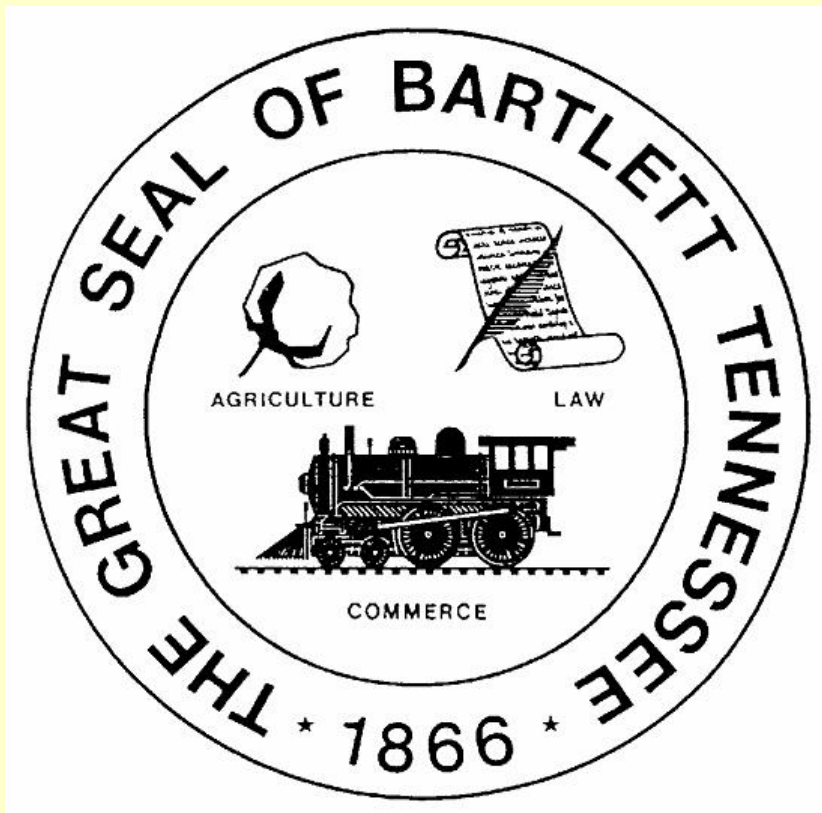


CITY OF BARTLETT **TENNESSEE**

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



David Parsons, Mayor

FISCAL 2024 ADOPTED BUDGET



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Bartlett
Tennessee**

For the Fiscal Year Beginning

July 01, 2022

Christopher P. Morill

Executive Director



BARTLETT VISION 2024

VISION STATEMENT

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

QUALITY OF LIFE

PRINCIPLES

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

EDUCATION

PRINCIPLES

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

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

ECONOMIC DEVELOPMENT

PRINCIPLES

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

GENERAL GOVERNMENT

PRINCIPLES

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



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CITY OF BARTLETT

T E N N E S S E E

INTRODUCTION



City of Bartlett

David Parsons, Mayor

May 23, 2023

Board of Mayor and Aldermen

City of Bartlett, Tennessee

This letter transmits the Budget for the fiscal year beginning July 1, 2023. 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 FY23 General Fund budget projected a break even from operations the finance department now projects an increase in fund balance for FY23 as a result of operations for the fiscal year ending June 30, 2023.

The FY24 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 during calendar years 2020 and 2021 before slowing slightly during calendar year 2022; however, housing permits have increased for calendar year 2023 through May of this year. Sales of existing homes have been strong coming out of the pandemic, creating a sellers' market. A county-wide reappraisal in 2021 added almost 26% increase in property valuation in Bartlett. Commercial development has remained steady since July 2021 with over \$48 million in new permits during this time period. 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 and more, 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.

As required by the Bartlett City Charter this budget document is presented for your approval for the fiscal year 2024 operating and capital budgets. The State of Tennessee saw many of its revenue streams reduced by the effects of the pandemic; however, state sales tax revenue has been strong during this period, growing 14.7% from FY21 through FY23. The sales tax is an elastic tax, which can vary considerably month-to-month and year to year depending upon consumers' discretionary income. The City's local revenues have rebounded from pandemic years of 2020 and 2021. Local option sales tax has remained strong from major big box companies such as Walmart, Sam's, Lowe's. Online sales have also contributed to the robust sales tax growth during the past two fiscal years.

Bartlett experienced a 14.7% growth in the per capita state sales tax allocations from FY21 to FY23. The FY24 budget projects a 7.5% increase in state sales tax revenue over FY23. The state's economy has continued to grow and the City has planned on this increase in anticipation of the overall expansion of the state and national economy. The Tennessee State Legislature passed legislation in its 2023 session to eliminate the state sales tax (7%) on groceries during the period August through October 2023. This legislation did not extend to the local option sales tax of 2.75% levied in Bartlett.

The overall General Fund budget for FY24 is set at \$65.45 million. This includes \$59.1 million in general fund operations for the various departments within the city plus \$6.4 million in transfers for other uses such as maintenance of effort appropriation for Bartlett City Schools, a separate payment to the Bartlett School System for costs associated with Shelby County

Schools OPEB liability, and \$3,555,000 transfers to the City's Debt Service Fund for retirement of general obligation bonds and notes. The City has five (5) major funds reported in its Annual Comprehensive Financial Report: General Fund, General Purpose School Fund, School Federal Projects Fund, Capital Projects Fund, and Education Capital Fund. The General Purpose School Fund has budgeted appropriations of \$100.7 million. The School Fund is using \$3.5 million in fund balance reserves to supplement the \$97.2 million in total revenues to balance its budget. The Capital Projects Fund does not have an adopted budget in the budget ordinance because it is a multi-year fund. The Education Capital Fund does not have annual appropriations. The Bartlett Board of Education adopts a budget for each capital project as they propose during the year. The City additionally has fifteen (14) Special Revenue Funds plus a Debt Service Fund which have adopted budgets on an annual basis. The E-Citation Fund is required by state statutes and provides for revenue and expenditures computer equipment and DUI testing equipment for the Bartlett Courts and police Department. This fund is a temporary fund and will sunset in FY24 after 5 years of activity per state law. A new fund since FY2021 is the American Rescue Plan Fund, created after Congress passed the American Rescue Plan Act of 2021 which provided Coronavirus State and Local Fiscal Recovery Funds to local governments. Bartlett was allocated a total of \$5.76 million in funding in two tranches. Bartlett received \$2.88 million May 2021 and received the remaining \$2.88 million in May 2022. These funds will be budgeted as projects are identified for their use.

The total budget for all funds included in the budget ordinance is \$206.4 million which includes all expenditures and expenses of the various funds. The line item "Department Revenues" in the budget ordinance on pp. 13-15 for the General Fund and Utility Fund are netted with expenditures or expenses in the detailed budget, therefore creating slightly different budget totals when comparing the budget ordinance to the line item budget document.

VISION STATEMENT

The statement on pp. 7-8 details the vision statement of the Bartlett Board of Mayor and Aldermen for 2024. Simply stated it envisions a dynamic, well-planned and growing community with a strong diversified economy and a high quality of life from childhood through retirement. The statement envisions a great quality of life, educational opportunities for its youth, strong economic development through retail and commercial activity, and a strong, ethical, and citizen oriented government. The FY24 budget continues this vision by maintaining services the citizens require even in these challenging times, providing for future development through a conservative and well-managed debt management policy, improved education facilities through opening of a newly renovated Bartlett High School, recruitment of retail and commercial developers, and continuing to strive for excellent staff members to carry out policies and programs set forth in the budget document.

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 FY24-FY28. Other projects will help improve department facilities, improvements to arterial roadways and bridges, parks facilities, and water and sewer improvements:

- The City began planning for a new city shop for a central location for its fleet management operations in FY17 by purchasing land for the project. Additional revenues were allocated to the facility during FY18 through FY22. The total estimated cost of the facility was \$4,495,970. This state-of-the-art facility for equipment repair and maintenance was officially named the A. Keith McDonald Maintenance Facility.
- 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 plans to begin construction in FY21. This is a \$7,350,000 project with 80% funding through the Tennessee Department of Transportation. The new roadway is scheduled to be completed in the Fall of 2023 and will provide much needed relief on this east-west corridor.
- Two separate initiatives are included in the FY24 budget to address the continuing high operational cost of streetlights and to limit the amount of bonded indebtedness required for construction and repair of city streets. The City entered into an agreement with PATH Company LLC for a streetlight project development study. PATH undertook to inventory of all streetlights currently being utilized in Bartlett which are supplied with power by Memphis Light Gas and Water (MLGW) of Memphis, Tennessee. The City's objective is to replace the current incandescent lights with LED light fixtures, which will save the City significant energy costs. As of the date of adoption of the FY24 budget, the City was in negotiations with both PATH and MLGW to provide proposals to effect this change in streetlight infrastructure. As part of this initiative, the Administration is recommending the adoption of a "street light fee" to supplement and replace current funding in the City's State Street Aid (SSA) Fund used for street light expense. The street light fee of \$5 per month, adopted by ordinance, is levied per household and is included in the monthly utility billing from the City. Replacement of these SSA dedicated funds with the street light fees will allow the City to use SSA funding for street paving in future years.
- The Administration has proposed an increase in residential and commercial sewer fees for the purpose of providing sufficient funding for sewer and wastewater projects. There is significant need for major sewer projects to allow future residential and commercial

development within the city. Sewer rates are proposed to increase 26% over current rates effective July 1, 2023 to provide sufficient revenue for these projects.

