           | 0                   | 1,000                | 0                     | 1,000                |
| Credit Card Vendor Fees                | 0                   | 1,500                | 0                     | 1,500                |
| Lab Testing                            | 78,139              | 85,085               | 93,000                | 93,000               |
| CSX Leases                             | 1,401               | 2,500                | 2,500                 | 2,500                |
| State Fees                             | 0                   | 1,000                | 1,380                 | 1,380                |
| Cash Over Or Short                     | (20)                | 100                  | 200                   | 100                  |
| Pollution Control Fees                 | 44,875              | 60,200               | 60,200                | 100,200              |
| In-Lieu Of Tax - Utility               | 0                   | 450,000              | 430,034               | 430,000              |
| Storage Fees                           | 0                   | 500                  | 0                     | 500                  |
| Sewer Service Fees                     | 1,522,721           | 1,702,000            | 1,972,000             | 2,262,000            |
| Damage Claims                          | 5,000               | 16,500               | 10,335                | 16,500               |
| Miscellaneous Other Expenses           | 1,968               | 1,000                | 600                   | 1,000                |
| <b>Total Operations</b>                | <b>\$ 3,937,970</b> | <b>\$ 4,826,728</b>  | <b>\$ 5,017,895</b>   | <b>\$ 5,455,782</b>  |
| <b>Capital</b>                         |                     |                      |                       |                      |
| Communications Equipment               | \$ 0                | \$ 500               | \$ 0                  | \$ 500               |
| Data Processing Equipment              | 2,630               | 19,900               | 12,194                | 17,800               |
| Office Equipment                       | 0                   | 500                  | 0                     | 500                  |
| Vehicles                               | 2,578               | 167,611              | 310,000               | 0                    |
| Furniture                              | 7,228               | 13,000               | 13,500                | 14,000               |
| Other Equipment                        | 7,435               | 25,000               | 20,027                | 5,000                |
| Water/Sewer Mains & System Improvement | 1,522,350           | 1,485,920            | 1,185,000             | 1,508,000            |
| <b>Total Capital</b>                   | <b>\$ 1,542,221</b> | <b>\$ 1,712,430</b>  | <b>\$ 1,540,721</b>   | <b>\$ 1,545,800</b>  |
| <b>TOTAL UTILITY FUND EXPENDITURES</b> | <b>\$ 8,633,912</b> | <b>\$ 10,094,460</b> | <b>\$ 10,002,653</b>  | <b>\$ 10,801,584</b> |



**CITY OF BARTLETT  
UTILITY ADMINISTRATION  
FY 2026 Adopted Budget**



| <b>Description</b>           | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Personnel</b>             |                           |                            |                               |                            |
| Supervisor Salaries          | \$ 57,523                 | \$ 61,188                  | \$ 57,312                     | \$ 64,026                  |
| Employee Wages               | 220,592                   | 253,074                    | 232,650                       | 260,264                    |
| Overtime Wages               | 303                       | 400                        | 3,500                         | 2,000                      |
| Part-Time                    | 10,238                    | 21,225                     | 17,734                        | 22,476                     |
| Vacation Pay                 | 2,760                     | 0                          | 3,227                         | 0                          |
| Sick Pay                     | (1,120)                   | 0                          | 0                             | 0                          |
| Longevity Pay                | 4,607                     | 4,926                      | 3,453                         | 3,397                      |
| Bonus                        | 577                       | 664                        | 577                           | 660                        |
| Employee Health Insurance    | 56,157                    | 57,359                     | 83,865                        | 77,889                     |
| Employee Life Insurance      | 777                       | 1,006                      | 856                           | 1,038                      |
| Workers' Comp Insurance      | 352                       | 373                        | 372                           | 384                        |
| Retiree Health Insurance     | (4,216)                   | 15,713                     | 14,497                        | 16,214                     |
| FICA                         | 21,213                    | 24,724                     | 22,919                        | 25,599                     |
| Pension Contribution         | 26,753                    | 41,310                     | 41,316                        | 46,269                     |
| Contributory Retirement Plan | 16,264                    | 3,599                      | 3,600                         | 4,167                      |
| <b>Total Personnel</b>       | <b>\$ 412,781</b>         | <b>\$ 485,561</b>          | <b>\$ 485,878</b>             | <b>\$ 524,383</b>          |

**Staffing Level**

|   |             |             |             |             |
|---|-------------|-------------|-------------|-------------|
| <i>Full-Time</i>                        | <i>6.91</i> | <i>7.00</i> | <i>6.19</i> | <i>7.00</i> |
| <i>Part-Time (converted to FTE)</i>     | <i>0.32</i> | <i>0.63</i> | <i>0.42</i> | <i>0.63</i> |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>7.23</b> | <b>7.63</b> | <b>6.61</b> | <b>7.63</b> |

**Operations**

|   |                     |                     |                     |                     |
|---|---------------------|---------------------|---------------------|---------------------|
| Training  | \$ 750              | \$ 1,200            | \$ 1,200            | \$ 1,500            |
| Travel  | 1,414               | 2,000               | 2,000               | 2,000               |
| Other Professional Service                        | 0                   | 10,000              | 0                   | 10,000              |
| Postage & Freight                                 | 102,663             | 100,000             | 104,000             | 110,000             |
| Dues & Subscriptions                              | 0                   | 100                 | 0                   | 100                 |
| Equipment Maintenance                             | 20,012              | 18,018              | 23,000              | 24,000              |
| Computer Maintenance                              | 0                   | 85,000              | 15,594              | 85,000              |
| Bad Debt Expense                                  | 92                  | 2,000               | 0                   | 2,000               |
| Office Supplies                                   | 3,898               | 6,000               | 6,000               | 6,000               |
| Printing  | 23,967              | 21,000              | 21,000              | 22,000              |
| Operating Supplies                                | 1,428               | 1,500               | 1,000               | 1,500               |
| Equipment Leasing                                 | 82                  | 200                 | 200                 | 200                 |
| Vehicle & Equip Insurance                         | 18                  | 20                  | 20                  | 20                  |
| General Liability Insurance                       | 5,713               | 5,713               | 6,880               | 7,000               |
| Bank Charges                                      | 0                   | 1,000               | 0                   | 1,000               |
| Credit Card Vendor Fees                           | 0                   | 1,500               | 0                   | 1,500               |
| Cash Over Or Short                                | (20)                | 100                 | 200                 | 100                 |
| In-Lieu Of Tax - Utility                          | 0                   | 450,000             | 430,034             | 430,000             |
| Storage Fees                                      | 0                   | 500                 | 0                   | 500                 |
| Sewer Service Fees                                | 1,522,721           | 1,700,000           | 1,970,000           | 2,260,000           |
| <i>Based on treated sewer by City of Memphis.</i> |                     |                     |                     |                     |
| Miscellaneous Other Expenses                      | 1,968               | 1,000               | 600                 | 1,000               |
| <b>Total Operations</b>                           | <b>\$ 1,684,706</b> | <b>\$ 2,406,851</b> | <b>\$ 2,581,728</b> | <b>\$ 2,965,420</b> |



**CITY OF BARTLETT  
UTILITY ADMINISTRATION  
FY 2026 Adopted Budget**



| <b>Description</b>                  | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|-------------------------------------|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Capital</b>                      |                           |                            |                               |                            |
| Communications Equipment            | \$ 0                      | \$ 500                     | \$ 0                          | \$ 500                     |
| Data Processing Equipment           | 0                         | 11,000                     | 0                             | 12,400                     |
| Office Equipment                    | 0                         | 500                        | 0                             | 500                        |
| Furniture                           | 7,228                     | 3,000                      | 1,000                         | 1,500                      |
| Water Mains & System Improvement    | 0                         | 193,713                    | 190,000                       | 128,000                    |
| <b>Total Capital</b>                | <b>\$ 7,228</b>           | <b>\$ 208,713</b>          | <b>\$ 191,000</b>             | <b>\$ 142,900</b>          |
| <b>Total Utility Administration</b> | <b>\$ 2,104,715</b>       | <b>\$ 3,101,125</b>        | <b>\$ 3,258,606</b>           | <b>\$ 3,632,703</b>        |



# CITY OF BARTLETT WATER & WASTEWATER SERVICES FY 2026 Adopted Budget



| Description                  | FY 2024<br>Actual   | FY 2025<br>Revised  | FY 2025<br>Projection | FY 2026<br>Adopted  |
|------------------------------|---------------------|---------------------|-----------------------|---------------------|
| <b>Personnel</b>             |                     |                     |                       |                     |
| Supervisor Salaries          | \$ 74,370           | \$ 80,716           | \$ 83,123             | \$ 85,617           |
| Employee Wages               | 952,008             | 1,065,148           | 940,864               | 1,106,370           |
| Overtime Wages               | 46,689              | 42,500              | 42,500                | 42,500              |
| Special Hours                | 7,800               | 7,800               | 7,800                 | 7,800               |
| Holiday Pay                  | 0                   | 0                   | 280                   | 1,000               |
| Vacation Pay                 | 11,387              | 0                   | 519                   | 0                   |
| Educational Bonus            | 1,920               | 1,440               | 1,440                 | 2,880               |
| Sick Pay                     | 1,426               | 0                   | 0                     | 0                   |
| Longevity Pay                | 20,009              | 20,729              | 17,234                | 17,751              |
| Bonus                        | 1,731               | 1,909               | 1,484                 | 1,814               |
| Employee Health Insurance    | 216,615             | 230,842             | 223,848               | 269,656             |
| Employee Life Insurance      | 2,843               | 3,667               | 3,057                 | 3,814               |
| Workers' Comp Insurance      | 26,430              | 27,867              | 27,864                | 28,918              |
| Retiree Health Insurance     | (15,559)            | 57,293              | 51,196                | 59,599              |
| FICA                         | 79,308              | 88,016              | 78,366                | 91,517              |
| Pension Contribution         | 97,725              | 150,626             | 150,624               | 170,069             |
| Contributory Retirement Plan | 62,507              | 13,832              | 13,836                | 15,315              |
| <b>Total Personnel</b>       | <b>\$ 1,587,210</b> | <b>\$ 1,792,385</b> | <b>\$ 1,644,035</b>   | <b>\$ 1,904,620</b> |

**Staffing Level**

|  |                     |                     |                     |                     |
|--|---------------------|---------------------|---------------------|---------------------|
| <i>Full-Time</i>                               | <i>22.63</i>        | <i>22.00</i>        | <i>19.33</i>        | <i>22.00</i>        |
| <i>Part-Time (converted to FTE)</i>            | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>         | <i>0.00</i>         |
| <b><i>Total Full-Time Equivalent (FTE)</i></b> | <b><i>22.63</i></b> | <b><i>22.00</i></b> | <b><i>19.33</i></b> | <b><i>22.00</i></b> |

**Operations**

|                                     |          |          |          |          |
|-------------------------------------|----------|----------|----------|----------|
| Training                            | \$ 2,380 | \$ 4,700 | \$ 3,446 | \$ 3,600 |
| Travel                              | 1,545    | 3,650    | 3,000    | 1,750    |
| Other Professional Service          | 13,318   | 16,500   | 28,904   | 55,000   |
| Postage & Freight                   | 723      | 200      | 0        | 200      |
| Dues & Subscriptions                | 53       | 565      | 505      | 700      |
| Utilities                           | 13,364   | 14,250   | 14,000   | 14,000   |
| Cellular Phones                     | 2,505    | 2,250    | 2,500    | 2,500    |
| Shop Allocation                     | 14,000   | 14,000   | 14,000   | 14,000   |
| Vehicle Maintenance                 | 40,937   | 35,000   | 40,000   | 35,000   |
| Equipment Maintenance               | 10,534   | 12,000   | 34,447   | 12,000   |
| Radio Maintenance                   | 20,192   | 14,739   | 14,739   | 14,859   |
| Building Maintenance                | 2,757    | 7,214    | 6,512    | 2,000    |
| Water & Sewer Line Maintenance      | 24,291   | 39,644   | 28,454   | 35,000   |
| Office Supplies                     | 669      | 800      | 800      | 700      |
| Printing                            | 68       | 200      | 0        | 0        |
| Petroleum Supplies                  | 70,814   | 60,000   | 55,000   | 60,000   |
| Clothing & Uniforms                 | 7,500    | 7,500    | 7,500    | 7,500    |
| Operating Supplies                  | 12,969   | 13,000   | 13,000   | 13,000   |
| Cleaning Supplies                   | 535      | 1,700    | 738      | 1,000    |
| Chemical Supplies                   | 1,731    | 1,000    | 1,285    | 1,500    |
| Fill Sand, Dirt & Gravel            | 16,900   | 17,000   | 17,000   | 17,000   |
| Concrete & Brick                    | 2,905    | 5,000    | 4,000    | 4,000    |
| Small Tools                         | 1,907    | 2,000    | 2,000    | 2,000    |
| Pipe & Materials-System Maintenance | 64,203   | 60,291   | 60,000   | 60,000   |



**CITY OF BARTLETT**  
**WATER & WASTEWATER SERVICES**  
**FY 2026 Adopted Budget**



| <b>Description</b>  | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| Meters & Meter Boxes  | 3,313                     | 7,251                      | 7,251                         | 7,251                      |
| Vehicle & Equip Insurance   | 10,608                    | 10,608                     | 10,998                        | 10,998                     |
| General Liability Insurance   | 6,004                     | 6,004                      | 6,004                         | 6,004                      |
| State Fees  | 0                         | 0                          | 1,380                         | 1,380                      |
| Damage Claims   | 5,000                     | 15,000                     | 8,835                         | 15,000                     |
| <b>Total Operations</b>   | <b>\$ 351,721</b>         | <b>\$ 372,066</b>          | <b>\$ 386,297</b>             | <b>\$ 397,942</b>          |
| <b>Capital</b>  |                           |                            |                               |                            |
| Data Processing Equipment   | \$ 0                      | \$ 0                       | \$ 3,294                      | \$ 0                       |
| Vehicles  | 1,879                     | 160,305                    | 310,000                       | 0                          |
| Other Equipment   | 4,549                     | 15,000                     | 15,000                        | 0                          |
| Water Mains & System Improvement  | 0                         | 70,779                     | 70,000                        | 380,000                    |
| <i>Orion AMR meter replacements. Sewer Main Lining \$150,000 (\$100FT x 2500 Feet). Sewer Manhole Coatings \$150,000.</i> |                           |                            |                               |                            |
| <b>Total Capital</b>  | <b>\$ 6,428</b>           | <b>\$ 246,084</b>          | <b>\$ 398,294</b>             | <b>\$ 380,000</b>          |
| <b>Total Water &amp; Wastewater Services</b>  | <b>\$ 1,945,359</b>       | <b>\$ 2,410,535</b>        | <b>\$ 2,428,626</b>           | <b>\$ 2,682,562</b>        |



**CITY OF BARTLETT  
PLANT OPERATIONS  
FY 2026 Adopted Budget**

| <b>Description</b>                      | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|---|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Department Revenues</b>              |                           |                            |                               |                            |
| Demand Response Program                 | \$ 1,515                  | \$ 5,000                   | \$ 5,000                      | \$ 5,000                   |
| <b>Total Department Revenues</b>        | <b>\$ 1,515</b>           | <b>\$ 5,000</b>            | <b>\$ 5,000</b>               | <b>\$ 5,000</b>            |
| <b>Personnel</b>                        |                           |                            |                               |                            |
| Supervisor Salaries                     | \$ 1,708                  | \$ 92,366                  | \$ 74,691                     | \$ 90,673                  |
| Employee Wages                          | 467,356                   | 445,098                    | 485,011                       | 442,848                    |
| Overtime Wages                          | 26,537                    | 40,000                     | 40,000                        | 40,000                     |
| Special Hours                           | 14,850                    | 15,000                     | 18,250                        | 20,000                     |
| Part-Time                               | 12,310                    | 22,035                     | 23,332                        | 56,686                     |
| Vacation Pay                            | 6,914                     | 0                          | 5,814                         | 0                          |
| Educational Bonus                       | 720                       | 960                        | 220                           | 200                        |
| Sick Pay                                | 331                       | 0                          | 0                             | 0                          |
| Longevity Pay                           | 7,992                     | 9,327                      | 7,062                         | 4,906                      |
| Bonus                                   | 660                       | 900                        | 907                           | 900                        |
| Employee Health Insurance               | 106,941                   | 92,668                     | 122,464                       | 115,392                    |
| Employee Life Insurance                 | 1,289                     | 1,720                      | 1,654                         | 1,707                      |
| Workers' Comp Insurance                 | 13,079                    | 12,951                     | 12,948                        | 12,989                     |
| Retiree Health Insurance                | (7,111)                   | 26,873                     | 27,760                        | 26,676                     |
| FICA                                    | 37,953                    | 44,949                     | 47,121                        | 47,301                     |
| Pension Contribution                    | 51,585                    | 70,651                     | 70,656                        | 76,121                     |
| Contributory Retirement Plan            | 36,974                    | 8,182                      | 8,184                         | 6,855                      |
| <b>Total Personnel</b>                  | <b>\$ 780,087</b>         | <b>\$ 883,680</b>          | <b>\$ 946,074</b>             | <b>\$ 943,254</b>          |
| <b>Staffing Level</b>                   |                           |                            |                               |                            |
| <i>Full-Time</i>                        | <i>8.10</i>               | <i>8.00</i>                | <i>8.00</i>                   | <i>8.00</i>                |
| <i>Part-Time (converted to FTE)</i>     | <i>0.32</i>               | <i>0.62</i>                | <i>0.39</i>                   | <i>1.05</i>                |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>8.42</b>               | <b>8.62</b>                | <b>8.39</b>                   | <b>9.05</b>                |
| <b>Operations</b>                       |                           |                            |                               |                            |
| Training                                | \$ 1,089                  | \$ 3,000                   | \$ 3,500                      | \$ 3,500                   |
| Travel                                  | 0                         | 1,800                      | 1,800                         | 1,800                      |
| Other Professional Service              | 58,158                    | 40,000                     | 40,000                        | 40,000                     |
| Postage & Freight                       | 2,823                     | 1,300                      | 1,300                         | 1,300                      |
| Notice Publication                      | 0                         | 300                        | 300                           | 300                        |
| Dues & Subscriptions                    | 0                         | 1,600                      | 1,600                         | 1,600                      |
| Utilities                               | 681,033                   | 600,000                    | 600,000                       | 600,000                    |
| Water Purchased For Resale              | 44,432                    | 45,000                     | 45,000                        | 45,000                     |
| Cellular Phones                         | 4,148                     | 5,000                      | 5,000                         | 5,000                      |
| Data Processing - Software              | 0                         | 1,200                      | 1,200                         | 1,200                      |
| Shop Allocation                         | 10,500                    | 10,500                     | 10,500                        | 10,500                     |
| Vehicle Maintenance                     | 18,656                    | 5,500                      | 20,000                        | 20,000                     |
| Equipment Maintenance                   | 265,361                   | 399,929                    | 400,000                       | 400,000                    |
| Grounds Maintenance                     | 2,154                     | 4,000                      | 4,000                         | 4,000                      |
| Building Maintenance                    | 29,644                    | 35,000                     | 45,000                        | 45,000                     |
| Office Supplies                         | 1,161                     | 2,000                      | 2,000                         | 2,000                      |
| Printing                                | 0                         | 350                        | 350                           | 350                        |
| Petroleum Supplies                      | 12,678                    | 15,000                     | 15,000                        | 15,000                     |
| Clothing & Uniforms                     | 1,711                     | 1,500                      | 3,000                         | 3,000                      |
| Operating Supplies                      | 1,808                     | 1,000                      | 1,000                         | 1,000                      |



**CITY OF BARTLETT  
PLANT OPERATIONS  
FY 2026 Adopted Budget**



| <b>Description</b>   | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| Cleaning Supplies  | 0                         | 4,000                      | 4,000                         | 4,000                      |
| Chemical Supplies  | 137,854                   | 195,040                    | 177,520                       | 177,520                    |
| Small Tools  | 220                       | 1,000                      | 1,000                         | 1,000                      |
| Property Insurance   | 96,454                    | 97,000                     | 97,000                        | 97,000                     |
| Vehicle & Equip Insurance  | 1,091                     | 1,100                      | 1,100                         | 1,100                      |
| General Liability Insurance                                      | 4,244                     | 4,500                      | 4,500                         | 4,500                      |
| Lab Testing  | 42,743                    | 45,000                     | 55,000                        | 55,000                     |
| CSX Leases   | 1,401                     | 2,500                      | 2,500                         | 2,500                      |
| Pollution Control Fees   | 38,645                    | 50,000                     | 50,000                        | 90,000                     |
| <i>Shelby County Wellhead protection, State Maintenance fee.</i> |                           |                            |                               |                            |
| State Fees   | 0                         | 1,000                      | 0                             | 0                          |
| Damage Claims  | 0                         | 1,500                      | 1,500                         | 1,500                      |
| <b>Total Operations</b>  | <b>\$ 1,458,007</b>       | <b>\$ 1,576,619</b>        | <b>\$ 1,594,670</b>           | <b>\$ 1,634,670</b>        |
| <b>Capital</b>   |                           |                            |                               |                            |
| Data Processing Equipment  | \$ 2,430                  | \$ 6,000                   | \$ 6,000                      | \$ 1,200                   |
| Furniture  | 0                         | 0                          | 10,000                        | 10,000                     |
| Water Mains & System Improvement                                 | 1,448,919                 | 797,683                    | 625,000                       | 700,000                    |
| <i>Tank Maintenance &amp; Paint, Water Line Upgrades.</i>        |                           |                            |                               |                            |
| <b>Total Capital</b>   | <b>\$ 1,451,349</b>       | <b>\$ 803,683</b>          | <b>\$ 641,000</b>             | <b>\$ 711,200</b>          |
| <b>Total Plant Operations</b>                                    | <b>\$ 3,687,928</b>       | <b>\$ 3,258,982</b>        | <b>\$ 3,176,744</b>           | <b>\$ 3,284,124</b>        |



## CITY OF BARTLETT SEWER TREATMENT FY 2026 Adopted Budget



| Description                             | FY 2024<br>Actual | FY 2025<br>Revised | FY 2025<br>Projection | FY 2026<br>Adopted |
|---|-------------------|--------------------|-----------------------|--------------------|
| <b>Department Revenues</b>              |                   |                    |                       |                    |
| Demand Response Program                 | \$ 2,760          | \$ 4,000           | \$ 4,000              | \$ 4,000           |
| <b>Total Department Revenues</b>        | <b>\$ 2,760</b>   | <b>\$ 4,000</b>    | <b>\$ 4,000</b>       | <b>\$ 4,000</b>    |
| <b>Personnel</b>                        |                   |                    |                       |                    |
| Supervisor Salaries                     | \$ 81,548         | \$ 88,032          | \$ 84,810             | \$ 90,673          |
| Employee Wages                          | 144,750           | 154,727            | 129,561               | 163,192            |
| Overtime Wages                          | 12,915            | 14,000             | 14,000                | 14,000             |
| Special Hours                           | 7,950             | 8,000              | 8,000                 | 8,000              |
| Vacation Pay                            | 2,494             | 0                  | 0                     | 0                  |
| Educational Bonus                       | 1,970             | 720                | 1,200                 | 2,400              |
| Sick Pay                                | 799               | 0                  | 0                     | 0                  |
| Longevity                               | 1,631             | 1,728              | 1,696                 | 1,813              |
| Bonus                                   | 330               | 332                | 247                   | 332                |
| Employee Health Insurance               | 66,069            | 63,238             | 69,330                | 77,942             |
| Employee Life Insurance                 | 635               | 777                | 637                   | 812                |
| Workers' Comp Insurance                 | 5,132             | 5,156              | 5,160                 | 5,429              |
| Retiree Health Insurance                | (3,431)           | 12,138             | 10,718                | 12,693             |
| FICA                                    | 18,053            | 18,990             | 16,855                | 19,976             |
| Pension Contribution                    | 23,846            | 31,911             | 31,908                | 36,221             |
| Contributory Retirement Plan            | 13,227            | 2,927              | 2,928                 | 3,262              |
| <b>Total Personnel</b>                  | <b>\$ 377,918</b> | <b>\$ 402,676</b>  | <b>\$ 377,050</b>     | <b>\$ 436,745</b>  |
| <b>Staffing Level</b>                   |                   |                    |                       |                    |
| <i>Full-Time</i>                        | <i>3.94</i>       | <i>4.00</i>        | <i>3.33</i>           | <i>4.00</i>        |
| <i>Part-Time (converted to FTE)</i>     | <i>0.00</i>       | <i>0.00</i>        | <i>0.00</i>           | <i>0.00</i>        |
| <b>Total Full-Time Equivalent (FTE)</b> | <b>3.94</b>       | <b>4.00</b>        | <b>3.33</b>           | <b>4.00</b>        |
| <b>Operations</b>                       |                   |                    |                       |                    |
| Training                                | \$ 346            | \$ 2,000           | \$ 2,250              | \$ 3,000           |
| Travel                                  | 0                 | 2,250              | 650                   | 2,250              |
| Professional Services                   | 1,050             | 2,000              | 2,000                 | 2,000              |
| Other Professional Services             | 423               | 1,000              | 500                   | 500                |
| Postage                                 | 27                | 0                  | 0                     | 0                  |
| Notice Publication                      | 0                 | 100                | 100                   | 100                |
| Dues & Subscriptions                    | 135               | 810                | 100                   | 300                |
| Utilities                               | 231,785           | 181,000            | 190,000               | 190,000            |
| Cellular Phones                         | 0                 | 250                | 250                   | 250                |
| Data Processing - Software              | 0                 | 1,500              | 1,500                 | 1,500              |
| Shop Allocation                         | 1,500             | 1,500              | 1,500                 | 1,500              |
| Vehicle Maintenance                     | 2,392             | 3,000              | 2,500                 | 2,500              |
| Equipment Maintenance                   | 58,670            | 65,000             | 65,000                | 65,000             |
| Grounds Maintenance                     | 2,703             | 7,224              | 6,000                 | 6,000              |
| Building Maintenance                    | 2,689             | 6,000              | 5,000                 | 5,000              |
| Waste Refuse                            | 28,376            | 63,641             | 47,000                | 47,000             |
| Office Supplies                         | 1,338             | 500                | 750                   | 750                |
| Petroleum Supplies                      | 6,686             | 6,000              | 6,000                 | 6,000              |
| Clothing & Uniforms                     | 1,095             | 2,100              | 2,100                 | 2,100              |
| Operating Supplies                      | 5,926             | 8,032              | 10,000                | 10,000             |
| Chemical Supplies                       | 14,511            | 18,000             | 20,000                | 20,000             |



**CITY OF BARTLETT  
SEWER TREATMENT  
FY 2026 Adopted Budget**



| <b>Description</b>   | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| Fill Sand, Dirt & Gravel   | 0                         | 1,200                      | 1,000                         | 1,000                      |
| Small Tools  | 397                       | 1,000                      | 1,000                         | 1,000                      |
| Equipment Rental   | 7,541                     | 10,000                     | 5,000                         | 5,000                      |
| Property Insurance   | 32,677                    | 33,000                     | 33,000                        | 33,000                     |
| Vehicle & Equip Insurance  | 525                       | 600                        | 600                           | 600                        |
| General Liability Insurance  | 1,117                     | 1,200                      | 1,200                         | 1,200                      |
| Lab Testing  | 35,397                    | 40,085                     | 38,000                        | 38,000                     |
| Pollution Control Fees   | 6,230                     | 10,200                     | 10,200                        | 10,200                     |
| Sewer Service Fees   | 0                         | 2,000                      | 2,000                         | 2,000                      |
| <b>Total Operations</b>  | <b>\$ 443,536</b>         | <b>\$ 471,191</b>          | <b>\$ 455,200</b>             | <b>\$ 457,750</b>          |
| <b>Capital</b>   |                           |                            |                               |                            |
| Data Processing Equipment  | \$ 200                    | \$ 2,900                   | \$ 2,900                      | \$ 4,200                   |
| Vehicles   | 699                       | 7,305                      | 0                             | 0                          |
| Furniture  | 0                         | 10,000                     | 2,500                         | 2,500                      |
| Other Equipment  | 2,886                     | 10,000                     | 5,027                         | 5,000                      |
| Sewer Mains & System Improvement<br><i>Sewer Rehabs &amp; sewer line upgrades.</i> | 73,431                    | 423,746                    | 300,000                       | 300,000                    |
| <b>Total Capital</b>   | <b>\$ 77,216</b>          | <b>\$ 453,951</b>          | <b>\$ 310,427</b>             | <b>\$ 311,700</b>          |
| <b>Total Sewer Treatment</b>   | <b>\$ 895,910</b>         | <b>\$ 1,323,818</b>        | <b>\$ 1,138,677</b>           | <b>\$ 1,202,195</b>        |

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# **CITY OF BARTLETT**

T E N N E S S E E

## **DEBT SERVICE FUND**

The Debt Service Fund provides for the payment of principal, interest and other costs on the City's outstanding general obligation bonds.



## City of Bartlett

# Debt Service Fund

The Debt Service Fund provides for the payment of principal, interest and other costs on the City's outstanding obligations. The City currently have three type of obligations, general obligation bonds, utility bonds, and capital outlay notes. General Obligation Bonds and Utility Bonds are issued in a term of 20 years for capital projects and equipment that have a useful life that extends beyond the 20 years period. Capital Outlay Notes are issued in term of 5 or 7 years for vehicles and equipment that have a useful life for less than 20 years. Debt Service Fund is not a major fund.

The primary source of revenue for the Debt Service Fund is a portion (1/3) of the Local Sales Tax. For the Fiscal Year 2026, funds needed for debt service payments come from a transfer from the General Fund, Bartlett School, Solid Waste Fund, Drainage Fund and from the CIP interest earnings. The City will not issue any general bond or capital outlay note for FY26. Funding for water and sewers CIP projects will come from Utility Retained Earnings, Grants, and \$2.5m utility bond in FY 2026.

### **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. If the City issue less debt, the saved revenues will provide more services to our citizens.

### **Credit Ratings**

The City of Bartlett is rated AAA (the highest possible) by Standard and Poor's and Aa1 (second highest possible) by Moody's Investor Services.

### **Debt Limits**

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



**CITY OF BARTLETT**  
**GENERAL DEBT SERVICE**  
**FY 2026 Proposed Budget**



| <b>Description</b>                         | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Proposed</b> |
|--|---------------------------|----------------------------|-------------------------------|-----------------------------|
| <b>General Debt Service Revenues</b>       |                           |                            |                               |                             |
| Local Sales Tax                            | \$ 4,774,858              | \$ 4,865,000               | \$ 4,800,000                  | \$ 4,896,000                |
| Transfer From General Fund                 | 3,555,000                 | 2,000,000                  | 2,000,000                     | 2,000,000                   |
| Transfer From School for School Debt       | 1,000,000                 | 1,000,000                  | 1,000,000                     | 1,000,000                   |
| Transfer From Solid Waste Fund             | 56,527                    | 56,527                     | 56,527                        | 46,334                      |
| Transfer From Drainage Fund                | 0                         | 500,000                    | 500,000                       | 500,000                     |
| Transfer From CIP                          | 120,000                   | 100,000                    | 65,000                        | 50,000                      |
| Other Revenue                              | 20,091                    | 30,000                     | 22,000                        | 20,000                      |
| <b>Total General Debt Service Revenues</b> | <b>\$ 9,526,476</b>       | <b>\$ 8,551,527</b>        | <b>\$ 8,443,527</b>           | <b>\$ 8,512,334</b>         |
| <b>General Debt Service Expenditures</b>   |                           |                            |                               |                             |
| Paying Agent Fee                           | \$ 3,720                  | \$ 4,500                   | \$ 3,960                      | \$ 4,500                    |
| Go Bond Issuance Expense                   | 0                         | 75,000                     | 0                             | 75,000                      |
| TML Note Issuance Expense                  | 680                       | 0                          | 0                             | 0                           |
| Payoff Bonds/Notes                         | 535,000                   | 0                          | 0                             | 0                           |
| Transfers to CIP                           | 2,500,000                 | 0                          | 0                             | 0                           |
| 2010A Principal                            | 50,000                    | 55,000                     | 55,000                        | 60,000                      |
| 2011A Principal                            | 55,000                    | 0                          | 0                             | 0                           |
| 2012A Principal                            | 690,000                   | 700,000                    | 700,000                       | 715,000                     |
| 2013A Principal                            | 110,000                   | 115,000                    | 115,000                       | 115,000                     |
| 2015A Principal                            | 215,000                   | 225,000                    | 225,000                       | 235,000                     |
| 2016A Principal                            | 380,000                   | 390,000                    | 390,000                       | 400,000                     |
| 2017A Principal                            | 1,830,000                 | 1,925,000                  | 1,925,000                     | 2,030,000                   |
| 2018A Principal                            | 200,000                   | 210,000                    | 210,000                       | 220,000                     |
| 2019 Principal                             | 235,000                   | 245,000                    | 245,000                       | 260,000                     |
| 2021 Principal                             | 115,000                   | 115,000                    | 115,000                       | 120,000                     |
| 2022 Principal                             | 115,000                   | 120,000                    | 120,000                       | 125,000                     |
| 2016 Capital Note Principal                | 171,000                   | 0                          | 0                             | 0                           |
| 2017 Capital Note Principal                | 295,000                   | 302,000                    | 302,000                       | 0                           |
| 2018 Capital Note Principal                | 200,000                   | 207,000                    | 207,000                       | 214,000                     |
| 2019 Capital Note Principal                | 348,000                   | 359,000                    | 359,000                       | 370,000                     |
| 2020A Capital Note Principal               | 249,000                   | 254,000                    | 254,000                       | 260,000                     |
| 2020B Capital Note Principal               | 343,000                   | 350,000                    | 350,000                       | 357,000                     |
| 2021 Capital Note Principal                | 217,000                   | 222,000                    | 222,000                       | 226,000                     |
| 2008A Interest                             | 3,947                     | 0                          | 0                             | 0                           |
| 2010A Interest                             | 17,800                    | 15,700                     | 15,700                        | 13,400                      |
| 2011A Interest                             | 722                       | 0                          | 0                             | 0                           |
| 2012A Interest                             | 61,788                    | 47,450                     | 47,450                        | 31,969                      |
| 2013A Interest                             | 44,194                    | 40,819                     | 40,819                        | 37,369                      |
| 2015A Interest                             | 175,450                   | 166,650                    | 166,650                       | 157,450                     |
| 2016A Interest                             | 99,100                    | 91,400                     | 91,400                        | 83,500                      |
| 2017A Interest                             | 202,150                   | 185,150                    | 185,150                       | 167,150                     |
| School 2017A Interest                      | 1,358,700                 | 1,281,825                  | 1,281,825                     | 1,200,950                   |
| 2018A Interest                             | 192,200                   | 181,950                    | 181,950                       | 171,200                     |
| 2019A Interest                             | 249,925                   | 237,925                    | 237,925                       | 225,300                     |
| 2021 Interest                              | 94,100                    | 89,500                     | 89,500                        | 84,800                      |
| 2022 Interest                              | 163,475                   | 157,600                    | 157,600                       | 151,475                     |
| 2016 Capital Note Interest                 | 1,659                     | 0                          | 0                             | 0                           |
| 2017 Capital Note Interest                 | 10,473                    | 3,519                      | 3,519                         | 0                           |



**CITY OF BARTLETT  
GENERAL DEBT SERVICE  
FY 2026 Proposed Budget**



| <b>Description</b>                             | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Proposed</b> |
|--|---------------------------|----------------------------|-------------------------------|-----------------------------|
| 2018 Capital Note Interest                     | 18,183                    | 11,082                     | 11,081                        | 3,734                       |
| 2019 Capital Note Interest                     | 40,349                    | 29,250                     | 23,250                        | 17,804                      |
| 2020A Capital Note Interest                    | 26,609                    | 21,505                     | 21,505                        | 16,298                      |
| 2020B Capital Note Interest                    | 141,101                   | 134,276                    | 134,276                       | 127,311                     |
| 2021 Capital Note Interest                     | 43,642                    | 39,639                     | 39,639                        | 35,542                      |
| <b>Total General Debt Service Expenditure:</b> | <b>\$ 11,802,966</b>      | <b>\$ 8,608,740</b>        | <b>\$ 8,527,199</b>           | <b>\$ 8,311,752</b>         |
| <b>Net General Debt Service</b>                | <b>\$ (2,276,490)</b>     | <b>\$ (57,213)</b>         | <b>\$ (83,672)</b>            | <b>\$ 200,582</b>           |
| <b>Beginning Fund Balance</b>                  | <b>\$ 4,453,050</b>       | <b>\$ 2,176,560</b>        | <b>\$ 2,176,560</b>           | <b>\$ 2,092,888</b>         |
| <b>Ending Fund Balance</b>                     | <b>\$ 2,176,560</b>       | <b>\$ 2,119,347</b>        | <b>\$ 2,092,888</b>           | <b>\$ 2,293,470</b>         |



**City of Bartlett**  
**SCHEDULE OF BONDS PAYABLE**  
**Future Maturities (Including Interest) - General Long-Term Debt**  
**June 30, 2025**

| Fiscal Year | Series 2022 Bonds   |                     | Series 2021 Bonds   |                   | 2021 Capital Note   |                   | 2020B Capital Note  |                     | 2020A Capital Note |                  | 2019 Capital Note |                  | Series 2019 Bonds   |                     | 2018 Capital Note |                 |
|-------------|---------------------|---------------------|---------------------|-------------------|---------------------|-------------------|---------------------|---------------------|--------------------|------------------|-------------------|------------------|---------------------|---------------------|-------------------|-----------------|
|             | Principal           | Interest            | Principal           | Interest          | Principal           | Interest          | Principal           | Interest            | Principal          | Interest         | Principal         | Interest         | Principal           | Interest            | Principal         | Interest        |
| 2026        | 125,000             | 151,475             | 180,000             | 98,200            | 226,000             | 35,542            | 357,000             | 127,311             | 260,000            | 16,298           | 370,000           | 17,804           | 260,000             | 225,300             | 214,000           | 3,734           |
| 2027        | 130,000             | 145,100             | 190,000             | 90,800            | 230,000             | 31,371            | 364,000             | 120,209             | 265,000            | 10,968           | 382,000           | 5,997            | 275,000             | 211,925             |                   |                 |
| 2028        | 140,000             | 138,350             | 195,000             | 83,100            | 234,000             | 27,127            | 371,000             | 112,970             | 270,000            | 5,535            |                   |                  | 290,000             | 197,800             |                   |                 |
| 2029        | 145,000             | 131,225             | 210,000             | 75,000            | 239,000             | 22,810            | 378,000             | 105,592             |                    |                  |                   |                  | 300,000             | 183,050             |                   |                 |
| 2030        | 155,000             | 123,725             | 210,000             | 67,650            | 243,000             | 18,399            | 386,000             | 98,067              |                    |                  |                   |                  | 315,000             | 167,675             |                   |                 |
| 2031        | 160,000             | 115,850             | 215,000             | 61,275            | 247,000             | 13,914            | 394,000             | 90,384              |                    |                  |                   |                  | 330,000             | 153,200             |                   |                 |
| 2032        | 170,000             | 107,600             | 150,000             | 55,800            | 251,000             | 9,356             | 401,000             | 82,553              |                    |                  |                   |                  | 345,000             | 139,700             |                   |                 |
| 2033        | 175,000             | 98,975              | 155,000             | 51,225            | 256,000             | 4,725             | 409,000             | 74,574              |                    |                  |                   |                  | 360,000             | 125,600             |                   |                 |
| 2034        | 185,000             | 89,975              | 160,000             | 46,500            |                     |                   | 417,000             | 66,438              |                    |                  |                   |                  | 375,000             | 110,900             |                   |                 |
| 2035        | 195,000             | 80,475              | 165,000             | 41,625            |                     |                   | 426,000             | 58,135              |                    |                  |                   |                  | 390,000             | 95,600              |                   |                 |
| 2036        | 205,000             | 71,500              | 170,000             | 36,600            |                     |                   | 434,000             | 49,664              |                    |                  |                   |                  | 405,000             | 79,700              |                   |                 |
| 2037        | 215,000             | 63,100              | 175,000             | 31,425            |                     |                   | 443,000             | 41,025              |                    |                  |                   |                  | 420,000             | 63,200              |                   |                 |
| 2038        | 220,000             | 54,400              | 180,000             | 26,100            |                     |                   | 452,000             | 32,210              |                    |                  |                   |                  | 440,000             | 46,000              |                   |                 |
| 2039        | 230,000             | 45,400              | 185,000             | 20,625            |                     |                   | 460,000             | 23,226              |                    |                  |                   |                  | 455,000             | 28,100              |                   |                 |
| 2040        | 240,000             | 36,000              | 190,000             | 15,000            |                     |                   | 470,000             | 14,066              |                    |                  |                   |                  | 475,000             | 9,500               |                   |                 |
| 2041        | 250,000             | 26,200              | 200,000             | 9,150             |                     |                   | 479,000             | 4,718               |                    |                  |                   |                  |                     |                     |                   |                 |
| 2042        | 260,000             | 16,000              | 205,000             | 3,075             |                     |                   |                     |                     |                    |                  |                   |                  |                     |                     |                   |                 |
| 2043        | 270,000             | 5,400               |                     |                   |                     |                   |                     |                     |                    |                  |                   |                  |                     |                     |                   |                 |
|             | <u>\$ 3,470,000</u> | <u>\$ 1,500,750</u> | <u>\$ 3,135,000</u> | <u>\$ 813,150</u> | <u>\$ 1,926,000</u> | <u>\$ 163,244</u> | <u>\$ 6,641,000</u> | <u>\$ 1,101,141</u> | <u>\$ 795,000</u>  | <u>\$ 32,800</u> | <u>\$ 752,000</u> | <u>\$ 23,801</u> | <u>\$ 5,435,000</u> | <u>\$ 1,837,250</u> | <u>\$ 214,000</u> | <u>\$ 3,734</u> |



**City of Bartlett**  
**SCHEDULE OF BONDS PAYABLE**  
**Future Maturities (Including Interest) - General Long-Term Debt**  
**June 30, 2025**

| Fiscal Year | Series 2018 Bonds   |                     | Series 2017 Bonds    |                     | Series 2016 Bonds   |                   | Series 2015 Bonds   |                   | Series 2013 Bonds   |                   | Series 2012 Bonds   |                   | Total                |                      |
|-------------|---------------------|---------------------|----------------------|---------------------|---------------------|-------------------|---------------------|-------------------|---------------------|-------------------|---------------------|-------------------|----------------------|----------------------|
|             | Principal           | Interest            | Principal            | Interest            | Principal           | Interest          | Principal           | Interest          | Principal           | Interest          | Principal           | Interest          | Principal            | Interest             |
| 2026        | 220,000             | 171,200             | 2,030,000            | 1,368,100           | 400,000             | 83,500            | 235,000             | 157,450           | 115,000             | 37,369            | 715,000             | 31,969            | 5,707,000            | 2,525,251            |
| 2027        | 230,000             | 159,950             | 2,135,000            | 1,263,975           | 400,000             | 75,500            | 245,000             | 146,625           | 120,000             | 33,844            | 110,000             | 22,481            | 5,076,000            | 2,318,746            |
| 2028        | 245,000             | 148,075             | 2,235,000            | 1,154,725           | 415,000             | 67,350            | 255,000             | 134,125           | 125,000             | 30,169            | 115,000             | 19,528            | 4,890,000            | 2,118,854            |
| 2029        | 255,000             | 135,575             | 2,155,000            | 1,044,975           | 425,000             | 58,950            | 270,000             | 121,000           | 125,000             | 26,419            | 115,000             | 16,509            | 4,617,000            | 1,921,105            |
| 2030        | 270,000             | 123,800             | 2,270,000            | 934,350             | 430,000             | 50,400            | 280,000             | 107,250           | 130,000             | 22,431            | 120,000             | 13,200            | 4,809,000            | 1,726,947            |
| 2031        | 280,000             | 112,800             | 2,375,000            | 830,100             | 300,000             | 43,100            | 295,000             | 92,875            | 135,000             | 17,956            | 125,000             | 9,525             | 4,856,000            | 1,540,979            |
| 2032        | 290,000             | 101,400             | 2,470,000            | 733,200             | 305,000             | 37,050            | 310,000             | 77,750            | 140,000             | 13,144            | 125,000             | 5,775             | 4,957,000            | 1,363,328            |
| 2033        | 300,000             | 89,600              | 2,570,000            | 632,400             | 310,000             | 30,900            | 325,000             | 61,875            | 145,000             | 8,066             | 130,000             | 1,950             | 5,135,000            | 1,179,890            |
| 2034        | 315,000             | 77,300              | 2,680,000            | 527,400             | 320,000             | 24,600            | 340,000             | 45,250            | 150,000             | 2,719             |                     |                   | 4,942,000            | 991,082              |
| 2035        | 325,000             | 64,500              | 2,785,000            | 418,100             | 325,000             | 17,988            | 360,000             | 27,750            |                     |                   |                     |                   | 4,971,000            | 804,172              |
| 2036        | 340,000             | 51,200              | 2,895,000            | 304,500             | 330,000             | 11,028            | 375,000             | 9,375             |                     |                   |                     |                   | 5,154,000            | 613,566              |
| 2037        | 355,000             | 37,300              | 3,020,000            | 186,200             | 340,000             | 3,740             |                     |                   |                     |                   |                     |                   | 4,968,000            | 425,990              |
| 2038        | 370,000             | 22,800              | 3,145,000            | 62,900              |                     |                   |                     |                   |                     |                   |                     |                   | 4,807,000            | 244,410              |
| 2039        | 385,000             | 7,700               |                      |                     |                     |                   |                     |                   |                     |                   |                     |                   | 1,715,000            | 125,051              |
| 2040        |                     |                     |                      |                     |                     |                   |                     |                   |                     |                   |                     |                   | 1,375,000            | 74,566               |
| 2041        |                     |                     |                      |                     |                     |                   |                     |                   |                     |                   |                     |                   | 929,000              | 40,068               |
| 2042        |                     |                     |                      |                     |                     |                   |                     |                   |                     |                   |                     |                   | 465,000              | 19,075               |
| 2042        |                     |                     |                      |                     |                     |                   |                     |                   |                     |                   |                     |                   | 270,000              | 5,400                |
|             | <u>\$ 4,180,000</u> | <u>\$ 1,303,200</u> | <u>\$ 32,765,000</u> | <u>\$ 9,460,925</u> | <u>\$ 4,300,000</u> | <u>\$ 504,105</u> | <u>\$ 3,290,000</u> | <u>\$ 981,325</u> | <u>\$ 1,185,000</u> | <u>\$ 192,116</u> | <u>\$ 1,555,000</u> | <u>\$ 120,938</u> | <u>\$ 69,643,000</u> | <u>\$ 18,038,479</u> |

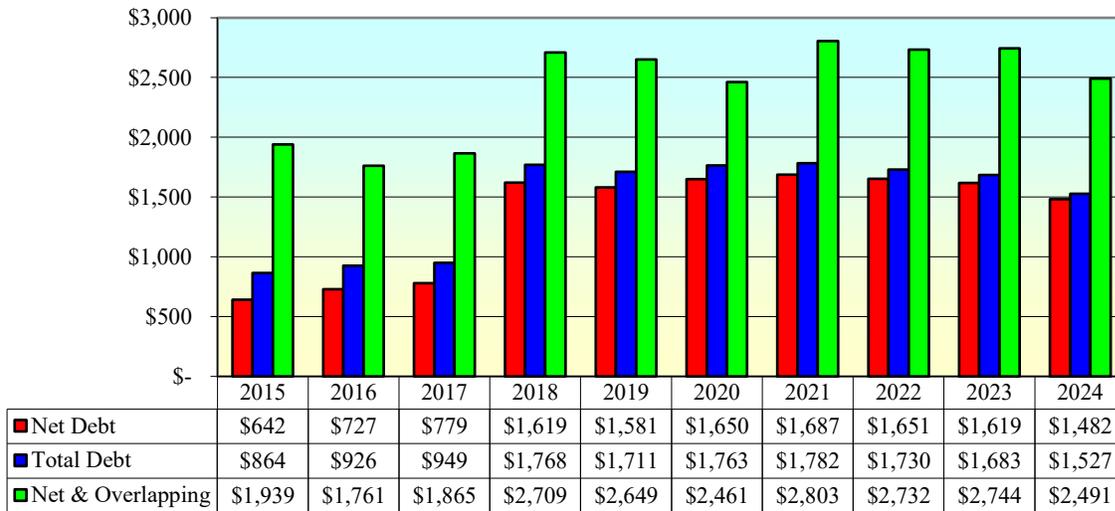


## CITY OF BARTLETT ANALYSIS OF GENERAL DEBT SERVICE Last 10 Years



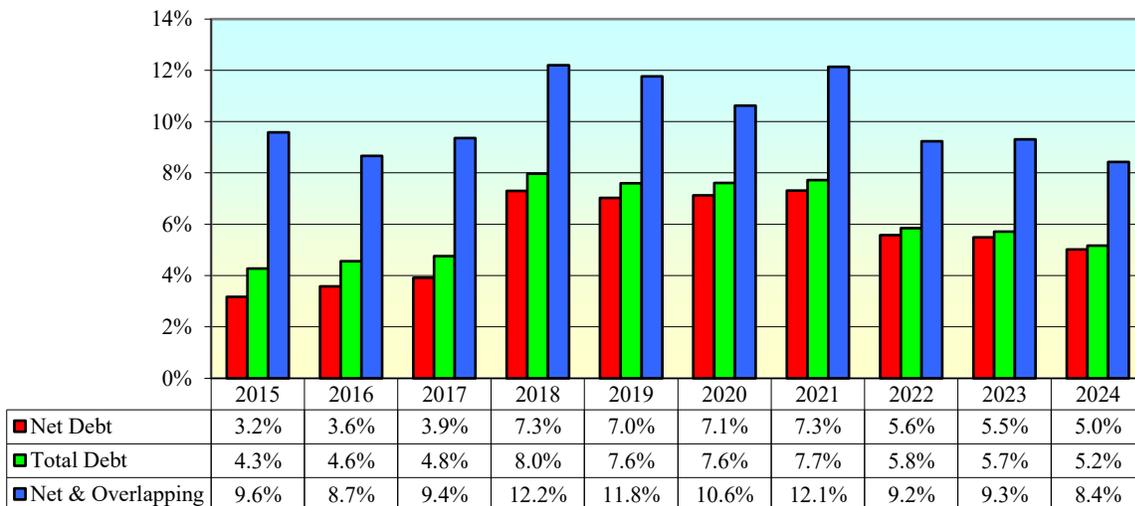
### Debt per Capita (FY 2015 - FY 2024)

One of the measures of the capacity of a local government to service debt is Debt per Capita. The City of Bartlett's net debt and total debt per capita has been increased slowly starting in FY16 (increasing is not good) but start decreasing in FY22. The City issues \$44mil G.O. bond for the Bartlett High School Renovation in FY 2018, causing the big jump in this measurement.



### Debt to Assessed Values (FY 2015 - FY 2024)

Another measure of capacity is the Debt to Assessed Value of Property. The debt to assessed values has been constant the last few years (decreasing % is better) but improved vastly in FY 2022. The lower debt amount combined with the huge increased assessed value generated the big improvement.





**CITY OF BARTLETT**  
**UTILITY FUND DEBT SERVICE**  
**FY 2026 Proposed Budget**



| <b>Description</b>                     | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Proposed</b> |
|--|---------------------------|----------------------------|-------------------------------|-----------------------------|
| <b>Utility Debt Expenditures</b>       |                           |                            |                               |                             |
| Paying Agent Fee                       | \$ 840                    | \$ 800                     | \$ 800                        | \$ 2,000                    |
| Debt Issuance Expense                  | (20,496)                  | 50,000                     | 0                             | 50,000                      |
| Payoff Bonds/Notes                     | 396,000                   | 0                          | 0                             | 0                           |
| 2011B Principal                        | 245,000                   | 0                          | 0                             | 0                           |
| 2012B Principal                        | 265,000                   | 275,000                    | 275,000                       | 285,000                     |
| 2013B Principal                        | 65,000                    | 70,000                     | 70,000                        | 70,000                      |
| 2021B Refunding Principal              | 100,000                   | 110,000                    | 110,000                       | 110,000                     |
| 2007B Interest                         | (183)                     | 0                          | 0                             | 0                           |
| 2008B Interest                         | 2,310                     | 0                          | 0                             | 0                           |
| 2009B Interest                         | (150)                     | 0                          | 0                             | 0                           |
| 2011B Interest                         | 1,123                     | 0                          | 0                             | 0                           |
| 2012B Interest                         | 27,239                    | 23,434                     | 23,434                        | 17,306                      |
| 2013B Interest                         | 26,471                    | 25,096                     | 25,096                        | 22,996                      |
| 2021B Refunding Interest               | 24,050                    | 19,850                     | 19,850                        | 15,450                      |
| 2025B Interest                         | 0                         | 0                          | 0                             | 60,000                      |
| <b>Total Utility Debt Expenditures</b> | <b>\$ 1,132,204</b>       | <b>\$ 574,180</b>          | <b>\$ 524,180</b>             | <b>\$ 632,752</b>           |



**City of Bartlett**  
**SCHEDULE OF BONDS PAYABLE**  
**Future Maturities (Including Interest) - Water and Sewer Fund**  
**June 30, 2025**

| Fiscal Year | Series 2021 Rfnd Bonds |                  | Series 2013 Bonds |                   | Series 2012 Bonds |                  | Total               |                   |
|-------------|------------------------|------------------|-------------------|-------------------|-------------------|------------------|---------------------|-------------------|
|             | Principal              | Interest         | Principal         | Interest          | Principal         | Interest         | Principal           | Interest          |
| 2026        | 110,000                | 15,450           | 70,000            | 22,996            | 285,000           | 17,306           | 465,000             | 55,753            |
| 2027        | 115,000                | 10,950           | 70,000            | 20,896            | 65,000            | 13,247           | 250,000             | 45,093            |
| 2028        | 120,000                | 6,250            | 75,000            | 18,721            | 65,000            | 11,541           | 260,000             | 36,512            |
| 2029        | 55,000                 | 2,750            | 75,000            | 16,321            | 70,000            | 9,769            | 200,000             | 28,840            |
| 2030        | 55,000                 | 825              | 80,000            | 13,686            | 70,000            | 7,800            | 205,000             | 22,311            |
| 2031        |                        |                  | 80,000            | 10,966            | 75,000            | 5,625            | 155,000             | 16,591            |
| 2032        |                        |                  | 85,000            | 8,066             | 75,000            | 3,375            | 160,000             | 11,441            |
| 2033        |                        |                  | 90,000            | 4,894             | 75,000            | 1,125            | 165,000             | 6,019             |
| 2034        |                        |                  | 90,000            | 1,631             |                   |                  | 90,000              | 1,631             |
|             | <u>\$ 455,000</u>      | <u>\$ 36,225</u> | <u>\$ 715,000</u> | <u>\$ 118,178</u> | <u>\$ 780,000</u> | <u>\$ 69,788</u> | <u>\$ 1,950,000</u> | <u>\$ 224,191</u> |



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



| Fiscal Year | Utility Service Charges | Less: Operating Expenses (1) | Net Available Revenue | Debt Service |          |           | Coverage |
|-------------|-------------------------|------------------------------|-----------------------|--------------|----------|-----------|----------|
|             |                         |                              |                       | Principal    | Interest | Total     |          |
| 2015        | 8,319,536               | 5,252,452                    | 3,067,084             | 1,255,000    | 321,627  | 1,576,627 | 1.95     |
| 2016        | 8,336,812               | 5,330,520                    | 3,006,292             | 1,362,000    | 293,949  | 1,655,949 | 1.82     |
| 2017        | 8,456,221               | 5,731,406                    | 2,724,815             | 1,303,000    | 275,000  | 1,578,000 | 1.73     |
| 2018        | 8,405,111               | 6,092,835                    | 2,312,276             | 1,065,000    | 240,857  | 1,305,857 | 1.77     |
| 2019        | 8,442,845               | 6,048,025                    | 2,394,820             | 1,087,000    | 225,248  | 1,312,248 | 1.82     |
| 2020        | 9,896,304               | 5,777,130                    | 4,119,174             | 980,000      | 196,826  | 1,176,826 | 3.50     |
| 2021        | 10,406,603              | 6,977,575                    | 3,429,028             | 1,002,000    | 187,863  | 1,189,863 | 2.88     |
| 2022        | 9,804,129               | 7,380,251                    | 2,423,878             | 1,039,000    | 133,927  | 1,172,927 | 2.07     |
| 2023        | 9,748,910               | 7,325,043                    | 2,423,867             | 822,000      | 120,434  | 942,434   | 2.57     |
| 2024        | 11,594,448              | 8,633,904                    | 2,960,544             | 1,071,000    | 86,953   | 1,157,953 | 2.56     |

(1) Excludes depreciation expense.

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

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# **CITY OF BARTLETT**

T E N N E S S E E

## **CAPITAL IMPROVEMENT PROGRAM**

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



## City of Bartlett

# Capital Improvement Plan (CIP)

This section includes a summary of the five-year capital plan and project detail for each project in the Fiscal Year 2026-2030 Capital Improvement budget. Sources of funds, expenditures and project start and completion dates are included. Only the FY 2026 projects were adopted while FY 2027-2030 projects in the plan are just for a future guide. The City strives to limit the issuance of General Obligation debt to no more than \$5 million per year. The departments submitted over 60 needed projects for FY26. Most of them were pushed back for later years. A few were cut while some small projects got the go ahead to start for FY25. Only 15 projects are kept for FY26. The City will not issue any general bond or capital outlay note for FY26. Funding for water and sewers CIP projects will come from Utility Retained Earnings, Grants, and \$2.5mil utility bond in FY 2026. The City will manage operating spending as a result. Capital Improvement Fund is considered a major fund.

### **Management Policies**

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

### **Planning**

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

### **Amendments**

New or existing projects that require transferring funds from other funds must be made in the form of a resolution adopted by the Board of Mayor and Aldermen. Unexpended project revenues and expenditures/expenses may be administratively transferred to other CIP projects by the Finance Director with the approval of the Mayor and/or the Chief Administrative Officer.

### **Significant Nonroutine Capital Expenditures**

Nonroutine capital projects in FY 2026 are the Highway 70 Fuel Tank, Solid Waste Complex Paving, Kirby Whitten Water Line Extension, Fletcher Creek Sewer Basin, Utility American Rescue Plan Project, and the UV Disinfection Upgrade WWTP. The Highway 70 Fuel Tank, Solid Waste Complex Paving, and the UV Disinfection Upgrade WWTP are all 1 year projects and should be done by the end of the year. The Kirby Whitten Water Line Extension project will start in FY2026 and is expected to be completed in 2027. The Fletcher Creek Sewer Basin project (\$25mil budgeted) is expected to finish in 2029. The Utility American Rescue Plan Project, with a local 35% match for a total of close to \$5 million to be obligated by 2026, will be used to complete various utility projects around the city.

### **Impact of Capital Improvements on Operating Budget**

Vehicles and equipment replacements, repairs, rehab and upgrade projects have petroleum, repairs/maintenance operating budget costs and are listed in each project details. However, there is no increase or decrease in the operating budget costs because personnel, material & supplies and maintenance/repairs costs stay the same. There are no additional impact on the operating budget for all of the fiscal year 2026 approved projects.



**CITY OF BARTLETT**  
**FY 2026-2030 CAPITAL IMPROVEMENT PLAN (CIP)**  
**SUMMARY BY FUNCTION**

|   | <u>FY 2026</u>       | <u>FY 2027</u>       | <u>FY 2028</u>       | <u>FY 2029</u>       | <u>FY 2030</u>      | <u>TOTAL</u>          |
|---|----------------------|----------------------|----------------------|----------------------|---------------------|-----------------------|
| <b><u>Revenues</u></b>                  |                      |                      |                      |                      |                     |                       |
| <b><u>Source of Funds</u></b>           |                      |                      |                      |                      |                     |                       |
| G.O. Bonds                              | \$ 0                 | \$ 3,513,025         | \$ 4,066,827         | \$ 1,369,050         | \$ 5,100,000        | \$ 14,048,902         |
| Capital Note                            | 0                    | 0                    | 0                    | 0                    | 0                   | 0                     |
| Transfer from Street Aid Fund           | 0                    | 974,236              | 213,408              | 5,240,405            | 430,609             | 6,858,658             |
| Transfer In from General Fund           | 1,242,000            | 1,146,000            | 709,000              | 1,674,000            | 1,022,000           | 5,793,000             |
| Transfer from Solid Waste Fund          | 530,000              | 0                    | 0                    | 0                    | 0                   | 530,000               |
| Transfer In from Park Imp. Fund         | 0                    | 0                    | 0                    | 0                    | 0                   | 0                     |
| Grant Funds                             | 2,500,000            | 975,000              | 575,000              | 1,000,000            | 500,000             | 5,550,000             |
| TDOT 80% match                          | 0                    | 5,583,291            | 1,342,941            | 23,909,816           | 2,522,436           | 33,358,484            |
| Utility Bonds                           | 2,500,000            | 13,000,000           | 15,000,000           | 0                    | 0                   | 30,500,000            |
| Utility Retained Earnings               | 3,100,000            | 6,000,000            | 2,000,000            | 2,000,000            | 0                   | 13,100,000            |
| Utility Grants                          | 900,000              | 0                    | 0                    | 0                    | 0                   | 900,000               |
| <b>Total Revenues</b>                   | <b>\$ 10,772,000</b> | <b>\$ 31,191,552</b> | <b>\$ 23,907,176</b> | <b>\$ 35,193,271</b> | <b>\$ 9,575,045</b> | <b>\$ 110,639,044</b> |
| <b><u>Expenditures</u></b>              |                      |                      |                      |                      |                     |                       |
| <b><u>G.O. Bond/Other Funded</u></b>    |                      |                      |                      |                      |                     |                       |
| Administrative                          | \$ 100,000           | \$ 100,000           | \$ 100,000           | \$ 100,000           | \$ 100,000          | \$ 500,000            |
| Public Safety                           | 92,000               | 3,250,000            | 120,000              | 656,000              | 595,000             | 4,713,000             |
| Public Works                            | 930,000              | 200,000              | 200,000              | 200,000              | 200,000             | 1,730,000             |
| Engineering                             | 0                    | 6,595,552            | 1,591,176            | 29,162,271           | 3,153,045           | 40,502,044            |
| Parks & Recreation/BPACC                | 3,150,000            | 2,046,000            | 4,896,000            | 3,075,000            | 5,527,000           | 18,694,000            |
| <b>Total G.O. Bond/Other Funded</b>     | <b>\$ 4,272,000</b>  | <b>\$ 12,191,552</b> | <b>\$ 6,907,176</b>  | <b>\$ 33,193,271</b> | <b>\$ 9,575,045</b> | <b>\$ 66,139,044</b>  |
| <b><u>Utility Bond/Other Funded</u></b> |                      |                      |                      |                      |                     |                       |
| Water                                   | \$ 1,700,000         | \$ 6,000,000         | \$ 2,000,000         | \$ 2,000,000         | \$ 0                | \$ 11,700,000         |
| Sewer                                   | 4,800,000            | 13,000,000           | 15,000,000           | 0                    | 0                   | 32,800,000            |
| <b>Total Utility Bond/Other Funded</b>  | <b>\$ 6,500,000</b>  | <b>\$ 19,000,000</b> | <b>\$ 17,000,000</b> | <b>\$ 2,000,000</b>  | <b>\$ 0</b>         | <b>\$ 44,500,000</b>  |
| <b>Total Expenditures</b>               | <b>\$ 10,772,000</b> | <b>\$ 31,191,552</b> | <b>\$ 23,907,176</b> | <b>\$ 35,193,271</b> | <b>\$ 9,575,045</b> | <b>\$ 110,639,044</b> |



**CITY OF BARTLETT**  
**FY 2026-2030 CAPITAL IMPROVEMENT PLAN (CIP)**  
**SUMMARY BY CATEGORY**



|                                 | <u>FY 2026</u>       | <u>FY 2027</u>       | <u>FY 2028</u>       | <u>FY 2029</u>       | <u>FY 2030</u>      | <u>TOTAL</u>          |
|---------------------------------|----------------------|----------------------|----------------------|----------------------|---------------------|-----------------------|
| <b>GENERAL FUND</b>             |                      |                      |                      |                      |                     |                       |
| <b>Source of Funds</b>          |                      |                      |                      |                      |                     |                       |
| G.O. Bonds                      | \$ 0                 | \$ 3,513,025         | \$ 4,066,827         | \$ 1,369,050         | \$ 5,100,000        | \$ 14,048,902         |
| Capital Note                    | 0                    | 0                    | 0                    | 0                    | 0                   | 0                     |
| Transfer from Street Aid Fund   | 0                    | 974,236              | 213,408              | 5,240,405            | 430,609             | 6,858,658             |
| Transfer In from General Fund   | 1,242,000            | 1,146,000            | 709,000              | 1,674,000            | 1,022,000           | 5,793,000             |
| Transfer from Solid Waste Fund  | 530,000              | 0                    | 0                    | 0                    | 0                   | 530,000               |
| Transfer In from Park Imp. Fund | 0                    | 0                    | 0                    | 0                    | 0                   | 0                     |
| Grant Funds                     | 2,500,000            | 975,000              | 575,000              | 1,000,000            | 500,000             | 5,550,000             |
| TDOT 80% match                  | 0                    | 5,583,291            | 1,342,941            | 23,909,816           | 2,522,436           | 33,358,484            |
| <b>Total Source</b>             | <b>\$ 4,272,000</b>  | <b>\$ 12,191,552</b> | <b>\$ 6,907,176</b>  | <b>\$ 33,193,271</b> | <b>\$ 9,575,045</b> | <b>\$ 66,139,044</b>  |
| <b>Project Costs</b>            |                      |                      |                      |                      |                     |                       |
| Land/Right of Way               | \$ 0                 | \$ 0                 | \$ 33,552            | \$ 82,618            | \$ 33,552           | \$ 149,722            |
| Design/Engineering              | 70,000               | 1,029,370            | 1,747,624            | 651,365              | 577,293             | 4,075,652             |
| Construction                    | 3,355,000            | 8,500,182            | 3,705,000            | 31,041,288           | 7,462,200           | 54,063,670            |
| Equipment/Furnishings           | 847,000              | 2,662,000            | 1,421,000            | 1,418,000            | 1,502,000           | 7,850,000             |
| Other                           | 0                    | 0                    | 0                    | 0                    | 0                   | 0                     |
| <b>Total Project Costs</b>      | <b>\$ 4,272,000</b>  | <b>\$ 12,191,552</b> | <b>\$ 6,907,176</b>  | <b>\$ 33,193,271</b> | <b>\$ 9,575,045</b> | <b>\$ 66,139,044</b>  |
| <b>UTILITY FUND</b>             |                      |                      |                      |                      |                     |                       |
| <b>Source of Funds</b>          |                      |                      |                      |                      |                     |                       |
| Utility Bonds                   | \$ 2,500,000         | \$ 13,000,000        | \$ 15,000,000        | \$ 0                 | \$ 0                | \$ 30,500,000         |
| Utility Retained Earnings       | 3,100,000            | 6,000,000            | 2,000,000            | 2,000,000            | 0                   | 13,100,000            |
| Utility Grants                  | 900,000              | 0                    | 0                    | 0                    | 0                   | 900,000               |
| <b>Total Source</b>             | <b>\$ 6,500,000</b>  | <b>\$ 19,000,000</b> | <b>\$ 17,000,000</b> | <b>\$ 2,000,000</b>  | <b>\$ 0</b>         | <b>\$ 44,500,000</b>  |
| <b>Project Costs</b>            |                      |                      |                      |                      |                     |                       |
| Land/Right of Way               | \$ 0                 | \$ 0                 | \$ 0                 | \$ 0                 | \$ 0                | \$ 0                  |
| Design/Engineering              | 4,150,000            | 0                    | 0                    | 0                    | 0                   | 4,150,000             |
| Construction                    | 2,350,000            | 19,000,000           | 17,000,000           | 2,000,000            | 0                   | 40,350,000            |
| Other                           | 0                    | 0                    | 0                    | 0                    | 0                   | 0                     |
| <b>Total Project Costs</b>      | <b>\$ 6,500,000</b>  | <b>\$ 19,000,000</b> | <b>\$ 17,000,000</b> | <b>\$ 2,000,000</b>  | <b>\$ 0</b>         | <b>\$ 44,500,000</b>  |
| <b>TOTAL CIP COSTS</b>          | <b>\$ 10,772,000</b> | <b>\$ 31,191,552</b> | <b>\$ 23,907,176</b> | <b>\$ 35,193,271</b> | <b>\$ 9,575,045</b> | <b>\$ 110,639,044</b> |



**CIP PROJECT LINE ITEMS SUMMARY**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM  
FY 2026 - FY 2030**

| <b>PROJECT</b>                   | <b>FY 2026</b>       | <b>FY 2027</b>       | <b>FY 2028</b>       | <b>FY 2029</b>       | <b>FY 2030</b>      | <b>TOTAL</b>          |
|----------------------------------|----------------------|----------------------|----------------------|----------------------|---------------------|-----------------------|
| <b><u>FUNDING SOURCES</u></b>    |                      |                      |                      |                      |                     |                       |
| General Obligation Bonds         | \$ 0                 | \$ 3,513,025         | \$ 4,066,827         | \$ 1,369,050         | \$ 5,100,000        | \$ 14,048,902         |
| Transfer from Street Aid Fund    | 0                    | 974,236              | 213,408              | 5,240,405            | 430,609             | 6,858,658             |
| Transfer In from General Fund    | 1,242,000            | 1,146,000            | 709,000              | 1,674,000            | 1,022,000           | 5,793,000             |
| Transfer from Solid Waste Fund   | 530,000              | 0                    | 0                    | 0                    | 0                   | 530,000               |
| Grant Funds                      | 2,500,000            | 975,000              | 575,000              | 1,000,000            | 500,000             | 5,550,000             |
| TDOT 80% match                   | 0                    | 5,583,291            | 1,342,941            | 23,909,816           | 2,522,436           | 33,358,484            |
| Utility Bonds                    | 2,500,000            | 13,000,000           | 15,000,000           | 0                    | 0                   | 30,500,000            |
| Utility Retained Earnings        | 3,100,000            | 6,000,000            | 2,000,000            | 2,000,000            | 0                   | 13,100,000            |
| Utility Grant                    | 900,000              | 0                    | 0                    | 0                    | 0                   | 900,000               |
| <b>Total Funding Sources</b>     | <b>\$ 10,772,000</b> | <b>\$ 31,191,552</b> | <b>\$ 23,907,176</b> | <b>\$ 35,193,271</b> | <b>\$ 9,575,045</b> | <b>\$ 110,639,044</b> |
| <b><u>PROJECT COST</u></b>       |                      |                      |                      |                      |                     |                       |
| <b><u>Administrative</u></b>     |                      |                      |                      |                      |                     |                       |
| Vehicles & Equipment             | \$ 0                 | \$ 0                 | \$ 0                 | \$ 0                 | \$ 0                | \$ 0                  |
| YMCA Capital Improvement         | 100,000              | 100,000              | 100,000              | 100,000              | 100,000             | 500,000               |
| <b>Total Administrative</b>      | <b>\$ 100,000</b>    | <b>\$ 100,000</b>    | <b>\$ 100,000</b>    | <b>\$ 100,000</b>    | <b>\$ 100,000</b>   | <b>\$ 500,000</b>     |
| <b><u>Police</u></b>             |                      |                      |                      |                      |                     |                       |
| Justice Center Maintenance       | \$ 0                 | \$ 150,000           | \$ 120,000           | \$ 120,000           | \$ 120,000          | \$ 510,000            |
| Grant Fund Generator Replacement | 0                    | 600,000              | 0                    | 0                    | 0                   | 600,000               |
| <b>Total Police</b>              | <b>\$ 0</b>          | <b>\$ 750,000</b>    | <b>\$ 120,000</b>    | <b>\$ 120,000</b>    | <b>\$ 120,000</b>   | <b>\$ 1,110,000</b>   |
| <b><u>Fire</u></b>               |                      |                      |                      |                      |                     |                       |
| Fire Vehicles                    | \$ 57,000            | \$ 100,000           | \$ 0                 | \$ 86,000            | \$ 0                | \$ 243,000            |
| Fire Ambulances                  | 0                    | 400,000              | 0                    | 450,000              | 475,000             | 1,325,000             |
| Fire Truck                       | 0                    | 1,200,000            | 0                    | 0                    | 0                   | 1,200,000             |
| Training Center Improvements     | 0                    | 800,000              | 0                    | 0                    | 0                   | 800,000               |
| <b>Total Fire</b>                | <b>\$ 57,000</b>     | <b>\$ 2,500,000</b>  | <b>\$ 0</b>          | <b>\$ 536,000</b>    | <b>\$ 475,000</b>   | <b>\$ 3,568,000</b>   |
| <b><u>Codes Enforcement</u></b>  |                      |                      |                      |                      |                     |                       |
| Codes Enforcement Vehicles       | \$ 35,000            | \$ 0                 | \$ 0                 | \$ 0                 | \$ 0                | \$ 35,000             |
| <b>Total Code Inspection</b>     | <b>\$ 35,000</b>     | <b>\$ 0</b>          | <b>\$ 0</b>          | <b>\$ 0</b>          | <b>\$ 0</b>         | <b>\$ 35,000</b>      |



## CIP PROJECT LINE ITEMS SUMMARY

## BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2026 - FY 2030

| PROJECT  | FY 2026           | FY 2027             | FY 2028             | FY 2029              | FY 2030             | TOTAL                |
|--|-------------------|---------------------|---------------------|----------------------|---------------------|----------------------|
| <b>Public Works</b>                              |                   |                     |                     |                      |                     |                      |
| Public Works Vehicles & Equip                    | \$ 160,000        | \$ 200,000          | \$ 200,000          | \$ 200,000           | \$ 200,000          | \$ 960,000           |
| Highway 70 Fuel Tank                             | 240,000           | 0                   | 0                   | 0                    | 0                   | 240,000              |
| Solid Waste Complex Paving                       | 530,000           | 0                   | 0                   | 0                    | 0                   | 530,000              |
| <b>Total Public Works</b>                        | <b>\$ 930,000</b> | <b>\$ 200,000</b>   | <b>\$ 200,000</b>   | <b>\$ 200,000</b>    | <b>\$ 200,000</b>   | <b>\$ 1,730,000</b>  |
| <b>Engineering</b>                               |                   |                     |                     |                      |                     |                      |
| Fletcher Creek Greenway Ph4                      | \$ 0              | \$ 474,075          | \$ 0                | \$ 0                 | \$ 0                | \$ 474,075           |
| Fletcher Creek Ph4 TDOT                          | 0                 | 1,896,301           | 0                   | 0                    | 0                   | 1,896,301            |
| ADA Transition                                   | 0                 | 353,440             | 32,230              | 14,330               | 353,440             | 753,440              |
| TDOT-ADA Transition                              | 0                 | 1,413,760           | 128,920             | 57,320               | 1,413,760           | 3,013,760            |
| STP Overlay of Elmore Park Road, Old Brownsville | 0                 | 0                   | 0                   | 1,560,150            | 0                   | 1,560,150            |
| TDOT-STP Overlay of Elmore Park Road, Old Br     | 0                 | 0                   | 0                   | 6,240,599            | 0                   | 6,240,599            |
| Altruria Road Resurfacing                        | 0                 | 0                   | 0                   | 25,859               | 48,091              | 73,950               |
| TDOT-STP Overlay of                              | 0                 | 0                   | 0                   | 103,435              | 192,363             | 295,798              |
| Appling Road Resurfacing                         | 0                 | 0                   | 0                   | 15,084               | 29,078              | 44,162               |
| TDOT-STP Overlay of                              | 0                 | 0                   | 0                   | 60,337               | 116,313             | 176,650              |
| CMAQ Brother Blvd Sig System                     | 0                 | 45,872              | 0                   | 0                    | 0                   | 45,872               |
| TDOT-STP Overlay of                              | 0                 | 1,467,734           | 0                   | 0                    | 0                   | 1,467,734            |
| Fletcher Creek Greenway Ph5                      | 0                 | 38,025              | 34,827              | 12,050               | 200,000             | 284,902              |
| TDOT-STP Overlay of                              | 0                 | 152,101             | 139,306             | 48,200               | 800,000             | 1,139,607            |
| Bartlett ITS Upgrades and Expansion              | 0                 | 0                   | 0                   | 0                    | 0                   | 0                    |
| TDOT-STP Overlay of                              | 0                 | 250,000             | 350,000             | 2,900,000            | 0                   | 3,500,000            |
| Kirby Whitten Resurfacing                        | 0                 | 65,293              | 116,312             | 2,348,936            | 0                   | 2,530,541            |
| TDOT-STP Overlay of                              | 0                 | 261,172             | 465,249             | 9,395,743            | 0                   | 10,122,164           |
| Yale Road Resurfacing                            | 0                 | 35,556              | 64,866              | 1,276,046            | 0                   | 1,376,468            |
| TDOT-STP Overlay of                              | 0                 | 142,223             | 259,466             | 5,104,182            | 0                   | 5,505,871            |
| <b>Total Engineering</b>                         | <b>\$ 0</b>       | <b>\$ 6,595,552</b> | <b>\$ 1,591,176</b> | <b>\$ 29,162,271</b> | <b>\$ 3,153,045</b> | <b>\$ 40,502,044</b> |



**CIP PROJECT LINE ITEMS SUMMARY**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM  
FY 2026 - FY 2030**

| <b>PROJECT</b>                           | <b>FY 2026</b>       | <b>FY 2027</b>       | <b>FY 2028</b>       | <b>FY 2029</b>       | <b>FY 2030</b>      | <b>TOTAL</b>          |
|--|----------------------|----------------------|----------------------|----------------------|---------------------|-----------------------|
| <b><u>Parks</u></b>                      |                      |                      |                      |                      |                     |                       |
| Parks Vehicles & Equipment               | \$ 70,000            | \$ 120,000           | \$ 200,000           | \$ 200,000           | \$ 95,000           | \$ 685,000            |
| Singleton CC Equipment/Repairs           | 0                    | 400,000              | 57,000               | 182,000              | 400,000             | 1,039,000             |
| Senior Center Equipment/Repairs          | 0                    | 41,000               | 39,000               | 18,000               | 32,000              | 130,000               |
| Parks Maintenances                       | 0                    | 1,075,000            | 2,825,000            | 1,175,000            | 3,250,000           | 8,325,000             |
| Grant Fund Parks Restroom Renovation-ADA | 2,500,000            | 375,000              | 575,000              | 1,000,000            | 250,000             | 4,700,000             |
| W.J. Freeman Park                        | 0                    | 0                    | 1,150,000            | 0                    | 1,250,000           | 2,400,000             |
| Grant Fund W.J. Freeman Park             | 0                    | 0                    | 0                    | 0                    | 250,000             | 250,000               |
| The Venue Equipment/Repairs              | \$ 580,000           | \$ 35,000            | \$ 50,000            | \$ 500,000           | \$ 0                | \$ 1,165,000          |
| <b>Total Parks</b>                       | <b>\$ 3,150,000</b>  | <b>\$ 2,046,000</b>  | <b>\$ 4,896,000</b>  | <b>\$ 3,075,000</b>  | <b>\$ 5,527,000</b> | <b>\$ 18,694,000</b>  |
| <b><u>Water</u></b>                      |                      |                      |                      |                      |                     |                       |
| Water and Sewer Plant Upgrades           | \$ 600,000           | \$ 2,000,000         | \$ 2,000,000         | \$ 2,000,000         | \$ 0                | \$ 6,600,000          |
| Utility Grant                            | 900,000              | 0                    | 0                    | 0                    | 0                   | 900,000               |
| Kirby Whitten Water Line Extension       | 200,000              | 2,000,000            | 0                    | 0                    | 0                   | 2,200,000             |
| Water and Sewer Pipe Upgrades            | 0                    | 2,000,000            | 0                    | 0                    | 0                   | 2,000,000             |
| <b>Total Water</b>                       | <b>\$ 1,700,000</b>  | <b>\$ 6,000,000</b>  | <b>\$ 2,000,000</b>  | <b>\$ 2,000,000</b>  | <b>\$ 0</b>         | <b>\$ 11,700,000</b>  |
| <b><u>Sewers</u></b>                     |                      |                      |                      |                      |                     |                       |
| Fletcher Creek Sewer Basin               | \$ 3,900,000         | \$ 11,000,000        | \$ 11,000,000        | \$ 0                 | \$ 0                | \$ 25,900,000         |
| American Rescue Plan Project             | 500,000              | 0                    | 0                    | 0                    | 0                   | 500,000               |
| UV Disinfection Upgrade WWTP             | 400,000              | 0                    | 0                    | 0                    | 0                   | 400,000               |
| Sewer Lines to Lakeland                  | 0                    | 2,000,000            | 4,000,000            | 0                    | 0                   | 6,000,000             |
| <b>Total Sewers</b>                      | <b>\$ 4,800,000</b>  | <b>\$ 13,000,000</b> | <b>\$ 15,000,000</b> | <b>\$ 0</b>          | <b>\$ 0</b>         | <b>\$ 32,800,000</b>  |
| <b>TOTAL CIP</b>                         | <b>\$ 10,772,000</b> | <b>\$ 31,191,552</b> | <b>\$ 23,907,176</b> | <b>\$ 35,193,271</b> | <b>\$ 9,575,045</b> | <b>\$ 110,639,044</b> |



**ADMINISTRATIVE SUMMARY**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM  
FY 2026 - FY 2030**

| <b>PROJECT</b>                  | <b>FY 2026</b>    | <b>FY 2027</b>    | <b>FY 2028</b>    | <b>FY 2029</b>    | <b>FY 2030</b>    | <b>TOTAL</b>      |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b><u>Administrative</u></b>    |                   |                   |                   |                   |                   |                   |
| YMCA Capital Improvement        | \$ 100,000        | \$ 100,000        | \$ 100,000        | \$ 100,000        | \$ 100,000        | \$ 500,000        |
| <b>Total Administrative</b>     | <b>\$ 100,000</b> | <b>\$ 500,000</b> |
| <b><u>Source of Funds</u></b>   |                   |                   |                   |                   |                   |                   |
| G.O. Bonds                      | \$ 0              | \$ 0              | \$ 0              | \$ 0              | \$ 0              | \$ 0              |
| Capital Note                    | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| Transfer In from General Fund   | 100,000           | 100,000           | 100,000           | 100,000           | 100,000           | 500,000           |
| Transfer from Debt Service Fund | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| <b>Total Source</b>             | <b>\$ 100,000</b> | <b>\$ 500,000</b> |
| <b><u>Project Costs</u></b>     |                   |                   |                   |                   |                   |                   |
| Land/Right of Way               | \$ 0              | \$ 0              | \$ 0              | \$ 0              | \$ 0              | \$ 0              |
| Design/Engineering              | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| Construction                    | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| Equipment/Furnishings           | 100,000           | 100,000           | 100,000           | 100,000           | 100,000           | 500,000           |
| Other                           | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| <b>Total Project Costs</b>      | <b>\$ 100,000</b> | <b>\$ 500,000</b> |

**ADMINISTRATIVE**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**FY 2026 - FY 2030**

**Project No.: 113**

**Project Name: YMCA Capital Improvement**

**Project Description**

The City of Bartlett will budget \$100,000 annually for capital replacement expenditures. This will be evaluated by the Board annually.

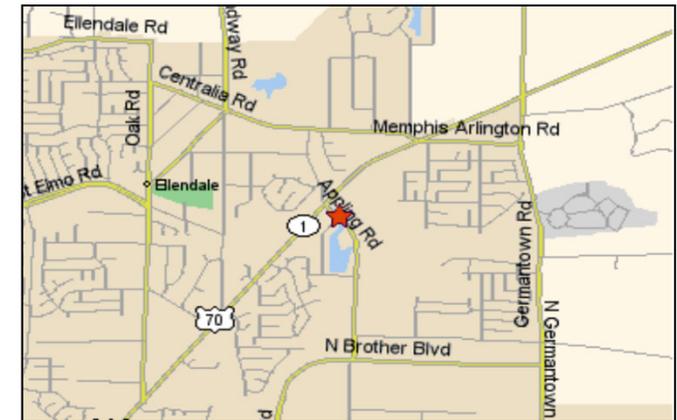
**Project Schedule**

|                       | <b>Start</b> | <b>Finish</b> |
|-----------------------|--------------|---------------|
| Land/Right of Way     | N/A          | N/A           |
| Design/Engineering    | N/A          | N/A           |
| Construction          | N/A          | N/A           |
| Equipment/Furnishings | 07/24        | 06/30         |
| <b>Total Project</b>  | <b>07/24</b> | <b>06/30</b>  |

**Location**

7700 Flaherty Place.

**Location Map**



**Impact on Operating Budget**

|                                    | <b>FY 2026</b> | <b>FY 2024</b> | <b>FY 2028</b> |
|------------------------------------|----------------|----------------|----------------|
| Personnel                          | \$ 0           | \$ 0           | \$ 0           |
| Operations                         | 0              | 0              | 0              |
| Capital                            | 0              | 0              | 0              |
| <b>Total Costs on Oper. Budget</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    |

**Future Years and explanations:** no impact on operating budget.

|                                  | <b>FY 2026</b>    | <b>FY 2027</b>    | <b>FY 2028</b>    | <b>FY 2029</b>    | <b>FY 2030</b>    | <b>TOTAL</b>      |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>Source of Funds</b>           |                   |                   |                   |                   |                   |                   |
| G.O. Bonds                       | \$ 0              | \$ 0              | \$ 0              | \$ 0              | \$ 0              | \$ 0              |
| Capital Note                     | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| Transfer In from General Fund    | 100,000           | 100,000           | 100,000           | 100,000           | 100,000           | 500,000           |
| FD311 Transfers-unspent projects | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| TDOT 80% match                   | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| <b>Total Source</b>              | <b>\$ 100,000</b> | <b>\$ 500,000</b> |
| <b>Project Costs</b>             |                   |                   |                   |                   |                   |                   |
| Land/Right of Way                | \$ 0              | \$ 0              | \$ 0              | \$ 0              | \$ 0              | \$ 0              |
| Design/Engineering               | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| Construction                     | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| Equipment/Furnishings            | 100,000           | 100,000           | 100,000           | 100,000           | 100,000           | 500,000           |
| Other                            | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| <b>Total Project Costs</b>       | <b>\$ 100,000</b> | <b>\$ 500,000</b> |



**PUBLIC SAFETY SUMMARY**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM  
FY 2026 - FY 2030**

| <b>PROJECT</b>                   | <b>FY 2026</b>   | <b>FY 2027</b>      | <b>FY 2028</b>    | <b>FY 2029</b>    | <b>FY 2030</b>    | <b>TOTAL</b>        |
|----------------------------------|------------------|---------------------|-------------------|-------------------|-------------------|---------------------|
| <b><u>Police</u></b>             |                  |                     |                   |                   |                   |                     |
| Justice Center Maintenance       | \$ 0             | \$ 750,000          | \$ 120,000        | \$ 120,000        | \$ 120,000        | 1,110,000           |
| <b>Total Police</b>              | <b>\$ 0</b>      | <b>\$ 750,000</b>   | <b>\$ 120,000</b> | <b>\$ 120,000</b> | <b>\$ 120,000</b> | <b>\$ 1,110,000</b> |
| <b><u>Fire</u></b>               |                  |                     |                   |                   |                   |                     |
| Fire Vehicles                    | \$ 57,000        | \$ 100,000          | \$ 0              | \$ 86,000         | \$ 0              | \$ 243,000          |
| Fire Ambulances                  | 0                | 400,000             | 0                 | 450,000           | 475,000           | 1,325,000           |
| Fire Truck                       | 0                | 1,200,000           | 0                 | 0                 | 0                 | 1,200,000           |
| Training Center Improvements     | 0                | 800,000             | 0                 | 0                 | 0                 | 800,000             |
| <b>Total Fire</b>                | <b>\$ 57,000</b> | <b>\$ 2,500,000</b> | <b>\$ 0</b>       | <b>\$ 536,000</b> | <b>\$ 475,000</b> | <b>\$ 3,568,000</b> |
| <b><u>Codes Enforcement</u></b>  |                  |                     |                   |                   |                   |                     |
| Codes Enforcement Vehicles       | \$ 35,000        | \$ 0                | \$ 0              | \$ 0              | \$ 0              | \$ 35,000           |
| <b>Total Code Enforcement</b>    | <b>\$ 35,000</b> | <b>\$ 0</b>         | <b>\$ 0</b>       | <b>\$ 0</b>       | <b>\$ 0</b>       | <b>\$ 35,000</b>    |
| <b><u>Source of Funds</u></b>    |                  |                     |                   |                   |                   |                     |
| G.O. Bonds                       | \$ 0             | \$ 2,000,000        | \$ 0              | \$ 0              | \$ 0              | \$ 2,000,000        |
| Capital Note                     | 0                | 0                   | 0                 | 0                 | 0                 | 0                   |
| Transfer In from General Fund    | 92,000           | 650,000             | 120,000           | 656,000           | 595,000           | 2,113,000           |
| FD311 Transfers-unspent projects | 0                | 0                   | 0                 | 0                 | 0                 | 0                   |
| TDOT 80% match                   | 0                | 0                   | 0                 | 0                 | 0                 | 0                   |
| Grant Funds                      | 0                | 600,000             | 0                 | 0                 | 0                 | 600,000             |
| <b>Total Source</b>              | <b>\$ 92,000</b> | <b>\$ 3,250,000</b> | <b>\$ 120,000</b> | <b>\$ 656,000</b> | <b>\$ 595,000</b> | <b>\$ 4,713,000</b> |
| <b><u>Project Costs</u></b>      |                  |                     |                   |                   |                   |                     |
| Land/Right of Way                | \$ 0             | \$ 0                | \$ 0              | \$ 0              | \$ 0              | \$ 0                |
| Design/Engineering               | 0                | 25,000              | 0                 | 0                 | 0                 | 25,000              |
| Construction                     | 0                | 1,475,000           | 120,000           | 120,000           | 120,000           | 1,835,000           |
| Equipment/Furnishings            | 92,000           | 1,750,000           | 0                 | 536,000           | 475,000           | 2,853,000           |
| Other                            | 0                | 0                   | 0                 | 0                 | 0                 | 0                   |
| <b>Total Project Costs</b>       | <b>\$ 92,000</b> | <b>\$ 3,250,000</b> | <b>\$ 120,000</b> | <b>\$ 656,000</b> | <b>\$ 595,000</b> | <b>\$ 4,713,000</b> |

**Department: POLICE**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**FY 2026 - FY 2030**

**Project No.: 20527**

**Project Name: Justice Center Maintenance**

**Project Description**

Justice Center Phase #3 (\$120,000) - Expansion of the Patrol Division's Squad Room & Relocation of the Patrol Division's Supervisor Office.