- The Administration is proposing a \$10 increase in its city vehicle registration fees currently collected by the Shelby County Clerk's Office. The per vehicle fee will increase from \$25 to \$35 effective July 1, 2023. This increase will bring Bartlett into line with other municipalities within Shelby County and will be used to offset increased operation expenditures.
- 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 \$11,377,500 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 \$3,815,000 over the next five years to upgrade our facilities with TDOT providing 80% funding.
- The City has approved a new mixed use development called Union Depot. The development 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 FY24.
- 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 FY24 budget proposes a 5% salary increase for all full-time employees effective 7/1/2023 and increasing the current \$9 per hour minimum pay for part-time employees to \$12 per hour. These initiatives will increase salaries an estimated \$1.7 million in the General Fund.

Other Significant Challenges

Increased Property Taxes and Other Sources of Revenue

The City's 2021 property tax assessments plus a 24 cent increase in Bartlett's property tax rate for FY2022 provided 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. This recurring revenue source for the General Fund plus proposed new revenue from street light fees and vehicle registration fees provide adequate funding for the FY24 budget.

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 1st. The projections for premium revenue from member entities for the plan for FY24 has resulted in a 0% increase in 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.

Sewer Services to Current Property Owners

The FY24 Capital Improvement Program budget provides \$6.4 million in sewer projects, including \$4 million for Fletcher Creek Sewer Basin plus \$2 million project using American Rescue Plan funding. An additional \$400K is proposed for water and sewer plant and pipe upgrades.

Sanitation Fund Self-Sufficient

The Sanitation 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 FY24 is budgeted at \$7.6 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 the base sewer rate by \$2 per month in 2021 for both residential and commercial customers to help pay for increased City of Memphis sewer fees. The proposed budget increases sewer rates an additional 26% to provide funds for major sewer projects necessary for residential and commercial development. The Water/Sewer Fund has an adopted budget in FY24 of \$9.1 million in cash basis expenditures.

Bartlett Vision Statement

The Board of Mayor and Aldermen adopted the City's Vision and Mission Statements and to develop strategic goals for economic growth, provide superior services to its citizens, and maintain a clean and safe environment.

The four prominent long-term strategic goals focused on general areas of

- Quality of Life
- Education
- Economic Development
- General Government

Specific long-term strategies to promote the attainment of these goals are included below with specific results listed:

- Quality of Life - Adopt a more complete bikeway plan through a multi-year capital improvement program. Fletcher Creek Greenway Phase 2 was completed which extends the master planned trail from Yale Road to Byrd Boulevard. The project spanned 2,575 linear feet and was completed in 2021. Fletcher Creek Greenway Phase 3 is now under design with construction proposed to begin in summer of 2023 from Byrd Park across the front of the City's TCAT facility spanning 850 feet to Appling Road. Phase 4 of this project is under design with construction from Appling Road to Germantown Road proposed for calendar 2025. This project will span approximately 5,700 feet.
- Quality of Life – The first three phases of the master plan for Freeman Park with state of the art facilities for sports and entertainment venues has been completed. Major improvements were made to the park, including soccer fields and the completed A. Keith McDonald Pavilion and a new multi-purpose field. Remainder major initiatives for Phase 4 and Phase 5 include an amphitheater, walking paths, picnic area and playground. These will require an updated system-wide master plan to obtain additional grant funds from the Tennessee Department of Economic Development. Bartlett currently boasts 29 municipal parks and facilities covering over 830 acres of recreation opportunities for Bartlett residents.
- Education - To support the City's municipal school system to provide an innovative and exemplary education for all students in a safe, high-performing district that encourages them to expand their horizons and achieve their potential. The city purchased land for the purpose of construction of a training facility in Bartlett to coordinate special training for students wishing to get into the medical device field of study. The new Tennessee College of Applied Technology (TCAT) opened in the spring of FY2022 and provides diverse educational opportunities to Bartlett students. The major renovation in 2021 of its Bartlett High School, provides a state of the art education facility for teachers and students.

- **Economic Development** - Develop a retail recruitment plan to complement the City's commercial and healthcare industries. A number of new businesses have located in Bartlett as a result of this effort. The city continues to work with the Bartlett Chamber of Commerce to bring commercial business to the area. A significant change in the city's zoning ordinance now provides for mixed-use residential and commercial development in the future. The first mixed use development currently under construction is Union Depot with a projected investment of \$162 million. This project is estimated to bring in over \$5 million in property tax revenue within a few years.
- **General Government** - Control the City's debt and debt service requirements and maintain or improve its Standard & Poor's AAA and Moody's Aa1 bond ratings. The city maintained its current bond ratings from S & P and Moody's on its general obligation debt. The City has projected a \$4 million general obligation bond issue to fund the cost of its street light renovation project with PATH or MLGW.
- **General Government** - Limit debt to manageable levels each year. With demand for improved services and new infrastructure requirements, the city is looking to issue over \$20 million in debt over the next five years. Debt service requirements will increase in the near term; however, the administration is confident that resources will be available for these projects. General fund transfers in FY24 of \$3,555,000 to its Debt Service Fund will provide resources to retire current debt obligations.

Budget Overview

The Fiscal Year 2024 proposed budget for all funds, including Bartlett School Fund, is \$206 million. Excluding Bartlett School Fund, the Fiscal Year 2024 proposed budget for all funds is \$100 million, which represents a 15% increase compared to Fiscal Year 2023 Projections. The proposed General Fund budget is \$65.45 million which represents a 6.4% increase compared to the General Fund budget for Fiscal Year 2023.

Highlights of the Adopted 2024 Budget

- \$416,037 Use of reserves in General Fund operating budget.
- General Fund Budget based on \$1.73 property tax rate
- 5% salary increase for full-time employees included for FY2024.
- 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 FY24 remains at \$1,737,826, with settlement charges for the Shelby County Board of Education OPEB costs remaining at \$608,193. These settlement charges are not maintenance of effort contributions to the school system. There will also be \$3,555,000 in operating transfers to the Debt Service Fund for the purpose of retiring annual bond and note requirements. Variable rate notes

for both General Obligation and Water/Sewer operations are scheduled to be retired in July 2023.

- Current service levels are maintained for special revenue funds with planned use of fund balances in Drug Funds and General Purpose School Fund.
- 0% increase in health insurance costs; city will fund pension ADC requirements.
- Water rates remain unchanged. Sewer rates will increase 26% to fund City of Memphis sewer treatment charges and provide resources for major sewer projects.
- State of Tennessee ARP grant funds of \$3.4 million are projected over the next 3 years for sewer related projects.
- American Recovery Act grant funding of \$2.8 million is obligated for purchase of fire equipment and other qualified purchases over the next two fiscal years.

General Fund

General fund revenues are projected at \$65 million in FY24. Funds are provided for contributions to the city's Debt Service Fund to service existing and future debt issues. Budgeted expenditures of \$65 million include \$6.38 transfers out to for other purposes, including schools, DARE, Drainage, Debt Service and Bartlett Station.

Special Revenue Funds

Tennessee gas tax revenue is used for street lighting, paving for city streets, and paving in subdivisions. Capital amounts in State Street Aid Fund include \$85,000 for handicap ramps, \$75,000 for curb replacement, and \$50,000 in signal maintenance. Solid Waste fund is intended to be self-supporting; fees will be unchanged from the prior year. We are budgeting a \$200,000 use of fund balance for FY24 in the Solid Waste Fund. Approximately \$1,006,500 in solid waste vehicles, equipment, and garbage carts will be funded in Solid Waste Fund in FY24. The General-Improvement fund is used to fund city-wide improvements and contribute to general fund balance. Its budget projects a \$200K use of fund balance for FY24, with \$275,000 in transfers from the General Fund. Drug funds provides support for drug education and enforcement throughout city. We are budgeting a \$69,000 use of fund balance in the local and federal drug fund operations for FY24. Drainage fund supports efforts to monitor drainage and storm water and forestry. We are proposing \$25,106 use of fund balance to balance the Drainage Fund budget. The Bartlett City Municipal School Fund is presented as a special revenue fund. The Bartlett City Board of Education presented its budget for inclusion in this budget document. The school fund budget totals \$100.7 million for FY24 with a \$3.5 million use of fund balance to cover OPEB and debt service expenses. The E-Citation Fund, with a budget of \$14,000 for police and city clerk operations, is the fifth year for this fund. Revenues and expenditures are

reserved for law enforcement E-ticket activities and city clerk computer equipment. This fund is scheduled to sunset after this year of operations.

Water/Wastewater Fund

Sewer rates will increase in FY24 to provide resources for operations plus transfers to the utility capital projects fund for a few major sewer improvement projects. We are projecting operations resulting in positive change in net position for FY24. There is budgeted a \$4.9 million use of retained earnings to pay for projects included in the Water/Wastewater CIP improvements fund.

Debt Service Fund

One third of the 2¼ percent local option sales tax allocation to Bartlett goes to this fund to pay debt service for General Obligation debt. To supplement this revenue we are transferring \$3.555 million from the General Fund and a \$1 million transfer from the General Purpose School Fund to service the annual debt obligation. Total Debt Service Fund expenditures are \$12.13 million in FY24, including \$2.5 million transfer to the Capital Projects Fund to supplement bond proceeds for the street light conversion project.

The City expects to issue \$4.0 million in general obligation bonds in FY24. The City has no plans to issue capital outlay notes in FY24.

Capital Improvements Fund

We are requesting \$6,500,000 for general capital improvement projects in FY24. Funding sources include \$4,000,000 in G.O. bonds, and \$2,500,000 in transfers from Debt Service Fund. Water/Sewer projects for FY24 total \$6,453,719 for Fletcher Creek Sewer Basin, \$2,000,000 in ARPA funded projects, and \$400,000 in plant and pipe upgrades. The departments submitted over 40 needed projects for FY24. Most of them were pushed back for later years. A few were cut while some small projects got the go ahead to start for FY23. Only five projects are kept for FY24. The City always try to limit debt issuance thus these projects are the utmost important.

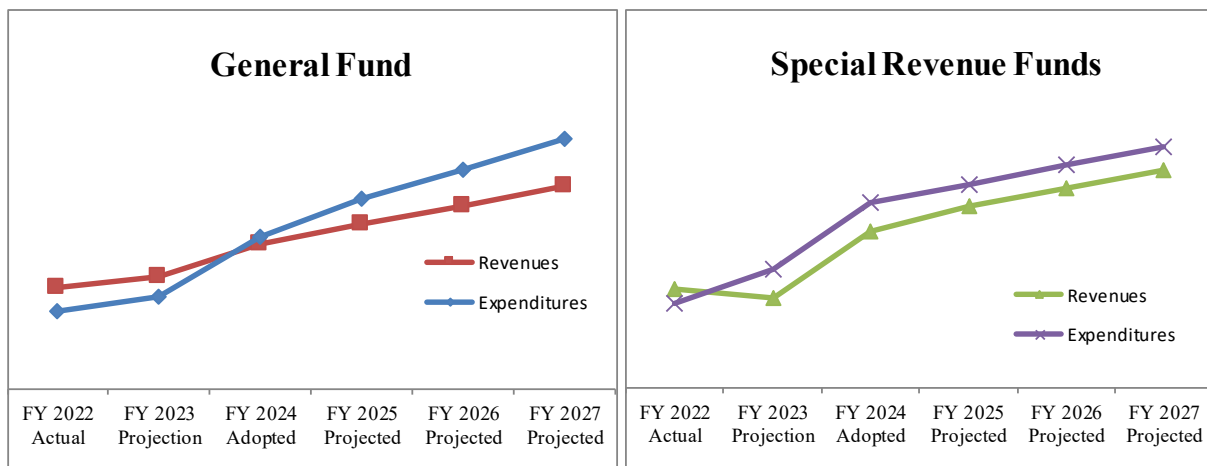
Budget Projections and Assumptions

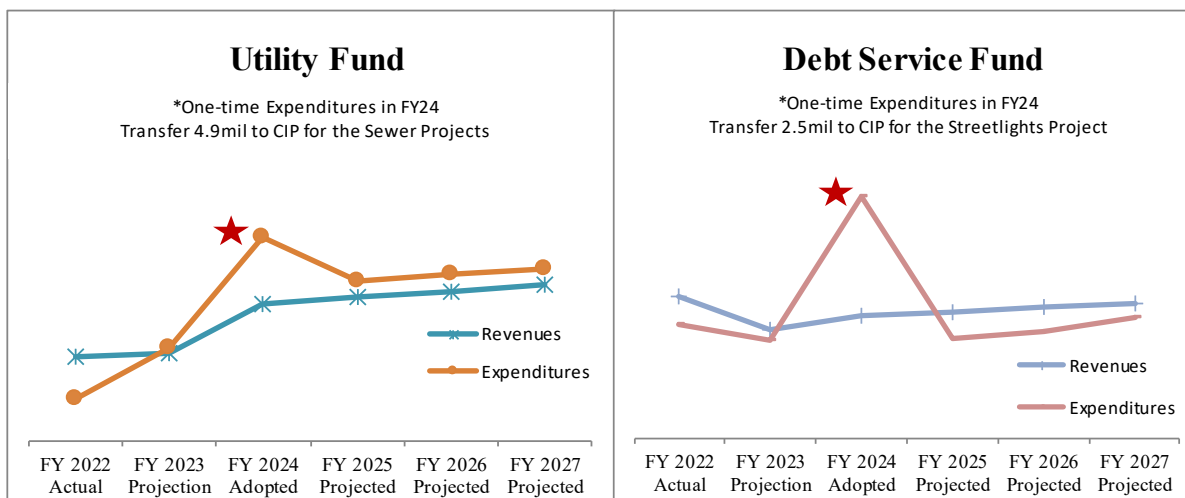
The budget is an important plan with reflects the visions of the Board for providing excellent services to the citizens of the community. The city of Bartlett is planning for future growth due to its location and business friendly environment. The coronavirus pandemic has presented the City with challenges 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 2022 Actual	FY 2023 Projection	FY 2024 Adopted	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
General Fund Revenues	\$ 61,982,507	\$ 62,703,633	\$ 65,034,596	\$ 66,335,288	\$ 67,661,994	\$ 69,015,234
General Fund Expenditures	60,417,587	61,421,567	65,450,633	68,068,658	70,110,718	72,214,039
Fund Balance	35,903,026	37,185,092	36,769,056	35,035,686	32,586,962	29,388,156
Special Revenue Funds Revenue	\$ 102,332,112	\$ 101,365,950	\$ 109,591,192	\$ 112,878,928	\$ 115,136,506	\$ 117,439,236
Special Revenue Funds Expenditures	100,637,720	104,834,482	113,396,468	115,664,397	117,977,685	120,337,239
Fund Balance	45,964,419	42,495,887	38,690,611	35,905,142	33,063,963	30,165,960
Utility Fund Revenues	\$ 10,407,936	\$ 10,600,500	\$ 12,634,000	\$ 12,886,680	\$ 13,144,414	\$ 13,407,302
Utility Fund Expenditures	8,710,833	10,835,597	15,386,187	13,539,845	13,810,641	14,086,854
Cash Balance	14,275,782	14,040,685	11,288,498	10,635,334	9,969,106	9,289,554
Debt Service Fund Revenues	\$ 10,032,224	\$ 9,319,000	\$ 9,589,027	\$ 9,684,917	\$ 9,781,766	\$ 9,879,584
Debt Service Expenditures	9,426,930	9,086,677	12,132,122	9,099,092	9,281,073	9,559,506
Fund Balance	4,227,258	4,459,581	1,916,486	2,502,311	3,003,004	3,323,083

Our Revenues grew on an average 2.5% from FY2022 to FY2024. However, our expenditures grew over 4% each year in the same period. 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 4% increase in projected recurring expenditures for FY2025 to FY2027. On the other side, developments and consumer spending has been slowing down. Since over 70% of our revenues are from property taxes and sales taxes, we are only expecting a small increase (1% to 2%) in overall revenues in all funds. 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 20% of general fund expenditures plus \$1,000,000 in committed fund balance for emergency purposes. The city asked for and received authorization from the BMA to increase the unassigned fund balance to 25% of General Fund expenditures plus \$1,000,000. This authority was granted upon passage of a revised fund balance policy on May 23, 2023. The objective is to develop a balanced budget without the use of reserves. For FY24 this policy would require an unassigned fund balance at June 30, 2024 of \$17.3 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. 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.

Concurrent with adoption of the FY24 budget, the Board of Mayor and Aldermen adopts a property tax rate. As previously noted, the budget adopted a property tax rate of \$1.73. Property

tax revenues account for approximately 51% 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 make steady progress on fulfilling the goals and objectives outlined in its vision statement labeled Bartlett Vision 2024 which is presented on pp. 7-8 of this document.

The coronavirus pandemic presented all local governments, including Bartlett, with many challenges in maintaining services to its citizens without eliminating personnel and capital improvements to perform this work. The City continues to meet these challenges and maintain an excellent level of service to its citizens.

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.