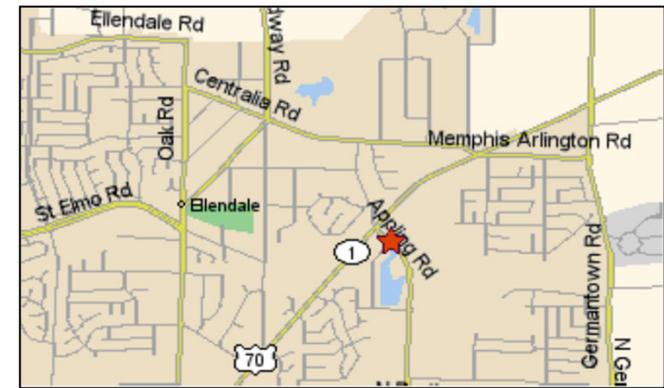
**Project Schedule**

|                       | <b>Start</b> | <b>Finish</b> |
|-----------------------|--------------|---------------|
| Land/Right of Way     | N/A          | N/A           |
| Design/Engineering    | N/A          | N/A           |
| Construction          | 07/26        | 06/30         |
| Equipment/Furnishings | N/A          | N/A           |
| <b>Total Project</b>  | <b>07/26</b> | <b>06/30</b>  |

**Location**

3730 Appling Rd.

**Location Map**



**Impact on Operating Budget**

|                                  | <b>FY 2026</b> | <b>FY 2027</b> | <b>FY 2028</b> |
|----------------------------------|----------------|----------------|----------------|
| Personnel                        | \$ 0           | \$ 0           | \$ 0           |
| Operations                       | 0              | 0              | 0              |
| Capital                          | 0              | 0              | 0              |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    |

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

|                               | <b>FY 2026</b>    | <b>FY 2027</b>    | <b>FY 2028</b>    | <b>FY 2029</b>    | <b>FY 2030</b>    | <b>TOTAL</b>        |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Source of Funds</b>        |                   |                   |                   |                   |                   |                     |
| G.O. Bonds                    | \$ 0              | \$ 0              | \$ 0              | \$ 0              | \$ 0              | \$ 0                |
| Capital Note                  | 0                 | 0                 | 0                 | 0                 | 0                 | 0                   |
| Transfer In from General Fund | 0                 | 150,000           | 120,000           | 120,000           | 120,000           | 510,000             |
| Grant Funds                   | 0                 | 600,000           | 0                 | 0                 | 0                 | 600,000             |
| <b>Total Source</b>           | <b>\$ 0</b>       | <b>\$ 750,000</b> | <b>\$ 120,000</b> | <b>\$ 120,000</b> | <b>\$ 120,000</b> | <b>\$ 1,110,000</b> |
| <b>Project Costs</b>          |                   |                   |                   |                   |                   |                     |
| Land/Right of Way             | \$ 0              | \$ 0              | \$ 0              | \$ 0              | \$ 0              | \$ 0                |
| Design/Engineering            | 0                 | 0                 | 0                 | 0                 | 0                 | 0                   |
| Construction                  | 0                 | 750,000           | 120,000           | 120,000           | 120,000           | 1,110,000           |
| Equipment/Furnishings         | 0                 | 0                 | 0                 | 0                 | 0                 | 0                   |
| Other                         | 0                 | 0                 | 0                 | 0                 | 0                 | 0                   |
| <b>Total Project Costs</b>    | <b>\$ 120,000</b> | <b>\$ 750,000</b> | <b>\$ 120,000</b> | <b>\$ 120,000</b> | <b>\$ 120,000</b> | <b>\$ 1,110,000</b> |

**Department: FIRE**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**FY 2026 - FY 2030**

**Project No.: 25726**

**Project Name: Fire Vehicles**

**Project Description**

FY26- Asst Chief \$57,000  
 FY27 Alternative Response Vehicle \$33,140  
 FY27 Training Chief Vehicle \$60,000  
 FY29 (2) Fire Marshal & EMS Chief \$85,360

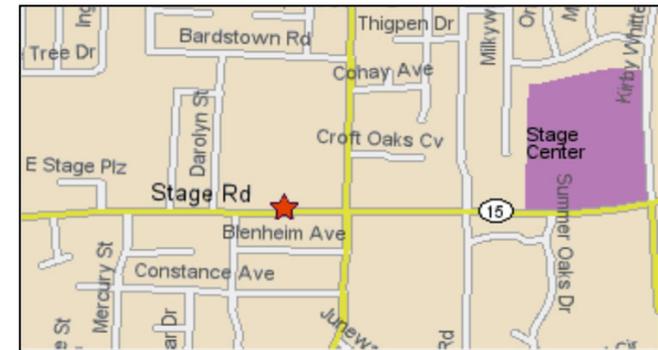
**Project Schedule**

|                       | <b>Start</b> | <b>Finish</b> |
|-----------------------|--------------|---------------|
| Land/Right of Way     | N/A          | N/A           |
| Design/Engineering    | N/A          | N/A           |
| Construction          | N/A          | N/A           |
| Equipment/Furnishings | 07/25        | 06/29         |
| <b>Total Project</b>  | <b>07/25</b> | <b>06/29</b>  |

**Location**

2939 Altruria Rd, Bartlett, TN 38134

**Location Map**



**Impact on Operating Budget**

|                                  | <b>FY 2026</b> | <b>FY 2024</b>  | <b>FY 2028</b>  |
|----------------------------------|----------------|-----------------|-----------------|
| Personnel                        | \$ 0           | \$ 0            | \$ 0            |
| Operations                       | 0              | 3,500           | 3,500           |
| Capital                          | 0              | 0               | 0               |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b>    | <b>\$ 3,500</b> | <b>\$ 3,500</b> |

**Future Years and explanations:** \$3,000 petroleum & \$500 repairs/maintenance per year.

|                               | <b>FY 2026</b>   | <b>FY 2027</b>    | <b>FY 2028</b> | <b>FY 2029</b>   | <b>FY 2030</b> | <b>TOTAL</b>      |
|-------------------------------|------------------|-------------------|----------------|------------------|----------------|-------------------|
| <b>Source of Funds</b>        |                  |                   |                |                  |                |                   |
| G.O. Bonds                    | \$ 0             | \$ 0              | \$ 0           | \$ 0             | \$ 0           | \$ 0              |
| Capital Note                  | 0                | 0                 | 0              | 0                | 0              | 0                 |
| Transfer In from General Fund | 57,000           | 100,000           | 0              | 86,000           | 0              | 243,000           |
| Grant Funds                   | 0                | 0                 | 0              | 0                | 0              | 0                 |
| <b>Total Source</b>           | <b>\$ 57,000</b> | <b>\$ 100,000</b> | <b>\$ 0</b>    | <b>\$ 86,000</b> | <b>\$ 0</b>    | <b>\$ 243,000</b> |
| <b>Project Costs</b>          |                  |                   |                |                  |                |                   |
| Land/Right of Way             | \$ 0             | \$ 0              | \$ 0           | \$ 0             | \$ 0           | \$ 0              |
| Design/Engineering            | 0                | 0                 | 0              | 0                | 0              | 0                 |
| Construction                  | 0                | 0                 | 0              | 0                | 0              | 0                 |
| Equipment/Furnishings         | 57,000           | 100,000           | 0              | 86,000           | 0              | 243,000           |
| Other                         | 0                | 0                 | 0              | 0                | 0              | 0                 |
| <b>Total Project Costs</b>    | <b>\$ 57,000</b> | <b>\$ 100,000</b> | <b>\$ 0</b>    | <b>\$ 86,000</b> | <b>\$ 0</b>    | <b>\$ 243,000</b> |

**Department: FIRE**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**FY 2026 - FY 2030**

**Project No.: 25627**

**Project Name: Fire Ambulances**

**Project Description**

New ambulance to replace high mileage ambulances.

**Project Schedule**

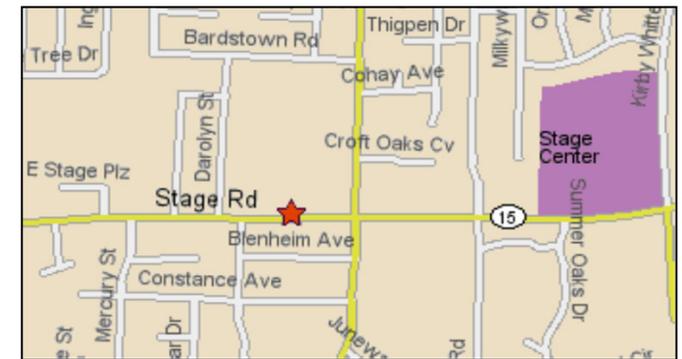
**Start**

**Finish**

|                       |              |              |
|-----------------------|--------------|--------------|
| Land/Right of Way     | N/A          | N/A          |
| Design/Engineering    | N/A          | N/A          |
| Construction          | N/A          | N/A          |
| Equipment/Furnishings | 07/26        | 06/30        |
| <b>Total Project</b>  | <b>07/26</b> | <b>06/30</b> |

**Location**

**Location Map**



**Impact on Operating Budget**

**FY 2026**

**FY 2024**

**FY 2028**

|                                  |             |                 |                 |
|----------------------------------|-------------|-----------------|-----------------|
| Personnel                        | \$ 0        | \$ 0            | \$ 0            |
| Operations                       | 0           | 7,500           | 7,500           |
| Capital                          | 0           | 0               | 0               |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b> | <b>\$ 7,500</b> | <b>\$ 7,500</b> |

**Future Years and explanations:** Petroleum & repairs/maintenance cost is around 8,000/year.

|                               | <b>FY 2026</b> | <b>FY 2027</b>    | <b>FY 2028</b> | <b>FY 2029</b>    | <b>FY 2030</b>    | <b>TOTAL</b>        |
|-------------------------------|----------------|-------------------|----------------|-------------------|-------------------|---------------------|
| <b>Source of Funds</b>        |                |                   |                |                   |                   |                     |
| G.O. Bonds                    | \$ 0           | \$ 0              | \$ 0           | \$ 0              | \$ 0              | \$ 0                |
| Capital Note                  | 0              | 0                 | 0              | 0                 | 0                 | 0                   |
| Transfer In from General Fund | 0              | 400,000           | 0              | 450,000           | 475,000           | 1,325,000           |
| Grant Funds                   | 0              | 0                 | 0              | 0                 | 0                 | 0                   |
| <b>Total Source</b>           | <b>\$ 0</b>    | <b>\$ 400,000</b> | <b>\$ 0</b>    | <b>\$ 450,000</b> | <b>\$ 475,000</b> | <b>\$ 1,325,000</b> |
| <b>Project Costs</b>          |                |                   |                |                   |                   |                     |
| Land/Right of Way             | \$ 0           | \$ 0              | \$ 0           | \$ 0              | \$ 0              | \$ 0                |
| Design/Engineering            | 0              | 0                 | 0              | 0                 | 0                 | 0                   |
| Construction                  | 0              | 0                 | 0              | 0                 | 0                 | 0                   |
| Equipment/Furnishings         | 0              | 400,000           | 0              | 450,000           | 475,000           | 1,325,000           |
| Other                         | 0              | 0                 | 0              | 0                 | 0                 | 0                   |
| <b>Total Project Costs</b>    | <b>\$ 0</b>    | <b>\$ 400,000</b> | <b>\$ 0</b>    | <b>\$ 450,000</b> | <b>\$ 475,000</b> | <b>\$ 1,325,000</b> |

**Department: FIRE**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**FY 2026 - FY 2030**

**Project No.: 25227**

**Project Name: Fire Truck**

**Project Description**  
 Replace Engine 5 with single axle truck similar to Truck 3.

| <b>Project Schedule</b> | <b>Start</b> | <b>Finish</b> |
|-------------------------|--------------|---------------|
| Land/Right of Way       | N/A          | N/A           |
| Design/Engineering      | N/A          | N/A           |
| Construction            | N/A          | N/A           |
| Equipment/Furnishings   | 07/26        | 06/28         |
| <b>Total Project</b>    | <b>07/26</b> | <b>06/28</b>  |

**Location**  
 Station 1, 2939 Altruria Rd., Bartlett, TN 38134

**Location Map**

| <b>Impact on Operating Budget</b> | <b>FY 2026</b> | <b>FY 2024</b>   | <b>FY 2028</b>   |
|-----------------------------------|----------------|------------------|------------------|
| Personnel                         | \$ 0           | \$ 0             | \$ 0             |
| Operations                        | 0              | 25,000           | 25,000           |
| Capital                           | 0              | 0                | 0                |
| <b>Total Impact Oper. Budget</b>  | <b>\$ 0</b>    | <b>\$ 25,000</b> | <b>\$ 25,000</b> |

**Future Years and explanations:** \$17,000 petroleum & \$8,000 repairs/maintenance per year.

|                               | <b>FY 2026</b> | <b>FY 2027</b>      | <b>FY 2028</b> | <b>FY 2029</b> | <b>FY 2030</b> | <b>TOTAL</b>        |
|-------------------------------|----------------|---------------------|----------------|----------------|----------------|---------------------|
| <b>Source of Funds</b>        |                |                     |                |                |                |                     |
| G.O. Bonds                    | \$ 0           | \$ 1,200,000        | \$ 0           | \$ 0           | \$ 0           | \$ 1,200,000        |
| Capital Note                  | 0              | 0                   | 0              | 0              | 0              | 0                   |
| Transfer In from General Fund | 0              | 0                   | 0              | 0              | 0              | 0                   |
| Grant Funds                   | 0              | 0                   | 0              | 0              | 0              | 0                   |
| <b>Total Source</b>           | <b>\$ 0</b>    | <b>\$ 1,200,000</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 1,200,000</b> |
| <b>Project Costs</b>          |                |                     |                |                |                |                     |
| Land/Right of Way             | \$ 0           | \$ 0                | \$ 0           | \$ 0           | \$ 0           | \$ 0                |
| Design/Engineering            | 0              | 0                   | 0              | 0              | 0              | 0                   |
| Construction                  | 0              | 0                   | 0              | 0              | 0              | 0                   |
| Equipment/Furnishings         | 0              | 1,200,000           | 0              | 0              | 0              | 1,200,000           |
| Other                         | 0              | 0                   | 0              | 0              | 0              | 0                   |
| <b>Total Project Costs</b>    | <b>\$ 0</b>    | <b>\$ 1,200,000</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 1,200,000</b> |

**Department: FIRE**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**FY 2026 - FY 2030**

**Project No.: TBD**

**Project Name: Training Center Improvements**

|   |                         |              |               |
|---|-------------------------|--------------|---------------|
| <p><b>Project Description</b><br/>Add covered storage to house equipment- Need storage for spare apparatus and equipment. Metal building with classroom and restrooms would be ideal. Enhance training / Establish strong training culture among the suburbs.</p> | <b>Project Schedule</b> | <b>Start</b> | <b>Finish</b> |
|   | Land/Right of Way       | N/A          | N/A           |
|   | Design/Engineering      | 07/26        | 06/27         |
|   | Construction            | 07/26        | 06/28         |
|   | Equipment/Furnishings   | 07/26        | 06/28         |
|   | <b>Total Project</b>    | <b>07/26</b> | <b>06/28</b>  |

**Location**  
Fire Training Center (Shelter Run Lane) or behind fire station 4 (6875 Old Brownsville)

**Location Map**

| <b>Impact on Operating Budget</b> | <b>FY 2026</b> | <b>FY 2024</b> | <b>FY 2028</b> |
|-----------------------------------|----------------|----------------|----------------|
| Personnel                         | \$ 0           | \$ 0           | \$ 0           |
| Operations                        | 0              | 0              | 0              |
| Capital                           | 0              | 0              | 0              |
| <b>Total Impact Oper. Budget</b>  | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    |

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

|                                  | <b>FY 2026</b> | <b>FY 2027</b>    | <b>FY 2028</b> | <b>FY 2029</b> | <b>FY 2030</b> | <b>TOTAL</b>      |
|----------------------------------|----------------|-------------------|----------------|----------------|----------------|-------------------|
| <b>Source of Funds</b>           |                |                   |                |                |                |                   |
| G.O. Bonds                       | \$ 0           | \$ 800,000        | \$ 0           | \$ 0           | \$ 0           | \$ 800,000        |
| Capital Note                     | 0              | 0                 | 0              | 0              | 0              | 0                 |
| Transfer In from General Fund    | 0              | 0                 | 0              | 0              | 0              | 0                 |
| FD311 Transfers-unspent projects | 0              | 0                 | 0              | 0              | 0              | 0                 |
| TDOT 80% match                   | 0              | 0                 | 0              | 0              | 0              | 0                 |
| Grant Funds                      | 0              | 0                 | 0              | 0              | 0              | 0                 |
| <b>Total Source</b>              | <b>\$ 0</b>    | <b>\$ 800,000</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 800,000</b> |
| <b>Project Costs</b>             |                |                   |                |                |                |                   |
| Land/Right of Way                | \$ 0           | \$ 0              | \$ 0           | \$ 0           | \$ 0           | \$ 0              |
| Design/Engineering               | 0              | 25,000            | 0              | 0              | 0              | 25,000            |
| Construction                     | 0              | 725,000           | 0              | 0              | 0              | 725,000           |
| Equipment/Furnishings            | 0              | 50,000            | 0              | 0              | 0              | 50,000            |
| Other                            | 0              | 0                 | 0              | 0              | 0              | 0                 |
| <b>Total Project Costs</b>       | <b>\$ 0</b>    | <b>\$ 800,000</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 800,000</b> |

**Department: CODES ENFORCEMENT**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**Project No.: 29126**

**FY 2026 - FY 2030**

**Project Name: Codes Enforcement Vehicles**

**Project Description**

Replace an aging vehicle.

**Project Schedule**

**Start**

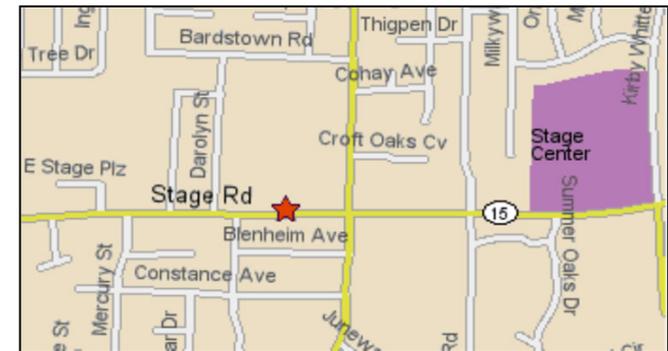
**Finish**

|                       |              |              |
|-----------------------|--------------|--------------|
| Land/Right of Way     | N/A          | N/A          |
| Design/Engineering    | N/A          | N/A          |
| Construction          | N/A          | N/A          |
| Equipment/Furnishings | 07/25        | 06/26        |
| <b>Total Project</b>  | <b>07/25</b> | <b>06/26</b> |

**Location**

6382 Stage Road, Bartlett.

**Location Map**



**Impact on Operating Budget**

|                                  | <b>FY 2026</b> | <b>FY 2024</b>  | <b>FY 2028</b>  |
|----------------------------------|----------------|-----------------|-----------------|
| Personnel                        | \$ 0           | \$ 0            | \$ 0            |
| Operations                       | 0              | 4,000           | 7,000           |
| Capital                          | 0              | 0               | 0               |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b>    | <b>\$ 4,000</b> | <b>\$ 7,000</b> |

**Future Years and explanations:** \$5,000 for petroleum and \$2,500 maintenance/repairs per year.

|                               | <b>FY 2026</b>   | <b>FY 2027</b> | <b>FY 2028</b> | <b>FY 2029</b> | <b>FY 2030</b> | <b>TOTAL</b>     |
|-------------------------------|------------------|----------------|----------------|----------------|----------------|------------------|
| <b>Source of Funds</b>        |                  |                |                |                |                |                  |
| G.O. Bonds                    | \$ 0             | \$ 0           | \$ 0           | \$ 0           | \$ 0           | \$ 0             |
| Capital Note                  | 0                | 0              | 0              | 0              | 0              | 0                |
| Transfer In from General Fund | 35,000           | 0              | 0              | 0              | 0              | 35,000           |
| TDOT 80% match                | 0                | 0              | 0              | 0              | 0              | 0                |
| Grant Funds                   | 0                | 0              | 0              | 0              | 0              | 0                |
| <b>Total Source</b>           | <b>\$ 35,000</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 35,000</b> |
| <b>Project Costs</b>          |                  |                |                |                |                |                  |
| Land/Right of Way             | \$ 0             | \$ 0           | \$ 0           | \$ 0           | \$ 0           | \$ 0             |
| Design/Engineering            | 0                | 0              | 0              | 0              | 0              | 0                |
| Construction                  | 0                | 0              | 0              | 0              | 0              | 0                |
| Equipment/Furnishings         | 35,000           | 0              | 0              | 0              | 0              | 35,000           |
| Other                         | 0                | 0              | 0              | 0              | 0              | 0                |
| <b>Total Project Costs</b>    | <b>\$ 35,000</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 35,000</b> |



## PUBLIC WORKS SUMMARY

## BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2026 - FY 2030

| <u>PROJECT</u>                    | <u>FY 2026</u>    | <u>FY 2027</u>      | <u>FY 2028</u>      | <u>FY 2029</u>       | <u>FY 2030</u>      | <u>TOTAL</u>         |
|-----------------------------------|-------------------|---------------------|---------------------|----------------------|---------------------|----------------------|
| <b><u>Public Works</u></b>        |                   |                     |                     |                      |                     |                      |
| Public Works Vehicles & Equip     | \$ 160,000        | \$ 200,000          | \$ 200,000          | \$ 200,000           | \$ 200,000          | \$ 960,000           |
| Highway 70 Fuel Tank              | 240,000           | 0                   | 0                   | 0                    | 0                   | 240,000              |
| Solid Waste Complex Paving        | 530,000           | 0                   | 0                   | 0                    | 0                   | 530,000              |
| <b>Total Public Works</b>         | <b>\$ 930,000</b> | <b>\$ 200,000</b>   | <b>\$ 200,000</b>   | <b>\$ 200,000</b>    | <b>\$ 200,000</b>   | <b>\$ 1,730,000</b>  |
| <b><u>Engineering</u></b>         |                   |                     |                     |                      |                     |                      |
| Fletcher Creek Greenway Ph4       | \$ 0              | \$ 2,370,376        | \$ 0                | \$ 0                 | \$ 0                | \$ 2,370,376         |
| ADA Transition                    | 0                 | 1,767,200           | 161,150             | 71,650               | 1,767,200           | 3,767,200            |
| STP Overlay of Elmore Park Road,  | 0                 | 0                   | 0                   | 7,800,749            | 0                   | 7,800,749            |
| Altruria Road Resurfacing         | 0                 | 0                   | 0                   | 129,294              | 240,454             | 369,748              |
| Appling Road Resurfacing          | 0                 | 0                   | 0                   | 75,421               | 145,391             | 220,812              |
| CMAQ Brother Blvd Sig System      | 0                 | 1,513,606           | 0                   | 0                    | 0                   | 1,513,606            |
| Fletcher Creek Greenway Ph5       | 0                 | 190,126             | 174,133             | 60,250               | 1,000,000           | 1,424,509            |
| Bartlett ITS Upgrades and Expansi | 0                 | 250,000             | 350,000             | 2,900,000            | 0                   | 3,500,000            |
| Kirby Whitten Resurfacing         | 0                 | 326,465             | 581,561             | 11,744,679           | 0                   | 12,652,705           |
| Yale Road Resurfacing             | 0                 | 177,779             | 324,332             | 6,380,228            | 0                   | 6,882,339            |
| <b>Total Engineering</b>          | <b>\$ 0</b>       | <b>\$ 6,595,552</b> | <b>\$ 1,591,176</b> | <b>\$ 29,162,271</b> | <b>\$ 3,153,045</b> | <b>\$ 40,502,044</b> |
| <b><u>Source of Funds</u></b>     |                   |                     |                     |                      |                     |                      |
| G.O. Bonds                        | \$ 0              | \$ 38,025           | \$ 34,827           | \$ 12,050            | \$ 200,000          | \$ 284,902           |
| Transfer from Street Aid Fund     | 0                 | 974,236             | 213,408             | 5,240,405            | 430,609             | 6,858,658            |
| Transfer In from General Fund     | 400,000           | 200,000             | 200,000             | 200,000              | 200,000             | 1,200,000            |
| Transfer from Solid Waste Fund    | 530,000           | 0                   | 0                   | 0                    | 0                   | 530,000              |
| TDOT 80% match                    | 0                 | 5,583,291           | 1,342,941           | 23,909,816           | 2,522,436           | \$ 33,358,484        |
| <b>Total Source</b>               | <b>\$ 930,000</b> | <b>\$ 6,795,552</b> | <b>\$ 1,791,176</b> | <b>\$ 29,362,271</b> | <b>\$ 3,353,045</b> | <b>\$ 42,232,044</b> |
| <b><u>Project Costs</u></b>       |                   |                     |                     |                      |                     |                      |
| Land/Right of Way                 | \$ 0              | \$ 0                | \$ 33,552           | \$ 82,618            | \$ 33,552           | \$ 149,722           |
| Design/Engineering                | 0                 | 944,370             | 1,557,624           | 276,365              | 352,293             | 3,130,652            |
| Construction                      | 770,000           | 5,651,182           | 0                   | 28,803,288           | 2,767,200           | 37,991,670           |
| Equipment/Furnishings             | 160,000           | 200,000             | 200,000             | 200,000              | 200,000             | 960,000              |
| Other                             | 0                 | 0                   | 0                   | 0                    | 0                   | 0                    |
| <b>Total Project Costs</b>        | <b>\$ 930,000</b> | <b>\$ 6,795,552</b> | <b>\$ 1,791,176</b> | <b>\$ 29,362,271</b> | <b>\$ 3,353,045</b> | <b>\$ 42,232,044</b> |

**Department: PUBLIC WORKS**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**Project No.: 30726**

**FY 2026 - FY 2030**

**Project Name: Public Works Vehicles & Equipment**

| <b>Project Description</b>   |
|--|
| New 1500 1/2 Ton Truck to replace # 8023 (1997) F-250 with 207,676 Miles on it. \$55,000 |
| New 1500 1/2 Ton Truck to replace # 8055 (2012) F-150 with 198,721 Miles on it.\$55,000  |
| New 3 Ton Trailer Mounted Asphalt Transporter(Recycler) \$50,000                         |

| <b>Project Schedule</b> | <b>Start</b> | <b>Finish</b> |
|-------------------------|--------------|---------------|
| Land/Right of Way       | N/A          | N/A           |
| Design/Engineering      | N/A          | N/A           |
| Construction            | N/A          | N/A           |
| Equipment/Furnishings   | 07/25        | 06/30         |
| <b>Total Project</b>    | <b>07/25</b> | <b>06/30</b>  |

| <b>Location</b>                         |
|---|
| Public Works buildings around the City. |

| <b>Location Map</b>                       |
|---|
| At various locations throughout the City. |

| <b>Impact on Operating Budget</b> | <b>FY 2026</b> | <b>FY 2024</b>   | <b>FY 2028</b>   |
|-----------------------------------|----------------|------------------|------------------|
| Personnel                         | \$ 0           | \$ 0             | \$ 0             |
| Operations                        | 0              | 54,000           | 54,000           |
| Capital                           | 0              | 0                | 0                |
| <b>Total Impact Oper. Budget</b>  | <b>\$ 0</b>    | <b>\$ 54,000</b> | <b>\$ 54,000</b> |

**Future Years and explanations:** \$37,000 petroleum & 19,000 repairs/maintenance per year.

|                                | <b>FY 2026</b>    | <b>FY 2027</b>    | <b>FY 2028</b>    | <b>FY 2029</b>    | <b>FY 2030</b>    | <b>TOTAL</b>      |
|--------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>Source of Funds</b>         |                   |                   |                   |                   |                   |                   |
| G.O. Bonds                     | \$ 0              | \$ 0              | \$ 0              | \$ 0              | \$ 0              | \$ 0              |
| Capital Note                   | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| Transfer from Street Aid Fund  | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| Transfer In from General Fund  | 160,000           | 200,000           | 200,000           | 200,000           | 200,000           | 960,000           |
| Transfer from Solid Waste Fund | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| TDOT 80% match                 | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| <b>Total Source</b>            | <b>\$ 160,000</b> | <b>\$ 200,000</b> | <b>\$ 200,000</b> | <b>\$ 200,000</b> | <b>\$ 200,000</b> | <b>\$ 960,000</b> |
| <b>Project Costs</b>           |                   |                   |                   |                   |                   |                   |
| Land/Right of Way              | \$ 0              | \$ 0              | \$ 0              | \$ 0              | \$ 0              | \$ 0              |
| Design/Engineering             | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| Construction                   | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| Equipment/Furnishings          | 160,000           | 200,000           | 200,000           | 200,000           | 200,000           | 960,000           |
| Other                          | 0                 | 0                 | 0                 | 0                 | 0                 | 0                 |
| <b>Total Project Costs</b>     | <b>\$ 160,000</b> | <b>\$ 200,000</b> | <b>\$ 200,000</b> | <b>\$ 200,000</b> | <b>\$ 200,000</b> | <b>\$ 960,000</b> |

**Department: PUBLIC WORKS**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**Project No.: 31126**

**FY 2026 - FY 2030**

**Project Name: Highway 70 Fuel Storage Tank**

**Project Description**

Replace Underground Fuel Storage Tank with new Above Ground Fuel Storage Tank and dispensers at the 7662 Highway 70 location. Approximate Cost is \$240k.

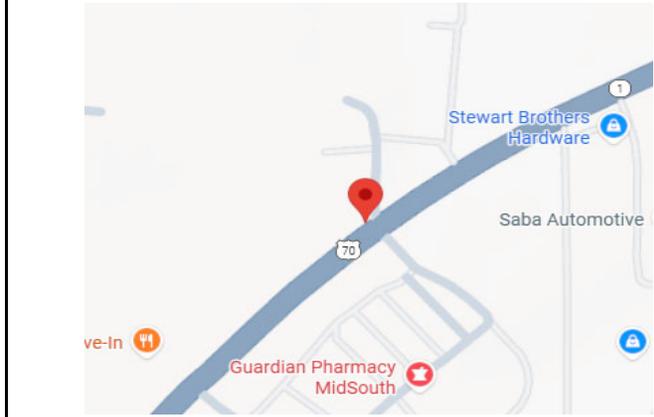
**Project Schedule**

|                       | <b>Start</b> | <b>Finish</b> |
|-----------------------|--------------|---------------|
| Land/Right of Way     | N/A          | N/A           |
| Design/Engineering    | N/A          | N/A           |
| Construction          | 07/25        | 06/26         |
| Equipment/Furnishings | N/A          | N/A           |
| <b>Total Project</b>  | <b>07/25</b> | <b>06/26</b>  |

**Location**

7662 US Highway 70

**Location Map**



**Impact on Operating Budget**

|                                  | <b>FY 2026</b> | <b>FY 2024</b> | <b>FY 2028</b> |
|----------------------------------|----------------|----------------|----------------|
| Personnel                        | \$ 0           | \$ 0           | \$ 0           |
| Operations                       | 0              | 0              | 0              |
| Capital                          | 0              | 0              | 0              |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    |

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

|                                | <b>FY 2026</b>    | <b>FY 2027</b> | <b>FY 2028</b> | <b>FY 2029</b> | <b>FY 2030</b> | <b>TOTAL</b>      |
|--------------------------------|-------------------|----------------|----------------|----------------|----------------|-------------------|
| <b>Source of Funds</b>         |                   |                |                |                |                |                   |
| G.O. Bonds                     | \$ 0              | \$ 0           | \$ 0           | \$ 0           | \$ 0           | \$ 0              |
| Capital Note                   | 0                 | 0              | 0              | 0              | 0              | 0                 |
| Transfer from Street Aid Fund  | 0                 | 0              | 0              | 0              | 0              | 0                 |
| Transfer In from General Fund  | 240,000           | 0              | 0              | 0              | 0              | 240,000           |
| Transfer from Solid Waste Fund | 0                 | 0              | 0              | 0              | 0              | 0                 |
| TDOT 80% match                 | 0                 | 0              | 0              | 0              | 0              | 0                 |
| Grant Funds                    | 0                 | 0              | 0              | 0              | 0              | 0                 |
| <b>Total Source</b>            | <b>\$ 240,000</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 240,000</b> |
| <b>Project Costs</b>           |                   |                |                |                |                |                   |
| Land/Right of Way              | \$ 0              | \$ 0           | \$ 0           | \$ 0           | \$ 0           | \$ 0              |
| Design/Engineering             | 0                 | 0              | 0              | 0              | 0              | 0                 |
| Construction                   | 240,000           | 0              | 0              | 0              | 0              | 240,000           |
| Equipment/Furnishings          | 0                 | 0              | 0              | 0              | 0              | 0                 |
| Other                          | 0                 | 0              | 0              | 0              | 0              | 0                 |
| <b>Total Project Costs</b>     | <b>\$ 240,000</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 240,000</b> |

**Department: PUBLIC WORKS**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**Project No.: 35226**

**FY 2026 - FY 2030**

**Project Name: Solid Waste Complex Paving**

**Project Description**  
 Pave Solid Waste Complex at 5250 Shelter Run Ln. Approximate Cost is \$530k.

| Project Schedule      | Start        | Finish       |
|-----------------------|--------------|--------------|
| Land/Right of Way     | N/A          | N/A          |
| Design/Engineering    | N/A          | N/A          |
| Construction          | 07/25        | 06/26        |
| Equipment/Furnishings | N/A          | N/A          |
| <b>Total Project</b>  | <b>07/25</b> | <b>06/26</b> |

**Location**  
 5250 Shelter Run Lane



| Impact on Operating Budget       | FY 2026     | FY 2024     | FY 2028     |
|----------------------------------|-------------|-------------|-------------|
| Personnel                        | \$ 0        | \$ 0        | \$ 0        |
| Operations                       | 0           | 0           | 0           |
| Capital                          | 0           | 0           | 0           |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 0</b> |

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

| Source of Funds                | FY 2026           | FY 2027     | FY 2028     | FY 2029     | FY 2030     | TOTAL             |
|--------------------------------|-------------------|-------------|-------------|-------------|-------------|-------------------|
| G.O. Bonds                     | \$ 0              | \$ 0        | \$ 0        | \$ 0        | \$ 0        | \$ 0              |
| Capital Note                   | 0                 | 0           | 0           | 0           | 0           | 0                 |
| Transfer from Street Aid Fund  | 0                 | 0           | 0           | 0           | 0           | 0                 |
| Transfer In from General Fund  | 0                 | 0           | 0           | 0           | 0           | 0                 |
| Transfer from Solid Waste Fund | 530,000           | 0           | 0           | 0           | 0           | 530,000           |
| TDOT 80% match                 | 0                 | 0           | 0           | 0           | 0           | 0                 |
| Grant Funds                    | 0                 | 0           | 0           | 0           | 0           | 0                 |
| <b>Total Source</b>            | <b>\$ 530,000</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 530,000</b> |
| <b>Project Costs</b>           |                   |             |             |             |             |                   |
| Land/Right of Way              | \$ 0              | \$ 0        | \$ 0        | \$ 0        | \$ 0        | \$ 0              |
| Design/Engineering             | 0                 | 0           | 0           | 0           | 0           | 0                 |
| Construction                   | 530,000           | 0           | 0           | 0           | 0           | 530,000           |
| Equipment/Furnishings          | 0                 | 0           | 0           | 0           | 0           | 0                 |
| Other                          | 0                 | 0           | 0           | 0           | 0           | 0                 |
| <b>Total Project Costs</b>     | <b>\$ 530,000</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 530,000</b> |

**Department: ENGINEERING**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**Project No.: 4514**

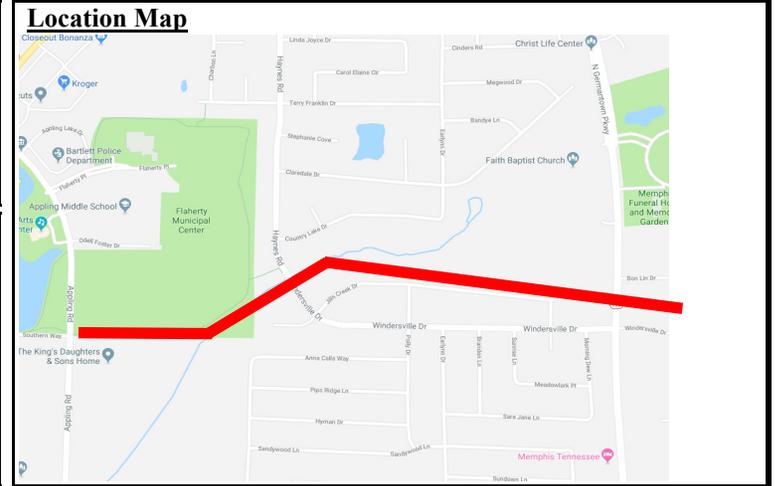
**FY 2026 - FY 2030**

**Project Name: Fletcher Creek Greenway Ph4**

|   |
|---|
| <b>Project Description</b>  |
| 4th Phase of the Fletcher Creek Greenway. The design fee is already allotted. |

|                         |              |               |
|-------------------------|--------------|---------------|
| <b>Project Schedule</b> | <b>Start</b> | <b>Finish</b> |
| Land/Right of Way       | N/A          | N/A           |
| Design/Engineering      | 07/23        | 12/25         |
| Construction            | 02/26        | 12/30         |
| Equipment/Furnishings   | N/A          | N/A           |
| <b>Total Project</b>    | <b>07/23</b> | <b>12/30</b>  |

|   |
|---|
| <b>Location</b>                         |
| Fletcher Creek Just North of Ellis Road |



|  |                |                |                |
|--|----------------|----------------|----------------|
| <b>Impact on Operating Budget</b>  | <b>FY 2026</b> | <b>FY 2024</b> | <b>FY 2028</b> |
| Personnel  | \$ 0           | \$ 0           | \$ 0           |
| Operations   | 0              | 0              | 0              |
| Capital  | 0              | 0              | 0              |
| <b>Total Impact Oper. Budget</b>   | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    |
| <b>Future Years and explanations:</b> No impact on the operating budget. |                |                |                |

|                               | <b>FY 2026</b> | <b>FY 2027</b>      | <b>FY 2028</b> | <b>FY 2029</b> | <b>FY 2030</b> | <b>TOTAL</b>        |
|-------------------------------|----------------|---------------------|----------------|----------------|----------------|---------------------|
| <b>Source of Funds</b>        |                |                     |                |                |                |                     |
| G.O. Bonds                    | \$ 0           | \$ 0                | \$ 0           | \$ 0           | \$ 0           | \$ 0                |
| Capital Note                  | 0              | 0                   | 0              | 0              | 0              | 0                   |
| Transfer from Street Aid Fund | 0              | 474,075             | 0              | 0              | 0              | 474,075             |
| Transfer In from General Fund | 0              | 0                   | 0              | 0              | 0              | 0                   |
| TDOT 80% match                | 0              | 1,896,301           | 0              | 0              | 0              | 1,896,301           |
| <b>Total Source</b>           | <b>\$ 0</b>    | <b>\$ 2,370,376</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 2,370,376</b> |
| <b>Project Costs</b>          |                |                     |                |                |                |                     |
| Land/Right of Way             | \$ 0           | \$ 0                | \$ 0           | \$ 0           | \$ 0           | \$ 0                |
| Design/Engineering            | 0              | 0                   | 0              | 0              | 0              | 0                   |
| Construction                  | 0              | 2,370,376           | 0              | 0              | 0              | 2,370,376           |
| Equipment/Furnishings         | 0              | 0                   | 0              | 0              | 0              | 0                   |
| Other                         | 0              | 0                   | 0              | 0              | 0              | 0                   |
| <b>Total Project Costs</b>    | <b>\$ 0</b>    | <b>\$ 2,370,376</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 2,370,376</b> |

**Department: ENGINEERING**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**FY 2026 - FY 2030**

**Project No.: 455**

**Project Name: ADA Transition Plan**

**Project Description**  
 Use STP Funds to Construct ADA Improvements in accordance with the City's ADA Plan. The Plan includes spending \$10M within 20 years. FY 2023 TIP Funding Plan included spending \$2M over 3 years. The design fee is currently budgeted.

| <b>Project Schedule</b> | <b>Start</b> | <b>Finish</b> |
|-------------------------|--------------|---------------|
| Land/Right of Way       | N/A          | N/A           |
| Design/Engineering      | 03/23        | 07/28         |
| Utility Relocation      | NA           | NA            |
| Construction            | 08/26        | 08/30         |
| <b>Total Project</b>    | <b>03/23</b> | <b>08/30</b>  |

**Location**  
 Locations all over the City.

**Location Map**  
 Around the City.

| <b>Impact on Operating Budget</b> | <b>FY 2026</b> | <b>FY 2024</b> | <b>FY 2028</b> |
|-----------------------------------|----------------|----------------|----------------|
| Personnel                         | \$ 0           | \$ 0           | \$ 0           |
| Operations                        | 0              | 0              | 0              |
| Capital                           | 0              | 0              | 0              |
| <b>Total Impact Oper. Budget</b>  | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    |

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

|                               | <b>FY 2026</b> | <b>FY 2027</b>      | <b>FY 2028</b>    | <b>FY 2029</b>   | <b>FY 2030</b>      | <b>TOTAL</b>        |
|-------------------------------|----------------|---------------------|-------------------|------------------|---------------------|---------------------|
| <b>Source of Funds</b>        |                |                     |                   |                  |                     |                     |
| G.O. Bonds (Local Match)      | \$ 0           | \$ 0                | \$ 0              | \$ 0             | \$ 0                | \$ 0                |
| Capital Note                  | 0              | 0                   | 0                 | 0                | 0                   | 0                   |
| Transfer from Street Aid Fund | 0              | 353,440             | 32,230            | 14,330           | 353,440             | 753,440             |
| Transfer In from General Fund | 0              | 0                   | 0                 | 0                | 0                   | 0                   |
| TDOT 80% match                | 0              | 1,413,760           | 128,920           | \$ 57,320        | \$ 1,413,760        | 3,013,760           |
| <b>Total Source</b>           | <b>\$ 0</b>    | <b>\$ 1,767,200</b> | <b>\$ 161,150</b> | <b>\$ 71,650</b> | <b>\$ 1,767,200</b> | <b>\$ 3,767,200</b> |
| <b>Project Costs</b>          |                |                     |                   |                  |                     |                     |
| Land/Right of Way             | \$ 0           | \$ 0                | \$ 0              | \$ 0             | \$ 0                | \$ 0                |
| Design/Engineering            | 0              | 0                   | 161,150           | 71,650           | 0                   | 232,800             |
| Construction                  | 0              | 1,767,200           | 0                 | 0                | 1,767,200           | 3,534,400           |
| Equipment/Furnishings         | 0              | 0                   | 0                 | 0                | 0                   | 0                   |
| Other                         | 0              | 0                   | 0                 | 0                | 0                   | 0                   |
| <b>Total Project Costs</b>    | <b>\$ 0</b>    | <b>\$ 1,767,200</b> | <b>\$ 161,150</b> | <b>\$ 71,650</b> | <b>\$ 1,767,200</b> | <b>\$ 3,767,200</b> |

**Department: ENGINEERING**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**Project No.: 4581**

**FY 2026 - FY 2030**

**Project Name: STP Overlay of St. Elmo, Old Brownsville Road, Ellendale Road, and Billy Maher Road**

**Project Description**

Design Fees for this project are already allotted. The construction funds shown below are only for asphalt overlay of St. Elmo between Oak and Kirby Whitten, as that was the only funded overlay in TIP 26. Construction funding for Old Brownsville Road, Ellendale Road and Billy Maher Road, shown below in FY 2027, will be requested in the TIP 29.

**Project Schedule**

|                      | <b>Start</b> | <b>Finish</b> |
|----------------------|--------------|---------------|
| Land/Right of Way    | N/A          | N/A           |
| Design/Engineering   | 09/24        | 09/25         |
| Utility Relocation   | NA           | NA            |
| Construction         | 01/26        | 10/29         |
| <b>Total Project</b> | <b>09/24</b> | <b>10/29</b>  |

**Location**

See Description Above

**Location Map**



**Impact on Operating Budget**

|                                  | <b>FY 2026</b> | <b>FY 2024</b> | <b>FY 2028</b> |
|----------------------------------|----------------|----------------|----------------|
| Personnel                        | \$ 0           | \$ 0           | \$ 0           |
| Operations                       | 0              | 0              | 0              |
| Capital                          | 0              | 0              | 0              |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    |

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

|                               | <b>FY 2026</b> | <b>FY 2027</b> | <b>FY 2028</b> | <b>FY 2029</b>      | <b>FY 2030</b> | <b>TOTAL</b>        |
|-------------------------------|----------------|----------------|----------------|---------------------|----------------|---------------------|
| <b>Source of Funds</b>        |                |                |                |                     |                |                     |
| G.O. Bonds (Local Match)      | \$ 0           | \$ 0           | \$ 0           | \$ 0                | \$ 0           | \$ 0                |
| Capital Note                  | 0              | 0              | 0              | 0                   | 0              | 0                   |
| Transfer from Street Aid Fund | 0              | 0              | 0              | 1,560,150           | 0              | 1,560,150           |
| Transfer In from General Fund | 0              | 0              | 0              | 0                   | 0              | 0                   |
| TDOT 80% match                | 0              | 0              | 0              | 6,240,599           | 0              | 6,240,599           |
| <b>Total Source</b>           | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 7,800,749</b> | <b>\$ 0</b>    | <b>\$ 7,800,749</b> |
| <b>Project Costs</b>          |                |                |                |                     |                |                     |
| Land/Right of Way             | \$ 0           | \$ 0           | \$ 0           | \$ 22,368           | \$ 0           | \$ 22,368           |
| Design/Engineering            | 0              | 0              | 0              | 0                   | 0              | 0                   |
| Construction                  | 0              | 0              | 0              | 7,778,381           | 0              | 7,778,381           |
| Equipment/Furnishings         | 0              | 0              | 0              | 0                   | 0              | 0                   |
| Other                         | 0              | 0              | 0              | 0                   | 0              | 0                   |
| <b>Total Project Costs</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 7,800,749</b> | <b>\$ 0</b>    | <b>\$ 7,800,749</b> |

**Department: ENGINEERING**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**FY 2026 - FY 2030**

**Project No.: TBD**  
**Altruria Road Resurfacing**

|  |
|--|
| <b>Project Description</b>   |
| Use STP 2023 Funds for the Asphalt Overlay of Altruria from Stage Road to Egypt Central. |

|                         |              |               |
|-------------------------|--------------|---------------|
| <b>Project Schedule</b> | <b>Start</b> | <b>Finish</b> |
| Land/Right of Way       | N/A          | N/A           |
| Design/Engineering      | 07/27        | 07/29         |
| Construction            | 07/29        | 06/30         |
| Equipment/Furnishings   | N/A          | N/A           |
| <b>Total Project</b>    | <b>07/27</b> | <b>06/30</b>  |

|                                  |
|----------------------------------|
| <b>Location</b>                  |
| From Stage Road to Egypt Central |

**Location Map**



|   |                |                |                |
|---|----------------|----------------|----------------|
| <b>Impact on Operating Budget</b>   | <b>FY 2026</b> | <b>FY 2024</b> | <b>FY 2028</b> |
| Personnel   | \$ 0           | \$ 0           | \$ 0           |
| Operations  | 0              | 0              | 0              |
| Capital   | 0              | 0              | 0              |
| <b>Total Impact Oper. Budget</b>  | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    |
| <b><i>Future Years and explanations:</i></b> No impact on the operating budget. |                |                |                |

|                               | <b>FY 2026</b> | <b>FY 2027</b> | <b>FY 2028</b> | <b>FY 2029</b>    | <b>FY 2030</b>    | <b>TOTAL</b>      |
|-------------------------------|----------------|----------------|----------------|-------------------|-------------------|-------------------|
| <b>Source of Funds</b>        |                |                |                |                   |                   |                   |
| G.O. Bonds                    | \$ 0           | \$ 0           | \$ 0           | \$ 0              | \$ 0              | \$ 0              |
| Capital Note                  | 0              | 0              | 0              | 0                 | 0                 | 0                 |
| Transfer from Street Aid Fund | 0              | 0              | 0              | 25,859            | 48,091            | 73,950            |
| Transfer In from General Fund | 0              | 0              | 0              | 0                 | 0                 | 0                 |
| TDOT 80% match                | 0              | 0              | 0              | 103,435           | 192,363           | 295,798           |
| <b>Total Source</b>           | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 129,294</b> | <b>\$ 240,454</b> | <b>\$ 369,748</b> |
| <b>Project Costs</b>          |                |                |                |                   |                   |                   |
| Land/Right of Way             | \$ 0           | \$ 0           | \$ 0           | \$ 0              | \$ 16,776         | \$ 16,776         |
| Design/Engineering            | 0              | 0              | 0              | 129,294           | 223,678           | 352,972           |
| Construction                  | 0              | 0              | 0              | 0                 | 0                 | 0                 |
| Equipment/Furnishings         | 0              | 0              | 0              | 0                 | 0                 | 0                 |
| Other                         | 0              | 0              | 0              | 0                 | 0                 | 0                 |
| <b>Total Project Costs</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 129,294</b> | <b>\$ 240,454</b> | <b>\$ 369,748</b> |

**Department: ENGINEERING**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**FY 2026 - FY 2030**

**Project No.: TBD**  
**Appling Road Resurfacing**

**Project Description**

Use STP 2023 Funds for the Asphalt Overlay of Appling from Stage to Brother and from Southern Way to Memphis-Arlington Road.

**Project Schedule**

**Start**

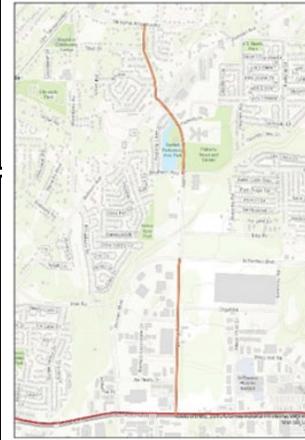
**Finish**

|                       |              |              |
|-----------------------|--------------|--------------|
| Land/Right of Way     | N/A          | N/A          |
| Design/Engineering    | 07/27        | 07/29        |
| Construction          | 07/29        | 06/30        |
| Equipment/Furnishings | N/A          | N/A          |
| <b>Total Project</b>  | <b>07/27</b> | <b>06/30</b> |

**Location**

From Stage Road to Egypt Central

**Location Map**



**Impact on Operating Budget**

**FY 2026**

**FY 2024**

**FY 2028**

|                                  |             |             |             |
|----------------------------------|-------------|-------------|-------------|
| Personnel                        | \$ 0        | \$ 0        | \$ 0        |
| Operations                       | 0           | 0           | 0           |
| Capital                          | 0           | 0           | 0           |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 0</b> |

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

|                               | <b>FY 2026</b> | <b>FY 2027</b> | <b>FY 2028</b> | <b>FY 2029</b>   | <b>FY 2030</b>    | <b>TOTAL</b>      |
|-------------------------------|----------------|----------------|----------------|------------------|-------------------|-------------------|
| <b>Source of Funds</b>        |                |                |                |                  |                   |                   |
| G.O. Bonds                    | \$ 0           | \$ 0           | \$ 0           | \$ 0             | \$ 0              | \$ 0              |
| Capital Note                  | 0              | 0              | 0              | 0                | 0                 | 0                 |
| Transfer from Street Aid Fund | 0              | 0              | 0              | 15,084           | 29,078            | 44,162            |
| Transfer In from General Fund | 0              | 0              | 0              | 0                | 0                 | 0                 |
| TDOT 80% match                | 0              | 0              | 0              | 60,337           | 116,313           | 176,650           |
| <b>Total Source</b>           | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 75,421</b> | <b>\$ 145,391</b> | <b>\$ 220,812</b> |
| <b>Project Costs</b>          |                |                |                |                  |                   |                   |
| Land/Right of Way             | \$ 0           | \$ 0           | \$ 0           | \$ 0             | \$ 16,776         | \$ 16,776         |
| Design/Engineering            | 0              | 0              | 0              | 75,421           | 128,615           | 204,036           |
| Construction                  | 0              | 0              | 0              | 0                | 0                 | 0                 |
| Equipment/Furnishings         | 0              | 0              | 0              | 0                | 0                 | 0                 |
| Other                         | 0              | 0              | 0              | 0                | 0                 | 0                 |
| <b>Total Project Costs</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 75,421</b> | <b>\$ 145,391</b> | <b>\$ 220,812</b> |

**Department: ENGINEERING**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**FY 2026 - FY 2030**

**Project No.: TBD**

**CMAQ Brother Blvd Coordinated Signal System**

**Project Description**

This project expands the existing traffic signal communications network, connect two isolated signal systems to the Bartlett Traffic Management Center (TMC) and involves intersection/signal modifications at Yale/Brother.

**Project Schedule**

**Start**

**Finish**

|                       |              |              |
|-----------------------|--------------|--------------|
| Land/Right of Way     | N/A          | N/A          |
| Design/Engineering    | N/A          | N/A          |
| Construction          | 07/27        | 06/28        |
| Equipment/Furnishings | N/A          | N/A          |
| <b>Total Project</b>  | <b>07/27</b> | <b>06/28</b> |

**Location**

New fiber from Stage to Yale along US 70 and new fiber along Brother Blvd from Yale to Germantown Road. Signal/Intersection modifications at Brother/Yale.

**Location Map**



**Impact on Operating Budget**

**FY 2026**

**FY 2024**

**FY 2028**

|                                  |             |             |             |
|----------------------------------|-------------|-------------|-------------|
| Personnel                        | \$ 0        | \$ 0        | \$ 0        |
| Operations                       | 0           | 0           | 0           |
| Capital                          | 0           | 0           | 0           |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 0</b> |

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

|                               | <b><u>FY 2026</u></b> | <b><u>FY 2027</u></b> | <b><u>FY 2028</u></b> | <b><u>FY 2029</u></b> | <b><u>FY 2030</u></b> | <b><u>TOTAL</u></b> |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|---------------------|
| <b><u>Source of Funds</u></b> |                       |                       |                       |                       |                       |                     |
| G.O. Bonds                    | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                |
| Capital Note                  | 0                     | 0                     | 0                     | 0                     | 0                     | 0                   |
| Transfer from Street Aid Fund | 0                     | 45,872                | 0                     | 0                     | 0                     | 45,872              |
| Transfer In from General Fund | 0                     | 0                     | 0                     | 0                     | 0                     | 0                   |
| TDOT 80% match                | 0                     | 1,467,734             | 0                     | 0                     | 0                     | 1,467,734           |
| <b>Total Source</b>           | <b>\$ 0</b>           | <b>\$ 1,513,606</b>   | <b>\$ 0</b>           | <b>\$ 0</b>           | <b>\$ 0</b>           | <b>\$ 1,513,606</b> |
| <b><u>Project Costs</u></b>   |                       |                       |                       |                       |                       |                     |
| Land/Right of Way             | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                |
| Design/Engineering            | 0                     | 0                     | 0                     | 0                     | 0                     | 0                   |
| Construction                  | 0                     | 1,513,606             | 0                     | 0                     | 0                     | 1,513,606           |
| Equipment/Furnishings         | 0                     | 0                     | 0                     | 0                     | 0                     | 0                   |
| Other                         | 0                     | 0                     | 0                     | 0                     | 0                     | 0                   |
| <b>Total Project Costs</b>    | <b>\$ 0</b>           | <b>\$ 1,513,606</b>   | <b>\$ 0</b>           | <b>\$ 0</b>           | <b>\$ 0</b>           | <b>\$ 1,513,606</b> |

**Department: ENGINEERING**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**FY 2026 - FY 2030**

**Project No.: TBD**

**Project Name: Fletcher Creek Greenway Ph5**

|   |
|---|
| <b>Project Description</b>                |
| 5th Phase of the Fletcher Creek Greenway. |

| <b>Project Schedule</b> | <b>Start</b> | <b>Finish</b> |
|-------------------------|--------------|---------------|
| Land/Right of Way       | 07/28        | 06/29         |
| Design/Engineering      | 07/26        | 06/28         |
| Construction            | 07/29        | 06/30         |
| Equipment/Furnishings   | N/A          | N/A           |
| <b>Total Project</b>    | <b>07/26</b> | <b>06/30</b>  |

|                                 |
|---------------------------------|
| <b>Location</b>                 |
| From Windersville to Ellis Road |



| <b>Impact on Operating Budget</b> | <b>FY 2026</b> | <b>FY 2024</b> | <b>FY 2028</b> |
|-----------------------------------|----------------|----------------|----------------|
| Personnel                         | \$ 0           | \$ 0           | \$ 0           |
| Operations                        | 0              | 0              | 0              |
| Capital                           | 0              | 0              | 0              |
| <b>Total Impact Oper. Budget</b>  | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    |

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

|                               | <b>FY 2026</b> | <b>FY 2027</b>    | <b>FY 2028</b>    | <b>FY 2029</b>   | <b>FY 2030</b>      | <b>TOTAL</b>        |
|-------------------------------|----------------|-------------------|-------------------|------------------|---------------------|---------------------|
| <b>Source of Funds</b>        |                |                   |                   |                  |                     |                     |
| G.O. Bonds                    | \$ 0           | \$ 38,025         | \$ 34,827         | \$ 12,050        | \$ 200,000          | \$ 284,902          |
| Capital Note                  | 0              | 0                 | 0                 | 0                | 0                   | 0                   |
| Transfer from Street Aid Fund | 0              | 0                 | 0                 | 0                | 0                   | 0                   |
| Transfer In from General Fund | 0              | 0                 | 0                 | 0                | 0                   | 0                   |
| TDOT 80% match                | 0              | 152,101           | 139,306           | 48,200           | 800,000             | 1,139,607           |
| <b>Total Source</b>           | <b>\$ 0</b>    | <b>\$ 190,126</b> | <b>\$ 174,133</b> | <b>\$ 60,250</b> | <b>\$ 1,000,000</b> | <b>\$ 1,424,509</b> |
| <b>Project Costs</b>          |                |                   |                   |                  |                     |                     |
| Land/Right of Way             | \$ 0           | \$ 0              | \$ 0              | \$ 60,250        | \$ 0                | \$ 60,250           |
| Design/Engineering            | 0              | 190,126           | 174,133           | 0                | 0                   | 364,259             |
| Construction                  | 0              | 0                 | 0                 | 0                | 1,000,000           | 1,000,000           |
| Equipment/Furnishings         | 0              | 0                 | 0                 | 0                | 0                   | 0                   |
| Other                         | 0              | 0                 | 0                 | 0                | 0                   | 0                   |
| <b>Total Project Costs</b>    | <b>\$ 0</b>    | <b>\$ 190,126</b> | <b>\$ 174,133</b> | <b>\$ 60,250</b> | <b>\$ 1,000,000</b> | <b>\$ 1,424,509</b> |

**Project No.: TBD**

**Bartlett ITS Upgrades and Expansion**

**Project Description**

upgrades to the existing traffic signal equipment and communications network. Replace old and over-capacity trunk and distribution fiber along Stage Road from Shelby Street to Summer and along Kirby Whitten Rd from Stage to Summer. Upgrade existing signal equipment at other signalized intersections as well. Upgrade TMC software to the latest platform in accordance with the recent change by City of Memphis traffic Signal Division. Retiming Stage Road signals

**Project Schedule**

**Start**

**Finish**

|                       |              |              |
|-----------------------|--------------|--------------|
| Land/Right of Way     | N/A          | N/A          |
| Design/Engineering    | N/A          | N/A          |
| Construction          | 07/21        | 06/22        |
| Equipment/Furnishings | N/A          | N/A          |
| <b>Total Project</b>  | <b>07/21</b> | <b>06/22</b> |

**Location**

see above

**Location Map**



**Impact on Operating Budget**

**FY 2026**

**FY 2024**

**FY 2028**

|                                  |             |             |             |
|----------------------------------|-------------|-------------|-------------|
| Personnel                        | \$ 0        | \$ 0        | \$ 0        |
| Operations                       | 0           | 0           | 0           |
| Capital                          | 0           | 0           | 0           |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 0</b> |

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

|                               | <b><u>FY 2026</u></b> | <b><u>FY 2027</u></b> | <b><u>FY 2028</u></b> | <b><u>FY 2029</u></b> | <b><u>FY 2030</u></b> | <b><u>TOTAL</u></b> |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|---------------------|
| <b><u>Source of Funds</u></b> |                       |                       |                       |                       |                       |                     |
| G.O. Bonds                    | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                |
| Capital Note                  | 0                     | 0                     | 0                     | 0                     | 0                     | 0                   |
| Transfer from Street Aid Fund | 0                     | 0                     | 0                     | 0                     | 0                     | 0                   |
| Transfer In from General Fund | 0                     | 0                     | 0                     | 0                     | 0                     | 0                   |
| TDOT 80% match                | 0                     | 250,000               | 350,000               | 2,900,000             | 0                     | 3,500,000           |
| <b>Total Source</b>           | <b>\$ 0</b>           | <b>\$ 250,000</b>     | <b>\$ 350,000</b>     | <b>\$ 2,900,000</b>   | <b>\$ 0</b>           | <b>\$ 3,500,000</b> |
| <b><u>Project Costs</u></b>   |                       |                       |                       |                       |                       |                     |
| Land/Right of Way             | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                |
| Design/Engineering            | 0                     | 250,000               | 350,000               | 0                     | 0                     | 600,000             |
| Construction                  | 0                     | 0                     | 0                     | 2,900,000             | 0                     | 2,900,000           |
| Equipment/Furnishings         | 0                     | 0                     | 0                     | 0                     | 0                     | 0                   |
| Other                         | 0                     | 0                     | 0                     | 0                     | 0                     | 0                   |
| <b>Total Project Costs</b>    | <b>\$ 0</b>           | <b>\$ 250,000</b>     | <b>\$ 350,000</b>     | <b>\$ 2,900,000</b>   | <b>\$ 0</b>           | <b>\$ 3,500,000</b> |

**Department: ENGINEERING**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**FY 2026 - FY 2030**

**Project No.:**

**Kirby Whitten Resurfacing**

**Project Description**

Use STP 2023 Funds for the Asphalt Overlay of Kirby Whitten from South Bartlett City Limits to New Brownsville Road

**Project Schedule**

**Start**

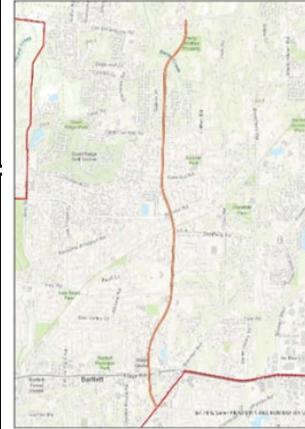
**Finish**

|                       |              |              |
|-----------------------|--------------|--------------|
| Land/Right of Way     | N/A          | N/A          |
| Design/Engineering    | 07/27        | 07/29        |
| Construction          | 07/29        | 06/30        |
| Equipment/Furnishings | N/A          | N/A          |
| <b>Total Project</b>  | <b>07/27</b> | <b>06/30</b> |

**Location**

South Bartlett City Limits to New Brownsville Road

**Location Map**



**Impact on Operating Budget**

**FY 2026**

**FY 2024**

**FY 2028**

|                                  |             |             |             |
|----------------------------------|-------------|-------------|-------------|
| Personnel                        | \$ 0        | \$ 0        | \$ 0        |
| Operations                       | 0           | 0           | 0           |
| Capital                          | 0           | 0           | 0           |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 0</b> |

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

|                               | <b><u>FY 2026</u></b> | <b><u>FY 2027</u></b> | <b><u>FY 2028</u></b> | <b><u>FY 2029</u></b> | <b><u>FY 2030</u></b> | <b><u>TOTAL</u></b>  |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|----------------------|
| <b><u>Source of Funds</u></b> |                       |                       |                       |                       |                       |                      |
| G.O. Bonds                    | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                 |
| Capital Note                  | 0                     | 0                     | 0                     | 0                     | 0                     | 0                    |
| Transfer from Street Aid Fund | 0                     | 65,293                | 116,312               | 2,348,936             | 0                     | 2,530,541            |
| Transfer In from General Fund | 0                     | 0                     | 0                     | 0                     | 0                     | 0                    |
| TDOT 80% match                | 0                     | 261,172               | 465,249               | 9,395,743             | 0                     | 10,122,164           |
| <b>Total Source</b>           | <b>\$ 0</b>           | <b>\$ 326,465</b>     | <b>\$ 581,561</b>     | <b>\$ 11,744,679</b>  | <b>\$ 0</b>           | <b>\$ 12,652,705</b> |
| <b><u>Project Costs</u></b>   |                       |                       |                       |                       |                       |                      |
| Land/Right of Way             | \$ 0                  | \$ 0                  | \$ 16,776             | \$ 0                  | \$ 0                  | \$ 16,776            |
| Design/Engineering            | 0                     | 326,465               | 564,785               | 0                     | 0                     | 891,250              |
| Construction                  | 0                     | 0                     | 0                     | 11,744,679            | 0                     | 11,744,679           |
| Equipment/Furnishings         | 0                     | 0                     | 0                     | 0                     | 0                     | 0                    |
| Other                         | 0                     | 0                     | 0                     | 0                     | 0                     | 0                    |
| <b>Total Project Costs</b>    | <b>\$ 0</b>           | <b>\$ 326,465</b>     | <b>\$ 581,561</b>     | <b>\$ 11,744,679</b>  | <b>\$ 0</b>           | <b>\$ 12,652,705</b> |

**Department: ENGINEERING**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**FY 2026 - FY 2030**

**Project No.: TBD**  
**Yale Road Resurfacing**

**Project Description**

Use STP 2023 Funds for the Asphalt Overlay of Yale Road from Old Brownsville to Kirby Whitten.

**Project Schedule**

**Start**

**Finish**

|                       |              |              |
|-----------------------|--------------|--------------|
| Land/Right of Way     | N/A          | N/A          |
| Design/Engineering    | 07/27        | 07/29        |
| Construction          | 07/29        | 06/30        |
| Equipment/Furnishings | N/A          | N/A          |
| <b>Total Project</b>  | <b>07/27</b> | <b>06/30</b> |

**Location**

From Old Brownsville to Kirby Whitten

**Location Map**



**Impact on Operating Budget**

**FY 2026**

**FY 2024**

**FY 2028**

|                                  |             |             |             |
|----------------------------------|-------------|-------------|-------------|
| Personnel                        | \$ 0        | \$ 0        | \$ 0        |
| Operations                       | 0           | 0           | 0           |
| Capital                          | 0           | 0           | 0           |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 0</b> |

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

|                               | <b><u>FY 2026</u></b> | <b><u>FY 2027</u></b> | <b><u>FY 2028</u></b> | <b><u>FY 2029</u></b> | <b><u>FY 2030</u></b> | <b><u>TOTAL</u></b> |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|---------------------|
| <b><u>Source of Funds</u></b> |                       |                       |                       |                       |                       |                     |
| G.O. Bonds                    | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                |
| Capital Note                  | 0                     | 0                     | 0                     | 0                     | 0                     | 0                   |
| Transfer from Street Aid Fund | 0                     | 35,556                | 64,866                | 1,276,046             | 0                     | 1,376,468           |
| Transfer In from General Fund | 0                     | 0                     | 0                     | 0                     | 0                     | 0                   |
| TDOT 80% match                | 0                     | 142,223               | 259,466               | 5,104,182             | 0                     | 5,505,871           |
| <b>Total Source</b>           | <b>\$ 0</b>           | <b>\$ 177,779</b>     | <b>\$ 324,332</b>     | <b>\$ 6,380,228</b>   | <b>\$ 0</b>           | <b>\$ 6,882,339</b> |
| <b><u>Project Costs</u></b>   |                       |                       |                       |                       |                       |                     |
| Land/Right of Way             | \$ 0                  | \$ 0                  | \$ 16,776             | \$ 0                  | \$ 0                  | \$ 16,776           |
| Design/Engineering            | 0                     | 177,779               | 307,556               | 0                     | 0                     | 485,335             |
| Construction                  | 0                     | 0                     | 0                     | 6,380,228             | 0                     | 6,380,228           |
| Equipment/Furnishings         | 0                     | 0                     | 0                     | 0                     | 0                     | 0                   |
| Other                         | 0                     | 0                     | 0                     | 0                     | 0                     | 0                   |
| <b>Total Project Costs</b>    | <b>\$ 0</b>           | <b>\$ 177,779</b>     | <b>\$ 324,332</b>     | <b>\$ 6,380,228</b>   | <b>\$ 0</b>           | <b>\$ 6,882,339</b> |



## PARKS AND RECREATION SUMMARY

## BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2026 - FY 2030

| <b>PROJECT</b>                     | <b>FY 2026</b>      | <b>FY 2027</b>      | <b>FY 2028</b>      | <b>FY 2029</b>      | <b>FY 2030</b>      | <b>TOTAL</b>         |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| <b><u>Parks and Recreation</u></b> |                     |                     |                     |                     |                     |                      |
| Parks Vehicles & Equipment         | \$ 70,000           | \$ 120,000          | \$ 200,000          | \$ 200,000          | \$ 95,000           | \$ 685,000           |
| Singleton CC Equipment/Repairs     | 0                   | 400,000             | 57,000              | 182,000             | 400,000             | 1,039,000            |
| Senior Center Equipment/Repairs    | 0                   | 41,000              | 39,000              | 18,000              | 32,000              | 130,000              |
| Parks Maintenances                 | 2,500,000           | 1,450,000           | 3,400,000           | 2,175,000           | 3,500,000           | 13,025,000           |
| W.J. Freeman Park                  | 0                   | 0                   | 1,150,000           | 0                   | 1,500,000           | 2,650,000            |
| The Venue Equipment/Repairs        | 580,000             | 35,000              | 50,000              | 500,000             | 0                   | 1,165,000            |
| <b>Total Parks and Recreation</b>  | <b>\$ 3,150,000</b> | <b>\$ 2,046,000</b> | <b>\$ 4,896,000</b> | <b>\$ 3,075,000</b> | <b>\$ 5,527,000</b> | <b>\$ 18,694,000</b> |
| <b><u>Source of Funds</u></b>      |                     |                     |                     |                     |                     |                      |
| G. O. Bonds                        | \$ 0                | \$ 1,475,000        | \$ 4,032,000        | \$ 1,357,000        | \$ 4,900,000        | \$ 11,764,000        |
| Capital Note                       | 0                   | 0                   | 0                   | 0                   | 0                   | 0                    |
| Transfer In from General Fund      | 650,000             | 196,000             | 289,000             | 718,000             | 127,000             | 1,980,000            |
| Transfer In from Park Imp. Fund    | 0                   | 0                   | 0                   | 0                   | 0                   | 0                    |
| Grant Funds                        | 2,500,000           | 375,000             | 575,000             | 1,000,000           | 500,000             | 4,950,000            |
| <b>Total Source</b>                | <b>\$ 3,150,000</b> | <b>\$ 2,046,000</b> | <b>\$ 4,896,000</b> | <b>\$ 3,075,000</b> | <b>\$ 5,527,000</b> | <b>\$ 18,694,000</b> |
| <b><u>Project Costs</u></b>        |                     |                     |                     |                     |                     |                      |
| Design/Engineering                 | \$ 70,000           | \$ 60,000           | \$ 190,000          | \$ 375,000          | \$ 225,000          | \$ 920,000           |
| Utility Relocation                 | 0                   | 0                   | 0                   | 0                   | 0                   | 0                    |
| Construction                       | 2,585,000           | 1,374,000           | 3,585,000           | 2,118,000           | 4,575,000           | 14,237,000           |
| Landscaping                        | 0                   | 0                   | 0                   | 0                   | 0                   | 0                    |
| Equipment/Furnishings              | 495,000             | 612,000             | 1,121,000           | 582,000             | 727,000             | 3,537,000            |
| Other                              | 0                   | 0                   | 0                   | 0                   | 0                   | 0                    |
| <b>Total Project Costs</b>         | <b>\$ 3,150,000</b> | <b>\$ 2,046,000</b> | <b>\$ 4,896,000</b> | <b>\$ 3,075,000</b> | <b>\$ 5,527,000</b> | <b>\$ 18,694,000</b> |

**Department: PARKS & RECREATION**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**Project No.: 50726**

**FY 2026 - FY 2030**

**Project Name: Parks Vehicles & Equipment**

**Project Description**  
**FY26** (1) F150 4x4 Crew Cab & Pull Behind 40' Boom Lift; **TOTAL \$70k**; **FY27** (1) Ford Explorer XLT will replace '20 Traverse **\$50k**; Cushman Truckster UTV **\$35k**; Gravely Utility Loader **\$35k**; **TOTAL \$120k**; **FY28** (1) Freightliner Flat Rack **\$115k**; (1) F150 Super Cab will replace '10 F150 **\$50k**; (2) 60" Hustler mowers **\$35k**; **TOTAL \$200k**; **FY29** (1) Bucket Truck **\$200k**; **TOTAL \$200k** **FY30** (2) 60" Hustler mowers **\$35k**; (1) F350 4x4 Crew Cab **\$60k**; **TOTAL \$95k**

| <b>Project Schedule</b> | <b>Start</b> | <b>Finish</b> |
|-------------------------|--------------|---------------|
| Land/Right of Way       | N/A          | N/A           |
| Design/Engineering      | N/A          | N/A           |
| Construction            | N/A          | N/A           |
| Equipment/Furnishings   | 07/25        | 06/30         |
| <b>Total Project</b>    | <b>07/25</b> | <b>06/30</b>  |

**Location**  
 At various locations throughout the City.

**Location Map**  
 At various locations throughout the City.

| <b>Impact on Operating Budget</b> | <b>FY 2026</b>   | <b>FY 2027</b>   | <b>FY 2028</b>   |
|-----------------------------------|------------------|------------------|------------------|
| Personnel                         | \$ 0             | \$ 0             | \$ 0             |
| Operations                        | 18,000           | 18,000           | 18,000           |
| Capital                           | 0                | 0                | 0                |
| <b>Total Impact Oper. Budget</b>  | <b>\$ 18,000</b> | <b>\$ 18,000</b> | <b>\$ 18,000</b> |

*Future Years and explanations:* \$11,000 petroleum & 7,000 repairs/maintenance per year.

|                                 | <b>FY 2026</b>   | <b>FY 2027</b>    | <b>FY 2028</b>    | <b>FY 2029</b>    | <b>FY 2030</b>   | <b>TOTAL</b>      |
|---------------------------------|------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| <b>Source of Funds</b>          |                  |                   |                   |                   |                  |                   |
| G.O. Bonds                      | \$ 0             | \$ 0              | \$ 0              | \$ 0              | \$ 0             | \$ 0              |
| Capital Note                    | 0                | 0                 | 0                 | 0                 | 0                | 0                 |
| Transfer In from General Fund   | 70,000           | 120,000           | 200,000           | 200,000           | 95,000           | 685,000           |
| Transfer In from Park Imp. Fund | 0                | 0                 | 0                 | 0                 | 0                | 0                 |
| Grant Funds                     | 0                | 0                 | 0                 | 0                 | 0                | 0                 |
| <b>Total Source</b>             | <b>\$ 70,000</b> | <b>\$ 120,000</b> | <b>\$ 200,000</b> | <b>\$ 200,000</b> | <b>\$ 95,000</b> | <b>\$ 685,000</b> |
| <b>Project Costs</b>            |                  |                   |                   |                   |                  |                   |
| Land/Right of Way               | \$ 0             | \$ 0              | \$ 0              | \$ 0              | \$ 0             | \$ 0              |
| Design/Engineering              | 0                | 0                 | 0                 | 0                 | 0                | 0                 |
| Construction                    | 0                | 0                 | 0                 | 0                 | 0                | 0                 |
| Equipment/Furnishings           | 70,000           | 120,000           | 200,000           | 200,000           | 95,000           | 685,000           |
| Other                           | 0                | 0                 | 0                 | 0                 | 0                | 0                 |
| <b>Total Project Costs</b>      | <b>\$ 70,000</b> | <b>\$ 120,000</b> | <b>\$ 200,000</b> | <b>\$ 200,000</b> | <b>\$ 95,000</b> | <b>\$ 685,000</b> |

**Department: PARKS & RECREATION**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**Project No.: 51726**

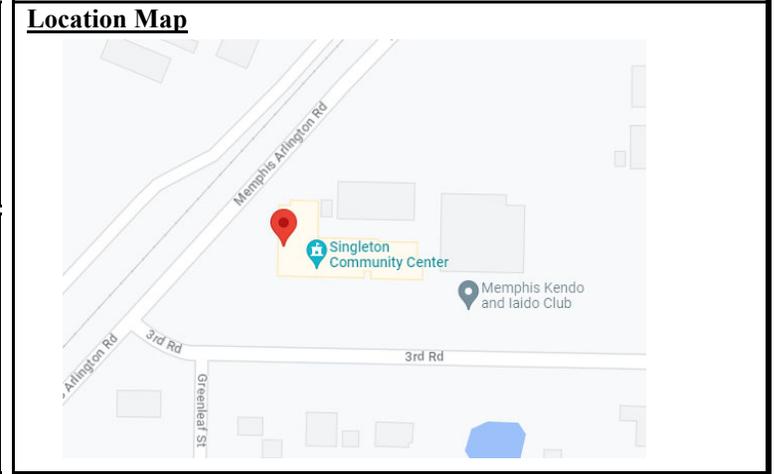
**FY 2026 - FY 2030**

**Project Name: Singleton Community Center Equipment/Repairs**

| <b>Project Description</b>   |
|--|
| FY27: Inclusive Playground & ADA Parking \$400k; Total - \$400k<br>FY28: Replace 2 HVAC Units \$32k, Replace gym curtain \$25k; Total \$57k<br>FY29: Gym ADA Improvements \$150k, Replace 2 HVAC Units \$32k; Total - \$182k<br>FY30 - Outdoor South Parking ADA Improvements \$400K; Total - \$400k |

| <b>Project Schedule</b> | <b>Start</b> | <b>Finish</b> |
|-------------------------|--------------|---------------|
| Land/Right of Way       | N/A          | N/A           |
| Design/Engineering      | N/A          | N/A           |
| Construction            | N/A          | N/A           |
| Equipment/Furnishings   | 07/25        | 06/30         |
| <b>Total Project</b>    | <b>07/25</b> | <b>06/30</b>  |

| <b>Location</b> |
|-----------------|
| 7266 Third Road |



| <b>Impact on Operating Budget</b> | <b>FY 2026</b> | <b>FY 2027</b> | <b>FY 2028</b> |
|-----------------------------------|----------------|----------------|----------------|
| Personnel                         | \$ 0           | \$ 0           | \$ 0           |
| Operations                        | 0              | 0              | 0              |
| Capital                           | 0              | 0              | 0              |
| <b>Total Impact Oper. Budget</b>  | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    |

**Future Years and explanations:**

|                               | <b>FY 2026</b> | <b>FY 2027</b>    | <b>FY 2028</b>   | <b>FY 2029</b>    | <b>FY 2030</b>    | <b>TOTAL</b>        |
|-------------------------------|----------------|-------------------|------------------|-------------------|-------------------|---------------------|
| <b>Source of Funds</b>        |                |                   |                  |                   |                   |                     |
| G.O. Bonds                    | \$ 0           | \$ 400,000        | \$ 57,000        | \$ 182,000        | \$ 400,000        | \$ 1,039,000        |
| Capital Note                  | 0              | 0                 | 0                | 0                 | 0                 | 0                   |
| Transfer In from General Fund | 0              | 0                 | 0                | 0                 | 0                 | 0                   |
| FD311 Use of Fund Balance     | 0              | 0                 | 0                | 0                 | 0                 | 0                   |
| TDOT 80% match                | 0              | 0                 | 0                | 0                 | 0                 | 0                   |
| <b>Total Source</b>           | <b>\$ 0</b>    | <b>\$ 400,000</b> | <b>\$ 57,000</b> | <b>\$ 182,000</b> | <b>\$ 400,000</b> | <b>\$ 1,039,000</b> |
| <b>Project Costs</b>          |                |                   |                  |                   |                   |                     |
| Land/Right of Way             | \$ 0           | \$ 0              | \$ 0             | \$ 0              | \$ 0              | \$ 0                |
| Design/Engineering            | 0              | 35,000            | 0                | 25,000            | 25,000            | 85,000              |
| Construction                  | 0              | 365,000           | 0                | 125,000           | 375,000           | 865,000             |
| Equipment/Furnishings         | 0              | 0                 | 57,000           | 32,000            | 0                 | 89,000              |
| Other                         | 0              | 0                 | 0                | 0                 | 0                 | 0                   |
| <b>Total Project Costs</b>    | <b>\$ 0</b>    | <b>\$ 400,000</b> | <b>\$ 57,000</b> | <b>\$ 182,000</b> | <b>\$ 400,000</b> | <b>\$ 1,039,000</b> |

**Department: PARKS AND RECREATION**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**Project No.: 51827**

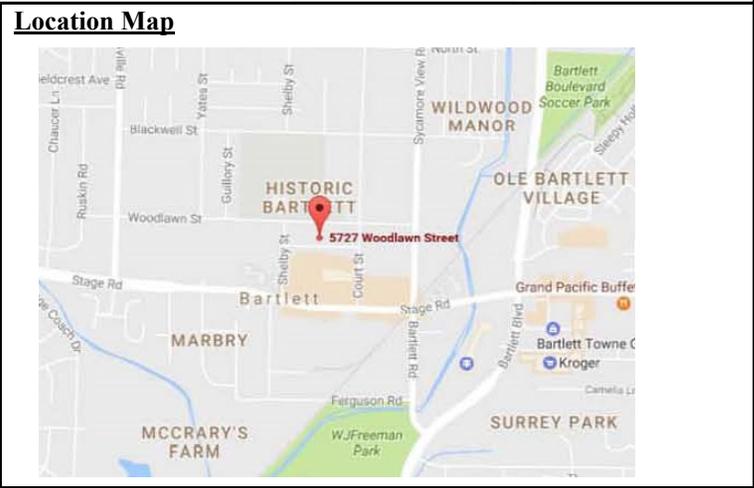
**FY 2026 - FY 2030**

**Project Name: Bartlett Senior Center Equipment/Repairs**

**Project Description**  
 FY27: 2 HVAC Units - \$32k, Refinish wood flooring - \$9k; Total \$41k, FY28: Replacement Recumbent Bicycles (2) - \$8k, Replacement Elliptical - \$5k, Replacement Treadmills - \$18k, Replacement Rowing Machine \$8k; Total \$39k; FY29: Storage Room / Break Room Renovation - \$18k; Total - \$18k FY30: 2 HVAC Units - \$32k; Total - \$32k

| 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 | 07/25        | 06/30        |
| <b>Total Project</b>  | <b>07/25</b> | <b>06/30</b> |

**Location**  
 5727 Woodlawn, Bartlett, TN 38134



| Impact on Operating Budget       | FY 2026     | FY 2027     | FY 2028     |
|----------------------------------|-------------|-------------|-------------|
| Personnel                        | \$ 0        | \$ 0        | \$ 0        |
| Operations                       | 0           | 0           | 0           |
| Capital                          | 0           | 0           | 0           |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 0</b> |

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

|                                 | FY 2026     | FY 2027          | FY 2028          | FY 2029          | FY 2030          | TOTAL             |
|---------------------------------|-------------|------------------|------------------|------------------|------------------|-------------------|
| <b>Source of Funds</b>          |             |                  |                  |                  |                  |                   |
| G.O. Bonds                      | \$ 0        | \$ 0             | \$ 0             | \$ 0             | \$ 0             | \$ 0              |
| Capital Note                    | 0           | 0                | 0                | 0                | 0                | 0                 |
| Transfer In from General Fund   | 0           | 41,000           | 39,000           | 18,000           | 32,000           | 130,000           |
| Transfer In from Park Imp. Fund | 0           | 0                | 0                | 0                | 0                | 0                 |
| Grant Funds                     | 0           | 0                | 0                | 0                | 0                | 0                 |
| <b>Total Source</b>             | <b>\$ 0</b> | <b>\$ 41,000</b> | <b>\$ 39,000</b> | <b>\$ 18,000</b> | <b>\$ 32,000</b> | <b>\$ 130,000</b> |
| <b>Project Costs</b>            |             |                  |                  |                  |                  |                   |
| Land/Right of Way               | \$ 0        | \$ 0             | \$ 0             | \$ 0             | \$ 0             | \$ 0              |
| Design/Engineering              | 0           | 0                | 0                | 0                | 0                | 0                 |
| Construction                    | 0           | 9,000            | 0                | 18,000           | 0                | 27,000            |
| Equipment/Furnishings           | 0           | 32,000           | 39,000           | 0                | 32,000           | 103,000           |
| Other                           | 0           | 0                | 0                | 0                | 0                | 0                 |
| <b>Total Project Costs</b>      | <b>\$ 0</b> | <b>\$ 41,000</b> | <b>\$ 39,000</b> | <b>\$ 18,000</b> | <b>\$ 32,000</b> | <b>\$ 130,000</b> |

**Department: PARKS & RECREATION**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**FY 2026 - FY 2030**

**Project No.: 51426**

**Project Name: Parks Maintenance**

| <p><b>Project Description</b><br/>                 FY26 Freeman Smith BlueCross Healthy Places Grant <b>\$2.5MM</b>; FY27 Stoneridge playground <b>\$150k</b>; Bartlett Grove playground &amp; walking trail <b>\$275k</b>; Bartlett Blvd Soccer parking lot <b>\$350k</b>; A.E Beaty, Davies, Yale Road walking trails <b>\$175k</b>; Yale Road Lake project <b>\$350k</b>; Resurface Byrd &amp; Ellendale tennis courts &amp; replace fencing <b>\$125k</b>; <b>TOTAL \$1.45MM</b>; FY28 Bartlett Country playground &amp; walking trail <b>\$275k</b>; Easthill playground &amp; walking trail <b>\$450k</b>; Deermont Ballpark Complex Improvements <b>\$1.5MM</b>; Appling Lake project <b>\$500k</b>; <b>TOTAL \$3.4MM</b>; FY29 Elmore Civic playground &amp; walking trail <b>\$175k</b>; Quail Ridge playground, parking lot &amp; walking trail <b>\$300k</b>; Fletcher Ph 1 &amp; Sleepy Hollow walking trail <b>\$150k</b>; Shadowlawn baseball field renovations <b>\$1.5MM</b>= <b>TOTAL \$2.175MM</b>; FY30 Fletcher Ph 2 resurface <b>\$200k</b>; Byrd Park playground &amp; walking trail <b>\$400k</b>; Municipal playground &amp; walking trail, resurface tennis courts <b>\$400k</b>; Appling Softball renovations <b>\$2.5MM</b>; <b>TOTAL \$3.5MM</b></p> |                     |                     |                     | <table border="1"> <thead> <tr> <th>Project Schedule</th> <th>Start</th> <th>Finish</th> </tr> </thead> <tbody> <tr> <td>Land/Right of Way</td> <td>N/A</td> <td>N/A</td> </tr> <tr> <td>Design/Engineering</td> <td>N/A</td> <td>N/A</td> </tr> <tr> <td>Construction</td> <td>07/25</td> <td>06/30</td> </tr> <tr> <td>Equipment/Furnishings</td> <td>N/A</td> <td>N/A</td> </tr> <tr> <td><b>Total Project</b></td> <td><b>07/25</b></td> <td><b>06/30</b></td> </tr> </tbody> </table> |                     |                      | Project Schedule | Start     | Finish | Land/Right of Way | N/A  | N/A        | Design/Engineering | N/A | N/A | Construction | 07/25 | 06/30 | Equipment/Furnishings | N/A                              | N/A         | <b>Total Project</b> | <b>07/25</b> | <b>06/30</b>   |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
|--|---------------------|---------------------|---------------------|--|---------------------|----------------------|------------------|-----------|--------|-------------------|------|------------|--------------------|-----|-----|--------------|-------|-------|-----------------------|----------------------------------|-------------|----------------------|--------------|--|--|--|--|---------|---------|---------|---------|---------|-------|------------------------|--|--|--|--|--|--|------------|------|--------------|--------------|--------------|--------------|--------------|-------------------------------|---|---|---|---|---|---|---------------------------------|---|---|---|---|---|---|-------------|-----------|---------|---------|-----------|---------|-----------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|----------------------|--|--|--|--|--|--|--------------------|------|-----------|------------|------------|------------|------------|--------------|-----------|-----------|-----------|-----------|-----------|------------|-----------------------|---|---------|---------|---------|---------|-----------|-------|---|---|---|---|---|---|----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| Project Schedule   | Start               | Finish              |                     |  |                     |                      |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| Land/Right of Way  | N/A                 | N/A                 |                     |  |                     |                      |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| Design/Engineering   | N/A                 | N/A                 |                     |  |                     |                      |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| Construction   | 07/25               | 06/30               |                     |  |                     |                      |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| Equipment/Furnishings  | N/A                 | N/A                 |                     |  |                     |                      |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| <b>Total Project</b>   | <b>07/25</b>        | <b>06/30</b>        |                     |  |                     |                      |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| <p><b>Location</b><br/>                 Various locations throughout the City</p>  |                     |                     |                     | <p><b>Location Map</b><br/>                 At various locations throughout the City.</p>  |                     |                      |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| <table border="1"> <thead> <tr> <th>Impact on Operating Budget</th> <th>FY 2026</th> <th>FY 2027</th> <th>FY 2028</th> </tr> </thead> <tbody> <tr> <td>Personnel</td> <td>\$ 0</td> <td>\$ 0</td> <td>\$ 0</td> </tr> <tr> <td>Operations</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Capital</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td><b>Total Impact Oper. Budget</b></td> <td><b>\$ 0</b></td> <td><b>\$ 0</b></td> <td><b>\$ 0</b></td> </tr> </tbody> </table> <p><b>Future Years and explanations:</b> No impact on the operating budget.</p>   |                     |                     |                     | Impact on Operating Budget   | FY 2026             | FY 2027              | FY 2028          | Personnel | \$ 0   | \$ 0              | \$ 0 | Operations | 0                  | 0   | 0   | Capital      | 0     | 0     | 0                     | <b>Total Impact Oper. Budget</b> | <b>\$ 0</b> | <b>\$ 0</b>          | <b>\$ 0</b>  | <table border="1"> <thead> <tr> <th></th> <th>FY 2026</th> <th>FY 2027</th> <th>FY 2028</th> <th>FY 2029</th> <th>FY 2030</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td><b>Source of Funds</b></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>G.O. Bonds</td> <td>\$ 0</td> <td>\$ 1,075,000</td> <td>\$ 2,825,000</td> <td>\$ 1,175,000</td> <td>\$ 3,250,000</td> <td>\$ 8,325,000</td> </tr> <tr> <td>Transfer In from General Fund</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Transfer In from Park Imp. Fund</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Grant Funds</td> <td>2,500,000</td> <td>375,000</td> <td>575,000</td> <td>1,000,000</td> <td>250,000</td> <td>4,700,000</td> </tr> <tr> <td><b>Total Source</b></td> <td><b>\$ 2,500,000</b></td> <td><b>\$ 1,450,000</b></td> <td><b>\$ 3,400,000</b></td> <td><b>\$ 2,175,000</b></td> <td><b>\$ 3,500,000</b></td> <td><b>\$ 13,025,000</b></td> </tr> <tr> <td><b>Project Costs</b></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Design/Engineering</td> <td>\$ 0</td> <td>\$ 25,000</td> <td>\$ 150,000</td> <td>\$ 100,000</td> <td>\$ 150,000</td> <td>\$ 425,000</td> </tr> <tr> <td>Construction</td> <td>2,500,000</td> <td>1,000,000</td> <td>2,500,000</td> <td>1,825,000</td> <td>3,000,000</td> <td>10,825,000</td> </tr> <tr> <td>Equipment/Furnishings</td> <td>0</td> <td>425,000</td> <td>750,000</td> <td>250,000</td> <td>350,000</td> <td>1,775,000</td> </tr> <tr> <td>Other</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td><b>Total Project Costs</b></td> <td><b>\$ 2,500,000</b></td> <td><b>\$ 1,450,000</b></td> <td><b>\$ 3,400,000</b></td> <td><b>\$ 2,175,000</b></td> <td><b>\$ 3,500,000</b></td> <td><b>\$ 13,025,000</b></td> </tr> </tbody> </table> |  |  |  | FY 2026 | FY 2027 | FY 2028 | FY 2029 | FY 2030 | TOTAL | <b>Source of Funds</b> |  |  |  |  |  |  | G.O. Bonds | \$ 0 | \$ 1,075,000 | \$ 2,825,000 | \$ 1,175,000 | \$ 3,250,000 | \$ 8,325,000 | Transfer In from General Fund | 0 | 0 | 0 | 0 | 0 | 0 | Transfer In from Park Imp. Fund | 0 | 0 | 0 | 0 | 0 | 0 | Grant Funds | 2,500,000 | 375,000 | 575,000 | 1,000,000 | 250,000 | 4,700,000 | <b>Total Source</b> | <b>\$ 2,500,000</b> | <b>\$ 1,450,000</b> | <b>\$ 3,400,000</b> | <b>\$ 2,175,000</b> | <b>\$ 3,500,000</b> | <b>\$ 13,025,000</b> | <b>Project Costs</b> |  |  |  |  |  |  | Design/Engineering | \$ 0 | \$ 25,000 | \$ 150,000 | \$ 100,000 | \$ 150,000 | \$ 425,000 | Construction | 2,500,000 | 1,000,000 | 2,500,000 | 1,825,000 | 3,000,000 | 10,825,000 | Equipment/Furnishings | 0 | 425,000 | 750,000 | 250,000 | 350,000 | 1,775,000 | Other | 0 | 0 | 0 | 0 | 0 | 0 | <b>Total Project Costs</b> | <b>\$ 2,500,000</b> | <b>\$ 1,450,000</b> | <b>\$ 3,400,000</b> | <b>\$ 2,175,000</b> | <b>\$ 3,500,000</b> | <b>\$ 13,025,000</b> |
| Impact on Operating Budget   | FY 2026             | FY 2027             | FY 2028             |  |                     |                      |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| Personnel  | \$ 0                | \$ 0                | \$ 0                |  |                     |                      |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| Operations   | 0                   | 0                   | 0                   |  |                     |                      |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| Capital  | 0                   | 0                   | 0                   |  |                     |                      |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| <b>Total Impact Oper. Budget</b>   | <b>\$ 0</b>         | <b>\$ 0</b>         | <b>\$ 0</b>         |  |                     |                      |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
|  | FY 2026             | FY 2027             | FY 2028             | FY 2029  | FY 2030             | TOTAL                |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| <b>Source of Funds</b>   |                     |                     |                     |  |                     |                      |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| G.O. Bonds   | \$ 0                | \$ 1,075,000        | \$ 2,825,000        | \$ 1,175,000   | \$ 3,250,000        | \$ 8,325,000         |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| Transfer In from General Fund  | 0                   | 0                   | 0                   | 0  | 0                   | 0                    |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| Transfer In from Park Imp. Fund  | 0                   | 0                   | 0                   | 0  | 0                   | 0                    |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| Grant Funds  | 2,500,000           | 375,000             | 575,000             | 1,000,000  | 250,000             | 4,700,000            |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| <b>Total Source</b>  | <b>\$ 2,500,000</b> | <b>\$ 1,450,000</b> | <b>\$ 3,400,000</b> | <b>\$ 2,175,000</b>  | <b>\$ 3,500,000</b> | <b>\$ 13,025,000</b> |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| <b>Project Costs</b>   |                     |                     |                     |  |                     |                      |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| Design/Engineering   | \$ 0                | \$ 25,000           | \$ 150,000          | \$ 100,000   | \$ 150,000          | \$ 425,000           |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| Construction   | 2,500,000           | 1,000,000           | 2,500,000           | 1,825,000  | 3,000,000           | 10,825,000           |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| Equipment/Furnishings  | 0                   | 425,000             | 750,000             | 250,000  | 350,000             | 1,775,000            |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| Other  | 0                   | 0                   | 0                   | 0  | 0                   | 0                    |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |
| <b>Total Project Costs</b>   | <b>\$ 2,500,000</b> | <b>\$ 1,450,000</b> | <b>\$ 3,400,000</b> | <b>\$ 2,175,000</b>  | <b>\$ 3,500,000</b> | <b>\$ 13,025,000</b> |                  |           |        |                   |      |            |                    |     |     |              |       |       |                       |                                  |             |                      |              |  |  |  |  |         |         |         |         |         |       |                        |  |  |  |  |  |  |            |      |              |              |              |              |              |                               |   |   |   |   |   |   |                                 |   |   |   |   |   |   |             |           |         |         |           |         |           |                     |                     |                     |                     |                     |                     |                      |                      |  |  |  |  |  |  |                    |      |           |            |            |            |            |              |           |           |           |           |           |            |                       |   |         |         |         |         |           |       |   |   |   |   |   |   |                            |                     |                     |                     |                     |                     |                      |