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 23-01

AN ORDINANCE TO ADOPT THE 2023-2024 GENERAL FUND, STREET AID FUND, SOLID WASTE FUND, GENERAL IMPROVEMENT FUND, DRUG ENFORCEMENT FUND, DEA ENFORCEMENT FUND, DRAINAGE FUND, PARKS IMPROVEMENT FUND, E-CITATION 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 2023-2024 Fiscal Year for the City of Bartlett are as follows:

GENERAL FUND EXPENDITURES:	Fiscal Year 23/24
ADMINISTRATIVE:	
Legislative Board	\$ 864,405
Mayor's Office	\$ 919,265
Community Affairs	\$ 357,874
Information Technology	\$ 624,131
Building and Grounds	\$ 461,152
Library	\$ 1,492,842
Finance and Administration	\$ 1,377,938
City Court	\$ 1,125,803
Personnel	\$ 641,775
Planning and Economic Development	\$ 512,172
Total Administrative	\$ 8,377,357
PUBLIC SAFETY:	
Police Department	\$ 21,238,887
Fire Department	\$ 9,308,909
Ambulance Department	\$ 4,527,277
Code Enforcement	\$ 1,186,201
Total Public Safety	\$ 36,261,274
PUBLIC WORKS:	
Administration	\$ 620,285
City Shop	\$ 1,693,955
General Maintenance	\$ 1,804,473
General Services	\$ 379,682
Grounds Maintenance	\$ 1,665,913
Animal Control	\$ 856,349
Engineering Administration	\$ 469,095
Engineering & Inspection	\$ 476,185
Total Public Works	\$ 7,965,937
PARKS AND RECREATION:	
Administration	\$ 567,651
Community Center	\$ 1,141,595
Athletics	\$ 923,244
Maintenance	\$ 2,250,641
School Ground Maintenance	\$ 348,099
Bartlett Station Municipal Center	\$ 472,057
Senior Citizen Center	\$ 487,304
Recreation Center	\$ 1,976,309
Total Parks and Recreation	\$ 8,166,900

PERFORMING ARTS:

Performing Arts Center	\$	862,540
Total Performing Arts	\$	862,540

OTHER GENERAL FUND ITEMS /TRANSFERS OUT

Transfer Out Bartlett City School	\$	1,737,826
Transfer Out Shelby County Board of Education	\$	608,193
Transfer Out DARE Program	\$	33,000
Transfer Out Drainage Fund	\$	100,000
Transfer Out Debt Service	\$	3,555,000
Transfer Out General Improvement Fund	\$	275,000
Transfer Out Bartlett Station	\$	80,000
Total Transfers Out	\$	6,389,019

TOTAL GENERAL FUND EXPENDITURES **\$ 68,023,027**

GENERAL FUND REVENUES/TRANSFERS:

Property Taxes	\$	30,153,000
Local Taxes	\$	17,881,181
Licenses & Privileges	\$	2,191,200
Intergovernmental	\$	8,316,500
General Charges for Services	\$	4,507,715
Department Revenues	\$	2,572,394
Court Charges	\$	1,337,000
Other Revenue	\$	480,000
Transfer In from General Improvement Fund	\$	168,000
Use of Fund Balance	\$	416,037

TOTAL GENERAL FUND REVENUES/TRANSFERS **\$ 68,023,027**

SPECIAL REVENUE FUNDS EXPENDITURES

Street Aid Fund	\$	3,260,000
Solid Waste Fund	\$	7,642,070
General Improvement Fund	\$	1,154,800
Drug Enforcement Fund	\$	300,000
DEA Enforcement Fund	\$	102,500
Drainage Control Fund	\$	143,106
Park Improvement Fund	\$	0
E-Citation Fund	\$	16,000
Bartlett City School Fund	\$	100,777,992

TOTAL SPECIAL REVENUE FUNDS EXPENDITURES **\$ 113,396,468**

SPECIAL REVENUE FUNDS REVENUES/SOURCES

Special Revenue Funds Revenue	\$	109,591,192
Use of Fund Balance	\$	3,805,276

TOTAL SPECIAL REVENUE FUNDS REV./SOURCES **\$ 113,396,468**

UTILITY FUND EXPENDITURES

Administration	\$	2,575,658
Water & Wastewater Services	\$	2,166,195
Plant Operations	\$	3,195,997
Sewer Treatment	\$	1,255,045
Total Utility Operation Expenditures	\$	9,192,895

Utility Debt – Principal	\$	1,130,000
Utility Debt -- Interest & Charges	\$	142,346
Total Utility Debt Expenditures	\$	1,272,346

Transfer to Capital Improvement Fund	\$	4,932,446

TOTAL UTILITY FUND EXPENDITURES **\$ 15,397,687**

UTILITY FUND REVENUES/SOURCES

Utility Fund Revenues	\$	12,634,000
Department Revenues	\$	11,500
Use of Fund Balance	\$	2,752,187

TOTAL UTILITY FUND REVENUES/SOURCES **\$ 15,397,687**

GENERAL DEBT SERVICE FUND EXPENDITURES

Principal	\$	6,433,000
Interest and Other Charges	\$	5,699,122

TOTAL GENERAL DEBT SERVICE EXPENDITURES **\$ 12,132,122**

GENERAL DEBT SERVICE REVENUES/SOURCES

Debt Service Revenues	\$	9,589,027
Use of Fund Balance	\$	2,543,095

TOTAL GENERAL DEBT SERVICE REV/SOURCES **\$ 12,132,122**

SECTION 2: SOLID WASTE FEE -- BE IT FURTHER ORDAINED that the Solid Waste Fee shall be \$30 per month for residential pickup; \$30 for 1 cart, \$35 for 2 carts, and \$40 for 3 carts for commercial pickup. Other charges for Solid Waste services are listed in the Solid Waste Fee Schedule found in Exhibit B and made part of this ordinance by reference. All monthly and separate fee charges shall become effective July 1, 2023.

SECTION 3: ELECTRONIC CITATION FEE -- BE IT FURTHER ORDAINED that the electronic traffic citation fee of \$5 authorized by T.C.A. 55-10-207(e) for each ticket that results in conviction is imposed in City Court effective July 1, 2023. The \$5 fee shall be distributed as follows: \$1 for the City Court Clerk, restricted use for computer hardware and related expenses as authorized in the above T.C.A. citation, and \$4 designated for Special Revenue E-Citation Fund and used for electronic citation system and related expenses for the City of Bartlett Police Department law enforcement activities. The E-citation fee will expire on June 30, 2024.

SECTION 4: MOTOR VEHICLE CITY FEE -- BE IT FURTHER ORDAINED that Title 15, Chapter 1, Section 15-138 City fee, is amended by deleting in the first sentence of this section the words "twenty-five dollars (\$25.00) per year" and substituting the words "thirty-five dollars (\$35.00) per year".

SECTION 5: STREET LIGHTING FEE -- BE IT FURTHER ORDAINED that Title 5, MUNICIPAL FINANCE AND TAXATION is hereby amended by adding a new Chapter 7, Street Lighting Fee with the following sections and language:

7-701. Established. A street lighting fee for all households and places of business within the city is established.

7-702. Amount of fee.

(1) A street lighting fee of five dollars (\$5.00) per month will be assessed against each household and place of business within the city limits.

(2) The street light fee of five dollars (\$5.00) per month is waived for citizens of the City of Bartlett who have been granted relief by the State of Tennessee Property Tax Relief Agency.

7-703. Method of collection. The street lighting fee will be included on the utility billing system of the City and the total amount collected will be transferred to the State Street Aid Fund of the City each month.

7-704. Use of street lighting fee established. The street lighting fee established by this chapter shall be used to defray costs of street lighting and other expenditures paid out of the Street Aid Fund of the City.

SECTION 6: 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 7: 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	\$ 13.55
Residential -- City Customers -- each additional 1,000 gallons	\$ 2.79
Residential -- Rural Customers -- The first 2,000 gallons	\$ 17.83
Residential -- Rural Customers -- each additional 1,000 gallons	\$ 3.01
Commercial -- City Customers -- The first 2,000 gallons	\$ 26.38
Commercial -- City Customers -- each additional 1,000 gallons	\$ 3.01
Commercial -- Rural Customers -- The first 2,000 gallons	\$ 37.08
Commercial -- Rural Customers -- each additional 1,000 gallons	\$ 3.22

SECTION 8: CITY FEES SCHEDULE -- BE IT FURTHER ORDAINED that "Exhibit B" represents the fiscal year 2023-2024 comprehensive fees schedule for the City of Bartlett, Tennessee and establishes the rates for fiscal year 2023-2024. Any rate or fee not included in the attached 2023-2024 schedule established by previous resolution, ordinance or administrative action will remain in effect.

SECTION 9: 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 2023-2024 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 10: 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 11: 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 FY2023-24 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 FY2023-24 Approved Special Revenue Budget and the FY2023-24 Approved Capital Budget documents as attached and made part of the enacting City of Bartlett budget ordinance by reference.