**Department: PARKS & RECREATION**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**FY 2026 - FY 2030**

**Project No.: 51402**

**Project Name: W.J. Freeman Park**

**Project Description**

FY28 AKM Pavilion upgrades (electrical, LED lighting, gathering area) \$250k; parking lots & walking trail \$500k; new bridge \$400k; TOTAL: \$1.15MM; FY30 replace playground, build Disc Golf Course & new restroom \$1.5MM

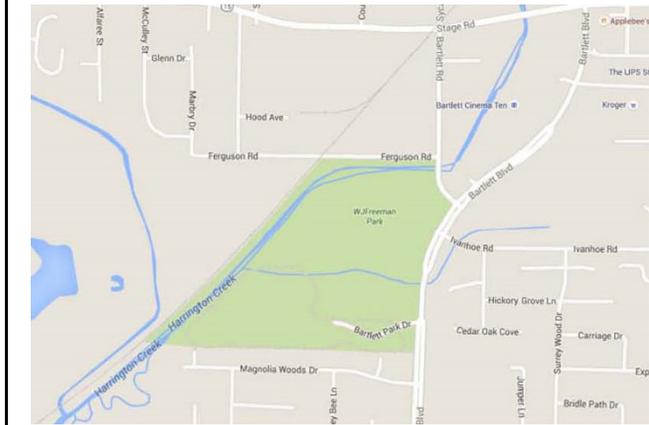
**Project Schedule**

|                       | <b>Start</b> | <b>Finish</b> |
|-----------------------|--------------|---------------|
| Land/Right of Way     | N/A          | N/A           |
| Design/Engineering    | N/A          | N/A           |
| Construction          | 07/24        | 06/29         |
| Equipment/Furnishings | N/A          | N/A           |
| <b>Total Project</b>  | <b>07/24</b> | <b>06/29</b>  |

**Location**

2619 Bartlett Boulevard, Bartlett, TN 38134

**Location Map**



**Impact on Operating Budget**

|                                  | <b>FY 2026</b> | <b>FY 2027</b> | <b>FY 2028</b> |
|----------------------------------|----------------|----------------|----------------|
| Personnel                        | \$ 0           | \$ 0           | \$ 0           |
| Operations                       | 0              | 0              | 0              |
| Capital                          | 0              | 0              | 0              |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    |

**Future Years and explanations:** Once completed, part-time employees and maintenance costs will be expected to be around \$10,000/year.

|                                 | <b>FY 2026</b> | <b>FY 2027</b> | <b>FY 2028</b>      | <b>FY 2029</b> | <b>FY 2030</b>      | <b>TOTAL</b>        |
|---------------------------------|----------------|----------------|---------------------|----------------|---------------------|---------------------|
| <b>Source of Funds</b>          |                |                |                     |                |                     |                     |
| G.O. Bonds                      | \$ 0           | \$ 0           | \$ 1,150,000        | \$ 0           | \$ 1,250,000        | \$ 2,400,000        |
| Capital Note                    | 0              | 0              | 0                   | 0              | 0                   | 0                   |
| Transfer In from General Fund   | 0              | 0              | 0                   | 0              | 0                   | 0                   |
| Transfer In from Park Imp. Fund | 0              | 0              | 0                   | 0              | 0                   | 0                   |
| Grant Funds                     | 0              | 0              | 0                   | 0              | 250,000             | 250,000             |
| <b>Total Source</b>             | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 1,150,000</b> | <b>\$ 0</b>    | <b>\$ 1,500,000</b> | <b>\$ 2,650,000</b> |
| <b>Project Costs</b>            |                |                |                     |                |                     |                     |
| Land/Right of Way               | \$ 0           | \$ 0           | \$ 0                | \$ 0           | \$ 0                | \$ 0                |
| Design/Engineering              | 0              | 0              | 20,000              | 0              | 50,000              | 70,000              |
| Construction                    | 0              | 0              | 1,055,000           | 0              | 1,200,000           | 2,255,000           |
| Equipment/Furnishings           | 0              | 0              | 75,000              | 0              | 250,000             | 325,000             |
| Other                           | 0              | 0              | 0                   | 0              | 0                   | 0                   |
| <b>Total Project Costs</b>      | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 1,150,000</b> | <b>\$ 0</b>    | <b>\$ 1,500,000</b> | <b>\$ 2,650,000</b> |

**Department: PARKS & RECREATION**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**Project No.: 52426**

**FY 2026 - FY 2030**

**Project Name: The Venue Equipment/Repairs**

**Project Description**

FY26 Auditorium cooling tower removal, demo of basement along with install of new HVAC unit \$500K. Rainey Banquet Hall roof and floor replacement, roof's 20 year warranty is up and leaks have begun to occur. Floor has been through 2 floods and water may be coming up from under the flooring, \$80K; **TOTAL: \$580k** FY27 Community Room section HVAC unit to be replaced due to inefficiency and age (RTU5) \$35K; FY28 Renovate Community Room Restrooms to become ADA compliant, estimate \$50K. **FY29 + 30** Banquet Hall Remodel (kitchen, sound boards, restrooms, paint) estimate \$500K

**Project Schedule**

**Start**

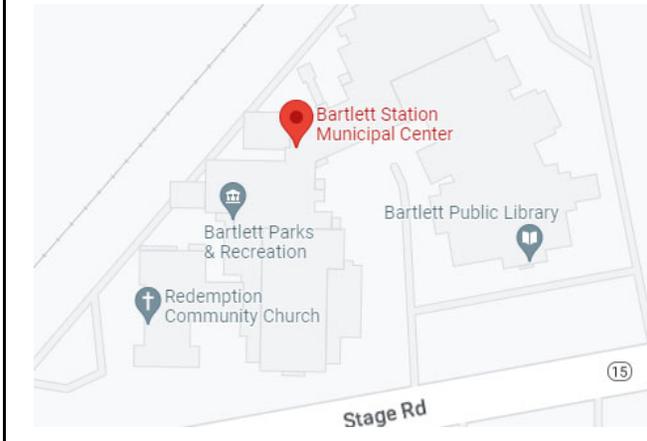
**Finish**

|                       |              |              |
|-----------------------|--------------|--------------|
| Land/Right of Way     | N/A          | N/A          |
| Design/Engineering    | N/A          | N/A          |
| Construction          | 07/25        | 06/29        |
| Equipment/Furnishings | 07/25        | 06/29        |
| <b>Total Project</b>  | <b>07/25</b> | <b>06/29</b> |

**Location**

The Venue at Bartlett Station

**Location Map**



**Impact on Operating Budget**

**FY 2026**

**FY 2027**

**FY 2028**

|                                  |             |             |             |
|----------------------------------|-------------|-------------|-------------|
| Personnel                        | \$ 0        | \$ 0        | \$ 0        |
| Operations                       | 0           | 0           | 0           |
| Capital                          | 0           | 0           | 0           |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 0</b> |

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

|                                 | <b>FY 2026</b>    | <b>FY 2027</b>   | <b>FY 2028</b>   | <b>FY 2029</b>    | <b>FY 2030</b> | <b>TOTAL</b>        |
|---------------------------------|-------------------|------------------|------------------|-------------------|----------------|---------------------|
| <b>Source of Funds</b>          |                   |                  |                  |                   |                |                     |
| G.O. Bonds                      | \$ 0              | \$ 0             | \$ 0             | \$ 0              | \$ 0           | \$ 0                |
| Capital Note                    | 0                 | 0                | 0                | 0                 | 0              | 0                   |
| Transfer In from General Fund   | 580,000           | 35,000           | 50,000           | 500,000           | 0              | 1,165,000           |
| Transfer In from Park Imp. Fund | 0                 | 0                | 0                | 0                 | 0              | 0                   |
| Grant Funds                     | 0                 | 0                | 0                | 0                 | 0              | 0                   |
| <b>Total Source</b>             | <b>\$ 580,000</b> | <b>\$ 35,000</b> | <b>\$ 50,000</b> | <b>\$ 500,000</b> | <b>\$ 0</b>    | <b>\$ 1,165,000</b> |
| <b>Project Costs</b>            |                   |                  |                  |                   |                |                     |
| Land/Right of Way               | \$ 0              | \$ 0             | \$ 0             | \$ 0              | \$ 0           | \$ 0                |
| Design/Engineering              | 70,000            | 0                | 20,000           | 250,000           | 0              | 340,000             |
| Construction                    | 85,000            | 0                | 30,000           | 150,000           | 0              | 265,000             |
| Equipment/Furnishings           | 425,000           | 35,000           | 0                | 100,000           | 0              | 560,000             |
| <b>Total Project Costs</b>      | <b>\$ 580,000</b> | <b>\$ 35,000</b> | <b>\$ 50,000</b> | <b>\$ 500,000</b> | <b>\$ 0</b>    | <b>\$ 1,165,000</b> |



**UTILITY FUND SUMMARY**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM  
FY 2026 - FY 2030**

| <b>PROJECT</b>                     | <b>FY 2026</b>      | <b>FY 2027</b>       | <b>FY 2028</b>       | <b>FY 2029</b>      | <b>FY 2030</b> | <b>TOTAL</b>         |
|------------------------------------|---------------------|----------------------|----------------------|---------------------|----------------|----------------------|
| <b><u>Water</u></b>                |                     |                      |                      |                     |                |                      |
| Water and Sewer Plant Upgrades     | \$ 1,500,000        | \$ 2,000,000         | \$ 2,000,000         | \$ 2,000,000        | \$ 0           | 7,500,000            |
| Kirby Whitten Water Line Extensior | 200,000             | 2,000,000            | 0                    | 0                   | 0              | 2,200,000            |
| Water and Sewer Pipe Upgrades      | 0                   | 2,000,000            | 0                    | 0                   | 0              | 2,000,000            |
| <b>Total Water</b>                 | <b>\$ 1,700,000</b> | <b>\$ 6,000,000</b>  | <b>\$ 2,000,000</b>  | <b>\$ 2,000,000</b> | <b>\$ 0</b>    | <b>\$ 11,700,000</b> |
| <b><u>Sewers</u></b>               |                     |                      |                      |                     |                |                      |
| Fletcher Creek Sewer Basin         | \$ 3,900,000        | \$ 11,000,000        | \$ 11,000,000        | \$ 0                | \$ 0           | \$ 25,900,000        |
| American Rescue Plan Project       | 500,000             | 0                    | 0                    | 0                   | 0              | 500,000              |
| UV Disinfection Upgrade WWTP       | 400,000             | 0                    | 0                    | 0                   | 0              | 400,000              |
| Sewer Lines to Lakeland            | 0                   | 2,000,000            | 4,000,000            | 0                   | 0              | 6,000,000            |
| <b>Total Sewers</b>                | <b>\$ 4,800,000</b> | <b>\$ 13,000,000</b> | <b>\$ 15,000,000</b> | <b>\$ 0</b>         | <b>\$ 0</b>    | <b>\$ 32,800,000</b> |
| <b><u>Source of Funds</u></b>      |                     |                      |                      |                     |                |                      |
| Utility Bonds                      | \$ 2,500,000        | \$ 13,000,000        | \$ 15,000,000        | \$ 0                | \$ 0           | \$ 30,500,000        |
| Utility Retained Earnings          | 3,100,000           | 6,000,000            | 2,000,000            | 2,000,000           | 0              | 13,100,000           |
| FD312 Transfers-unspt projects     | 0                   | 0                    | 0                    | 0                   | 0              | 0                    |
| Utility Grant                      | 900,000             | 0                    | 0                    | 0                   | 0              | 900,000              |
| <b>Total Source</b>                | <b>\$ 6,500,000</b> | <b>\$ 19,000,000</b> | <b>\$ 17,000,000</b> | <b>\$ 2,000,000</b> | <b>\$ 0</b>    | <b>\$ 44,500,000</b> |
| <b><u>Project Costs</u></b>        |                     |                      |                      |                     |                |                      |
| Land/Right of Way                  | \$ 0                | \$ 0                 | \$ 0                 | \$ 0                | \$ 0           | \$ 0                 |
| Design/Engineering                 | 4,150,000           | 0                    | 0                    | 0                   | 0              | 4,150,000            |
| Construction                       | 2,350,000           | 19,000,000           | 17,000,000           | 2,000,000           | 0              | 40,350,000           |
| Landscaping                        | 0                   | 0                    | 0                    | 0                   | 0              | 0                    |
| Equipment/Furnishings              | 0                   | 0                    | 0                    | 0                   | 0              | 0                    |
| Other                              | 0                   | 0                    | 0                    | 0                   | 0              | 0                    |
| <b>Total Project Costs</b>         | <b>\$ 6,500,000</b> | <b>\$ 19,000,000</b> | <b>\$ 17,000,000</b> | <b>\$ 2,000,000</b> | <b>\$ 0</b>    | <b>\$ 44,500,000</b> |

**Department: ENGINEERING - WATER**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**FY 2026 - FY 2030**

**Project No.: 72526**

**Project Name: Water Plant Upgrades**

**Project Description**

All of our Water Treatment Plants are in need of overhaul, upgrades, and refurbishment. Funding is needed for a multi year series of projects to restore the strength our (4) water plants deserve. These Projects would include: Replacement of old valves, replacement of antiquated pneumatic actuators with electric actuators, replacement of all filter media and restoration of filter structures. These projects will also include upgrades to modern Motor Control units. Work would take place at Water Treatment Plants 1-4. CDBG Funding may be available for work at WTP2 in FY26 & FY27 totalling \$900,000.00. Design for these multi-year projects was awarded on 1/14/25 and is funded in the FY25 Adopted Budget in 312.48312.81119.

**Project Schedule**

|                      | <b>Start</b> | <b>Finish</b> |
|----------------------|--------------|---------------|
| Land/Right of Way    | N/A          | N/A           |
| Design/Engineering   | 01/25        | 06/26         |
| Utility Relocation   | N/A          | N/A           |
| Construction         | 07/25        | 06/29         |
| <b>Total Project</b> | <b>01/25</b> | <b>06/29</b>  |

**Location**

Various plants around the City.

**Location Map**



**Impact on Operating Budget**

|                                  | <b>FY 2026</b> | <b>FY 2024</b> | <b>FY 2028</b> |
|----------------------------------|----------------|----------------|----------------|
| Personnel                        | \$ 0           | \$ 0           | \$ 0           |
| Operations                       | 0              | 0              | 0              |
| Capital                          | 0              | 0              | 0              |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    |

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

|                                  | <b>FY 2026 (WTP2)</b> | <b>FY 2027 (WTP1)</b> | <b>FY 2028 (WTP3)</b> | <b>FY 2029 (WTP4)</b> | <b>FY 2030</b> | <b>TOTAL</b>        |
|----------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|----------------|---------------------|
| <b>Source of Funds</b>           |                       |                       |                       |                       |                |                     |
| Utility Bonds                    | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0           | \$ 0                |
| Utility Retained Earnings        | 600,000               | 2,000,000             | 2,000,000             | 2,000,000             | 0              | 6,600,000           |
| FD312 Transfers-unspent projects | 0                     | 0                     | 0                     | 0                     | 0              | 0                   |
| Utility Grant                    | 900,000               | 0                     | 0                     | 0                     | 0              | 900,000             |
| <b>Total Source</b>              | <b>\$ 1,500,000</b>   | <b>\$ 2,000,000</b>   | <b>\$ 2,000,000</b>   | <b>\$ 2,000,000</b>   | <b>\$ 0</b>    | <b>\$ 7,500,000</b> |
| <b>Project Costs</b>             |                       |                       |                       |                       |                |                     |
| 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                     | 1,500,000             | 2,000,000             | 2,000,000             | 2,000,000             | 0              | 7,500,000           |
| Equipment/Furnishings            | 0                     | 0                     | 0                     | 0                     | 0              | 0                   |
| Other                            | 0                     | 0                     | 0                     | 0                     | 0              | 0                   |
| <b>Total Project Costs</b>       | <b>\$ 1,500,000</b>   | <b>\$ 2,000,000</b>   | <b>\$ 2,000,000</b>   | <b>\$ 2,000,000</b>   | <b>\$ 0</b>    | <b>\$ 7,500,000</b> |

**Department: ENGINEERING - WATER**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**Project No.: 72426**

**FY 2026 - FY 2030**

**Project Name: Kirby Whitten Water Line Extension Project**

**Project Description**

Union Depot will increase the population density near US70/Stage and will also increase the critical need for water storage via the US 70 Elevated Tank. The advent of Union Depot 1st Addition will increase this need further. The ability for Water Plant 1 to supply water to the US 70 Tank and keep it full is paramount. However, presently WTP1 must pump water through a series of 8" and 6" lines which is very inefficient. A short section of 12" or 16" on Kirby Whitten will correct this. Additionally, this extension will allow the Briarwood SD to be placed on the Middle Water Pressure Plane.

**Project Schedule**

**Start**

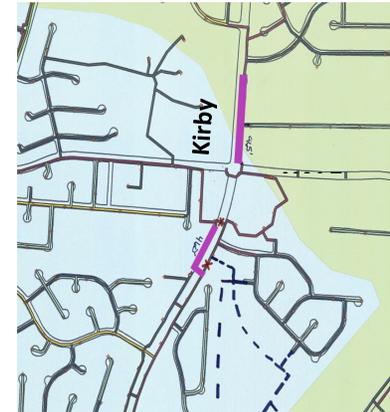
**Finish**

|                      |              |              |
|----------------------|--------------|--------------|
| Land/Right of Way    | N/A          | N/A          |
| Design/Engineering   | 07/25        | 06/26        |
| Utility Relocation   | N/A          | N/A          |
| Construction         | 07/26        | 07/27        |
| <b>Total Project</b> | <b>07/25</b> | <b>07/27</b> |

**Location**

Kirby Whitten/Yale Road

**Location Map**



**Impact on Operating Budget**

|                                  | <b>FY 2026</b> | <b>FY 2024</b> | <b>FY 2028</b> |
|----------------------------------|----------------|----------------|----------------|
| Personnel                        | \$ 0           | \$ 0           | \$ 0           |
| Operations                       | 0              | 0              | 0              |
| Capital                          | 0              | 0              | 0              |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    |

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

|                                  | <b>FY 2026</b>    | <b>FY 2027</b>      | <b>FY 2028</b> | <b>FY 2029</b> | <b>FY 2030</b> | <b>TOTAL</b>        |
|----------------------------------|-------------------|---------------------|----------------|----------------|----------------|---------------------|
| <b>Source of Funds</b>           |                   |                     |                |                |                |                     |
| Utility Bonds                    | \$ 0              | \$ 0                | \$ 0           | \$ 0           | \$ 0           | \$ 0                |
| Utility Retained Earnings        | 200,000           | 2,000,000           | 0              | 0              | 0              | 2,200,000           |
| FD312 Transfers-unspent projects | 0                 | 0                   | 0              | 0              | 0              | 0                   |
| Utility Grant                    | 0                 | 0                   | 0              | 0              | 0              | 0                   |
| <b>Total Source</b>              | <b>\$ 200,000</b> | <b>\$ 2,000,000</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 2,200,000</b> |
| <b>Project Costs</b>             |                   |                     |                |                |                |                     |
| Land/Right of Way                | \$ 0              | \$ 0                | \$ 0           | \$ 0           | \$ 0           | \$ 0                |
| Design/Engineering               | 200,000           | 0                   | 0              | 0              | 0              | 200,000             |
| Construction                     | 0                 | 2,000,000           | 0              | 0              | 0              | 2,000,000           |
| Equipment/Furnishings            | 0                 | 0                   | 0              | 0              | 0              | 0                   |
| Other                            | 0                 | 0                   | 0              | 0              | 0              | 0                   |
| <b>Total Project Costs</b>       | <b>\$ 200,000</b> | <b>\$ 2,000,000</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 2,200,000</b> |

**Department: ENGINEERING - WATER**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**Project No.: 72627**

**FY 2026 - FY 2030**

**Project Name: Water and Sewer Pipe Upgrades**

**Project Description**

Our water distribution system will require upgrades and replacements. These upgrades are needed because: 1) There are a number of water lines in the city made of obsolete AC pipe. 2) Some waterlines in the city are undersized, and should be upgraded. This project is currently under design by the Engineering Department.

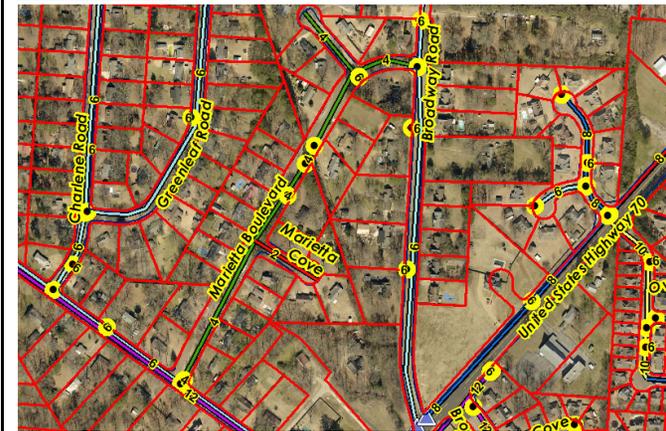
**Project Schedule**

|                      | <b>Start</b> | <b>Finish</b> |
|----------------------|--------------|---------------|
| Land/Right of Way    | N/A          | N/A           |
| Design/Engineering   | 06/24        | 12/25         |
| Utility Relocation   | N/A          | N/A           |
| Construction         | 07/25        | 06/29         |
| <b>Total Project</b> | <b>06/24</b> | <b>06/29</b>  |

**Location**

Various water system pipe upgrades around the City.

**Location Map**



**Impact on Operating Budget**

|                                  | <b>FY 2026</b> | <b>FY 2024</b> | <b>FY 2028</b> |
|----------------------------------|----------------|----------------|----------------|
| Personnel                        | \$ 0           | \$ 0           | \$ 0           |
| Operations                       | 0              | 0              | 0              |
| Capital                          | 0              | 0              | 0              |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    |

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

|                                | <b>FY 2026</b> | <b>FY 2027</b>      | <b>FY 2028</b> | <b>FY 2029</b> | <b>FY 2030</b> | <b>TOTAL</b>        |
|--------------------------------|----------------|---------------------|----------------|----------------|----------------|---------------------|
| <b>Source of Funds</b>         |                |                     |                |                |                |                     |
| Utility Bonds                  | \$ 0           | \$ 0                | \$ 0           | \$ 0           | \$ 0           | \$ 0                |
| Utility Retained Earnings      | 0              | 2,000,000           | 0              | 0              | 0              | 2,000,000           |
| FD312 Transfers-unspt projects | 0              | 0                   | 0              | 0              | 0              | 0                   |
| Utility Grant                  | 0              | 0                   | 0              | 0              | 0              | 0                   |
| <b>Total Source</b>            | <b>\$ 0</b>    | <b>\$ 2,000,000</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 2,000,000</b> |
| <b>Project Costs</b>           |                |                     |                |                |                |                     |
| 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              | 2,000,000           | 0              | 0              | 0              | 2,000,000           |
| Equipment/Furnishings          | 0              | 0                   | 0              | 0              | 0              | 0                   |
| Other                          | 0              | 0                   | 0              | 0              | 0              | 0                   |
| <b>Total Project Costs</b>     | <b>\$ 0</b>    | <b>\$ 2,000,000</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 2,000,000</b> |

**Department: ENGINEERING - SEWER**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**Project No.: 805**

**FY 2026 - FY 2030**

**Project Name: Fletcher Creek EQ Tank & Gravity Pipe Design & Construction**

**Project Description**

- This fund will implement upgrades in the Fletcher Creek Sewer System including:
- 1) Full design of a 1.5 MG Sewer Equalization Tank (\$1,400,000.00 in FY26)
  - 2) Full design of Sewer Gravity Upgrades for Future Developments (\$2,500,000.00 in FY26)
  - 3) Construction of a 1.5MG Sewer Equalization Tank (\$8,000,000.00 in FY27)
  - 4) Construction (Phase 1) of Sewer Gravity Upgrades (\$7,000,000.00 in FY27)
  - 5) Construction (Phase 2) of Sewer Gravity Upgrades (\$7,000,000.00 in FY28)

**Project Schedule**

**Start**

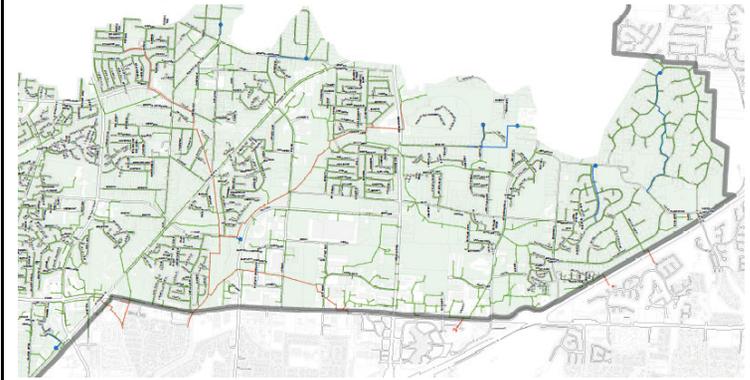
**Finish**

|                      |              |              |
|----------------------|--------------|--------------|
| Land/Right of Way    | FY26         | FY27         |
| Design/Engineering   | FY26         | FY27         |
| Utility Relocation   | N/A          | N/A          |
| Construction         | 07/26        | 06/28        |
| <b>Total Project</b> | <b>01/25</b> | <b>06/28</b> |

**Location**

Fletcher Creek Basin

**Location Map**



**Impact on Operating Budget**

**FY 2026**

**FY 2024**

**FY 2028**

|                                  |             |             |             |
|----------------------------------|-------------|-------------|-------------|
| Personnel                        | \$ 0        | \$ 0        | \$ 0        |
| Operations                       | 0           | 0           | 0           |
| Capital                          | 0           | 0           | 0           |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 0</b> |

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

**Source of Funds**

**FY 2026**

**FY 2027**

**FY 2028**

**FY 2029**

**FY 2030**

**TOTAL**

|                                  |                     |                      |                      |             |             |                      |
|----------------------------------|---------------------|----------------------|----------------------|-------------|-------------|----------------------|
| Utility Bonds                    | \$ 2,500,000        | \$ 11,000,000        | \$ 11,000,000        | \$ 0        | \$ 0        | \$ 24,500,000        |
| Utility Retained Earnings        | 1,400,000           | 0                    | 0                    | 0           | 0           | 1,400,000            |
| FD312 Transfers-unspent projects | 0                   | 0                    | 0                    | 0           | 0           | 0                    |
| Utility Grant                    | 0                   | 0                    | 0                    | 0           | 0           | 0                    |
| <b>Total Source</b>              | <b>\$ 3,900,000</b> | <b>\$ 11,000,000</b> | <b>\$ 11,000,000</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 25,900,000</b> |

**Project Costs**

|                            |                     |                      |                      |             |             |                      |
|----------------------------|---------------------|----------------------|----------------------|-------------|-------------|----------------------|
| Land/Right of Way          | \$ 0                | \$ 0                 | \$ 0                 | \$ 0        | \$ 0        | \$ 0                 |
| Design/Engineering         | 3,900,000           | 0                    | 0                    | 0           | 0           | 3,900,000            |
| Utility Relocation         | 0                   | 0                    | 0                    | 0           | 0           | 0                    |
| Construction               | 0                   | 11,000,000           | 11,000,000           | 0           | 0           | 22,000,000           |
| Equipment/Furnishings      | 0                   | 0                    | 0                    | 0           | 0           | 0                    |
| Other                      | 0                   | 0                    | 0                    | 0           | 0           | 0                    |
| <b>Total Project Costs</b> | <b>\$ 3,900,000</b> | <b>\$ 11,000,000</b> | <b>\$ 11,000,000</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 25,900,000</b> |

**Department: ENGINEERING - SEWER**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**Project No.: 808**

**FY 2026 - FY 2030**

**Project Name: American Rescue Plan**

**Project Description**

This project will use funds from the American Rescue Plan which has allocated \$3,412,917.00 for Bartlett with a local 35% match (\$1,194,520.95), for a total of 4,607,437.95 to be obligated by 2026. This will be used to complete the replacement of (4) Sewer pump stations. This project is already funded as a part of the Adopted FY25 Budget with \$3,790,338.00 available for construction in 312.48312.808. However the Chris Hill Construction contract was awarded on 1/14/25 at \$3,752,085.00 leaving only \$38,252.95 for Contingency. A project of this size typically needs approximately 10-15% Contingency. Therefore \$500,000.00 is requested.

**Project Schedule**

|                      | <b>Start</b> | <b>Finish</b> |
|----------------------|--------------|---------------|
| Land/Right of Way    | N/A          | N/A           |
| Design/Engineering   | 07/23        | 06/25         |
| Utility Relocation   | N/A          | N/A           |
| Construction         | 03/25        | 12/26         |
| <b>Total Project</b> | <b>07/23</b> | <b>12/26</b>  |

**Location**

- 1) The Billy Maher Sewer Pump Station is located just west of Billy Maher/Old Brownsville Road.
- 2) The Raner Creek Sewer Pump Station is located at WWTP#1.
- 3) The Shadowlawn Sewer Pump Station is located on Old Brownsville/Buckhead Creek.
- 4) The Valley Sewer Pump Station is located on Old Brownsville Road at the Valley at Brunswick SD.

**Location Map**



**Impact on Operating Budget**

|                                  | <b>FY 2026</b> | <b>FY 2024</b> | <b>FY 2028</b> |
|----------------------------------|----------------|----------------|----------------|
| Personnel                        | \$ 0           | \$ 0           | \$ 0           |
| Operations                       | 0              | 0              | 0              |
| Capital                          | 0              | 0              | 0              |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    |

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

|                                 | <b>FY 2026</b>    | <b>FY 2027</b> | <b>FY 2028</b> | <b>FY 2029</b> | <b>FY 2030</b> | <b>TOTAL</b>      |
|---------------------------------|-------------------|----------------|----------------|----------------|----------------|-------------------|
| <b>Source of Funds</b>          |                   |                |                |                |                |                   |
| Utility Bonds                   | \$ 0              | \$ 0           | \$ 0           | \$ 0           | \$ 0           | \$ 0              |
| Utility Retained Earnings       | 500,000           | 0              | 0              | 0              | 0              | 500,000           |
| FD312 Transfers-unsent projects | 0                 | 0              | 0              | 0              | 0              | 0                 |
| Utility Grant                   | 0                 | 0              | 0              | 0              | 0              | 0                 |
| <b>Total Source</b>             | <b>\$ 500,000</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 500,000</b> |
| <b>Project Costs</b>            |                   |                |                |                |                |                   |
| Land/Right of Way               | \$ 0              | \$ 0           | \$ 0           | \$ 0           | \$ 0           | \$ 0              |
| Design/Engineering              | 0                 | 0              | 0              | 0              | 0              | 0                 |
| Utility Relocation              | 0                 | 0              | 0              | 0              | 0              | 0                 |
| Construction                    | 500,000           | 0              | 0              | 0              | 0              | 500,000           |
| Equipment/Furnishings           | 0                 | 0              | 0              | 0              | 0              | 0                 |
| Other                           | 0                 | 0              | 0              | 0              | 0              | 0                 |
| <b>Total Project Costs</b>      | <b>\$ 500,000</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 500,000</b> |

**Project No. 810**

**Project Name: UV Disinfection Upgrade for WWTP**

**Project Description**

The final step in our waste water treatment is disinfection. UV light is an excellent disinfection system which produces no chemical byproducts. The current UV equipment is over 25 years old and in need of replacement.

The Aquaray 40HD system is an upgrade from our existing Aquaray 40 system (which is original 1998 vintage to WWTP #1) and is a direct replacement of what we have now with minor alterations to the channel and no change to flow or plant hydraulics. We will also be able to reuse our existing jib crane, air scour system, module wash station, and level control gate. The new system uses higher wattage lamps so a 3 module system is all that is needed to replace our existing 4 module system with one unit as spare.

**Project Schedule**

**Start**

**Finish**

|                      |              |              |
|----------------------|--------------|--------------|
| Land/Right of Way    | N/A          | N/A          |
| Design/Engineering   | 07/25        | 12/25        |
| Utility Relocation   | N/A          | N/A          |
| Construction         | 01/26        | 12/26        |
| <b>Total Project</b> | <b>07/25</b> | <b>12/26</b> |

**Location**

Wastewater Treatment Plant

**Location Map**



**Impact on Operating Budget**

**FY 2026**

**FY 2024**

**FY 2028**

|                                  |             |             |             |
|----------------------------------|-------------|-------------|-------------|
| Personnel                        | \$ 0        | \$ 0        | \$ 0        |
| Operations                       | 0           | 0           | 0           |
| Capital                          | 0           | 0           | 0           |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b> | <b>\$ 0</b> | <b>\$ 0</b> |

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

|                                 | <b><u>FY 2026</u></b> | <b><u>FY 2027</u></b> | <b><u>FY 2028</u></b> | <b><u>FY 2029</u></b> | <b><u>FY 2030</u></b> | <b><u>TOTAL</u></b> |
|---------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|---------------------|
| <b><u>Source of Funds</u></b>   |                       |                       |                       |                       |                       |                     |
| Utility Bonds                   | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                |
| Utility Retained Earnings       | 400,000               | 0                     | 0                     | 0                     | 0                     | 400,000             |
| FD312 Transfers-unsent projects | 0                     | 0                     | 0                     | 0                     | 0                     | 0                   |
| Utility Grant                   | 0                     | 0                     | 0                     | 0                     | 0                     | 0                   |
| <b>Total Source</b>             | <b>\$ 400,000</b>     | <b>\$ 0</b>           | <b>\$ 0</b>           | <b>\$ 0</b>           | <b>\$ 0</b>           | <b>\$ 400,000</b>   |
| <b><u>Project Costs</u></b>     |                       |                       |                       |                       |                       |                     |
| Land/Right of Way               | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                  | \$ 0                |
| Design/Engineering              | 50,000                | 0                     | 0                     | 0                     | 0                     | 50,000              |
| Construction                    | 350,000               | 0                     | 0                     | 0                     | 0                     | 350,000             |
| Equipment/Furnishings           | 0                     | 0                     | 0                     | 0                     | 0                     | 0                   |
| <b>Total Project Costs</b>      | <b>\$ 400,000</b>     | <b>\$ 0</b>           | <b>\$ 0</b>           | <b>\$ 0</b>           | <b>\$ 0</b>           | <b>\$ 400,000</b>   |

**Department: ENGINEERING - SEWER**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

**FY 2026 - FY 2030**

**Project No. 809**

**Project Name: Sewer Lines to Lakeland**

**Project Description**

Lakeland will be collecting the sewer in this area and flowing it north into their existing Wastewater Treatment Plant. This will be accomplished by the construction of the Oliver Creek Sewer Line (OCSL). The Oliver Creek Sewer Line's approximate location is shown in **BLUE**. The approximate cost of this line to Lakeland is \$20-25M. Bartlett's Sewer flow into the OCSL will constitute approximately 22% of the flow. Based on this preliminary estimate, Bartlett's funding share of this project will be \$4.4m-\$5.5m. The Project is set to bid in Fall 2024, so it is only anticipated that Bartlett's Funding share in FY25 would be \$2M. \$2M is currently budgeted in FY25 in 312.48312.809

**Project Schedule**

|                      | <b>Start</b> | <b>Finish</b> |
|----------------------|--------------|---------------|
| Land/Right of Way    | 07/21        | 10/24         |
| Design/Engineering   | 07/21        | 10/24         |
| Utility Relocation   | N/A          | N/A           |
| Construction         | 10/25        | 12/28         |
| <b>Total Project</b> | <b>07/21</b> | <b>12/28</b>  |

**Location**

The Area shown on the Location map is a large portion of the Davies Plantation area of Bartlett. This area currently sewers across I-40, through Lakeland and is sewer serviced by the City of Memphis. The Oliver Creek Sewer Line, being constructed by Lakeland, will be installed along the east side of Oliver Creek.

**Location Map**



**Impact on Operating Budget**

|                                  | <b>FY 2026</b> | <b>FY 2024</b> | <b>FY 2028</b> |
|----------------------------------|----------------|----------------|----------------|
| Personnel                        | \$ 0           | \$ 0           | \$ 0           |
| Operations                       | 0              | 0              | 0              |
| Capital                          | 0              | 0              | 0              |
| <b>Total Impact Oper. Budget</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 0</b>    |

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

|                                  | <b>FY 2026</b> | <b>FY 2027</b>      | <b>FY 2028</b>      | <b>FY 2029</b> | <b>FY 2030</b> | <b>TOTAL</b>        |
|----------------------------------|----------------|---------------------|---------------------|----------------|----------------|---------------------|
| <b>Source of Funds</b>           |                |                     |                     |                |                |                     |
| Utility Bonds                    | \$ 0           | \$ 2,000,000        | \$ 4,000,000        | \$ 0           | \$ 0           | \$ 6,000,000        |
| Utility Retained Earnings        | 0              | 0                   | 0                   | 0              | 0              | 0                   |
| FD312 Transfers-unspent projects | 0              | 0                   | 0                   | 0              | 0              | 0                   |
| Utility Grant                    | 0              | 0                   | 0                   | 0              | 0              | 0                   |
| <b>Total Source</b>              | <b>\$ 0</b>    | <b>\$ 2,000,000</b> | <b>\$ 4,000,000</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 6,000,000</b> |
| <b>Project Costs</b>             |                |                     |                     |                |                |                     |
| Land/Right of Way                | \$ 0           | \$ 0                | \$ 0                | \$ 0           | \$ 0           | \$ 0                |
| Design/Engineering               | 0              | 0                   | 0                   | 0              | 0              | 0                   |
| Construction                     | 0              | 2,000,000           | 4,000,000           | 0              | 0              | 6,000,000           |
| Equipment/Furnishings            | 0              | 0                   | 0                   | 0              | 0              | 0                   |
| <b>Total Project Costs</b>       | <b>\$ 0</b>    | <b>\$ 2,000,000</b> | <b>\$ 4,000,000</b> | <b>\$ 0</b>    | <b>\$ 0</b>    | <b>\$ 6,000,000</b> |

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# **CITY OF BARTLETT**

T E N N E S S E E

## **APPENDIX**



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

Bartlett, with a 2020 census population of 57,786 is the geographic center of Shelby County and the second largest city in Shelby County after Memphis. A more recent projection of the population in 2025 is close to 60,000. The Memphis MSA (Metropolitan Statistical Areas), in which Bartlett is included, has a population of around one million people. The City covers over 32 square miles and has a reserve annexation area of about 9 square miles. Growth in the City, in population, commercial and residential developments, and annexations, has remained steady from the 1970's through the 2020's. The City's charter was last amended on April 14, 1993 and operates under a strong Mayor and Aldermen form of government as provided for in Tennessee state statutes.

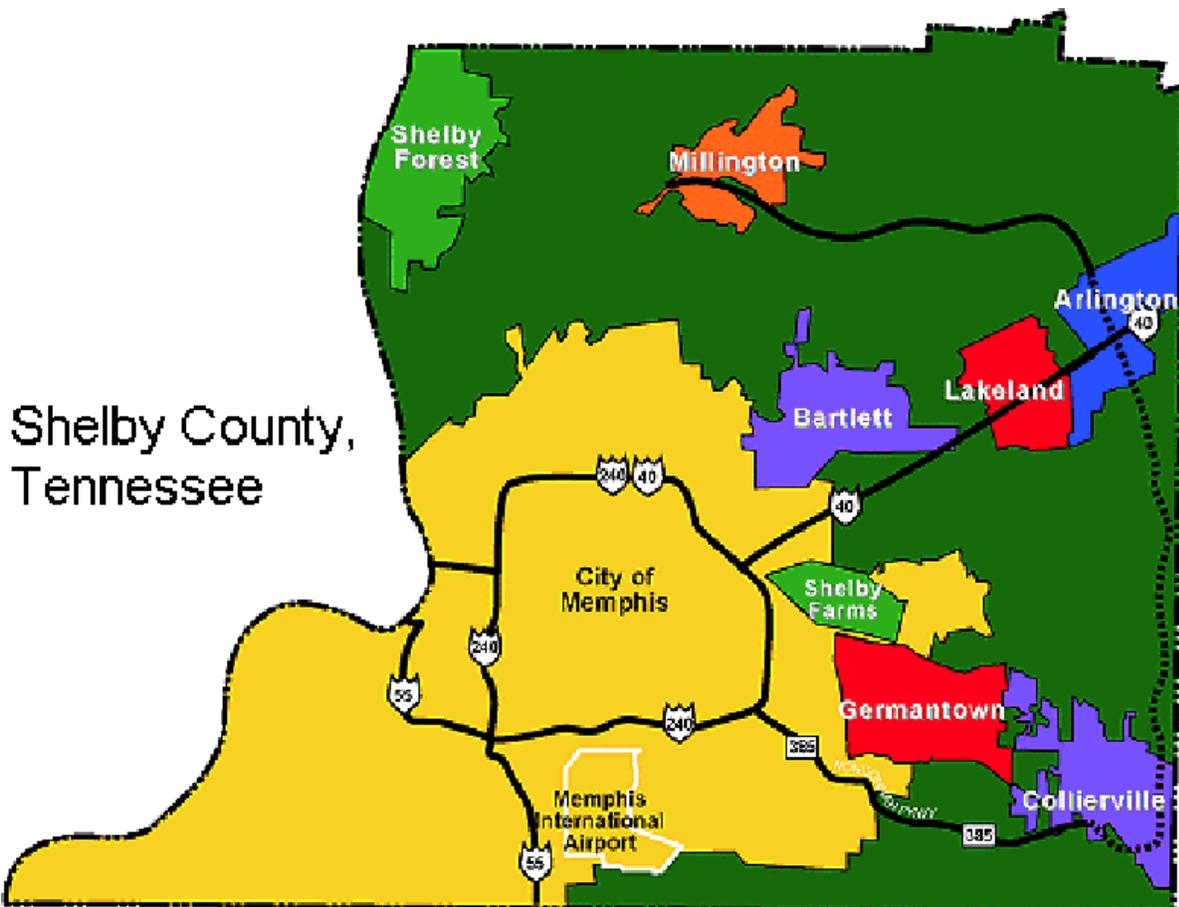
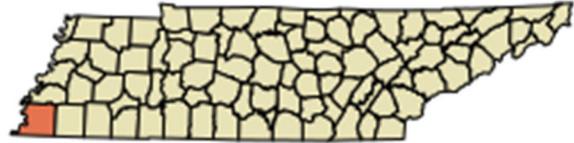
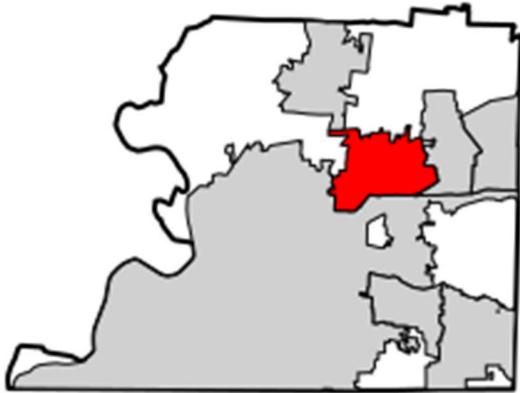
Bartlett's industrial area is home to many companies including Brother Industries USA, Brother International Corporation, Gyrus ENT, Brimhall Foods Company and the USDA Cotton Classing Plant. While home for many industries, Bartlett continues to maintain its small town atmosphere. Historic Bartlett Station, 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.

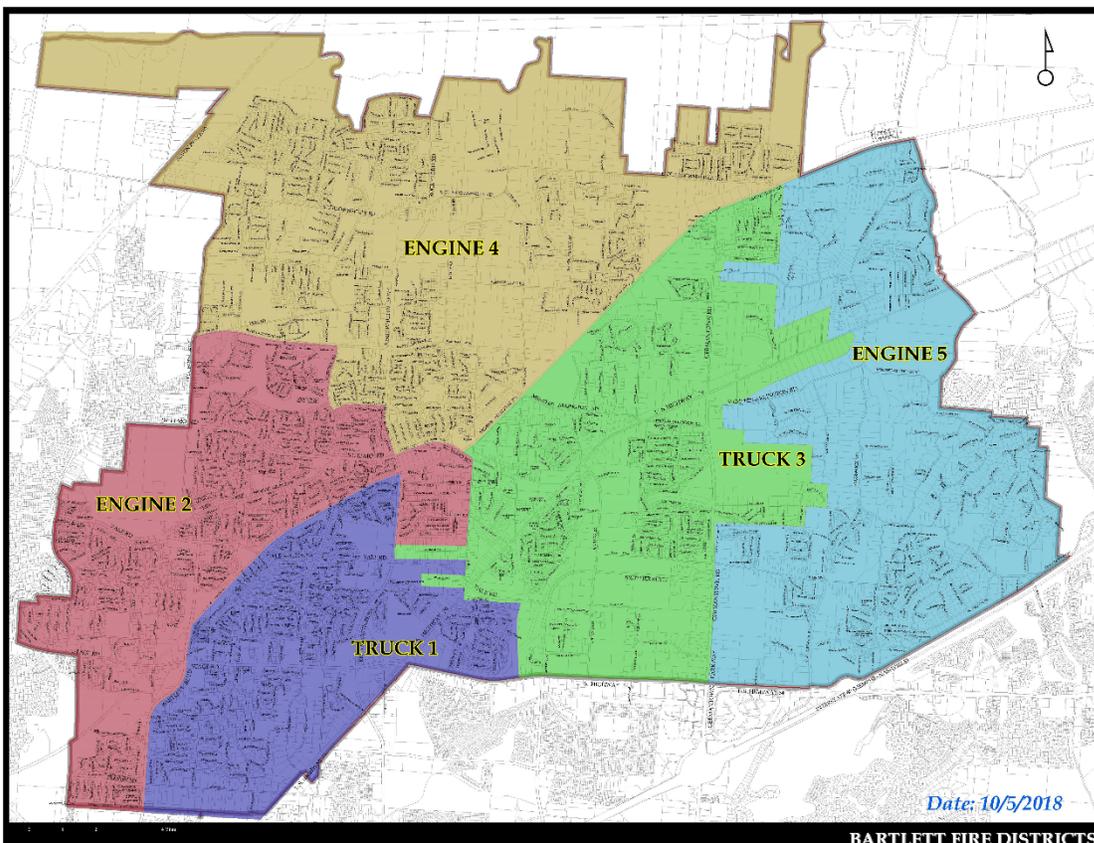
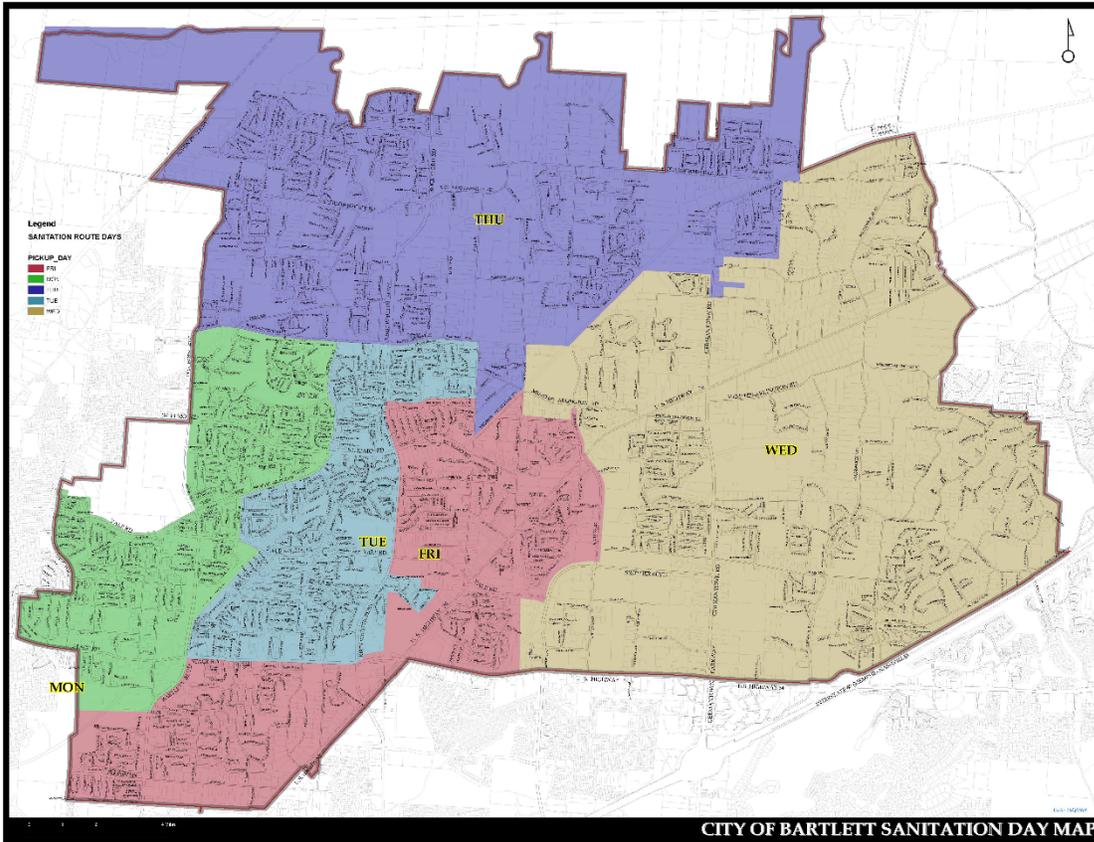
Those residents who settled in Bartlett in the 1800's did so for its rich soil and long growing season. Shelby County was the leading cotton-growing county in Tennessee at the time. One of its early settlers purchased 3,000 acres of prime farmland along what is now known as Stage Road. From the early 1800's until the late 1960's Bartlett was an agricultural town producing cotton, soybeans, and flowers. In the early 1900's dairy farms began to dominate the landscape. Several farms grew flowers but the largest was operated by Kate Bond, a lifelong citizen born in 1886 who provided flowers to the Peabody Hotel and area hospitals. When a new school was built near her home in the 1990's, it was named Kate Bond Elementary in her honor. In the fall of 1865 the citizens of "Union Depot" wanted to secure a name for the place the depot and post office should be known. The Memphis Daily News reported that the citizens wisely settled upon the name of Bartlett in honor of one of the oldest citizens of the county, Gabriel Maston Bartlett. In 1866, the Tennessee state legislature passed an act incorporating the town of Bartlett. It remains an irony that of the many photographs of early settlers and photos of Bartlett in its early years, not a single photograph remains of the man who Bartlett was named after.

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.



**City of Bartlett, Shelby County, Tennessee**





# BARTLETT COMMUNITY PROFILE



## GEOGRAPHIC

|                                   |       |
|-----------------------------------|-------|
| Total Square Miles in City Limits | 32.3  |
| Miles of Streets                  | 301   |
| City Lane Miles                   | 678   |
| State Highway Lane Miles          | 20.95 |
| Total Lane Miles                  | 699   |

## SEWER SYSTEM

|   |           |
|---|-----------|
| Miles of Sewer Lines                      | 353       |
| Number of Sewer Connections               | 20,538    |
| Pump Stations                             | 25        |
| Capacity of Bartlett System (Gallons/day) | 2,700,000 |

## WATER SYSTEM

|  |            |
|--|------------|
| Miles of Water Lines                         | 372        |
| Number of Water Connections                  | 21,703     |
| Number of Water Plants                       | 4          |
| Number of Storage Tanks                      | 10         |
| Capacity of Bartlett System (max gallon/day) | 17,000,000 |

## RECREATION

|                           |     |
|---------------------------|-----|
| Number of Parks           | 31  |
| Total Acres               | 736 |
| Developed                 | 28  |
| Undeveloped               | 3   |
| Number of Tennis Courts   | 14  |
| Number of Baseball Fields | 18  |
| Miles of Walking Trails   | 14  |

## PUBLIC SAFETY

|  |     |
|--|-----|
| Number of Fire Stations                | 5   |
| Number of Commissioned Police Officers | 136 |

## SCHEDULE OF MAJOR TAXPAYERS (2024)

| Customer Name                   | Assessed Value |
|---------------------------------|----------------|
| Brother International           | \$ 39,184,610  |
| Tenet Healthcare/St. Francis    | 36,339,450     |
| Progress Residential/Yamasa LTD | 16,383,100     |
| Walmart Real Estate Trust       | 14,009,800     |
| UHS of Lakeside, Inc            | 13,179,960     |
| Bartlett Acquisitions, LLC      | 13,085,840     |

## POPULATION (US Census)

|      |        |
|------|--------|
| 1980 | 17,170 |
| 1990 | 26,989 |
| 2000 | 40,543 |
| 2010 | 54,613 |
| 2020 | 57,786 |

### Age

|                   |        |
|-------------------|--------|
| Under 5 years     | 3,057  |
| 5 to 19 years     | 11,672 |
| 20 to 64 years    | 31,969 |
| 65 years and over | 10,300 |

### Race

|                           |        |
|---------------------------|--------|
| White                     | 38,993 |
| Black and African America | 12,701 |
| Hispanic or Latino        | 1,751  |
| Asian                     | 1,972  |
| American Indian & Alaskan | 28     |
| Other Race(s)             | 1,553  |

## HOUSING STARTS

|      |    |
|------|----|
| 2022 | 65 |
| 2023 | 39 |
| 2024 | 54 |
| 2025 | 32 |

## COMMERCIAL INDUSTRIAL/PERMITS

|      |    |
|------|----|
| 2021 | 74 |
| 2022 | 97 |
| 2023 | 98 |
| 2024 | 63 |

## HOUSING UNITS

|                     |        |
|---------------------|--------|
| Owner Occupied      | 16,996 |
| Renter Occupied     | 3,147  |
| Average Family Size | 2.79   |

## 2026 TAX YEAR

|                   |       |
|-------------------|-------|
| Property Tax Rate | 1.66  |
| Local Sales Tax   | 2.75% |
| State Sales Tax   | 7.00% |

## Bond Ratings

|                     |     |
|---------------------|-----|
| Standard and Poor's | AAA |
| Moody's             | Aa1 |



## GLOSSARY OF TERMS

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

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

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

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

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

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

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

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

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

**BSMC** – Bartlett Station Municipal Center.

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

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

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

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

**Capital Improvement Budget (CIB)** - The first fiscal year appropriations of the Capital Improvement Program and reprogrammed appropriations from prior year's CIB.

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

**Capital Outlay** - The purchase of items of significant value (more than \$5,000) and having a useful life a minimum of 5 years, also referred to as fixed assets. These costs are included in the operating budget.

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



## GLOSSARY OF TERMS

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

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

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

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

**Cost Center** - A sub-unit of a department.

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

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

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

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

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

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

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

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

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

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

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

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

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

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



## GLOSSARY OF TERMS

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

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

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

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

**GAAP** - Generally accepted accounting principles - conventions, rules, and procedures that serve as the norm for the fair presentation of financial statements.

**GASB** - Governmental Accounting Standards Board.

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

**GFOA** - Government Finance Officers Association.

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

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

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

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

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

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

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

**Major Fund** - A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements and subject to a separate opinion in the independent auditor's report. The General Fund is always a major fund.

**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.



## GLOSSARY OF TERMS



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

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

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

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

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

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

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

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

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

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

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

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



**CIP PROJECT LINE ITEMS SUMMARY**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM  
FY 2026 - FY 2030**

| <b>PROJECT</b>                   | <b>FY 2026</b>       | <b>FY 2027</b>       | <b>FY 2028</b>       | <b>FY 2029</b>       | <b>FY 2030</b>      | <b>TOTAL</b>          |
|----------------------------------|----------------------|----------------------|----------------------|----------------------|---------------------|-----------------------|
| <b><u>FUNDING SOURCES</u></b>    |                      |                      |                      |                      |                     |                       |
| General Obligation Bonds         | \$ 0                 | \$ 3,513,025         | \$ 4,066,827         | \$ 1,369,050         | \$ 5,100,000        | \$ 14,048,902         |
| Transfer from Street Aid Fund    | 0                    | 974,236              | 213,408              | 5,240,405            | 430,609             | 6,858,658             |
| Transfer In from General Fund    | 1,242,000            | 1,146,000            | 709,000              | 1,674,000            | 1,022,000           | 5,793,000             |
| Transfer from Solid Waste Fund   | 530,000              | 0                    | 0                    | 0                    | 0                   | 530,000               |
| Grant Funds                      | 2,500,000            | 975,000              | 575,000              | 1,000,000            | 500,000             | 5,550,000             |
| TDOT 80% match                   | 0                    | 5,583,291            | 1,342,941            | 23,909,816           | 2,522,436           | 33,358,484            |
| Utility Bonds                    | 2,500,000            | 13,000,000           | 15,000,000           | 0                    | 0                   | 30,500,000            |
| Utility Retained Earnings        | 3,100,000            | 6,000,000            | 2,000,000            | 2,000,000            | 0                   | 13,100,000            |
| Utility Grant                    | 900,000              | 0                    | 0                    | 0                    | 0                   | 900,000               |
| <b>Total Funding Sources</b>     | <b>\$ 10,772,000</b> | <b>\$ 31,191,552</b> | <b>\$ 23,907,176</b> | <b>\$ 35,193,271</b> | <b>\$ 9,575,045</b> | <b>\$ 110,639,044</b> |
| <b><u>PROJECT COST</u></b>       |                      |                      |                      |                      |                     |                       |
| <b><u>Administrative</u></b>     |                      |                      |                      |                      |                     |                       |
| Vehicles & Equipment             | \$ 0                 | \$ 0                 | \$ 0                 | \$ 0                 | \$ 0                | \$ 0                  |
| YMCA Capital Improvement         | 100,000              | 100,000              | 100,000              | 100,000              | 100,000             | 500,000               |
| <b>Total Administrative</b>      | <b>\$ 100,000</b>    | <b>\$ 100,000</b>    | <b>\$ 100,000</b>    | <b>\$ 100,000</b>    | <b>\$ 100,000</b>   | <b>\$ 500,000</b>     |
| <b><u>Police</u></b>             |                      |                      |                      |                      |                     |                       |
| Justice Center Maintenance       | \$ 0                 | \$ 150,000           | \$ 120,000           | \$ 120,000           | \$ 120,000          | \$ 510,000            |
| Grant Fund Generator Replacement | 0                    | 600,000              | 0                    | 0                    | 0                   | 600,000               |
| <b>Total Police</b>              | <b>\$ 0</b>          | <b>\$ 750,000</b>    | <b>\$ 120,000</b>    | <b>\$ 120,000</b>    | <b>\$ 120,000</b>   | <b>\$ 1,110,000</b>   |
| <b><u>Fire</u></b>               |                      |                      |                      |                      |                     |                       |
| Fire Vehicles                    | \$ 57,000            | \$ 100,000           | \$ 0                 | \$ 86,000            | \$ 0                | \$ 243,000            |
| Fire Ambulances                  | 0                    | 400,000              | 0                    | 450,000              | 475,000             | 1,325,000             |
| Fire Truck                       | 0                    | 1,200,000            | 0                    | 0                    | 0                   | 1,200,000             |
| Training Center Improvements     | 0                    | 800,000              | 0                    | 0                    | 0                   | 800,000               |
| <b>Total Fire</b>                | <b>\$ 57,000</b>     | <b>\$ 2,500,000</b>  | <b>\$ 0</b>          | <b>\$ 536,000</b>    | <b>\$ 475,000</b>   | <b>\$ 3,568,000</b>   |
| <b><u>Codes Enforcement</u></b>  |                      |                      |                      |                      |                     |                       |
| Codes Enforcement Vehicles       | \$ 35,000            | \$ 0                 | \$ 0                 | \$ 0                 | \$ 0                | \$ 35,000             |
| <b>Total Code Inspection</b>     | <b>\$ 35,000</b>     | <b>\$ 0</b>          | <b>\$ 0</b>          | <b>\$ 0</b>          | <b>\$ 0</b>         | <b>\$ 35,000</b>      |



## CIP PROJECT LINE ITEMS SUMMARY

## BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2026 - FY 2030

| PROJECT  | FY 2026           | FY 2027             | FY 2028             | FY 2029              | FY 2030             | TOTAL                |
|--|-------------------|---------------------|---------------------|----------------------|---------------------|----------------------|
| <b>Public Works</b>                              |                   |                     |                     |                      |                     |                      |
| Public Works Vehicles & Equip                    | \$ 160,000        | \$ 200,000          | \$ 200,000          | \$ 200,000           | \$ 200,000          | \$ 960,000           |
| Highway 70 Fuel Tank                             | 240,000           | 0                   | 0                   | 0                    | 0                   | 240,000              |
| Solid Waste Complex Paving                       | 530,000           | 0                   | 0                   | 0                    | 0                   | 530,000              |
| <b>Total Public Works</b>                        | <b>\$ 930,000</b> | <b>\$ 200,000</b>   | <b>\$ 200,000</b>   | <b>\$ 200,000</b>    | <b>\$ 200,000</b>   | <b>\$ 1,730,000</b>  |
| <b>Engineering</b>                               |                   |                     |                     |                      |                     |                      |
| Fletcher Creek Greenway Ph4                      | \$ 0              | \$ 474,075          | \$ 0                | \$ 0                 | \$ 0                | \$ 474,075           |
| Fletcher Creek Ph4 TDOT                          | 0                 | 1,896,301           | 0                   | 0                    | 0                   | 1,896,301            |
| ADA Transition                                   | 0                 | 353,440             | 32,230              | 14,330               | 353,440             | 753,440              |
| TDOT-ADA Transition                              | 0                 | 1,413,760           | 128,920             | 57,320               | 1,413,760           | 3,013,760            |
| STP Overlay of Elmore Park Road, Old Brownsville | 0                 | 0                   | 0                   | 1,560,150            | 0                   | 1,560,150            |
| TDOT-STP Overlay of Elmore Park Road, Old Br     | 0                 | 0                   | 0                   | 6,240,599            | 0                   | 6,240,599            |
| Altruria Road Resurfacing                        | 0                 | 0                   | 0                   | 25,859               | 48,091              | 73,950               |
| TDOT-STP Overlay of                              | 0                 | 0                   | 0                   | 103,435              | 192,363             | 295,798              |
| Appling Road Resurfacing                         | 0                 | 0                   | 0                   | 15,084               | 29,078              | 44,162               |
| TDOT-STP Overlay of                              | 0                 | 0                   | 0                   | 60,337               | 116,313             | 176,650              |
| CMAQ Brother Blvd Sig System                     | 0                 | 45,872              | 0                   | 0                    | 0                   | 45,872               |
| TDOT-STP Overlay of                              | 0                 | 1,467,734           | 0                   | 0                    | 0                   | 1,467,734            |
| Fletcher Creek Greenway Ph5                      | 0                 | 38,025              | 34,827              | 12,050               | 200,000             | 284,902              |
| TDOT-STP Overlay of                              | 0                 | 152,101             | 139,306             | 48,200               | 800,000             | 1,139,607            |
| Bartlett ITS Upgrades and Expansion              | 0                 | 0                   | 0                   | 0                    | 0                   | 0                    |
| TDOT-STP Overlay of                              | 0                 | 250,000             | 350,000             | 2,900,000            | 0                   | 3,500,000            |
| Kirby Whitten Resurfacing                        | 0                 | 65,293              | 116,312             | 2,348,936            | 0                   | 2,530,541            |
| TDOT-STP Overlay of                              | 0                 | 261,172             | 465,249             | 9,395,743            | 0                   | 10,122,164           |
| Yale Road Resurfacing                            | 0                 | 35,556              | 64,866              | 1,276,046            | 0                   | 1,376,468            |
| TDOT-STP Overlay of                              | 0                 | 142,223             | 259,466             | 5,104,182            | 0                   | 5,505,871            |
| <b>Total Engineering</b>                         | <b>\$ 0</b>       | <b>\$ 6,595,552</b> | <b>\$ 1,591,176</b> | <b>\$ 29,162,271</b> | <b>\$ 3,153,045</b> | <b>\$ 40,502,044</b> |



**CIP PROJECT LINE ITEMS SUMMARY**

**BARTLETT CAPITAL IMPROVEMENT PROGRAM  
FY 2026 - FY 2030**

| <b>PROJECT</b>                           | <b>FY 2026</b>       | <b>FY 2027</b>       | <b>FY 2028</b>       | <b>FY 2029</b>       | <b>FY 2030</b>      | <b>TOTAL</b>          |
|--|----------------------|----------------------|----------------------|----------------------|---------------------|-----------------------|
| <b><u>Parks</u></b>                      |                      |                      |                      |                      |                     |                       |
| Parks Vehicles & Equipment               | \$ 70,000            | \$ 120,000           | \$ 200,000           | \$ 200,000           | \$ 95,000           | \$ 685,000            |
| Singleton CC Equipment/Repairs           | 0                    | 400,000              | 57,000               | 182,000              | 400,000             | 1,039,000             |
| Senior Center Equipment/Repairs          | 0                    | 41,000               | 39,000               | 18,000               | 32,000              | 130,000               |
| Parks Maintenances                       | 0                    | 1,075,000            | 2,825,000            | 1,175,000            | 3,250,000           | 8,325,000             |
| Grant Fund Parks Restroom Renovation-ADA | 2,500,000            | 375,000              | 575,000              | 1,000,000            | 250,000             | 4,700,000             |
| W.J. Freeman Park                        | 0                    | 0                    | 1,150,000            | 0                    | 1,250,000           | 2,400,000             |
| Grant Fund W.J. Freeman Park             | 0                    | 0                    | 0                    | 0                    | 250,000             | 250,000               |
| The Venue Equipment/Repairs              | 580,000              | 35,000               | 50,000               | 500,000              | 0                   | 1,165,000             |
| <b>Total Parks</b>                       | <b>\$ 3,150,000</b>  | <b>\$ 2,046,000</b>  | <b>\$ 4,896,000</b>  | <b>\$ 3,075,000</b>  | <b>\$ 5,527,000</b> | <b>\$ 18,694,000</b>  |
| <b><u>Water</u></b>                      |                      |                      |                      |                      |                     |                       |
| Water and Sewer Plant Upgrades           | \$ 600,000           | \$ 2,000,000         | \$ 2,000,000         | \$ 2,000,000         | \$ 0                | \$ 6,600,000          |
| Utility Grant                            | 900,000              | 0                    | 0                    | 0                    | 0                   | 900,000               |
| Kirby Whitten Water Line Extension       | 200,000              | 2,000,000            | 0                    | 0                    | 0                   | 2,200,000             |
| Water and Sewer Pipe Upgrades            | 0                    | 2,000,000            | 0                    | 0                    | 0                   | 2,000,000             |
| <b>Total Water</b>                       | <b>\$ 1,700,000</b>  | <b>\$ 6,000,000</b>  | <b>\$ 2,000,000</b>  | <b>\$ 2,000,000</b>  | <b>\$ 0</b>         | <b>\$ 11,700,000</b>  |
| <b><u>Sewers</u></b>                     |                      |                      |                      |                      |                     |                       |
| Fletcher Creek Sewer Basin               | \$ 3,900,000         | \$ 11,000,000        | \$ 11,000,000        | \$ 0                 | \$ 0                | \$ 25,900,000         |
| American Rescue Plan Project             | 500,000              | 0                    | 0                    | 0                    | 0                   | 500,000               |
| UV Disinfection Upgrade WWTP             | 400,000              | 0                    | 0                    | 0                    | 0                   | 400,000               |
| Sewer Lines to Lakeland                  | 0                    | 2,000,000            | 4,000,000            | 0                    | 0                   | 6,000,000             |
| <b>Total Sewers</b>                      | <b>\$ 4,800,000</b>  | <b>\$ 13,000,000</b> | <b>\$ 15,000,000</b> | <b>\$ 0</b>          | <b>\$ 0</b>         | <b>\$ 32,800,000</b>  |
| <b>TOTAL CIP</b>                         | <b>\$ 10,772,000</b> | <b>\$ 31,191,552</b> | <b>\$ 23,907,176</b> | <b>\$ 35,193,271</b> | <b>\$ 9,575,045</b> | <b>\$ 110,639,044</b> |

**City of Bartlett**  
**Fees Schedule**  
**Fiscal Year 2025-2026**

| <b>Department</b>                                | <b>Type</b>                              | <b>Amount</b>              | <b>Frequency/Notes/Description</b>      |
|--|--|----------------------------|---|
| <b>Finance</b>                                   | 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                     | \$ 35.00                   | Annual                                  |
|  | Beer Permit Application Fee              | \$ 250.00                  | Each                                    |
|  | Beer Privilege Tax                       | \$ 100.00                  | Annual                                  |
|  | City Service Fee                         | \$ 5.50                    | Monthly                                 |
|  | Copy fees                                | \$ 0.15                    | Only applies to 20 pages and more       |
|  | Legal Notice                             | \$ 100.00                  | Each                                    |
|  | Liquor Privilege Tax License             | \$ 600.00                  | \$600 - \$1,000 Annual Based on Seating |
|  | Lost Payroll Check Fee                   | \$ 25.00                   | Each                                    |
|  | Outdoor Sales Permit Fee                 | \$ 55.00                   | Each                                    |
|  | Penalty Personalty Property Taxes        | 5%                         |   |
|  | Penalty Real Property Taxes              | 5%                         |   |
|  | Returned Check Fee                       | \$ 30.00                   | Each or Amt of check, whichever is less |
|  | Taxicab Permit Fee, per cab              | \$ 80.00                   | Annual                                  |
|  | Wholesale Beer Tax                       | 17%                        | Reported Monthly                        |
|  | Wholesale Liquor Tax                     | 5%                         | Reported Monthly                        |
|  | Wine Only Privilege Tax License          | \$ 120.00                  | \$120 - \$200 Annual Based on Seating   |
|  | Cable Franchise Fee                      | 5%                         | Annual(Applied to Gross Revenues)       |
|  | Cable Application/Bid Fee                | \$ 5,000.00                | Per Application                         |
|  | Cable Bid Copy Fee                       | \$ 25.00                   | Per Cable Bid                           |
|  | <b>City Court</b>                        | Alcohol/Drug Treatment Fee | \$ 100.00                               |
| Breath Alcohol Test Charge                       |  | \$ 17.50                   | Set by State                            |
| Cash Bond Forfeiture Fee                         |  | \$ 13.75                   | Set by State                            |
| City Court Costs                                 |  | \$ 108.50                  | Set by City                             |
| City Litigation Tax                              |  | \$ 13.75                   | Can be no more that State Lit. Tax      |
| Continuance Fee                                  |  | \$ 5.00                    | Set by State                            |
| Copy/Certification                               |  | \$ 5.00                    | Set by State                            |
| County Drug Treatment Fee                        |  | \$ 70.00                   | Set by State                            |
| County Veteran Fee                               |  | \$ 50.00                   | Set by State                            |
| Criminal Privilege Tax on Litigation             |  | \$ 29.50                   | Set by State                            |
| DA Crime Fee                                     |  | \$ 75.00                   | Set by State                            |
| Drug Test Fee                                    |  | \$ 10.00                   | Set by City                             |
| DUI-Blood Test Charge                            |  | \$ 250.00                  | Set by State                            |
| DUI-Interlock Fee                                |  | \$ 40.00                   | Set by State                            |
| Expungement Fee-City                             |  | \$ 100.00                  | Set by City                             |
| Expungement Fee-State                            |  | \$ 350.00                  | Set by State                            |
| Indigent Tax                                     |  | \$ 12.50                   | Set by State                            |
| Late Fee on Traffic Citation-(1st FTA Ord.3-406) |  | \$ 50.00                   | Set by City                             |
| No Drivers License Fee                           |  | \$ 15.00                   | Set by State                            |
| Petition Fee for Exonerations                    |  | \$ 75.00                   | Set by City                             |
| Probation Fee                                    |  | \$ 250.00                  | Set by City                             |
| Reinstatement Fees From State                    |  | \$ 10.00                   | Per person when DL Reinstated           |

**City of Bartlett  
Fees Schedule  
Fiscal Year 2025-2026**

| <b>Department</b> | <b>Type</b>   | <b>Amount</b> | <b>Frequency/Notes/Description</b>                                  |
|-------------------|---|---------------|---|
|                   | Scire Facias (Calling in Surety)                      | \$ 40.00      | Set by State  |
|                   | Sexual Assault Fee                                    | \$ 200.00     | Set by State  |
|                   | State Court Costs (Criminal Charge)                   | \$ 62.00      | Set by State  |
|                   | State Court Costs (Traffic Charge)                    | \$ 42.00      | Set by State  |
|                   | State Drug Treatment Fee                              | \$ 10.00      | 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)   |
|                   | Subpoena Fee  | \$ 6.00       | Set by State  |
|                   | Traffic Privilege Tax on Litigation                   | \$ 17.75      | Set by State  |
|                   | Traumatic Brain Injury Fund                           | \$15 or \$30  | Set by State  |
|                   | Warrant – Clerk                                       | \$ 40.00      | Set by State  |
| <b>Planning</b>   | 11 X 17 COLOR MAPS Copy Fee                           | \$ 3.00       | Each  |
|                   | Article V – Schedule Of District Regulations Copy Fee | \$ 2.50       | Each  |
|                   | Handbook Copy Fee                                     | \$ 6.00       | Each  |
|                   | Landscape/Tree Ordinance Copy Fee                     | \$ 3.50       | Each  |
|                   | Re-Record Plat Fees                                   | \$ 50.00      | Each  |
|                   | Sign Ordinance Copy Fee                               | \$ 18.00      | Each  |
|                   | Sign Summary, Appendix 5 & Chart 1 Copy Fee           | \$ 1.25       | Each  |
|                   | Subdivision Ordinance Copy Fee                        | \$ 7.00       | Each  |
|                   | Zoning Ordinance W/ New Ordinances Copy Fee           | \$ 29.25      | Each  |
|                   | <b>Board of Zoning Appeals</b>                        |               |   |
|                   | Variances   | \$ 300.00     | Each  |
|                   | <b>Design Review Fees</b>                             |               |   |
|                   | Sign Review   | \$ 100.00     | Each  |
|                   | Sign Appeal Fee                                       | \$ 100.00     | Each  |
|                   | Sign Penalty Fee                                      | \$ 100.00     | Each. Extra fee per sign installed w/out DRC approval and/or permit |
|                   | Site Plan Review                                      | \$ 400.00     | Each  |
|                   | New Stealth Wireless Transmission Facility Site Plan  | \$ 550.00     | Without Special Use Permit  |
|                   | Site Plan Appeal Fee                                  | \$ 400.00     | Each  |
|                   | Minor Site Plan Review                                | \$ 50.00      | Each  |
|                   | <b>Site Plan - Planning Commission</b>                |               |   |
|                   | Site Plan Review (without contract)                   | \$ 400.00     | Each  |
|                   | Site Plan Review (with contract)                      | \$ 500.00     | Each  |
|                   | <b>Subdivision</b>                                    |               |   |
|                   | Construction Plan                                     | \$ 500.00     | Each  |
|                   | Plus  | \$ 20.00      | Per lot   |
|                   | Dedication of Street                                  | \$ 300.00     | Each  |
|                   | Final Plan  | \$ 500.00     | Each  |
|                   | Plus  | \$ 20.00      | Per lot   |
|                   | Master Plan   | \$ 500.00     | Each  |
|                   | Plus  | \$ 20.00      | Per lot   |
|                   | Rerecording   | \$ 50.00      | Each  |

**City of Bartlett**  
**Fees Schedule**  
**Fiscal Year 2025-2026**

| <b>Department</b> | <b>Type</b>                                      | <b>Amount</b> | <b>Frequency/Notes/Description</b>   |
|-------------------|--|---------------|--|
|                   | Revocations                                      | \$ 300.00     | Each   |
|                   | Street Name Change                               | \$ 300.00     | Each   |
|                   | Road, Street, Alley Closure                      | \$ 300.00     | Each   |
|                   | <b>Zoning</b>                                    |               |  |
|                   | Simple Zoning Letter                             | \$ 25.00      | Zoning location verification   |
|                   | Extensive Zoning Letter                          | \$ 75.00      | Zoning verification, land uses, and property/zoning violations                 |
|                   | Planned Development: Outline Plan                | \$ 1,000.00   | Five acres or less, \$30 per acre after first five and maximum fee of \$2,000  |
|                   | Planned Development: Outline Plan Amendment      | \$ 300.00     | Each   |
|                   | Rerecording                                      | \$ 50.00      | Up to 100 labels and \$1.00 per label over first 100                           |
|                   | Renotification Fee                               | \$ 100.00     | Five acres or less, \$15 per acre after first five and maximum fee of \$1,000  |
|                   | Reprocessing of Applications                     | \$ 150.00     | Five acres or less, \$100 per acre after first five and maximum fee of \$3,000 |
|                   | Rezoning   | \$ 1,000.00   | Five acres or less, \$50 per acre after first five and maximum fee of \$3,000  |
|                   | Special Use Permits                              | \$ 500.00     | Five acres or less, \$50 per acre after first five and maximum fee of \$3,000  |
| <b>Police</b>     | Background Checks                                | \$ 15.00      | Each   |
|                   | Beer Server Permits                              | \$ 10.00      | Each   |
|                   | Pre-discovery Video Request                      | \$ 50.00      | Per case   |
|                   | Sexual Offender Registry                         | \$ 150.00     | Each   |
|                   | Sexual Oriented Business Employee Permit Fee     | \$ 15.00      | Annual   |
|                   | Sexual Oriented Business Permit Fee              | \$ 500.00     | Annual   |
|                   | Tow fees (Each)                                  |               |  |
|                   | Passenger Vehicles                               | \$ 125.00     | Each   |
|                   | Class "B" Vehicles                               | \$ 200.00     | Trucks & Trailers 1.5 Tons   |
|                   | Class "C" Vehicles                               | \$ 350.00     | Large Trucks, Tractors & Trailers 3 Tons                                       |
| <b>Fire</b>       | Ambulance Transport Fee for BLS                  | \$ 900.00     | For BLS  |
|                   | Ambulance Transport Fee for ALS I                | \$ 1,000.00   | For ALS I  |
|                   | Ambulance Transport Fee for ALS II               | \$ 1,100.00   | For ALS II   |
|                   | Plus a mileage fee                               | \$ 17.00      | Per mile   |
|                   | Copy fees  | \$ 0.15       | Only applies to 20 pages and more  |
|                   | CPR Classes                                      | \$ 20.00      | Per person per class   |
| <b>Code Enf.</b>  | <b>Building Fees</b>                             |               |  |
|                   | Addition not exceeding 400 square feet           | \$ 50.00      | Minimum fee (1&2 family dwelling)  |
|                   | Addition of more than 400 square feet            | \$ 90.00      | Minimum fee (1&2 family dwelling)  |
|                   | Alteration and repair-per \$1,000                | \$ 4.00       | One & Two Family Dwelling  |
|                   | Minimum fee of                                   | \$ 60.00      |  |
|                   | Certificate of Occupancy                         | \$ 60.00      |  |
|                   | Commercial curb-cuts, driveway entrances & exits | \$ 0.06       | Minimum \$30   |
|                   | Commercial sidewalks                             | \$ 30.00      | On public right of way   |
|                   | Sidewalks-Inlet-Driveway Repair                  | \$ 60.00      |  |

**City of Bartlett**  
**Fees Schedule**  
**Fiscal Year 2025-2026**

| <b>Department</b> | <b>Type</b>                                 | <b>Amount</b> | <b>Frequency/Notes/Description</b>          |
|-------------------|---|---------------|---|
|                   | House for Sale Inspection                   | \$ 30.00      |   |
|                   | 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 <= 400 sq ft              | \$ 30.00      | Minimum fee one story                       |
|                   | Detached building > 400 sq ft               | \$ 50.00      | Minimum fee one story                       |
|                   | Detached building > 400 sq ft               | \$ 0.05       | Per square feet                             |
|                   | Fees for Amending Permits                   | \$ 20.00      |   |
|                   | Fees for Issuing Permits                    | \$ 5.00       |   |
|                   | Software Fee                                | \$ 7.00       |   |
|                   | Fees for miscellaneous construction         | \$ 8.00       | Per \$1,000                                 |
|                   | Fences one-two family dwelling              | \$ 20.00      |   |
|                   | Minimum fee                                 | \$ 60.00      |   |
|                   | First Re-inspection Fee                     | \$ 30.00      |   |
|                   | 2+ Re-inspection Fee                        | \$ 50.00      |   |
|                   | Gates, wall fence, or others                | \$ 20.00      | Minimum                                     |
|                   | Per \$1,000                                 | \$ 4.00       |   |
|                   | Hazardous occupancies                       | \$ 200.00     |   |
|                   | Imploded Structures-flat fee                | \$ 1,000.00   |   |
|                   | New construction & additions                | \$ 50.00      | 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    |   |
|                   | <b>Electrical Permit Fees</b>               |               |   |
|                   | 0-150 amperes                               | \$ 70.00      |   |
|                   | 151-400 amperes                             | \$ 125.00     |   |
|                   | Over 400 amperes                            | \$ 250.00     |   |
|                   | 277 to 480 volt phase                       | \$ 2.00       | Per Amp                                     |
|                   | Amending Permit Fee                         | \$ 20.00      |   |
|                   | Circuits with capacity of more than 1 KW    |               |   |
|                   | For the first 5 KW                          | \$ 5.00       |   |
|                   | For each additional KW                      | \$ 3.00       |   |
|                   | Empty Conduits                              | \$ 10.00      | For each 50' of conduit or bank of conduits |

**City of Bartlett**  
**Fees Schedule**  
**Fiscal Year 2025-2026**

| <b>Department</b> | <b>Type</b>                               | <b>Amount</b> | <b>Frequency/Notes/Description</b> |
|-------------------|---|---------------|------------------------------------|
|                   | Existing Residential Occupancies          |               |                                    |
|                   | 1 to 5 circuits                           | \$ 30.00      |                                    |
|                   | Over 5 circuits                           | \$ 45.00      |                                    |
|                   | Fee for issuing permits                   | \$ 5.00       |                                    |
|                   | Software Fee                              | \$ 7.00       |                                    |
|                   | Filing of Board of Appeals                | \$ 100.00     |                                    |
|                   | First Re-inspection fee                   | \$ 30.00      |                                    |
|                   | 2+ Re-inspection Fee                      | \$ 50.00      |                                    |
|                   | General Inspection (not a complaint)      | \$ 50.00      |                                    |
|                   | Installed Motors                          |               |                                    |
|                   | 1st H.P.                                  | \$ 6.00       |                                    |
|                   | Each additional H.P.                      | \$ 1.00       |                                    |
|                   | Fuel Pumps                                | \$ 20.00      |                                    |
|                   | Motors moved at same address              | \$ 15.00      |                                    |
|                   | Low Voltage (Non-Residential)             | \$ 15.00      | Per System/Per Floor               |
|                   | Minimum permit fee                        | \$ 20.00      |                                    |
|                   | Miscellaneous Items                       |               |                                    |
|                   | Meter Put Back                            | \$ 15.00      |                                    |
|                   | Recalls                                   | \$ 15.00      |                                    |
|                   | Underground or overhead low voltage cable | \$ 20.00      | Per 100 ft                         |
|                   | Miscellaneous Fees                        |               |                                    |
|                   | Battery Charger up to 100 amperes         | \$ 15.00      |                                    |
|                   | Battery Charger-more than 100 amperes     | \$ 15.00      |                                    |
|                   | Electric welder                           | \$ 25.00      |                                    |
|                   | Fire Ruling                               | \$ 50.00      |                                    |
|                   | Lighting and Convenience Outlet Circuits  | \$ 4.00       |                                    |
|                   | Modular Res. Buildings                    | \$ 50.00      |                                    |
|                   | Motion picture machine                    | \$ 30.00      |                                    |
|                   | Panels                                    | \$ 15.00      |                                    |
|                   | Power Rectifier-more than 100 amperes     | \$ 3.00       | Each unit                          |
|                   | Power Rectifier-up to 100 amperes         | \$ 15.00      |                                    |
|                   | Relocated Houses                          | \$ 50.00      |                                    |
|                   | X-ray unit-120 volt                       | \$ 15.00      |                                    |
|                   | X-ray unit-208/240 volt                   | \$ 50.00      |                                    |
|                   | Mobile Homes (manufactured)               | \$ 50.00      |                                    |
|                   | Reconnecting Signs                        |               |                                    |
|                   | 1st circuit                               | \$ 15.00      |                                    |
|                   | Each additional circuit                   | \$ 2.00       |                                    |
|                   | Mercury Vapor Light P.O.L.                | \$ 15.00      |                                    |
|                   | Re-inspection of interior wiring          | \$ 50.00      | Out of service for 90 days or more |
|                   | Residential Low Voltage                   |               |                                    |
|                   | After Electrical-roughin                  | \$ 50.00      |                                    |
|                   | Before Electrical-roughin                 | \$ 30.00      |                                    |
|                   | Residential Temporary Meter Center        | \$ 25.00      |                                    |