SECTION 12: 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 13: OPERATING BUDGETS EXPIRE AT JUNE 30 -- BE IT FURTHER ORDAINED that Operating budgets not spent or formally encumbered expire at June 30, 2024. Capital Projects are authorized on a "project" basis -- and the appropriation expires on completion of the project.

SECTION 14: NO APPROPRIATION EXCEEDED -- BE IT FURTHER ORDAINED that no appropriation listed above may be exceeded without appropriate ordinance action to amend the budget.

SECTION 15: 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 2024 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, 2024.

SECTION 16: DETAILED LINE-ITEM -- BE IT FURTHER ORDAINED that a detailed line-item financial plan shall be prepared in support of the budget.

SECTION 17: 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 18: 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 19: EFFECTIVE DATE -- BE IT FURTHER ORDAINED that this Ordinance becomes effective July 1, 2023.

FIRST READING: April 25, 2023

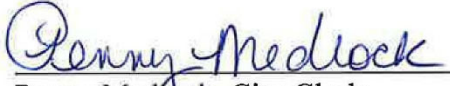
SECOND READING: May 09, 2023

THIRD READING: May 23, 2023


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


David Parsons, Mayor

Attest:


Penny Medlock, City Clerk

ORDINANCE 23-02

AN ORDINANCE TO LEVY AND ASSESS A TAX RATE FOR AD VALOREM TAXES UPON REAL PROPERTY AND PERSONAL PROPERTY IN THE CITY OF BARTLETT FOR THE TAX YEAR 2023

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 2023 Real and Personal Property Tax Rate shall be levied as follows:

SECTION 1: TAX RATE – Effective July 1, 2023, 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 \$1.73 (One Dollar and Seventy-Three 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 \$1.73 (One Dollar and Seventy-Three 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: April 25, 2023

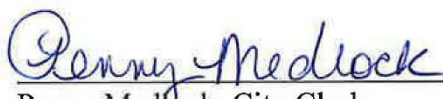
SECOND READING: May 09, 2023

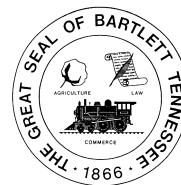
THIRD READING: May 23, 2023


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


David Parsons, Mayor

Attest:


Penny Medlock, City Clerk



THE BUDGET DOCUMENT

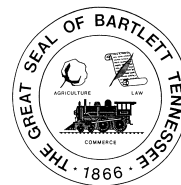
The City of Bartlett Fiscal 2024 Budget is organized into eight sections. They are Introduction, Summary, General Fund, Special Revenue Funds, Utility Fund, Debt Service Fund, Capital Improvement Plan and the Appendix, each designated by a tab. All funds are appropriated by the Board of Mayor and Aldermen. General, 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.

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 2024 notable operating and capital expense line items. Also presented are staffing levels, explanation of the increases in each budget, descriptions of each cost center and performance measures.

Special Revenue Funds

This section includes the budgets for the City's Special Revenue Funds. The revenues for these funds are restricted in use to the function they are collected for. Functions include street 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

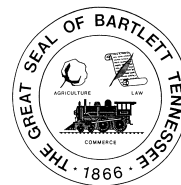
This section includes the budgets for the City's Debt Service Fund. This fund provides for the payment of principal, interest and other costs on the City's outstanding general obligation and water and sewer bonds. Also included are the schedules of bonds payable for both the general and water and sewer 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 2024 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.

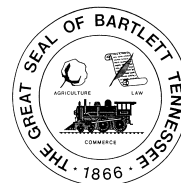


THE BUDGET PROCESS

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 May, in the budget public hearing, the public can speak either for or against the proposed budget.

In November, 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 second Board of Mayor and Aldermen regular meeting in April. 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 second meeting in May 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

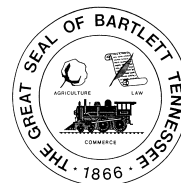
The purpose of the development of the operating and capital improvements budgets is present to the Mayor and Board a comprehensive view of the proposed operations and capital improvements for the budget year. The budget for each fund must be balanced (i.e. total revenues and sources of funds must equal 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 2024 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 5% over FY 2023 projection. All revenues based on residential growth such as solid waste, water and sewer and other development fees are based on only 35 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



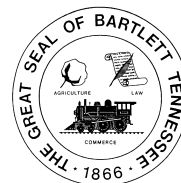
levels of government), through constitutional provisions, or by enabling legislation. Committed fund balance is constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless 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 years requested expenditures and the same format for revenues. The law also requires that no funds from any source be expended without inclusion in a budget ordinance. The Municipal Budget Act also requires that



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

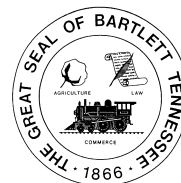
Budget Ordinance

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

Budget Basis

The 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

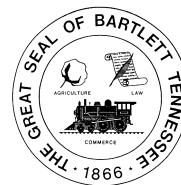
The Finance Department monitors the revenue and expenditure activity of the City throughout the fiscal year on a monthly basis. Each department director is given management reports, which include the revised budget, actual expenditures and balance of funds available. The Finance Department presents a 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 2023-2024

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	January 30	Budget Instruction Memo Distributed to Departments
Monday	February 13	Operating & CIP budgets Forecasts/Requests Due (The budget coordinator met with each department and went over their budget)
Month	Beginning March 6	Meet with Departments to Discuss Operating/CIP Budget Forecasts/Requests (The Mayor, the CAO, the Finance Director and the Budget Coordinator went over the budget with each department, examined each line item)
Thursday	April 20	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	April 25	Board Meeting – Budget First Reading (Proposed budget copies were presented to the Board of Mayor and Aldermen). *The public hearing is set for May 23, 2023 @6:00pm
Tuesday	May 9	Board Meeting – Budget Second Reading. *The public hearing is set for May 23, 2023 @6:00pm
Thursday	May 18	Budget Work Session with the Board of Aldermen (Discussing the Tax Rate, Fund Balance and the Streetlight Project)
Tuesday	May 23	Board Meeting – Budget Third Reading – Approved. *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 9	Adopted budget copies were presented to the Board of Mayor and Aldermen

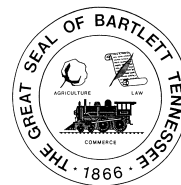


FINANCIAL POLICIES

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

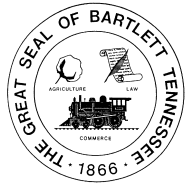
- A five-year Capital Improvement Plan will be developed and updated annually, including funding sources. Capital improvement projects will be defined as infrastructure or equipment with a useful life of 2 or more years and a cost of \$20,000 or more. The City use two types of debt obligations, general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

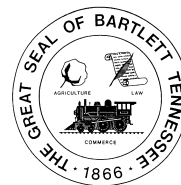
Reserve Policies

- 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 2020, which was developed through a committee of the Bartlett Area Chamber of Commerce and the 1997 Master Plan for the city, guides the operating policies for the City of Bartlett. These long term operating policies are used to develop specific initiatives in the operating and capital budgets. Throughout the year, we have monthly financial reports, quarterly financial updates, department head meetings, budget meetings, board work sessions, and open public participations. These have resulted in a budget document which we hope will build on and garner the public's trust in the operations of the City.

Quality of Life Policies

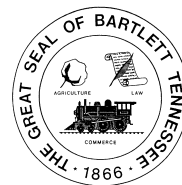
In order to maintain a clean, attractive city Solid Waste crews are working diligently to continue to avoid delays in yard waste collection, provide curbside pick-up of fall leaves, and continue to convert to fully automated packers and continue our recycling efforts. Funds are provided for a City Beautiful 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 9,000 students located in Bartlett, Tennessee. The Bartlett School Fund will be presented as a special revenue fund. The school fund budget totaled \$100.8 million for FY 2024 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.

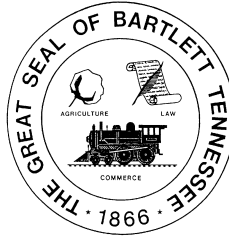
The Codes and Permits Office will continue to offer next day service for inspections. Continued expansion of the water and sewer system and planned, orderly expansions through annexation will be pursued. The Bartlett Station Commission will continue to promote re-development of the oldest part of Bartlett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

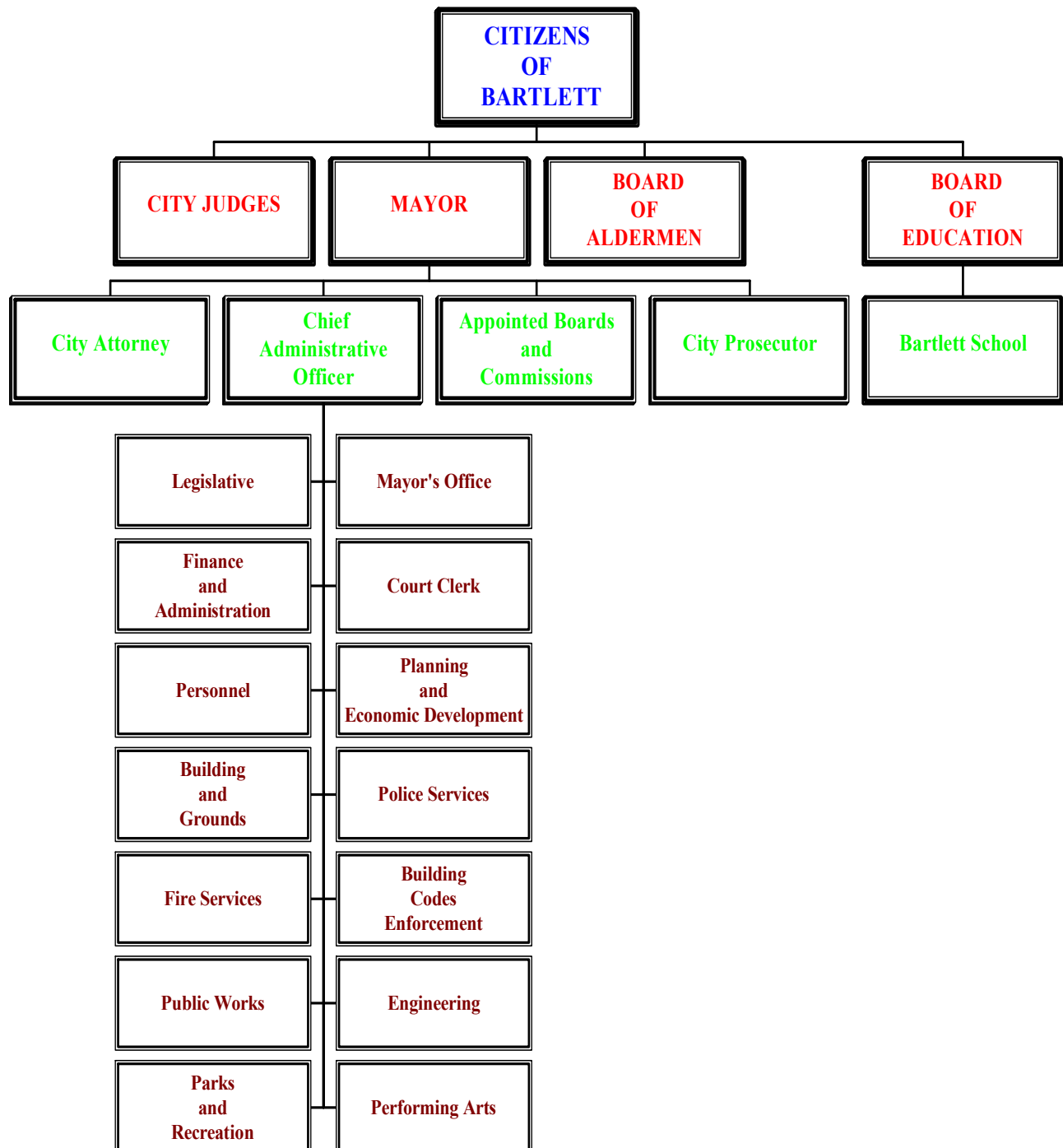
The Code Enforcement Office and Fire Marshall will continue to provide safety inspections for new construction, renovations and commercial facilities to ensure the safety of the structures and our citizens.

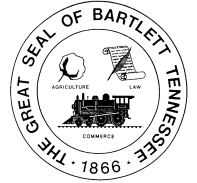
Part of the half-cent Sales Tax revenue will reimburse costs to provide officers in all schools in Bartlett. We will continue to provide crossing guards at schools, both public and private, and enforce speed lanes in school zones.



CITY OF BARTLETT

ORGANIZATION BUDGET CHART





City of Bartlett City Officials

Fiscal 2023-2024

MAYOR

David Parsons (2026*)

ALDERMEN

Jack Young, Vice Mayor (2024*)
Harold Brad King, Register (2026*)
Robert Griffin (2026*)
David Reaves (2026*)
Bobby Simmons (2024*)
Kevin Quinn (2024*)

CITY OFFICIALS

Chief Administrative Officer ----- Steve Sones
City Attorney ----- Edward McKenney Jr.
Director of Finance ----- Dick Phebus**
Director of Personnel ----- Ted Archdeacon
Director of Planning and Economic Development ----- Kim Taylor
Director of Police Services ----- Jeff Cox
Director of Fire Services ----- 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 ----- Shan Criswell
Director of the Performing Arts Center ----- Michael Bollinger
Director of Community Relations ----- Debbie Gelineau
Court Clerk ----- Bill Lloyd

BOARD OF EDUCATION OFFICIALS

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

* Date elected term expires

** Designated CMFO

CITY OF BARTLETT

T E N N E S S E E

SUMMARY

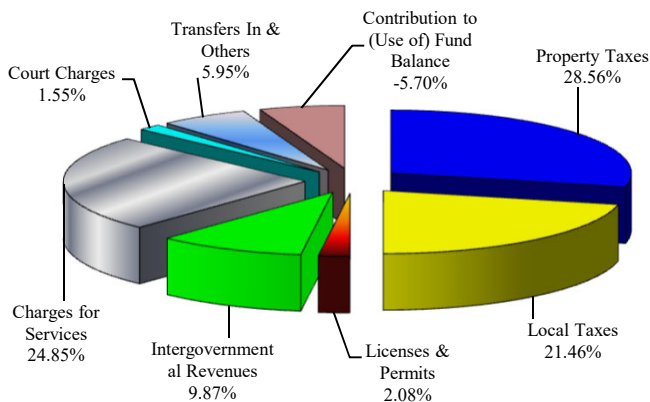


CITY OF BARTLETT
ALL FUNDS - FUNCTION SUMMARY
FY 2024 Adopted Budget

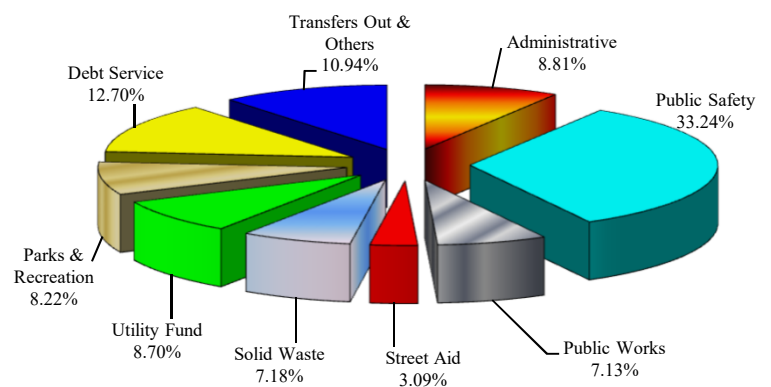


Description	General Fund	Special Revenue Funds	Utility Fund	Debt Service Fund	Total All Funds
Revenues					
Property Taxes	\$ 30,153,000	\$ 0	\$ 0	\$ 0	\$ 30,153,000
Local Taxes	17,881,181	0	0	4,777,500	22,658,681
Licenses & Permits	2,191,200	0	0	0	2,191,200
Intergovernmental Revenues	8,316,500	2,100,000	0	0	10,416,500
Charges for Services	4,507,715	9,447,500	12,284,000	0	26,239,215
Court Charges	1,337,000	297,000	0	0	1,634,000
Transfers In & Others	648,000	468,700	350,000	4,811,527	6,278,227
Bartlett School Fund Revenues	0	97,277,992	0	0	97,277,992
Total Revenues	\$ 65,034,596	\$ 109,591,192	\$ 12,634,000	\$ 9,589,027	\$ 196,848,815
Expenditures					
Administrative	\$ 8,316,654	\$ 986,800	\$ 0	\$ 0	\$ 9,303,454
Public Safety	34,679,607	418,500	0	0	35,098,107
Public Works	7,384,012	143,106	0	0	7,527,118
Street Aid	0	3,260,000	0	0	3,260,000
Solid Waste	0	7,585,543	0	0	7,585,543
Utility Fund	0	0	9,181,395	0	9,181,395
Parks & Recreation	8,681,341	0	0	0	8,681,341
Debt Service	0	0	1,272,346	12,132,122	13,404,468
Transfers Out & Others	6,389,019	224,527	4,932,446	0	11,545,992
Bartlett School Fund Expenditures	0	100,777,992	0	0	100,777,992
Total Expenditures	\$ 65,450,633	\$ 113,396,468	\$ 15,386,187	\$ 12,132,122	\$ 206,365,410
Contribution to (Use of) Fund Balance	\$ (416,037)	\$ (3,805,276)	\$ (2,752,187)	\$ (2,543,095)	\$ (9,516,595)
Beginning Fund Balance	\$ 37,185,092	\$ 42,495,887	\$ 14,040,685	\$ 4,459,581	\$ 98,181,245
Bartlett School Ending Fund Balance		\$ 33,896,674			\$ 33,896,674
Ending Fund Balance	\$ 36,769,056	\$ 38,690,611	\$ 11,288,498	\$ 1,916,486	\$ 88,664,651