**City of Bartlett  
Fees Schedule  
Fiscal Year 2025-2026**

| <b>Department</b> | <b>Type</b>                                  | <b>Amount</b> | <b>Frequency/Notes/Description</b> |
|-------------------|--|---------------|------------------------------------|
|                   | 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                               |
|                   | <b>Gas Permit Fees</b>                       |               |                                    |
|                   | Fee for Amending Permits                     | \$ 20.00      |                                    |
|                   | Fees for issuing permits                     | \$ 5.00       |                                    |
|                   | Software Fee                                 | \$ 7.00       |                                    |
|                   | Filing Application for Board of Appeals      | \$ 100.00     |                                    |
|                   | First re-inspection fee                      | \$ 30.00      |                                    |
|                   | 2+ Re-inspection Fee                         | \$ 50.00      |                                    |
|                   | For \$1 to \$1,000 valuation of installation | \$ 20.00      |                                    |
|                   | For each gas outlet                          | \$ 3.00       | 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                               |
|                   | <b>Mechanical Permit Fees</b>                |               |                                    |
|                   | Fee for Amending Permits                     | \$ 20.00      |                                    |
|                   | Fees for Issuing permits                     | \$ 5.00       |                                    |
|                   | Software Fee                                 | \$ 7.00       |                                    |
|                   | Filing for Board of Appeals                  | \$ 100.00     |                                    |
|                   | First re-inspection Fee                      | \$ 30.00      |                                    |
|                   | 2+ Re-inspection Fee                         | \$ 50.00      |                                    |
|                   | For 1st \$1,000                              | \$ 15.00      |                                    |
|                   | For 1st \$1,000                              | \$ 16.00      |                                    |
|                   | For each additional \$1,000 >\$1 mil         | \$ 3.00       |                                    |
|                   | For each additional \$1,000 <\$1 mil         | \$ 8.00       |                                    |
|                   | Minimum Permit Fee                           | \$ 20.00      |                                    |

**City of Bartlett  
Fees Schedule  
Fiscal Year 2025-2026**

| <b>Department</b>   | <b>Type</b>                             | <b>Amount</b> | <b>Frequency/Notes/Description</b> |
|---------------------|---|---------------|------------------------------------|
|                     | Work commencing before permit issued    | Double Fee    |                                    |
|                     | <b>Plan Review Fee</b>                  |               |                                    |
|                     | \$0-\$25,000 total valuation            | \$ 80.00      |                                    |
|                     | \$25,001-\$50,000 total valuation       | \$ 160.00     |                                    |
|                     | \$50,001-\$100,000 total valuation      | \$ 325.00     |                                    |
|                     | \$100,001-\$200,000 total valuation     | \$ 650.00     |                                    |
|                     | \$200,001-\$500,000 total valuation     | \$ 875.00     |                                    |
|                     | \$500,001-\$1 million total valuation   | \$ 1,200.00   |                                    |
|                     | \$1,000,001-\$2 million total valuation | \$ 1,600.00   |                                    |
|                     | \$2,000,001-\$5 million total valuation | \$ 2,000.00   |                                    |
|                     | \$5,000,001 and up total valuation      | \$ 3,000.00   |                                    |
|                     | Signs (New)                             | \$ 25.00      |                                    |
|                     | <b>Plumbing Permit Fees</b>             |               |                                    |
|                     | Amending Permit Fee                     | \$ 20.00      |                                    |
|                     | Fees for issuing permits                | \$ 5.00       |                                    |
|                     | Software Fee                            | \$ 7.00       |                                    |
|                     | Filing to Board of Appeals              | \$ 100.00     |                                    |
|                     | First re-inspection fee                 | \$ 30.00      |                                    |
|                     | 2+ Re-inspection Fee                    | \$ 50.00      |                                    |
|                     | Installation of Plumbing Fixtures       | \$ 8.00       |                                    |
|                     | Minimum Permit fee                      | \$ 20.00      | Each Fixture                       |
|                     | Sewer Repair                            | \$ 100.00     |                                    |
|                     | Per \$1,000                             | \$ 8.00       | Commercial Minimum                 |
|                     | Sewer Replacement or Connections        | \$ 30.00      |                                    |
|                     | Sewer Turnaround                        | \$ 1,500.00   |                                    |
|                     | Water Heater                            | \$ 15.00      |                                    |
|                     | Water Service-< 1 inch > 2 inch         | \$ 30.00      |                                    |
|                     | Water Service-< 2 inch                  | \$ 200.00     |                                    |
|                     | Water Service-> 1 inch                  | \$ 20.00      |                                    |
|                     | Work commencing before permit issued    | Double Fee    |                                    |
| <b>Public Works</b> | <b>Adoption Fee</b>                     |               |                                    |
|                     | Adult Dogs over 30 pounds               | \$ 65.00      | Each                               |
|                     | Small Dogs 30 pounds and under          | \$ 100.00     | Each                               |
|                     | Puppies under 5 months                  | \$ 100.00     | Each                               |
|                     | Adult Cats                              | \$ 65.00      | Each                               |
|                     | Kittens under 5 months                  | \$ 80.00      | Each                               |
|                     | At Risk/ Long Term Animals              | \$ 30.00      | Each                               |
|                     | Animal License Fee                      | \$ 6.00       | Each (altered)                     |
|                     |   | \$ 16.00      | Each (non-altered)                 |
|                     |   | \$ 3.00       | Replacement Cost                   |
|                     | Boarding Fees                           | \$ 15.00      | Per Day                            |

**City of Bartlett  
Fees Schedule  
Fiscal Year 2025-2026**

| <b>Department</b>       | <b>Type</b>                                | <b>Amount</b> | <b>Frequency/Notes/Description</b>     |
|-------------------------|--|---------------|--|
|                         | Capture Fees                               |               |  |
|                         | 1st offense                                | \$ 40.00      | Each                                   |
|                         | 2nd offense                                | \$ 70.00      | Each                                   |
|                         | 3rd offense                                | \$ 100.00     | Each                                   |
|                         | Grass Cutting of Vacant Houses             | Actual Cost   | Materials, Equipments & Labor Cost     |
|                         | Brush Pickup/Load                          | Actual Cost   | Materials, Equipments & Labor Cost     |
|                         | Shelter Misc. Revenue                      | \$ 25.00      | Owner surrender                        |
|                         |  | \$ 50.00      | Cremation fee                          |
|                         |  | \$ 20.00      | Micro-chipping                         |
| <b>Solid Waste</b>      | Appliance Pickup                           | \$ 30.00      | Each                                   |
|                         | Commercial Pickup-Set Up Fee               | \$ 20.00      | Each                                   |
|                         | Commercial Pickup - Charge for Cart        | \$ 75.00      | Each                                   |
|                         | Commercial Pickup - Monthly Charges:       |               |  |
|                         | For 1 Cart                                 | \$ 30.00      | Monthly                                |
|                         | For 2 Carts                                | \$ 35.00      | Monthly                                |
|                         | For 3 Carts                                | \$ 40.00      | Monthly                                |
|                         | Residential Cart Replacement Cost          | \$ 75.00      | Each                                   |
|                         | Residential Cart Additional Purchase       | \$ 75.00      | Each                                   |
|                         | Residential Pickup                         | \$ 30.00      | Monthly                                |
|                         | Yard Waste Cart Purchase                   | \$ 75.00      | Each - While Grant carts are available |
| <b>Water/Wastewater</b> |  |               |  |
|                         | Barrel Locks to Contractors                | \$ 24.00      | Each                                   |
|                         | Refundable User Fee for Fire Hydrant Meter | \$ 1,000.00   | Each                                   |
|                         | Rental for Fire Hydrant Meter              | \$ 25.00      | Monthly                                |
|                         | Water usage of Fire Hydrant Meter          |               | Current City rates for water usage     |
|                         | City Water Rates                           |               |  |
|                         | Residential -- City Customers              | \$ 7.80       | The first 2,000 gallons                |
|                         | Residential -- City Customers              | \$ 1.80       | each additional 1,000 gallons          |
|                         | Residential -- Rural Customers             | \$ 10.70      | The first 2,000 gallons                |
|                         | Residential -- Rural Customers             | \$ 2.70       | each additional 1,000 gallons          |
|                         | Commercial -- City Customers               | \$ 12.88      | The first 2,000 gallons                |
|                         | Commercial -- City Customers               | \$ 2.10       | each additional 1,000 gallons          |
|                         | Commercial -- Rural Customers              | \$ 17.59      | The first 2,000 gallons                |
|                         | Commercial -- Rural Customers              | \$ 3.15       | each additional 1,000 gallons          |
|                         | City Sewer Rates                           |               |  |
|                         | Residential -- City Customers              | \$ 15.85      | The first 2,000 gallons                |
|                         | Residential -- City Customers              | \$ 2.79       | each additional 1,000 gallons          |
|                         | Residential -- Rural Customers             | \$ 20.13      | The first 2,000 gallons                |
|                         | Residential -- Rural Customers             | \$ 3.01       | each additional 1,000 gallons          |
|                         | Commercial -- City Customers               | \$ 28.68      | The first 2,000 gallons                |
|                         | Commercial -- City Customers               | \$ 3.01       | each additional 1,000 gallons          |
|                         | Commercial -- Rural Customers              | \$ 39.38      | The first 2,000 gallons                |
|                         | Commercial -- Rural Customers              | \$ 3.22       | each additional 1,000 gallons          |

**City of Bartlett  
Fees Schedule  
Fiscal Year 2025-2026**

| <b>Department</b>                                    | <b>Type</b>                                       | <b>Amount</b>                                       | <b>Frequency/Notes/Description</b>    |
|--|---|---|---------------------------------------|
| <b>Engineering</b>                                   | Fee for Plans and Specifications (for copies)     |   |                                       |
|  | From \$100,000 to \$250,000                       | \$ 25.00  |                                       |
|  | From \$250,001 to \$500,000                       | \$ 50.00  |                                       |
|  | From \$500,001 to \$750,000                       | \$ 75.00  |                                       |
|  | Greater than \$750,000                            | \$ 100.00   |                                       |
|  | Commercial & Industrial                           |   |                                       |
|  | City Subdivision Inspection                       |   |                                       |
|  | Minimum, per lot                                  | \$ 300.00   | Whichever is greater                  |
|  | Or % of Development Cost                          | 3.0%  | Whichever is greater                  |
|  | Drainage Control Fee                              |   |                                       |
|  | For those lots not served by a detention basin    | \$ 500.00   | Per half acre                         |
|  | For those lots served by a detention basin        | \$ 250.00   | Per half acre                         |
|  | Sewer Connection Charge                           |   |                                       |
|  | Per Acre  | \$ 2,333.00   | Whichever is greater                  |
|  | Per Front Foot                                    | \$ 33.00  | Whichever is greater                  |
|  | Sewer Review Fee                                  |   |                                       |
|  | Minimum   | \$ 25.00  | Per contract                          |
|  | Per lot   | \$ 10.00  | Whichever is greater                  |
|  | Per 250 feet of Sewer line Extension              | \$ 25.00  | Whichever is greater                  |
|  | Subdivision and site plan review                  |   |                                       |
|  | Minimum   | \$ 175.00   | Whichever is greater                  |
|  | Or % of Public Improvement Cost                   | 1.5%  | Whichever is greater                  |
|  | Stormwater Fee Commercial and Industrial property |   |                                       |
|  | Minimum   | \$ 6.00   | Per ERU (5,000 square feet) per month |
|  | Maximum   | \$ 300.00   | Per month                             |
|  | Water Connection Fee                              |   |                                       |
|  |   | \$ 3,000.00   | Per lot                               |
|  | Water Plant Expansion % of Water Main Cost        |   |                                       |
|  |   | 15%   |                                       |
|  | Water System Engineering % of Water Main Cost     |   |                                       |
|  |   | 6%  |                                       |
|  | Residential                                       |   |                                       |
| City Subdivision Inspection                          | \$0.00  | For all Basins except Fletcher Creek Basin, per lot |                                       |
| City Subdivision Inspection for Fletcher Creek Basin |   |   |                                       |
| Minimum, per lot                                     | \$ 300.00   | Whichever is greater                                |                                       |
| Or % of Development Cost                             | 3.0%  | Whichever is greater                                |                                       |
| Drainage Control Fee                                 |   |   |                                       |
| For those lots not served by a detention basin       | \$ 500.00   | Per lot   |                                       |
| For those lots served by a detention basin           | \$ 250.00   | Per lot   |                                       |
| Park Land Development Fee                            |   |   |                                       |
|  | \$ 700.00   | Per lot   |                                       |
| Sewer Connection Charge                              |   |   |                                       |
|  | \$0.00  | For all Basins except Fletcher Creek Basin, per lot |                                       |
| Sewer Connection Charge for Fletcher Creek Basin     |   |   |                                       |
|  | \$ 2,000.00                                       | Per lot   |                                       |
| Sewer Review Fee                                     |   |   |                                       |
| Minimum  | \$ 25.00  | Per contract  |                                       |
| Per lot  | \$ 10.00  | Whichever is greater                                |                                       |
| Per 250 feet of Sewer line Extension                 | \$ 25.00  | Whichever is greater                                |                                       |
| Subdivision and site plan review                     |   |   |                                       |
|  | \$ 175.00   | Per lot   |                                       |

**City of Bartlett**  
**Fees Schedule**  
**Fiscal Year 2025-2026**

| <b>Department</b> | <b>Type</b>                                       | <b>Amount</b> | <b>Frequency/Notes/Description</b>                  |
|-------------------|---|---------------|---|
|                   | Stormwater Fee Single-family residential property | \$ 4.00       | Per month   |
|                   | Water Connection Fee                              | \$0.00        | For all Basins except Fletcher Creek Basin, per lot |
|                   | Water Connection Fee for Fletcher Creek Basin     | \$ 2,000.00   | Per lot   |
|                   | Water Plant Expansion % of Water Main Cost        | 0%            | For all Basins except Fletcher Creek Basin, per lot |
|                   | Water Plant Expansion for Fletcher Creek Basin    | 15%           | % of Water Main Cost                                |
|                   | Water System Engineering % of Water Main Cost     | 0%            | For all Basins except Fletcher Creek Basin, per lot |
|                   | Water System Engineering for Fletcher Creek Basin | 6%            | % of Water Main Cost                                |
|                   | Site Plan - Planning Commission                   |               |   |
|                   | Site Plan Review (with contract)                  | \$ 500.00     | Each  |
|                   | Street Cut Permit per 25 feet of cut              | \$ 10.00      |   |
|                   | Street Lighting Fee                               | \$ 5.00       | Monthly   |
| <b>Parks</b>      | Facility Rental                                   |               |   |
|                   | A. Keith McDonald Pavilion (\$500 Sec. Dep.)      | \$ 310.00     | Residents(1/2 day/\$610 all day)                    |
|                   |   | \$ 460.00     | Non-Residents(1/2 day/\$910 all day)                |
|                   | Dixon-Brewer Park Gazebo                          | \$ 60.00      | Residents (1/2 day/\$100 all day)                   |
|                   |   | \$ 80.00      | Non-Residents(1/2 day/\$150 all day)                |
|                   | Ellendale Park Pavilion                           | \$ 60.00      | Residents (1/2 day/\$100 all day)                   |
|                   |   | \$ 80.00      | Non-Residents (1/2 day/\$150 all day)               |
|                   | W. J. Freeman Park - Gazebo                       | \$ 40.00      | Residents (1/2 day/\$70 all day)                    |
|                   |   | \$ 55.00      | Non-Residents(1/2 day/\$100 all day)                |
|                   | W. J. Freeman Park - Pavilion                     | \$ 60.00      | Residents(1/2 day/\$110 all day)                    |
|                   |   | \$ 85.00      | Non-Residents(1/2 day/\$160 all day)                |
| <b>Athletics</b>  | Adult Sports                                      | \$ 550.00     | Softball  |
|                   |   | \$ 575.00     | Basketball  |
|                   |   | \$ 250.00     | Volleyball  |
|                   | Facility Rental                                   |               |   |
|                   | Deermont  | \$ 525.00     | Per day   |
|                   | Ellendale   | \$ 300.00     | Per day (both fields)                               |
|                   | Appling   | \$ 525.00     | Per day (all four fields)                           |
|                   | W.J. Freeman Multipurpose Fields                  |               |   |
|                   | 11v11 field dimensions (3 fields available)       | \$ 175.00     | Per field/per game                                  |
|                   | 7v7 or 9v9 field dimensions (6 fields available)  | \$ 100.00     | Per field/per game                                  |
|                   | Bartlett Pickleball Courts                        | \$ 275.00     | Per day (all six courts)                            |
|                   | Field Permits                                     | \$ 50.00      | Per 1.5hr, non league teams                         |
|                   | Tennis/Cricket & non BPRD group                   | \$ 20.00      | Per player  |
|                   | Tournament Fees                                   | \$ 225.00     | Per team  |
|                   | Youth Sports-per person                           | \$ 100.00     | Baseball, Softball & Basketball                     |
|                   |   | \$ 75.00      | Volleyball  |
|                   | Plus Non-Resident fee                             | \$ 15.00      | Per person  |
|                   | Late Registration                                 | \$ 25.00      | Per person  |
|                   | Youth Sports-per team                             |               |   |
|                   | 6 & u basketball                                  | \$ 475.00     |   |
|                   | 8 & u basketball                                  | \$ 475.00     |   |
|                   | 10 & u basketball                                 | \$ 575.00     |   |

**City of Bartlett**  
**Fees Schedule**  
**Fiscal Year 2025-2026**

| <b>Department</b>     | <b>Type</b>                           | <b>Amount</b> | <b>Frequency/Notes/Description</b>    |
|-----------------------|---------------------------------------|---------------|---------------------------------------|
|                       | 17 & u basketball                     | \$ 575.00     |                                       |
|                       | 6 & u to 8 & u baseball               | \$ 475.00     |                                       |
|                       | 10 & u to 14 & u baseball             | \$ 575.00     |                                       |
|                       | Per person fees for non BPRD Programs | \$ 20.00      | per person                            |
| <b>Singleton C.C.</b> | Registration Fee                      | \$ 30.00      |                                       |
|                       | Late Fee                              | \$ 25.00      |                                       |
|                       | Adult Classes                         |               |                                       |
|                       | Fire Work-out                         | \$ 235.00     | 8 Week Package Resident               |
|                       |                                       | \$ 275.00     | 8 Week Package Non-Resident           |
|                       |                                       | \$ 125.00     | 4 Week Package Resident               |
|                       |                                       | \$ 140.00     | 4 Week Package Non-Resident           |
|                       |                                       | \$ 16.00      | Day Pass Resident                     |
|                       |                                       | \$ 26.00      | Day Pass Non-Resident                 |
|                       | Next Level                            | \$ 36.00      | SCC Membership Price                  |
|                       |                                       | \$ 46.00      | SCC Non-Membership Price              |
|                       | Bench Aerobics                        | \$ 5.00       | Per class or 8 classes for \$35.00    |
|                       | Belly Dancing                         | \$ 95.00      | Resident per session                  |
|                       |                                       | \$ 105.00     | Nonresident per session               |
|                       | Zumba                                 | \$ 5.00       | Per class or 8 classes for \$35.00    |
|                       | Yoga                                  | \$ 5.00       | Per class or 8 classes for \$35.00    |
|                       | Chair Yoga                            | \$ 5.00       | Per class or 8 classes for \$35.00    |
|                       | Clogging                              | \$ 35.00      | Resident per month, Add Fam \$10      |
|                       |                                       | \$ 45.00      | Nonresident per month, Add Fam \$10   |
|                       | Pickleball Private Lessons            | \$ 60.00      | Per Session                           |
|                       | Pickleball Semi-Private Lessons       | \$ 30.00      | Per session                           |
|                       | Pickleball 101                        | \$ 30.00      | Member Per Session                    |
|                       |                                       | \$ 50.00      | Non-Member Per Session                |
|                       | Pickleball 201                        | \$ 30.00      | Member Per Session                    |
|                       |                                       | \$ 50.00      | Non-Member Per Session                |
|                       | Pottery                               |               |                                       |
|                       | Hand Building                         | \$ 125.00     | Resident \$120 for 6 week session     |
|                       |                                       | \$ 135.00     | Non-Resident \$125 for 6 week session |
|                       | Wheel Class                           | \$ 125.00     | Resident \$120 for 6 week session     |
|                       |                                       | \$ 135.00     | Non-Resident \$125 for 6 week session |
|                       | Clay                                  | \$ 25.00      |                                       |
|                       | Pottery Tools                         | \$ 20.00      |                                       |
|                       | Per Week Class Fee                    | \$ 25.00      |                                       |
|                       | Dance                                 |               |                                       |
|                       | Recreational Dance Program            | \$ 56.00      | Resident per month                    |
|                       |                                       | \$ 66.00      | Non-resident per month                |
|                       | 3 Visit Trial Pass                    | \$ 45.00      | Resident per                          |
|                       |                                       | \$ 55.00      | Non-resident per                      |
|                       | Summer Dance Camp                     | \$ 105.00     | Resident per session                  |
|                       |                                       | \$ 115.00     | Non-resident per session              |

**City of Bartlett**  
**Fees Schedule**  
**Fiscal Year 2025-2026**

| <b>Department</b> | <b>Type</b>                          | <b>Amount</b> | <b>Frequency/Notes/Description</b>  |
|-------------------|--------------------------------------|---------------|-------------------------------------|
|                   | Recital Ticket                       | \$ 21.00      | Per ticket                          |
|                   | Camp Singleton                       |               |                                     |
|                   | Fall Break Camp                      | \$ 146.00     | Resident per week                   |
|                   | Fall Break Camp                      | \$ 156.00     | Non-Resident per week               |
|                   | Spring Break Camp                    | \$ 146.00     | Resident per week                   |
|                   | Spring Break Camp                    | \$ 156.00     | Non-Resident per week               |
|                   | Summer Day Camp                      |               |                                     |
|                   | Full Summer tuition, Resident        | \$ 1,324.00   | Resident, full summer               |
|                   | Full Summer tuition, Non-Resident    | \$ 1,404.00   | Non-Resident, full summer           |
|                   | Camp 1 wk, Resident                  | \$ 146.00     | Resident, per week                  |
|                   | Camp 1 wk, Resident, 1st sibling     | \$ 141.00     | Resident, 1st sibling, per week     |
|                   | Camp 1 wk, Resident, 2nd sibling     | \$ 136.00     | Resident, 2nd sibling, per week     |
|                   | Camp 1 wk, Non-Resident              | \$ 156.00     | Non-Resident, per week              |
|                   | Camp 1 wk, Non-Resident, 1st sibling | \$ 151.00     | Non-Resident, 1st sibling, per week |
|                   | Camp 1 wk, Non-Resident, 2nd sibling | \$ 146.00     | Non-Resident, 2nd sibling, per week |
|                   | Teen Camp, Resident                  | \$ 156.00     | Resident, per week                  |
|                   | Teen Camp, Non-Resident              | \$ 166.00     | Non-Resident, per week              |
|                   | Facility Rental                      |               |                                     |
|                   | Regular Hours                        |               |                                     |
|                   | Classroom                            | \$ 35.00      | Resident per hour                   |
|                   |                                      | \$ 45.00      | Non-resident per hour               |
|                   | Stage Room                           | \$ 45.00      | Resident per hour                   |
|                   |                                      | \$ 55.00      | Non-resident per hour               |
|                   | Auditorium                           | \$ 70.00      | Resident per hour                   |
|                   |                                      | \$ 80.00      | Non-resident per hour               |
|                   | Kitchen, with Auditorium             | \$ 60.00      | Resident Flat Fee                   |
|                   |                                      | \$ 70.00      | Non-Resident Flat Fee               |
|                   | Gymnasium, one side only             | \$ 75.00      | Resident per hour                   |
|                   |                                      | \$ 85.00      | Non-resident per hour               |
|                   | Gymnasium, whole gym                 | \$ 145.00     | Resident per hour                   |
|                   |                                      | \$ 155.00     | Non-resident per hour               |
|                   | Gym Clock                            | \$ 50.00      | Resident Flat Fee                   |
|                   |                                      | \$ 75.00      | Non-Resident Flat Fee               |
|                   | Concession Stand                     | \$ 100.00     | Resident Flat Fee                   |
|                   |                                      | \$ 125.00     | Non-Resident Flat Fee               |
|                   | Basketball Tournament                |               |                                     |
|                   | 2 Day, Resident                      | \$ 1,925.00   |                                     |
|                   | 2 Day, Non-Resident                  | \$ 2,090.00   |                                     |
|                   | After Hours (2 Hour Minimum)         |               |                                     |
|                   | Classroom                            | \$ 75.00      | Resident per hour                   |
|                   |                                      | \$ 85.00      | Non-resident per hour               |
|                   | Stage Room                           | \$ 90.00      | Resident per hour                   |
|                   |                                      | \$ 100.00     | Non-resident per hour               |

**City of Bartlett**  
**Fees Schedule**  
**Fiscal Year 2025-2026**

| <b>Department</b> | <b>Type</b>                                    | <b>Amount</b> | <b>Frequency/Notes/Description</b>        |
|-------------------|--|---------------|---|
|                   | Auditorium                                     | \$ 140.00     | Resident per hour                         |
|                   |  | \$ 160.00     | Non-resident per hour                     |
|                   | Kitchen, with Auditorium                       | \$ 80.00      | Resident Flat Fee                         |
|                   |  | \$ 90.00      | Non-resident Flat Fee                     |
|                   | Gymnasium, one side only                       | \$ 160.00     | Resident per hour                         |
|                   |  | \$ 185.00     | Non-resident per hour                     |
|                   | Gymnasium, whole gym                           | \$ 325.00     | Resident per hour                         |
|                   |  | \$ 385.00     | Non-resident per hour                     |
|                   | Concession Stand                               | \$ 120.00     | Resident Flat Fee                         |
|                   |  | \$ 145.00     | Non-Resident Flat Fee                     |
|                   | Deposit Auditorium, Classrooms, Gym & Stage Rm | \$ 200.00     |   |
|                   | Deposit Rentals with Alcohol                   | \$ 500.00     | Rentals with Alcohol 100 or less guests   |
|                   |  | \$ 750.00     | Rentals with Alcohol 101+ guests          |
|                   | Rectangle Tables                               | \$ 6.00       | Employees Only                            |
|                   | Metal Chairs                                   | \$ 0.75       | Employees Only                            |
|                   | Annual Membership                              | \$ 50.00      | Resident per year                         |
|                   |  | \$ 70.00      | Non-resident per year                     |
|                   |  | \$ 5.00       | Day Pass Resident                         |
|                   |  | \$ 15.00      | Day Pass Non-Resident                     |
|                   | Martial Arts                                   |               |   |
|                   | Kendo  | \$ 35.00      | Resident, Per month                       |
|                   |  | \$ 45.00      | Non-Resident, per month                   |
|                   | Iaido  | \$ 30.00      | Resident, per month                       |
|                   |  | \$ 40.00      | Non-Resident, per month                   |
|                   | Preschool                                      |               |   |
|                   | Registration fee                               | \$ 30.00      |   |
|                   | Book Club-4 & 5 yrs old (Fridays)              | \$ 51.00      | Resident per session                      |
|                   |  | \$ 61.00      | Non-resident per session                  |
|                   | Fit & Fun                                      | \$ 6.00       | Resident per class + \$1 PFF              |
|                   |  | \$ 16.00      | Non-resident per class + \$1 PFF          |
|                   | Preschool Playtime-2 yrs old (Fridays)         | \$ 61.00      | Resident per month                        |
|                   |  | \$ 71.00      | Non-resident per month                    |
|                   | Preschool-3 & 4 yrs old                        |               |   |
|                   | Two days per week, resident                    | \$ 101.00     | Resident per month                        |
|                   | Two days per week, non-resident                | \$ 111.00     | Non-resident per month                    |
|                   | Four days per week, resident                   | \$ 201.00     | Resident per month                        |
|                   | Four days per week, non-resident               | \$ 221.00     | Non-resident per month                    |
|                   | Pre-K Camp- 3 & 4 yrs old                      | \$ 91.00      | Resident per session - 3 wks              |
|                   |  | \$ 101.00     | Non-resident per session - 3 wks          |
|                   | Stay N' Play                                   |               |   |
|                   |  | \$ 37.00      | Residents per month - 2 day + \$1 PFF     |
|                   |  | \$ 47.00      | Non-residents per month - 2 day + \$1 PFF |
|                   |  | \$ 73.00      | Residents per month - 4 day + \$1 PFF     |
|                   |  | \$ 93.00      | Non-residents per month - 4 day + \$1 PFF |

**City of Bartlett  
Fees Schedule  
Fiscal Year 2025-2026**

| <b>Department</b> | <b>Type</b>                               | <b>Amount</b> | <b>Frequency/Notes/Description</b>                 |
|-------------------|---|---------------|--|
| Special Events    |   |               |  |
|                   | Halloween                                 | \$ 1.00       | Per adult  |
|                   | Valentine's 5K/10K Run                    | \$ 30.00      | Each, plus \$5 After early bird pricing            |
|                   | Valentine's 5K/10K Run                    | \$ 45.00      | Couples, plus \$5 After early bird pricing         |
|                   | Valentine's Virtual Runner                | \$ 40.00      | Each   |
|                   | Turkey Shoot                              | \$ 1.00       | Each target  |
| Youth Classes     |   |               |  |
|                   | Baton                                     | \$ 130.00     | Resident per Session                               |
|                   |   | \$ 140.00     | Non-Resident per Session                           |
|                   |   | \$ 60.00      | Resident, additional sibling per session           |
|                   |   | \$ 70.00      | Non-Resident, additional sibling per session       |
|                   | ACT Prep                                  | \$ 200.00     | Resident per session                               |
|                   |   | \$ 205.00     | Nonresident per session                            |
|                   | Driver Education                          | \$ 630.00     | Resident per session                               |
|                   |   | \$ 640.00     | Nonresident per session                            |
|                   |   | \$ 750.00     | Resident deluxe per session                        |
|                   |   | \$ 760.00     | Nonresident deluxe per session                     |
|                   | Music Lessons - Private                   | \$ 805.00     | Resident, 10 month session                         |
|                   |   | \$ 905.00     | Non-Resident, 10 month session                     |
|                   |   | \$ 655.00     | Resident, additional sibling, 10 month session     |
|                   |   | \$ 755.00     | Non-Res, additional sibling, 10 month session      |
|                   | Music Lessons-Group                       | \$ 405.00     | Resident, 10 month session                         |
|                   |   | \$ 505.00     | Non-Resident, 10 month session                     |
|                   |   | \$ 205.00     | Resident, additional sibling, 10 month session     |
|                   |   | \$ 305.00     | Non-Resident, additional sibling, 10 month session |
|                   | Music Lessons- Private - Summer Session   | \$ 101.00     | Resident   |
|                   |   | \$ 111.00     | Non-Resident                                       |
|                   | Music Lessons- Group - Summer Session     | \$ 51.00      | Resident   |
|                   |   | \$ 61.00      | Non-Resident                                       |
|                   | Homeschool Lessons                        | \$ 80.00      | Per session - 12 weeks                             |
|                   |   | \$ 105.00     | Non-Resident                                       |
|                   |   | \$ 55.00      | Additional sibling per session                     |
|                   | Music Lessons - Private - Material Fee    | \$ 50.00      | Material Fee                                       |
|                   | Music Lessons - Group - Material Fee      | \$ 25.00      | Material Fee                                       |
|                   | Tennis (Ages 7-17)                        | \$ 105.00     | Resident - 1 Lesson Per Week                       |
|                   |   | \$ 115.00     | Non Resident - 1 Lesson Per Week                   |
| <b>The Venue</b>  | <b>Rental Fees</b>                        |               |  |
|                   | Weekday, M-Th (8:00am-5:00pm) Rental Fees |               |  |
|                   | Auditorium (hourly; 4 hour min.)          | \$ 125.00     | Resident Rate                                      |
|                   |   | \$ 150.00     | Non Resident Rate                                  |
|                   | Banquet Hall (hourly; 4 hour min.)        | \$ 110.00     | Resident Rate                                      |
|                   |   | \$ 130.00     | Non Resident Rate                                  |
|                   | Chapel (hourly; 4 hour min.)              | \$ 65.00      | Resident Rate                                      |
|                   |   | \$ 75.00      | Non Resident Rate                                  |

**City of Bartlett**  
**Fees Schedule**  
**Fiscal Year 2025-2026**

| <b>Department</b>   | <b>Type</b>  | <b>Amount</b> | <b>Frequency/Notes/Description</b>       |
|---|--|---------------|--|
|   | Reception Hall (hourly; 4 hour min.)               | \$ 55.00      | Resident Rate                            |
|   |  | \$ 65.00      | Non Resident Rate                        |
|   | Community Rooms (hourly; 4 hour min.)              | \$ 40.00      | Resident Rate                            |
|   |  | \$ 50.00      | Non Resident Rate                        |
| <b>Nights, Weekends, and Holiday Rental Fees</b>  |  |               |  |
|   | Auditorium (hourly; 4 hour min.)                   | \$ 225.00     | Resident Rate                            |
|   |  | \$ 250.00     | Non Resident Rate                        |
|   | Banquet Hall (hourly; 4 hour min.)                 | \$ 210.00     | Resident Rate                            |
|   |  | \$ 230.00     | Non Resident Rate                        |
|   | Chapel (hourly; 4 hour min.)                       | \$ 120.00     | Resident Rate                            |
|   |  | \$ 145.00     | Non Resident Rate                        |
|   | Reception Hall (hourly; 4 hour min.)               | \$ 110.00     | Resident Rate                            |
|   |  | \$ 125.00     | Non Resident Rate                        |
|   | Community Rooms (hourly; 4 hour min.)              | \$ 80.00      | Resident Rate                            |
|   |  | \$ 95.00      | Non Resident Rate                        |
| <b>Equipment Rental Fees</b>  |  |               |  |
|   | Sound Tech and Sound Equipment (\$50/hr, 4 hr min) | \$ 65.00      | Resident Rate                            |
|   |  | \$ 75.00      | Non Resident Rate                        |
|   | Catering Kitchen Pilot Light Service Fee           | \$ 30.00      |  |
| <b>Special Events</b>   |  |               |  |
|   | Daddy Daughter Dance                               | \$ 50.00      | Resident Rate, per couple                |
|   |  | \$ 15.00      | Resident Rate, each additional child     |
|   |  | \$ 60.00      | Non Resident Rate, per couple            |
|   |  | \$ 20.00      | Non Resident Rate, each additional child |
| <b>Royal Tea Party</b>  |  |               |  |
|   | Adult  | \$ 10.00      | Resident Rate                            |
|   |  | \$ 15.00      | Non Resident Rate                        |
|   | Children   | \$ 30.00      | Resident Rate                            |
|   |  | \$ 40.00      | Non Resident Rate                        |
| <b>Wedding Packages</b>   |  |               |  |
| <b>Wedding &amp; Reception (Sound Tech Included)</b>  |  |               |  |
| 8 hours Friday and 10 hours Saturday, includes sound tech 2 hours on Friday and 6 hours on Saturday |  |               |  |
|   | Auditorium & Banquet Hall ( 2 hrs. night before    | \$ 5,500.00   | Resident Rate                            |
|   | + 10 hours day of)                                 | \$ 6,000.00   | Non Resident Rate                        |
|   | Auditorium & Reception Hall ( 2 hrs. night before  | \$ 4,000.00   | Resident Rate                            |
|   | + 10 hours day of)                                 | \$ 4,500.00   | Non Resident Rate                        |
|   | Chapel & Banquet Hall ( 2 hrs. night before        | \$ 4,500.00   | Resident Rate                            |
|   | + 10 hours day of)                                 | \$ 5,000.00   | Non Resident Rate                        |
|   | Chapel & Reception Hall ( 2 hrs. night before      | \$ 3,500.00   | Resident Rate                            |
|   | + 10 hours day of)                                 | \$ 4,000.00   | Non Resident Rate                        |
|   | Chapel + Auditorium                                | \$ 5,000.00   | Resident Rate                            |
|   |  | \$ 5,500.00   | Non Resident Rate                        |
|   | Auditorium ONLY                                    | \$ 3,500.00   | Resident Rate                            |
|   |  | \$ 4,000.00   | Non Resident Rate                        |

**City of Bartlett**  
**Fees Schedule**  
**Fiscal Year 2025-2026**

| <b>Department</b>    | <b>Type</b>                       | <b>Amount</b> | <b>Frequency/Notes/Description</b>      |
|----------------------|-----------------------------------|---------------|---|
|                      | Rainey Banquet Hall Only          | \$ 3,000.00   | Resident Rate                           |
|                      |                                   | \$ 3,500.00   | Non Resident Rate                       |
| <b>Senior Center</b> | AM Stretch Exercise Class         | \$ 4.00       | Per Class                               |
|                      | Ballroom Dance Day Class          | \$ 4.00       | Per class                               |
|                      | Ballroom Dance Night Class        | \$ 10.00      | Per Class                               |
|                      | Dance - Afternoon                 | \$ 4.00       | Members Per Dance                       |
|                      | Dance - Evening                   | \$ 6.00       | Members Per Dance                       |
|                      | Exercise Punch Card               | \$ 40.00      | Per Punch Card                          |
|                      | Facility Rental                   |               |   |
|                      | Classroom (except #2)             | \$ 45.00      | Resident Per Hour / Two Hour Min.       |
|                      |                                   | \$ 55.00      | Non-Resident Per Hour / 2 Hr Min.       |
|                      | Classroom # 2                     | \$ 50.00      | Resident Per Hour / Two Hour Min.       |
|                      |                                   | \$ 60.00      | Non-Resident Per Hour / 2 Hr Min.       |
|                      | Auditorium                        | \$ 100.00     | Resident Per Hour / Two Hour Min.       |
|                      |                                   | \$ 110.00     | Non-Resident Per Hour / 2 Hr Min.       |
|                      | Rental Deposit                    | \$ 200.00     | Per Rental                              |
|                      | Deposit Rentals with Alcohol      | \$ 500.00     | Rentals with Alcohol 100 or less guests |
|                      |                                   | \$ 750.00     | Rentals with Alcohol 101+ guests        |
|                      | Kitchen (Type-Catering)           | \$ 75.00      | Resident-Additional Flat Fee for Rental |
|                      |                                   | \$ 85.00      | Non-Resident Flat Fee for Rental        |
|                      | Group Fitness Class               | \$ 4.00       | Per Class                               |
|                      | Jewelry Class                     | \$ 4.00       | Per class                               |
|                      | Jewelry Supplies                  | \$ 4.00       | Per class                               |
|                      | Line Dance Class                  | \$ 4.00       | Per class                               |
|                      | Manicure                          | \$ 15.00      |   |
|                      | Pedicure                          | \$ 21.00      |   |
|                      | Special Care Fee                  | \$ 10.00      | Additional (case-by-case)               |
|                      | Massage - Chair                   |               |   |
|                      | 15-minutes                        | \$ 22.00      | Per 15-minute appointment               |
|                      | 30-minutes                        | \$ 40.00      | Per 30-minute appointment               |
|                      | Memberships                       |               |   |
|                      | Basic Membership                  | \$ 15.00      | Per Year                                |
|                      |                                   | \$ 25.00      | Non-Resident Per Year                   |
|                      | All-Inclusive Membership          | \$ 21.00      | Per Month                               |
|                      |                                   | \$ 26.00      | Non-Resident Per Month                  |
|                      | Newsletter Ad Space               |               |   |
|                      | Business card size ad             | \$ 20.00      | Per newsletter issue                    |
|                      | Quarter page ad                   | \$ 30.00      | Per newsletter issue                    |
|                      | Half page ad                      | \$ 50.00      | Per newsletter issue                    |
|                      | Full page ad                      | \$ 85.00      | Per newsletter issue                    |
|                      | Half page ad - outside back cover | \$ 105.00     | Per newsletter issue                    |
|                      | Sketching/Art Class               | \$ 10.00      | Per Month                               |
|                      | Sewing Class                      | \$ 35.00      | 6 week session                          |
|                      | Tai Chi                           | \$ 4.00       | Per class                               |

**City of Bartlett  
Fees Schedule  
Fiscal Year 2025-2026**

| <b>Department</b> | <b>Type</b>  | <b>Amount</b> | <b>Frequency/Notes/Description</b>       |
|-------------------|--|---------------|--|
|                   | Yoga   | \$ 4.00       | Per class                                |
|                   | Zumba Class  | \$ 4.00       | Per class                                |
|                   |  | \$ 115.00     | Non Resident - 1 Lesson Per Week         |
| <b>BSMC</b>       | Municipal Center Rental Fee                        |               |  |
|                   | Weekday, M-Th (8:00am-5:00pm) Rental Fees          |               |  |
|                   | Auditorium (hourly; 4 hour min.)                   | \$ 125.00     | Resident Rate                            |
|                   |  | \$ 150.00     | Non Resident Rate                        |
|                   | Banquet Hall (hourly; 4 hour min.)                 | \$ 110.00     | Resident Rate                            |
|                   |  | \$ 130.00     | Non Resident Rate                        |
|                   | Chapel (hourly; 4 hour min.)                       | \$ 65.00      | Resident Rate                            |
|                   |  | \$ 75.00      | Non Resident Rate                        |
|                   | Reception Hall (hourly; 4 hour min.)               | \$ 55.00      | Resident Rate                            |
|                   |  | \$ 65.00      | Non Resident Rate                        |
|                   | Community Room A (hourly; 4 hour min.)             | \$ 40.00      | Resident Rate                            |
|                   |  | \$ 50.00      | Non Resident Rate                        |
|                   | Community Room B (hourly; 4 hour min.)             | \$ 40.00      | Resident Rate                            |
|                   |  | \$ 50.00      | Non Resident Rate                        |
|                   | Nights, Weekends, and Holiday Rental Fees          |               |  |
|                   | Auditorium (hourly; 4 hour min.)                   | \$ 225.00     | Resident Rate                            |
|                   |  | \$ 250.00     | Non Resident Rate                        |
|                   | Banquet Hall (hourly; 4 hour min.)                 | \$ 210.00     | Resident Rate                            |
|                   |  | \$ 230.00     | Non Resident Rate                        |
|                   | Chapel (hourly; 4 hour min.)                       | \$ 120.00     | Resident Rate                            |
|                   |  | \$ 145.00     | Non Resident Rate                        |
|                   | Reception Hall (hourly; 4 hour min.)               | \$ 110.00     | Resident Rate                            |
|                   |  | \$ 125.00     | Non Resident Rate                        |
|                   | Community Room A (hourly; 4 hour min.)             | \$ 80.00      | Resident Rate                            |
|                   |  | \$ 95.00      | Non Resident Rate                        |
|                   | Community Room B (hourly; 4 hour min.)             | \$ 80.00      | Resident Rate                            |
|                   |  | \$ 95.00      | Non Resident Rate                        |
|                   | Equipment Rental Fees                              |               |  |
|                   | Sound Tech and Sound Equipment (\$50/hr, 4 hr min) | \$ 65.00      | Resident Rate                            |
|                   |  | \$ 75.00      | Non Resident Rate                        |
|                   | Catering Kitchen Pilot Light Service Fee           | \$ 30.00      |  |
|                   | Special Events                                     |               |  |
|                   | Daddy Daughter Dance                               | \$ 35.00      | Resident Rate, per couple                |
|                   |  | \$ 10.00      | Resident Rate, each additional child     |
|                   |  | \$ 45.00      | Non Resident Rate, per couple            |
|                   |  | \$ 20.00      | Non Resident Rate, each additional child |
|                   | Royal Tea Party                                    |               |  |
|                   | Adult  | \$ 10.00      | Resident Rate                            |
|                   |  | \$ 15.00      | Non Resident Rate                        |
|                   | Children   | \$ 30.00      | Resident Rate                            |
|                   |  | \$ 40.00      | Non Resident Rate                        |

**City of Bartlett**  
**Fees Schedule**  
**Fiscal Year 2025-2026**

| <b>Department</b>    | <b>Type</b>   | <b>Amount</b>              | <b>Frequency/Notes/Description</b>      |
|----------------------|---|----------------------------|---|
|                      | Wedding Packages  |                            |   |
|                      | Wedding & Reception (Sound Tech Included)   |                            |   |
|                      | 8 hours Friday and 10 hours Saturday, includes sound tech 2 hours on Friday and 6 hours on Saturday |                            |   |
|                      | Auditorium & Banquet Hall ( 2 hrs. night before<br>+ 10 hours day of)                               | \$ 5,500.00<br>\$ 6,000.00 | Resident Rate<br>Non Resident Rate      |
|                      | Auditorium & Reception Hall ( 2 hrs. night before<br>+ 10 hours day of)                             | \$ 4,000.00<br>\$ 4,500.00 | Resident Rate<br>Non Resident Rate      |
|                      | Chapel & Banquet Hall ( 2 hrs. night before<br>+ 10 hours day of)                                   | \$ 4,500.00<br>\$ 5,000.00 | Resident Rate<br>Non Resident Rate      |
|                      | Chapel & Reception Hall ( 2 hrs. night before<br>+ 10 hours day of)                                 | \$ 3,500.00<br>\$ 4,000.00 | Resident Rate<br>Non Resident Rate      |
|                      | Chapel + Auditorium   | \$ 5,000.00                | Resident Rate                           |
|                      |   | \$ 5,500.00                | Non Resident Rate                       |
|                      | Auditorium ONLY   | \$ 3,500.00                | Resident Rate                           |
|                      |   | \$ 4,000.00                | Non Resident Rate                       |
|                      | Rainey Banquet Hall Only  | \$ 3,000.00                | Resident Rate                           |
|                      |   | \$ 3,500.00                | Non Resident Rate                       |
| <b>Senior Center</b> | AM Stretch Exercise Class   | \$ 4.00                    | Per Class                               |
|                      | Ballroom Dance Day Class  | \$ 4.00                    | Per class                               |
|                      | Ballroom Dance Night Class  | \$ 10.00                   | Per Class                               |
|                      | Dance - Afternoon   | \$ 4.00                    | Members Per Dance                       |
|                      | Dance - Evening   | \$ 6.00                    | Members Per Dance                       |
|                      | Exercise Punch Card   | \$ 40.00                   | Per Punch Card                          |
|                      | Facility Rental   |                            |   |
|                      | Classroom (except #2)   | \$ 45.00                   | Resident Per Hour / Two Hour Min.       |
|                      |   | \$ 55.00                   | Non-Resident Per Hour / 2 Hr Min.       |
|                      | Classroom # 2   | \$ 50.00                   | Resident Per Hour / Two Hour Min.       |
|                      |   | \$ 60.00                   | Non-Resident Per Hour / 2 Hr Min.       |
|                      | Auditorium  | \$ 100.00                  | Resident Per Hour / Two Hour Min.       |
|                      |   | \$ 110.00                  | Non-Resident Per Hour / 2 Hr Min.       |
|                      | Rental Deposit  | \$ 200.00                  | Per Auditorium Rental                   |
|                      | Kitchen (Type-Catering)   | \$ 75.00                   | Resident-Additional Flat Fee for Rental |
|                      |   | \$ 85.00                   | Non-Resident Flat Fee for Rental        |
|                      | Group Fitness Class   | \$ 4.00                    | Per Class                               |
|                      | Jewelry Class   | \$ 4.00                    | Per class                               |
|                      | Jewelry Supplies  | \$ 4.00                    | Per class                               |
|                      | Line Dance Class  | \$ 4.00                    | Per class                               |
|                      | Manicure  | \$ 15.00                   |   |
|                      | Pedicure  | \$ 21.00                   |   |
|                      | Special Care Fee  | \$ 10.00                   | Additional (case-by-case)               |
|                      | Massage - Chair   |                            |   |
|                      | 15-minutes  | \$ 22.00                   | Per 15-minute appointment               |
|                      | 30-minutes  | \$ 40.00                   | Per 30-minute appointment               |