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



WHERE THE \$ GOES
(Does not include School)

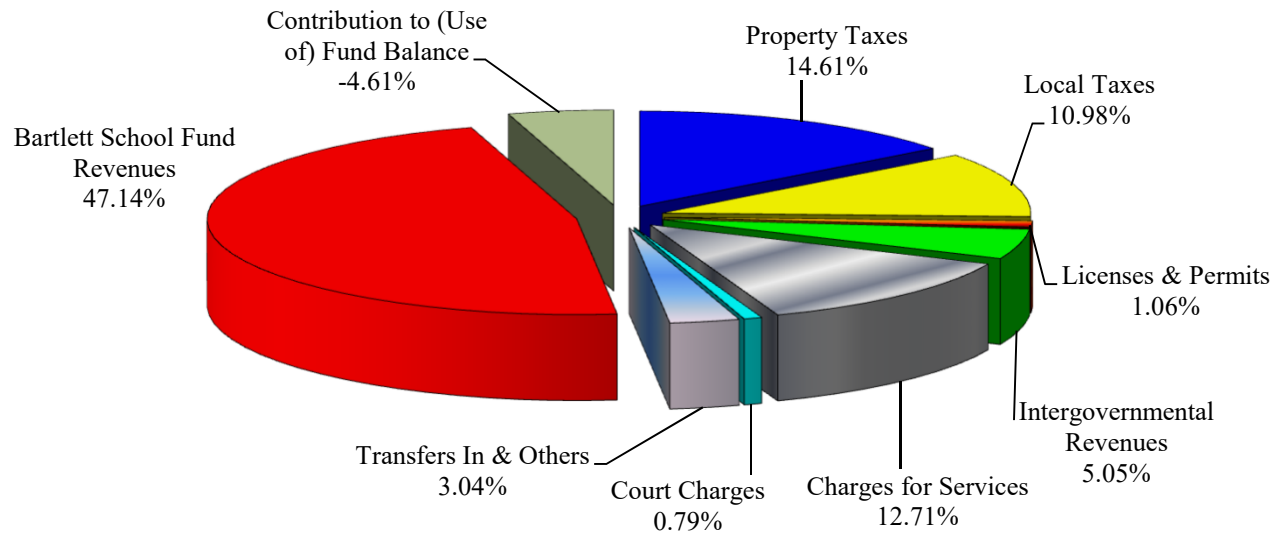




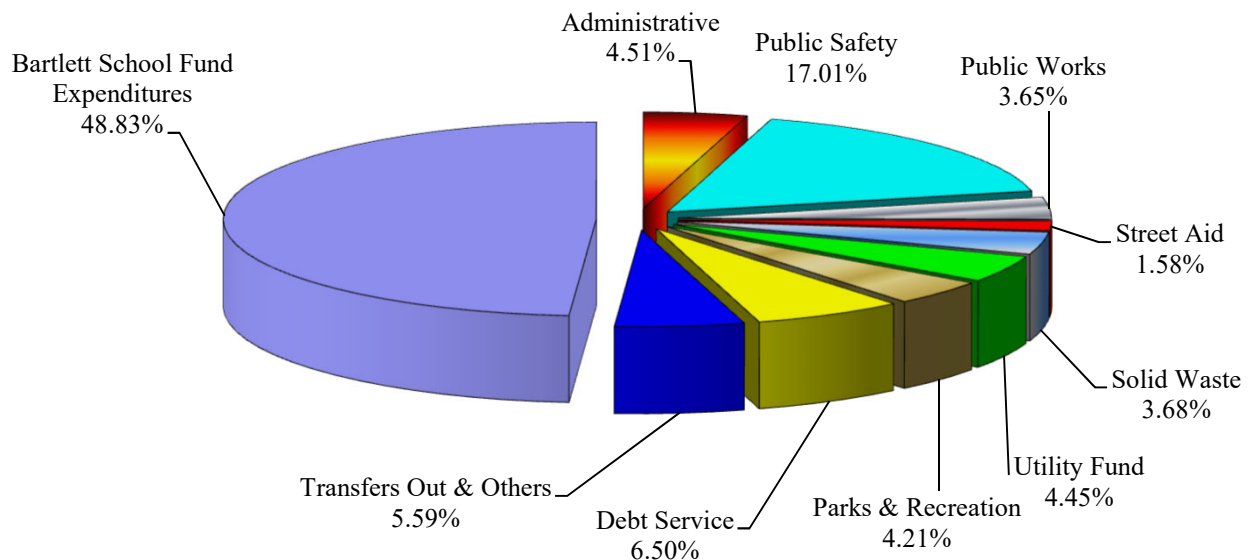
CITY OF BARTLETT ALL FUNDS FY 2024 Adopted Budget

Bartlett Municipal School Fund alone (48.83% Expenditures) is over half of all the other funds combined.

WHERE THE \$ COMES FROM



WHERE THE \$ GOES





CITY OF BARTLETT
ALL FUNDS COMBINED SUMMARY - BY CATEGORY
FY 2024 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.

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
<u>Revenues</u>				
Property Taxes	\$ 29,671,002	\$ 29,731,000	\$ 29,808,000	\$ 30,153,000
Local Taxes	20,897,273	21,628,430	21,620,490	22,658,681
License & Permits	1,632,022	1,626,200	1,690,000	2,191,200
Intergovernmental	9,631,486	9,804,000	10,023,000	10,416,500
Charges for Services	21,985,399	22,164,960	22,543,702	26,239,215
Court Charges	1,652,352	1,495,000	1,582,350	1,634,000
Transfers In & Others	7,750,099	5,593,802	6,227,476	6,278,227
Bartlett School Fund Revenues	91,535,147	90,494,065	90,494,065	97,277,992
Total Revenues	\$ 184,754,780	\$ 182,537,457	\$ 183,989,083	\$ 196,848,815
<u>Expenditures</u>				
Department Revenues/Recoveries	\$ 2,153,811	\$ 1,945,033	\$ 2,338,737	\$ 2,583,894
Salaries	32,070,924	36,055,658	34,954,617	38,486,009
Benefits	18,168,571	19,012,423	18,343,547	20,339,860
Other Personnel	899,514	1,093,544	1,071,758	1,103,044
Operations	16,542,165	18,153,197	17,819,601	20,659,194
Capital	3,361,456	4,463,707	4,832,573	3,257,245
Debt Service	10,531,049	10,046,307	9,950,249	10,279,968
Transfer Out/Interdept Allocation	9,833,033	7,200,649	7,200,649	14,045,992
Bartlett School Fund Expenditures	89,940,167	94,344,065	94,344,065	100,777,992
Total Expenditures	\$ 179,193,069	\$ 188,424,517	\$ 186,178,322	\$ 206,365,410
Net From Operations	\$ 5,561,711	\$ (5,887,060)	\$ (2,189,239)	\$ (9,516,595)
*Bartlett School Fund Balance	\$ 41,246,674	\$ 37,396,674	\$ 37,396,674	\$ 33,896,674
Total Beginning Fund Balance**	\$ 55,157,080	\$ 59,123,811	\$ 59,123,811	\$ 60,784,572
Total Ending Fund Balance**	\$ 59,123,811	\$ 57,086,751	\$ 60,784,572	\$ 54,767,977