**City of Bartlett  
Fees Schedule  
Fiscal Year 2025-2026**

| Department             | Type  | Amount         | Frequency/Notes/Description      |
|------------------------|---|----------------|----------------------------------|
|                        | Memberships   |                |                                  |
|                        | Basic Membership  | \$ 15.00       | Per Year                         |
|                        |   | \$ 25.00       | Non-Resident Per Year            |
|                        | All-Inclusive Membership  | \$ 21.00       | Per Month                        |
|                        |   | \$ 26.00       | Non-Resident Per Month           |
|                        | Newsletter Ad Space   |                |                                  |
|                        | Business card size ad   | \$ 20.00       | Per newsletter issue             |
|                        | Quarter page ad   | \$ 30.00       | Per newsletter issue             |
|                        | Half page ad  | \$ 50.00       | Per newsletter issue             |
|                        | Full page ad  | \$ 85.00       | Per newsletter issue             |
|                        | Half page ad - outside back cover                               | \$ 105.00      | Per newsletter issue             |
|                        | Sketching/Art Class   | \$ 10.00       | Per Month                        |
|                        | Sewing Class  | \$ 10.00       | Per Month                        |
|                        | Tai Chi   | \$ 4.00        | Per class                        |
|                        | Yoga  | \$ 4.00        | Per class                        |
|                        | Zumba Class   | \$ 4.00        | Per class                        |
| <b>Performing Arts</b> | Box Office  |                |                                  |
|                        | PatronManager Fee: Ticket < \$20.00                             | \$ 1.75        | Per Tix                          |
|                        | PatronManager Fee: Ticket \$20.00 to <\$50.00                   | \$ 3.75        | Per Tix                          |
|                        | Patron Manager Fee: Ticket \$50.00 & Up                         | \$ 4.25        | Per Tix                          |
|                        | Ticket: Concert Tier 1 (premium)                                | \$ 60.00       | Per Tix                          |
|                        | Ticket: Concert Tier 2  | \$ 50.00       | Per Tix                          |
|                        | Ticket: Concert Tier 3  | \$ 40.00       | Per Tix                          |
|                        | Ticket: Theatre Performance (Adult)                             | \$ 30.00       | Per Tix                          |
|                        | Ticket: Theatre Performance (Children)                          | \$ 20.00       | Per Tix                          |
|                        | Ticket: Family Show (Adult)                                     | \$ 20.00       | Per Tix                          |
|                        | Ticket: Family Show (Children)                                  | \$ 15.00       | Per Tix                          |
|                        | Ticket - Subscriber Price: Concert Tier 1 (Premium)             | \$ 45.00       | Per Tix                          |
|                        | Ticket - Subscriber Price: Concert Tier 2                       | \$ 37.50       | Per Tix                          |
|                        | Ticket - Subscriber Price: Concert Tier 3                       | \$ 30.00       | Per Tix                          |
|                        | Ticket - Subscriber Price: Theatre Performance                  | \$ 22.50       | Adult, Per Tix                   |
|                        | Thciet - Subscriber Price: Theatre Performance                  | \$ 11.24       | Children, Per Tix                |
|                        | Ticket - Subscriber Price: Family Show                          | \$ 15.00       | Adult, Per Tix                   |
|                        | Ticket - Subscriber Price: Family Show                          | \$ 11.25       | Children, Per Tix                |
|                        | Subscriber Price: Any subscribers Must Purchase 5 or more shows |                |                                  |
|                        | Camps   |                |                                  |
|                        | Day Summer Camp Registration: (9 to 3pm)                        | \$ 200.00      | Per Camper                       |
|                        | Day Summer Camp Registration: (9 to 12:30pm)                    | \$ 140.00      | Per Camper                       |
|                        | Concessions   |                |                                  |
|                        | BPACC events - per item   | \$ 2.00        |                                  |
|                        | Client Coffee Statin - per event                                | \$ 20.00       |                                  |
|                        | Client Coffee Refill - per event                                | \$ 5.00        |                                  |
|                        | Client - Hospitality Coordination Fee                           |                | Varies - Based on needs & volume |
|                        | Client merchandise - per event                                  | 15% - of gross | Applies to BPACC series artists  |

**City of Bartlett  
Fees Schedule  
Fiscal Year 2025-2026**

| <b>Department</b> | <b>Type</b>                               | <b>Amount</b> | <b>Frequency/Notes/Description</b> |
|-------------------|---|---------------|------------------------------------|
|                   | Equipment                                 |               |                                    |
|                   | Banquet table w/cloth & skirt - per event | \$ 10.00      |                                    |
|                   | Banquet table with cloth only - per event | \$ 5.00       |                                    |
|                   | Corded Mics - up to 10 - per mic          | \$ 10.00      |                                    |
|                   | Grand Piano & Bench - per event           | \$ 200.00     |                                    |
|                   | Grand Piano Tuning - per event            | \$ 190.00     |                                    |
|                   | Follow spot light - per event             | \$ 25.00      | Operator Add'l - \$20.00 per hr    |
|                   | Podium Only - per event                   | \$ 15.00      |                                    |
|                   | Podium w Mic - per event                  | \$ 50.00      |                                    |
|                   | Removal of seats - per row/event          | \$ 50.00      |                                    |
|                   | Stage Audio --- Lighting Techs per hour   | \$35 & \$30   | Lighting Tech                      |
|                   | Stage risers - per event                  | \$ 100.00     |                                    |
|                   | Stage screen only - per event             | \$ 25.00      |                                    |
|                   | Wireless Mics - per event - per mic       | \$ 85.00      |                                    |
|                   | Space Rental                              |               |                                    |
|                   | Auditorium (per hr, 4-hour minimum)       | \$ 150.00     | Includes House Manager             |
|                   | Lobby (per hr, 4-hour minimum)            | \$ 95.00      | Includes House Manager             |
|                   | Green Room (per hr, 4-hour minimum)       | \$ 50.00      | Includes House Manager             |
|                   | Studio (per hr, 4-hour minimum)           | \$ 75.00      | Includes House Manager             |
|                   | Conference Room (per hr, 4-hr minimum)    | \$ 60.00      | Includes House Manager             |
|                   | Sponsorships                              | \$ 1,000.00   | & Up                               |
|                   | Special Partnerships                      | \$ 1,000.00   | \$1,000 & Up                       |



**CITY OF BARTLETT  
BARTLETT CITY SCHOOL FUND  
FY 2026 Adopted Budget**

| <b>Description</b>                             | <b>FY 2024<br/>Actual</b> | <b>FY 2025<br/>Revised</b> | <b>FY 2025<br/>Projection</b> | <b>FY 2026<br/>Adopted</b> |
|--|---------------------------|----------------------------|-------------------------------|----------------------------|
| <b>Bartlett School Fund Revenues</b>           |                           |                            |                               |                            |
| County Taxes                                   | \$ 41,677,387             | \$ 43,057,738              | \$ 43,057,738                 | \$ 42,509,515              |
| City of Bartlett Contributions                 | 2,363,248                 | 2,346,019                  | 2,346,019                     | 2,346,019                  |
| Charges for Services                           | 137,661                   | 25,200                     | 25,200                        | 25,200                     |
| Recurring Local Revenue                        |                           | 729,300                    | 729,300                       | 1,549,300                  |
| Nonrecurring Local Revenue                     | 0                         | 1,500,000                  | 1,500,000                     | 0                          |
| State Education Funds                          | 58,883,097                | 58,979,698                 | 58,979,698                    | 60,015,364                 |
| Other State Revenue                            | 3,040,250                 | 145,000                    | 145,000                       | 162,000                    |
| Federal Funds thru the State                   | 0                         | 0                          | 0                             | 0                          |
| Capital Leases Issued                          | 0                         | 0                          | 0                             | 0                          |
| Insurance Recovery                             | 0                         | 0                          | 0                             | 0                          |
| Other Sources                                  |                           | 270,800                    | 270,800                       | 270,800                    |
| <b>Total Bartlett School Fund Revenues</b>     | <b>\$ 106,101,643</b>     | <b>\$ 107,053,755</b>      | <b>\$ 107,053,755</b>         | <b>\$ 106,878,198</b>      |
| <br><b><u>Staffing Level</u></b>               |                           |                            |                               |                            |
| <i>Full-Time Equivalent (FTE)</i>              | <i>888.00</i>             | <i>927.75</i>              | <i>927.75</i>                 | <i>923.50</i>              |
| <br><b>Bartlett School Fund Expenditures</b>   |                           |                            |                               |                            |
| Regular Instruction Program                    | \$ 43,870,275             | \$ 53,382,550              | \$ 53,382,550                 | \$ 54,410,127              |
| Alternative Education Program                  | 468,775                   | 592,589                    | 592,589                       | 589,210                    |
| Special Education                              | 7,367,977                 | 8,513,026                  | 8,513,026                     | 9,230,034                  |
| Career and Technical Education Program         | 2,642,587                 | 1,804,867                  | 1,804,867                     | 1,870,008                  |
| Planning                                       | 0                         | 149,599                    | 149,599                       | 155,195                    |
| Student Services                               | 880,970                   | 807,627                    | 807,627                       | 761,108                    |
| Health Services                                | 1,030,454                 | 1,239,929                  | 1,239,929                     | 1,277,681                  |
| Other Student Support                          | 2,514,055                 | 3,239,964                  | 3,239,964                     | 3,133,342                  |
| Regular Instruction Support                    | 2,305,275                 | 2,739,240                  | 2,739,240                     | 2,809,614                  |
| Special Education Support                      | 1,397,829                 | 1,616,059                  | 1,616,059                     | 1,688,165                  |
| Vocational Education Support                   | 140,365                   | 137,718                    | 137,718                       | 147,931                    |
| Board of Education                             | 3,381,158                 | 4,987,166                  | 4,987,166                     | 3,935,192                  |
| Director of Schools                            | 974,146                   | 1,041,422                  | 1,041,422                     | 1,095,890                  |
| Office of Principal                            | 6,892,328                 | 8,566,363                  | 8,566,363                     | 8,481,776                  |
| Fiscal Services                                | 1,387,211                 | 2,434,694                  | 2,434,694                     | 2,505,940                  |
| Human Resources                                | 685,949                   | 842,995                    | 842,995                       | 956,519                    |
| Operation of Plant                             | 6,014,905                 | 6,578,078                  | 6,578,078                     | 6,746,568                  |
| Maintenance of Plant                           | 2,288,831                 | 2,584,198                  | 2,584,198                     | 3,082,669                  |
| Transportation                                 | 3,726,685                 | 4,519,865                  | 4,519,865                     | 4,257,891                  |
| Technology                                     | 2,591,467                 | 2,775,806                  | 2,775,806                     | 3,243,337                  |
| Food Service                                   | 48,949                    | 0                          | 0                             | 0                          |
| Capital Outlays                                | 79,470                    | 0                          | 0                             | 0                          |
| Transfers Out                                  | 1,611,042                 | 0                          | 0                             | 0                          |
| <b>Total Bartlett School Fund Expenditures</b> | <b>\$ 92,300,703</b>      | <b>\$ 108,553,755</b>      | <b>\$ 108,553,755</b>         | <b>\$ 110,378,198</b>      |
| <b>Net From Operations</b>                     | <b>13,800,940</b>         | <b>(1,500,000)</b>         | <b>(1,500,000)</b>            | <b>(3,500,000)</b>         |
| <b>School Beginning Fund Balance</b>           | <b>\$ 47,055,828</b>      | <b>\$ 60,856,768</b>       | <b>\$ 60,856,768</b>          | <b>\$ 59,356,768</b>       |
| <b>School Ending Fund Balance</b>              | <b>\$ 60,856,768</b>      | <b>\$ 59,356,768</b>       | <b>\$ 59,356,768</b>          | <b>\$ 55,856,768</b>       |

# Bartlett City Schools



**2025-2026**

**Special Revenue Fund Budget**

*Approved April 24, 2025*

# Bartlett City Schools



**2025-2026**

**Federal Projects Fund Budget**

BARTLETT CITY SCHOOLS

Title Funds

| <b>Title Funds</b>       |                          | <b>2024-2025</b> | <b>2025-2026</b> |
|--------------------------|--------------------------|------------------|------------------|
| <b>Revenue</b>           |                          | <b>BUDGET</b>    | <b>BUDGET</b>    |
| <u>ACCT</u>              | <u>Description</u>       |                  |                  |
| 47141                    | Title I Part A           | 648,464          | 694,914          |
| 47141                    | Consolidated Admin       | 107,070          | 109,427          |
| 47141                    | Title I Part A-Neglected | 477,051          | 518,970          |
| 47141                    | Title I Part D LEA       | 54,828           | 71,500           |
| 47189                    | Title II Part A          | 230,419          | 249,582          |
| 47146                    | Title III                | 12,569           | 32,302           |
| 47590                    | Title IV                 | 191,673          | 130,314          |
| <b>Total Title Funds</b> |                          | <b>1,722,074</b> | <b>1,807,009</b> |

BARTLETT CITY SCHOOLS

Title I Part A

**Title I Part A**

| <u>ACCT</u> | <u>Description</u>                                     | <b>2025-2026</b><br><u>PERS</u> | <b>2025-2026</b><br><u>BUDGET</u> |
|-------------|--|---------------------------------|-----------------------------------|
| 116         | Teachers   | 2                               | 42,319                            |
| 169         | Part-Time Personnel                                    | 15                              | 129,038                           |
| 189         | Other Salaries & Wages (and Stipends)                  | 5                               | 180,195                           |
| 201         | Social Security  |                                 | 29,902                            |
| 204         | State Retirement                                       |                                 | 29,296                            |
| 206         | Life Insurance   |                                 | 1,610                             |
| 207         | Medical Insurance                                      |                                 | 10,670                            |
| 212         | Employer Medicare                                      |                                 | 5,536                             |
| 355         | Travel   |                                 | 100                               |
| 429         | Instructional Supplies & Materials                     |                                 | 19,889                            |
| 471         | Software   |                                 | 3,157                             |
| 499         | Other Supplies & Materials                             |                                 | 95                                |
| 524         | In-Service/Staff Development                           |                                 | 9,000                             |
| 599         | Other Charges (and Parental Involvement) 15% Carryover |                                 | 214,959                           |
| 722         | Regular Instruction Equipment                          |                                 | 19,148                            |
|             | <b>Total Title I Part A</b>                            |                                 | <b>694,914</b>                    |

**Informational Note:**

Title I Part A of Every Student Succeeds Act (ESSA) allocates financial resources to schools serving a high proportion of students from low-income families, with the aim of ensuring that all students achieve challenging state academic standards.

**BARTLETT CITY SCHOOLS**  
**Consolidated Admin**

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**Consolidated Admin**

| <u>ACCT</u> | <u>Description</u>              | <u>2025-2026</u><br><u>PERS</u> | <u>2025-2026</u><br><u>BUDGET</u> |
|-------------|---------------------------------|---------------------------------|-----------------------------------|
| 105         | Supervisor/Director             | 1                               | 36,395                            |
| 162         | Clerical Personnel              | 1                               | 11,095                            |
| 189         | Other Salaries & Wages          | 0.60                            | 14,556                            |
| 201         | Social Security                 |                                 | 4,026                             |
| 204         | State Retirement                |                                 | 9,801                             |
| 206         | Life Insurance                  |                                 | 283                               |
| 207         | Medical Insurance               |                                 | 16,704                            |
| 212         | Employer Medicare               |                                 | 942                               |
| 355         | Travel                          |                                 | 3,752                             |
| 499         | Other Supplies & Materials      |                                 | 1,400                             |
| 524         | In-Service/Staff Development    |                                 | 7,849                             |
| 790         | Other Equipment                 |                                 | 2,624                             |
|             | <b>Total Consolidated Admin</b> |                                 | <u>109,427</u>                    |

Informational Note:  
 Consolidated Admin refers to employees who dedicate 100% of their time to the administration of federally funded grants, including Title I-A, Title I A-Neglected, Title I-D, Title II-A, Title III, and Title IV. Funding for Consolidated Admin is distributed as follows: 8.40% from Title I-A, 20% from Title I A-

BARTLETT CITY SCHOOLS

Title I Part A-Neglected

**Title I Part A-Neglected**

| <u>ACCT</u> | <u>Description</u>                    | <b>2025-2026</b><br><u>PERS</u> | <b>2025-2026</b><br><u>BUDGET</u> |
|-------------|---------------------------------------|---------------------------------|-----------------------------------|
| 138         | Instructional Computer Personnel      | 0.55                            | 12,793                            |
| 189         | Other Salaries & Wages (and Stipends) | 0.80                            | 27,146                            |
| 201         | Social Security                       |                                 | 2,960                             |
| 204         | State Retirement                      |                                 | 6,051                             |
| 206         | Life Insurance                        |                                 | 178                               |
| 207         | Medical Insurance                     |                                 | 8,561                             |
| 212         | Employer Medicare                     |                                 | 693                               |
| 355         | Travel                                |                                 | 3,655                             |
| 399         | Other Contracted Services             |                                 | 262,483                           |
| 429         | Instructional Supplies & Materials    |                                 | 84,380                            |
| 471         | Software                              |                                 | 17,937                            |
| 524         | In-Service/Staff Development          |                                 | 37,460                            |
| 722         | Regular Instruction Equipment         |                                 | 54,673                            |
|             | <b>Total Title I Part A-Neglected</b> |                                 | <b>518,970</b>                    |

Informational Note:  
 Title I A-Neglected funds are allocated to support the education and services of students placed in facilities by the court system due to issues of abandonment, abuse, or parental neglect.

**BARTLETT CITY SCHOOLS**  
 Title I Part D LEA

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**Title I Part D LEA**

| <u>ACCT</u> | <u>Description</u>                    | <u>2025-2026</u><br><u>PERS</u> | <u>2025-2026</u><br><u>BUDGET</u> |
|-------------|---------------------------------------|---------------------------------|-----------------------------------|
| 138         | Instructional Computer Personnel      | 0.20                            | 4,720                             |
| 189         | Other Salaries & Wages (and Stipends) | 0.20                            | 5,385                             |
| 201         | Social Security                       |                                 | 772                               |
| 204         | State Retirement                      |                                 | 1,575                             |
| 206         | Life Insurance                        |                                 | 46                                |
| 207         | Medical Insurance                     |                                 | 2,434                             |
| 212         | Employer Medicare                     |                                 | 181                               |
| 399         | Other Contracted Services             |                                 | 23,936                            |
| 429         | Instructional Supplies & Materials    |                                 | 30,732                            |
| 722         | Regular Instruction Equipment         |                                 | 1,719                             |
|             | <b>Total Title I Part D LEA</b>       |                                 | <b>71,500</b>                     |

Informational Note:  
 Title I Part D LEA funds are used to improve educational services for children and youth in local, tribal, and state institutions for neglected or delinquent children and youth, ensuring these students have the opportunity to meet the same rigorous state academic standards as their peers across the state.

**BARTLETT CITY SCHOOLS**  
Title II Part A

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**Title II Part A**

| <u>ACCT</u> | <u>Description</u>                   | <u>2025-2026</u><br><u>PERS</u> | <u>2025-2026</u><br><u>BUDGET</u> |
|-------------|--------------------------------------|---------------------------------|-----------------------------------|
| 172         | Instructional Coaches (and Stipends) | 16                              | 75,792                            |
| 195         | Certified Substitute Teachers        |                                 | 12,631                            |
| 196         | In-Service Training                  |                                 | 2,800                             |
| 201         | Social Security                      |                                 | 5,130                             |
| 204         | State Retirement                     |                                 | 10,664                            |
| 206         | Life Insurance                       |                                 | 413                               |
| 207         | Medical Insurance                    |                                 | 6,551                             |
| 212         | Employer Medicare                    |                                 | 1,169                             |
| 399         | Other Contracted Services            |                                 | 23,000                            |
| 499         | Other Supplies & Materials           |                                 | 1,500                             |
| 524         | In-Service/Staff Development         |                                 | 109,932                           |
|             | <b>Total Title II Part A</b>         |                                 | <b>249,582</b>                    |

Informational Note:  
 Title II Part A aims to improve the quality of teachers and school leaders by focusing on the preparation, training, and recruitment of highly qualified educators and principals.

BARTLETT CITY SCHOOLS  
Title III

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**Title III**

| <u>ACCT</u> | <u>Description</u>                 | <u>2025-2026</u><br><u>PERS</u> | <u>2025-2026</u><br><u>BUDGET</u> |
|-------------|------------------------------------|---------------------------------|-----------------------------------|
| 429         | Instructional Supplies & Materials |                                 | 8,316                             |
| 471         | Software                           |                                 | 9,290                             |
| 524         | In-Service/Staff Development       |                                 | 14,696                            |
|             | <b>Total Title III</b>             |                                 | <b>32,302</b>                     |

Informational Note:  
 Title III funds support the educational development of English learners (ELs) by facilitating their English language acquisition and helping them achieve demanding state academic standards.

**BARTLETT CITY SCHOOLS**  
Title IV

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**Title IV**

| <u>ACCT</u> | <u>Description</u>           | <u>2025-2026</u><br><u>PERS</u> | <u>2025-2026</u><br><u>BUDGET</u> |
|-------------|------------------------------|---------------------------------|-----------------------------------|
| 130         | Social Workers               | 2                               | 56,569                            |
| 189         | Other Salaries & Wages       | 1                               | 25,949                            |
| 201         | Social Security              |                                 | 5,341                             |
| 204         | State Retirement             |                                 | 11,354                            |
| 206         | Life Insurance               |                                 | 332                               |
| 207         | Medical Insurance            |                                 | 25,507                            |
| 212         | Employer Medicare            |                                 | 2,144                             |
| 355         | Travel                       |                                 | 981                               |
| 499         | Other Supplies & Materials   |                                 | 7                                 |
| 524         | In-Service/Staff Development |                                 | 583                               |
| 790         | Other Equipment              |                                 | 1,547                             |
|             | <b>Total Title IV</b>        |                                 | <u>130,314</u>                    |

Informational Note:  
 Title IV funding supports a range of initiatives, including well-rounded educational opportunities to enhance STEM programs, supplies, materials, and student competitions; safe and healthy students through the employment of social workers to promote attendance and graduation initiatives; and the effective use of technology by offering professional development for teachers on integrating technology into the classroom.

BARTLETT CITY SCHOOLS  
IDEA Funds

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| <b>IDEA Funds</b>  |                           | <b>2024-2025</b>     | <b>2025-2026</b>     |
|--------------------|---------------------------|----------------------|----------------------|
| <b>Revenue</b>     |                           | <b><u>BUDGET</u></b> | <b><u>BUDGET</u></b> |
| <b><u>ACCT</u></b> | <b><u>Description</u></b> |                      |                      |
| 47143              | IDEA Part B               | 1,526,081            | 1,444,600            |
| 47145              | IDEA Preschool            | 99,261               | 61,703               |
|                    | <b>Total IDEA Funds</b>   | <b>1,625,342</b>     | <b>1,506,303</b>     |

**BARTLETT CITY SCHOOLS**  
**IDEA Part B**

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**IDEA Part B**

| <u>ACCT</u> | <u>Description</u>                 | <u>2025-2026</u><br><u>PERS</u> | <u>2025-2026</u><br><u>BUDGET</u> |
|-------------|------------------------------------|---------------------------------|-----------------------------------|
| 131         | Medical Personnel                  | 7.10                            | 130,634                           |
| 116         | Teachers                           | 1                               | 70,418                            |
| 163         | Educational Assistants             | 22                              | 192,234                           |
| 171         | Speech Pathologist                 | 3                               | 85,963                            |
| 189         | Other Salaries & Wages             | 5.90                            | 272,952                           |
| 195         | Certified Substitute Teachers      |                                 | 5,008                             |
| 201         | Social Security                    |                                 | 48,979                            |
| 204         | State Retirement                   |                                 | 48,563                            |
| 206         | Life Insurance                     |                                 | 2,893                             |
| 207         | Medical Insurance                  |                                 | 201,889                           |
| 212         | Employer Medicare                  |                                 | 11,901                            |
| 312         | Contracts with Private Agencies    |                                 | 30,000                            |
| 313         | Contracts with Parents             |                                 | 445                               |
| 322         | Evaluation & Testing               |                                 | 15,641                            |
| 355         | Travel                             |                                 | 7,853                             |
| 429         | Instructional Supplies & Materials |                                 | 105,953                           |
| 499         | Other Supplies & Materials         |                                 | 31,851                            |
| 524         | In-Service/Staff Development       |                                 | 48,033                            |
| 599         | Other Charges                      |                                 | 3,500                             |
| 725         | Special Education Equipment        |                                 | 38,212                            |
| 790         | Other Equipment                    |                                 | 1,919                             |
|             | Indirect Cost                      |                                 | 89,759                            |
|             | <b>Total IDEA Part B</b>           |                                 | <b>1,444,600</b>                  |

Informational Note:  
 IDEA Part B outlines the provisions for special education and related services for school-aged children with disabilities, ages 3 to 21. It ensures that these children receive a Free Appropriate Public Education (FAPE) and services in the Least Restrictive Environment (LRE) through the development of Individualized Education Programs (IEPs).

BARTLETT CITY SCHOOLS  
IDEA Preschool

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IDEA Preschool

| <u>ACCT</u> | <u>Description</u>                 | <u>2025-2026</u><br><u>PERS</u> | <u>2025-2026</u><br><u>BUDGET</u> |
|-------------|------------------------------------|---------------------------------|-----------------------------------|
| 322         | Evaluation & Testing               |                                 | 4,515                             |
| 429         | Instructional Supplies & Materials |                                 | 26,606                            |
| 499         | Other Supplies & Materials         |                                 | 5,917                             |
| 524         | In-Service/Staff Development       |                                 | 9,595                             |
| 599         | Other Charges                      |                                 | 1,000                             |
| 725         | Special Education Equipment        |                                 | 2,255                             |
| 790         | Other Equipment                    |                                 | 8,850                             |
|             | Indirect Cost                      |                                 | 2,965                             |
|             | <b>Total IDEA Preschool</b>        |                                 | <b>61,703</b>                     |

Informational Note:  
 IDEA Preschool allocates funding for special education services for children with disabilities ages 3 to 5, as authorized by the Individuals with Disabilities Education Act (IDEA) Part B, Section 619. This ensures the provision of a free and appropriate public education in the least restrictive environment.

BARTLETT CITY SCHOOLS  
CTE Perkins Basic

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**CTE Perkins Basic**

| <b>Revenue</b> |                                | <b>2024-2025</b> | <b>2025-2026</b> |
|----------------|--------------------------------|------------------|------------------|
| <u>ACCT</u>    | <u>Description</u>             | <u>BUDGET</u>    | <u>BUDGET</u>    |
| 47131          | CTE Perkins Basic              | 23,036           | 21,848           |
|                | <b>Total CTE Perkins Basic</b> | <b>23,036</b>    | <b>21,848</b>    |

**BARTLETT CITY SCHOOLS**  
**CTE Perkins Basic**

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**CTE Perkins Basic**

| <u>ACCT</u> | <u>Description</u>                               | <b>2025-2026</b><br><u>PERS</u> | <b>2025-2026</b><br><u>BUDGET</u> |
|-------------|--|---------------------------------|-----------------------------------|
| 315         | Contracts with Vehicle Owners                    |                                 | 473                               |
| 429         | Instructional Supplies & Materials               |                                 | 65                                |
| 429C        | Instructional Supplies & Materials (Consumables) |                                 | 1,825                             |
| 471         | Software   |                                 | 776                               |
| 499         | Other Supplies & Materials                       |                                 | 1                                 |
| 524         | In-Service/Staff Development                     |                                 | 5,665                             |
| 599C        | Other Charges (CTSO)                             |                                 | 10,000                            |
| 730         | Vocational Instruction Equipment                 |                                 | 1,200                             |
|             | Indirect Cost                                    |                                 | 1,843                             |
|             | <b>Total CTE Perkins Basic</b>                   |                                 | <b>21,848</b>                     |

Informational Note:  
 CTE Perkins Basic refers to the state’s implementation of the federal Carl D. Perkins Career and Technical Education Act (Perkins V), which provides funding and guidance for Career and Technical Education (CTE) programs. Its primary objectives are to improve academic and technical achievement and to strengthen the alignment between secondary and postsecondary education.

BARTLETT CITY SCHOOLS  
 Access for All Learning Network

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**Access for All Learning Network**

| <b>Revenue</b> |  | <b>2024-2025</b> | <b>2025-2026</b> |
|----------------|--|------------------|------------------|
| <u>ACCT</u>    | <u>Description</u>                           | <u>BUDGET</u>    | <u>BUDGET</u>    |
| 47143          | Access for All Learning Network              | 24,674           | 3,104            |
|                | <b>Total Access for All Learning Network</b> | <b>24,674</b>    | <b>3,104</b>     |

**BARTLETT CITY SCHOOLS**  
**Access for All Learning Network**

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**Access for All Learning Network**

| <u>ACCT</u> | <u>Description</u>                           | <u>2025-2026</u><br><u>PERS</u> | <u>2025-2026</u><br><u>BUDGET</u> |
|-------------|--|---------------------------------|-----------------------------------|
| 189         | Other Salaries & Wages (stipends)            | 2                               | 84                                |
| 201         | Social Security                              |                                 | 6                                 |
| 204         | State Retirement                             |                                 | 13                                |
| 212         | Employer Medicare                            |                                 | 1                                 |
| 429         | Instructional Supplies & Materials           |                                 | 682                               |
| 524         | In-Service/Staff Development                 |                                 | 2,318                             |
|             | <b>Total Access for All Learning Network</b> |                                 | <b>3,104</b>                      |

Informational Note:  
 The Access for All Learning Network (AALN Preschool) aims to increase inclusive learning opportunities for students with disabilities, particularly in preschool through eighth grade, by providing technical assistance and resources to Tennessee Local Education Agencies (LEAs).

# Bartlett City Schools



**2025-2026**

**Discretionary Grants Fund Budget**

**BARTLETT CITY SCHOOLS**  
**State Special Education Preschool Grant**

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**State Special Education Preschool Grant**

| <b>Revenue</b> |  | <b>2024-2025</b> | <b>2025-2026</b> |
|----------------|--|------------------|------------------|
| <u>ACCT</u>    | <u>Description</u>                                   | <u>BUDGET</u>    | <u>BUDGET</u>    |
| 46515          | State Special Education Preschool Grant              | 262,892          | 256,523          |
|                | <b>Total State Special Education Preschool Grant</b> | <b>262,892</b>   | <b>256,523</b>   |

**BARTLETT CITY SCHOOLS**  
**State Special Education Preschool Grant**

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**State Special Education Preschool Grant**

| <u>ACCT</u>  | <u>Description</u>                 | <u>2025-2026</u><br><u>PERS</u> | <u>2025-2026</u><br><u>BUDGET</u> |
|--|------------------------------------|---------------------------------|-----------------------------------|
| 116  | Teachers                           | 5                               | 134,188                           |
| 131  | Medical Personnel                  | 1                               | 28,319                            |
| 163  | Educational Assistants             | 2                               | 16,975                            |
| 189  | Other Salaries & Wages             | 5                               | 3,000                             |
| 201  | Social Security                    |                                 | 12,444                            |
| 204  | State Retirement                   |                                 | 11,463                            |
| 206  | Life Insurance                     |                                 | 668                               |
| 207  | Medical Insurance                  |                                 | 14,278                            |
| 212  | Employer Medicare                  |                                 | 2,911                             |
| 429  | Instructional Supplies & Materials |                                 | 22,277                            |
| 499  | Other Supplies & Materials         |                                 | 10,000                            |
| <b>Total State Special Education Preschool Grant</b> |                                    |                                 | <b>256,523</b>                    |

Informational Note:  
 The State Special Education Preschool Grant, part of the Individuals with Disabilities Education Act (IDEA) Part B, provides funding to states to ensure that children with disabilities ages 3-5 receive special education and related services.

**BARTLETT CITY SCHOOLS**  
Discretionary Grants

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| <b>Revenue</b> |                             | <b>2024-2025</b> | <b>2025-2026</b> |
|----------------|-----------------------------|------------------|------------------|
| <u>ACCT</u>    | <u>Description</u>          | <u>BUDGET</u>    | <u>BUDGET</u>    |
| 44990          | First 8 Pre-K               | 61,116           | 65,411           |
| 46590          | Voluntary Pre-K             | 75,854           | 70,961           |
| 46790          | Innovative School Models    | 1,509,754        | 1,068,971        |
| 46981          | Battelle Education          | 23,029           | 14,358           |
| 46980          | TN Arts Commission Arts 360 | 19,621           | 152              |
| 48990          | Jobs for the Future         | 27,646           | 25,981           |
|                | <b>TOTAL</b>                | <b>1,717,021</b> | <b>1,245,834</b> |

BARTLETT CITY SCHOOLS

First 8 Pre-K

First 8 Pre-K

| <u>ACCT</u> | <u>Description</u>                 | 2025-2026<br><u>PERS</u> | 2025-2026<br><u>BUDGET</u> |
|-------------|------------------------------------|--------------------------|----------------------------|
| 116         | Teachers                           | 1                        | 26,629                     |
| 163         | Educational Assistants             | 1                        | 8,993                      |
| 195         | Substitute Teachers                |                          | 355                        |
| 201         | Social Security                    |                          | 2,353                      |
| 204         | State Retirement                   |                          | 2,216                      |
| 206         | Life insurance                     |                          | 135                        |
| 207         | Medical insurance                  |                          | 2,247                      |
| 212         | Medicare                           |                          | 550                        |
| 422         | Food Supplies                      |                          | 50                         |
| 429         | Instructional Supplies & Materials |                          | 12,843                     |
| 524         | In-Service/Staff Development       |                          | 1,898                      |
| 599         | Other Charges                      |                          | 3,290                      |
| 504         | Indirect Costs                     |                          | 3,852                      |
|             | <b>Total First 8 Pre-K</b>         |                          | <b>65,411</b>              |

**Informational Note:**

The First 8 Pre-K grant is to help the children of Shelby County develop social, emotional, physical, and behavior skills that will put them on a path for success.

BARTLETT CITY SCHOOLS

Voluntary Pre-K

Voluntary Pre-K

| <u>ACCT</u> | <u>Description</u>                 | <u>2025-2026</u><br><u>PERS</u> | <u>2025-2026</u><br><u>BUDGET</u> |
|-------------|------------------------------------|---------------------------------|-----------------------------------|
| 116         | Teachers                           | 2                               | 59,538                            |
| 195         | Substitute Teachers                |                                 | 720                               |
| 201         | Social Security                    |                                 | 4,378                             |
| 204         | State Retirement                   |                                 | 4,082                             |
| 206         | Life insurance                     |                                 | 215                               |
| 207         | Medical insurance                  |                                 | 0                                 |
| 212         | Medicare                           |                                 | 1,024                             |
| 422         | Food Supplies                      |                                 | 50                                |
| 429         | Instructional Supplies & Materials |                                 | 44                                |
| 524         | In-Service/Staff Development       |                                 | 0                                 |
| 599         | Other Charges                      |                                 | 910                               |
|             | Indirect Costs                     |                                 | 0                                 |
|             | <b>Total Voluntary Pre-K</b>       |                                 | <b>70,961</b>                     |

**Informational Note:**  
 The Voluntary Pre-K grant is used to create an early childhood education program for "at-risk" children and their families served by BCS to coordinate and provide the services to develop school readiness skills in an environment that fosters learning and promotes success in kindergarten and throughout the child's life.

**BARTLETT CITY SCHOOLS**  
**Innovative School Models (ISM)**

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**Innovative School Models**

| <u>ACCT</u> | <u>Description</u>                 | <u>2025-2026</u><br><u>PERS</u> | <u>2025-2026</u><br><u>BUDGET</u> |
|-------------|------------------------------------|---------------------------------|-----------------------------------|
| 116         | Teachers                           | 5                               | 41,597                            |
| 189         | Other Salaries & Wages             | 1                               | 181,673                           |
| 201         | Social Security                    |                                 | 13,962                            |
| 204         | State Retirement                   |                                 | 16,845                            |
| 206         | Life insurance                     |                                 | 640                               |
| 207         | Medical insurance                  |                                 | 48,000                            |
| 212         | Medicare                           |                                 | 3,265                             |
| 399         | Other Contracted Services          |                                 | 236,783                           |
| 429         | Instructional Supplies & Materials |                                 | 1,019                             |
| 471         | Software                           |                                 | 38,810                            |
| 499         | Other Supplies & Materials         |                                 | 13,262                            |
| 524         | In-Service/Staff Development       |                                 | 19,290                            |
| 707         | Building Improvements              |                                 | 235,185                           |
| 722         | Reg Instruction Equipment          |                                 | 0                                 |
| 730         | Vocational Equipment               |                                 | 218,640                           |
|             | <b>Total ISM</b>                   |                                 | <b>1,068,971</b>                  |

**Informational Note:**  
 The Innovative School Models (ISM) grant is for building readiness and preparing students for success after high school, ensuring more students have opportunities to participate in innovative local programs aligned to Tennessee's highest-demand skills and careers.

**BARTLETT CITY SCHOOLS**  
**Battelle Education**

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**Battelle Education**

| <u>ACCT</u> | <u>Description</u>                 | <u>2025-2026</u><br><u>PERS</u> | <u>2025-2026</u><br><u>BUDGET</u> |
|-------------|------------------------------------|---------------------------------|-----------------------------------|
| 189         | Other Salaries & Wages             |                                 | 1,500                             |
| 195         | Sub Teachers-Certified             |                                 | 1,440                             |
| 198         | Sub Teachers-Non-Certified         |                                 | 160                               |
| 201         | Social Security                    |                                 | 192                               |
| 204         | State Retirement                   |                                 | 443                               |
| 212         | Employer Medicare                  |                                 | 46                                |
| 312         | Contracts w Private Agencies       |                                 | 0                                 |
| 355         | Travel                             |                                 | 60                                |
| 429         | Instructional Supplies & Materials |                                 | 659                               |
| 471         | Software                           |                                 | 441                               |
| 499         | Other Supplies & Materials         |                                 | 5,728                             |
| 524         | In-Service/Staff Development       |                                 | 31                                |
| 599         | Other Charges                      |                                 | 557                               |
| 59901       | Parental Involvement               |                                 | 500                               |
| 730         | Vocational Equipment               |                                 | 2,601                             |
|             | <b>Total Battelle Education</b>    |                                 | <b>14,358</b>                     |

**Informational Note:**  
 Battelle Education provides a roadmap for schools to successfully implement a STEM or STE(A)M education plan at the local level. Bartlett City Schools is using this for STEM and STE(A)M teaching and learning strategies and serve as a model from which other schools may visit and learn.

**BARTLETT CITY SCHOOLS**  
**TN Arts Commission Arts 360**

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**TN Arts Commission Arts 360**

| <u>ACCT</u> | <u>Description</u>                 | <u>2025-2026</u><br><u>PERS</u> | <u>2025-2026</u><br><u>BUDGET</u> |
|-------------|------------------------------------|---------------------------------|-----------------------------------|
| 399         | Other Contracted Services          |                                 | 0                                 |
| 429         | Instructional Supplies & Materials |                                 | 143                               |
| 524         | In-Service/Staff Development       |                                 | 0                                 |
|             | Indirect Costs                     |                                 | 9                                 |
|             | <b>Total TAC Arts 360</b>          |                                 | <b>152</b>                        |

**Informational Note:**

The Tennessee Arts Commission Arts 360 (TAC Arts 360) grant is used to integrate the arts into basic school curriculum and to provide art activities and educational opportunities to under-served and at-risk youth in Tennessee. Emphasis on exposure to, experience in, and appreciation of the arts and awakening of natural creativity.

**BARTLETT CITY SCHOOLS**  
Jobs for the Future

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**Jobs for the Future**

| <u>ACCT</u> | <u>Description</u>               | <u>2025-2026</u><br><u>PERS</u> | <u>2025-2026</u><br><u>BUDGET</u> |
|-------------|----------------------------------|---------------------------------|-----------------------------------|
| 189         | Other Salaries & Wages           | 20                              | 9,827                             |
| 201         | Social Security                  |                                 | 609                               |
| 204         | State Retirement                 |                                 | 625                               |
| 212         | Medicare                         |                                 | 142                               |
| 399         | Other Contracted Services        |                                 | 14,000                            |
| 429         | Instructional Supplies           |                                 | 748                               |
| 504         | Indirect Cost                    |                                 | 30                                |
|             | <b>Total Jobs for the Future</b> |                                 | <b>25,981</b>                     |

**Informational Note:**

The Jobs for the Future (JFF) grant will develop and implement an innovative approach to science, technology, engineering, and math (STEM), with a focus on computer science (CS) education for grades 11 and 12 by Bartlett City Schools technical assistance and funds to design and deliver work-based courses (WBCs) in high schools across Tennessee.

# Bartlett City Schools



**2025-2026**

**Nutrition Fund Budget**

**BARTLETT CITY SCHOOLS**  
**School Nutrition**

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**Revenue**

| <u>ACCT</u> | <u>Description</u>                    | <b>2024-2025</b> | <b>2025-2026</b> |
|-------------|---------------------------------------|------------------|------------------|
|             |                                       | <u>BUDGET</u>    | <u>BUDGET</u>    |
| 43521       | Lunch Payments - Children             | 1,050,000        | 1,125,000        |
| 43522       | Lunch Payments - Adults               | 37,000           | 42,000           |
| 43523       | Income from Breakfast                 | 125,000          | 130,000          |
| 43525       | Ala Carte Sales                       | 600,000          | 607,000          |
| 47111       | USDA School Lunch Program             | 1,800,000        | 1,800,000        |
| 47113       | USDA Breakfast                        | 400,000          | 400,000          |
| 46520       | State Matching                        | 30,390           | 35,252           |
| 44165       | Commodity Rebates                     | 12,000           | 3,000            |
|             | Planned Use of Fund Balance           | 136,000          | 480,600          |
|             | <b>Total School Nutrition Revenue</b> | <b>4,190,390</b> | <b>4,622,852</b> |

BARTLETT CITY SCHOOLS

School Nutrition

**Expenditures**

| <u>ACCT</u> | <u>Description</u>                         | <u>2025-2026</u><br><u>PERS</u> | <u>2025-2026</u><br><u>BUDGET</u> |
|-------------|--|---------------------------------|-----------------------------------|
| 10500       | Supervisor/Director                        | 1                               | 101,031                           |
| 16200       | Clerical Personnel                         | 1                               | 47,655                            |
| 16501       | Cafeteria Managers                         | 10                              | 403,146                           |
| 16502       | School Nutrition Technicians               | 43                              | 966,612                           |
| 18900       | Other Salaries & Wages                     | 0.25                            | 18,380                            |
| 16506       | Substitute Helpers                         |                                 | 20,000                            |
| 20100       | Social Security                            |                                 | 87,305                            |
| 20400       | State Retirement                           |                                 | 38,275                            |
| 20600       | Life insurance                             |                                 | 5,178                             |
| 20700       | Medical insurance                          |                                 | 222,630                           |
| 21200       | Medicare                                   |                                 | 20,418                            |
| 33600       | Maintenance & Repair Equipment             |                                 | 25,000                            |
| 35400       | Transportation- Food                       |                                 | 15,000                            |
| 35500       | Travel                                     |                                 | 3,300                             |
| 39900       | Other Contracted Services                  |                                 | 947,733                           |
| 42200       | Food Supplies                              |                                 | 1,455,448                         |
| 43500       | Office Supplies                            |                                 | 500                               |
| 45100       | Uniforms                                   |                                 | 3,000                             |
| 49900       | Other Supplies and Materials               |                                 | 146,241                           |
| 52400       | In-Service/Staff Development               |                                 | 15,000                            |
| 59900       | Other Charges                              |                                 | 1,000                             |
| 71000       | Food Service Equipment                     |                                 | 80,000                            |
|             | <b>Total School Nutrition Expenditures</b> |                                 | <b>4,622,852</b>                  |

**Informational Note:**

Includes cost of materials, supplies, and services used in the School Nutrition Program.

BARTLETT