** Does not include Bartlett School Fund Balance



CITY OF BARTLETT
ALL FUNDS SUMMARY - SUMMARY BY CATEGORY
FY 2024 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 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
General Fund				
Revenues	\$ 61,982,507	\$ 61,493,917	\$ 62,703,633	\$ 65,034,596
Expenditures	60,417,587	62,859,998	61,421,567	65,450,633
Total General Fund	\$ 1,564,920	\$ (1,366,081)	\$ 1,282,066	\$ (416,037)
Undesignated Beginning Fund Balance	\$ 34,338,106	\$ 35,903,026	\$ 35,903,026	\$ 37,185,092
Undesignated Ending Fund Balance	\$ 35,903,026	\$ 34,536,945	\$ 37,185,092	\$ 36,769,056
Special Revenue Funds				
Revenues	\$ 102,332,112	\$ 101,507,521	\$ 101,365,950	\$ 109,591,192
Expenditures	100,637,720	105,477,875	104,834,482	113,396,468
Total Special Revenue Funds	\$ 1,694,392	\$ (3,970,354)	\$ (3,468,532)	\$ (3,805,276)
*Bartlett School Fund Balance	\$ 41,246,674	\$ 37,396,674	\$ 37,396,674	\$ 33,896,674
Beginning Fund Balance (W/out School FB)	\$ 4,618,333	\$ 4,717,745	\$ 4,717,745	\$ 5,099,213
Ending Fund Balance (W/out School FB)	\$ 4,717,745	\$ 4,597,391	\$ 5,099,213	\$ 4,793,937
Utility Fund				
Revenues	\$ 10,407,936	\$ 10,365,019	\$ 10,600,500	\$ 12,634,000
Expenditures	8,710,833	10,934,839	10,835,597	15,386,187
Total Utility Fund	\$ 1,697,104	\$ (569,820)	\$ (235,097)	\$ (2,752,187)
Beginning Cash Balance	\$ 12,578,678	\$ 14,275,782	\$ 14,275,782	\$ 14,040,685
Ending Cash Balance	\$ 14,275,782	\$ 13,705,962	\$ 14,040,685	\$ 11,288,498
Debt Service Fund				
Revenues	\$ 10,032,224	\$ 9,171,000	\$ 9,319,000	\$ 9,589,027
Expenditures	9,426,930	9,151,804	9,086,677	12,132,122
Total Debt Service Fund	\$ 605,295	\$ 19,196	\$ 232,323	\$ (2,543,095)
Undesignated Beginning Fund Balance	\$ 3,621,963	\$ 4,227,258	\$ 4,227,258	\$ 4,459,581
Undesignated Ending Fund Balance	\$ 4,227,258	\$ 4,246,454	\$ 4,459,581	\$ 1,916,486
All Operating Funds				
Revenues	\$ 184,754,780	\$ 182,537,457	\$ 183,989,083	\$ 196,848,815
Expenditures	179,193,069	188,424,516	186,178,323	206,365,410
Total All Operating Funds	\$ 5,561,711	\$ (5,887,059)	\$ (2,189,240)	\$ (9,516,595)
Total Beginning Fund Balance**	\$ 55,157,080	\$ 59,123,811	\$ 59,123,811	\$ 60,784,571
Total Ending Fund Balance**	\$ 59,123,811	\$ 57,086,752	\$ 60,784,571	\$ 54,767,977

** Does not include Bartlett School Fund Balance



CITY OF BARTLETT

GENERAL FUND - SUMMARY BY CATEGORY

FY 2024 Adopted Budget



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

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

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

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
<u>Revenues</u>				
Property Taxes	\$ 29,671,002	\$ 29,731,000	\$ 29,808,000	\$ 30,153,000
Local Taxes	16,586,268	17,178,430	17,070,490	17,881,181
License & Permits	1,632,022	1,626,200	1,690,000	2,191,200
Intergovernmental	7,611,046	7,654,000	7,973,000	8,316,500
Charges for Services	4,001,941	3,745,960	4,277,143	4,507,715
Court Charges	1,351,432	1,258,000	1,337,000	1,337,000
Other Revenue	1,128,797	300,327	548,000	648,000
Total Revenues	\$ 61,982,507	\$ 61,493,917	\$ 62,703,633	\$ 65,034,596
<u>Expenditures</u>				
<i>Department Revenues/Recoveries</i>	<i>\$ 2,126,900</i>	<i>\$ 1,933,533</i>	<i>\$ 2,327,237</i>	<i>\$ 2,572,394</i>
Salaries	27,766,277	31,286,248	30,583,776	33,484,869
Benefits	15,614,457	16,532,080	16,121,379	17,799,016
Other Personnel	716,799	900,544	878,758	910,044
Operations	7,843,778	9,078,434	8,933,708	9,280,534
Capital	1,442,142	607,206	842,164	159,545
Transfer Out	9,161,033	6,389,019	6,389,019	6,389,019
Total Expenditures	\$ 60,417,587	\$ 62,859,999	\$ 61,421,567	\$ 65,450,633
Net From Operations	\$ 1,564,920	\$ (1,366,082)	\$ 1,282,066	\$ (416,037)
Undesignated Beginning Fund Balance	\$ 34,338,106	\$ 35,903,026	\$ 35,903,026	\$ 37,185,093
Reserves/Encumbrances	0			
Undesignated Ending Fund Balance	\$ 35,903,026	\$ 34,536,944	\$ 37,185,093	\$ 36,769,056



CITY OF BARTLETT
SPECIAL REVENUE FUNDS - SUMMARY BY CATEGORY
FY 2024 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.

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
<u>Revenues</u>				
Intergovernmental Revenues	\$ 2,020,439	\$ 2,150,000	\$ 2,050,000	\$ 2,100,000
Charges for Services	7,983,915	8,165,500	8,111,059	9,447,500
Court Charges	300,920	237,000	245,350	297,000
Transfers In & Others	491,691	460,956	465,476	468,700
Bartlett School Fund Revenues	91,535,147	90,494,065	90,494,065	97,277,992
Total Revenues	\$ 102,332,112	\$ 101,507,521	\$ 101,365,950	\$ 109,591,192
<u>Expenditures</u>				
Salaries	\$ 2,123,529	\$ 2,482,496	\$ 2,235,977	\$ 2,649,860
Benefits	1,191,897	1,325,823	1,137,651	1,357,535
Other Personnel	182,715	193,000	193,000	193,000
Operations	5,093,333	5,044,859	4,735,263	6,563,054
Capital	1,714,079	1,855,632	1,956,526	1,630,500
Transfer Out/Interdept Allocation	392,000	232,000	232,000	224,527
Bartlett School Fund Expenditures	89,940,167	94,344,065	94,344,065	100,777,992
Total Expenditures	100,637,720	105,477,875	104,834,482	113,396,468
Net from Operations	\$ 1,694,392	\$ (3,970,354)	\$ (3,468,532)	\$ (3,805,276)
Bartlett School Fund Balance	\$ 41,246,674	\$ 37,396,674	\$ 37,396,674	\$ 33,896,674
Beginning Fund Balance (W/out School FB)	\$ 4,618,333	\$ 4,717,745	\$ 4,717,745	\$ 5,099,213
Ending Fund Balance (W/out School FB)	\$ 4,717,745	\$ 4,597,391	\$ 5,099,213	\$ 4,793,937



CITY OF BARTLETT
UTILITY FUND - SUMMARY BY CATEGORY
FY 2024 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.

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
<u>Revenues</u>				
Operating Revenues	\$ 9,999,544	\$ 10,253,500	\$ 10,155,500	\$ 12,284,000
Other Revenues	330,523	36,519	315,000	235,000
Non-Operating Revenues	77,870	75,000	130,000	115,000
Total Revenues	\$ 10,407,936	\$ 10,365,019	\$ 10,600,500	\$ 12,634,000
<u>Expenditures</u>				
<i>Department Revenues/Recoveries</i>	\$ 26,911	\$ 11,500	\$ 11,500	\$ 11,500
Salaries	2,181,117	2,286,914	2,134,864	2,351,280
Benefits	1,362,217	1,154,520	1,084,517	1,183,309
Operations	3,538,319	3,940,904	4,073,199	4,191,106
Capital	205,235	2,000,868	2,033,883	1,467,200
Total Expenditures	\$ 7,259,977	\$ 9,371,706	\$ 9,314,964	\$ 9,181,395
Cash Flow	\$ 3,147,959	\$ 993,313	\$ 1,285,536	\$ 3,452,605
<u>Less:</u>				
Debt Service	\$ 1,170,856	\$ 983,503	\$ 941,003	\$ 1,272,346
Transfer to Capital Improvement Fund	280,000	579,630	579,630	4,932,446
Total	\$ 1,450,856	\$ 1,563,133	\$ 1,520,633	\$ 6,204,792
Net Cash Flow	\$ 1,697,104	\$ (569,820)	\$ (235,097)	\$ (2,752,187)
Beginning Cash Balance	\$ 12,578,678	\$ 14,275,782	\$ 14,275,782	\$ 14,040,685
Ending Cash Balance	\$ 14,275,782	\$ 13,705,962	\$ 14,040,685	\$ 11,288,498



CITY OF BARTLETT
GENERAL DEBT SERVICE FUND - SUMMARY BY CATEGORY
FY 2024 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.

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
<u>Revenues</u>				
Local Sales Tax	\$ 4,311,005	\$ 4,450,000	\$ 4,550,000	\$ 4,777,500
Transfers & Others	5,721,219	4,721,000	4,769,000	4,811,527
Total Revenues	\$ 10,032,224	\$ 9,171,000	\$ 9,319,000	\$ 9,589,027
<u>Expenditures</u>				
Agent Fees	\$ 3,900	\$ 4,000	\$ 4,500	\$ 4,500
Issuance Cost	62,836	85,000	72,931	85,000
Bond Principal	6,225,334	5,918,000	5,918,000	6,433,000
Interest	3,134,860	3,144,804	3,091,246	5,609,622
Total Expenditures	\$ 9,426,930	\$ 9,151,804	\$ 9,086,677	\$ 12,132,122
Net from Operations	\$ 605,295	\$ 19,196	\$ 232,323	\$ (2,543,095)
Beginning Fund Balance	\$ 3,621,963	\$ 4,227,258	\$ 4,227,258	\$ 4,459,581
Ending Fund Balance	\$ 4,227,258	\$ 4,246,454	\$ 4,459,581	\$ 1,916,486



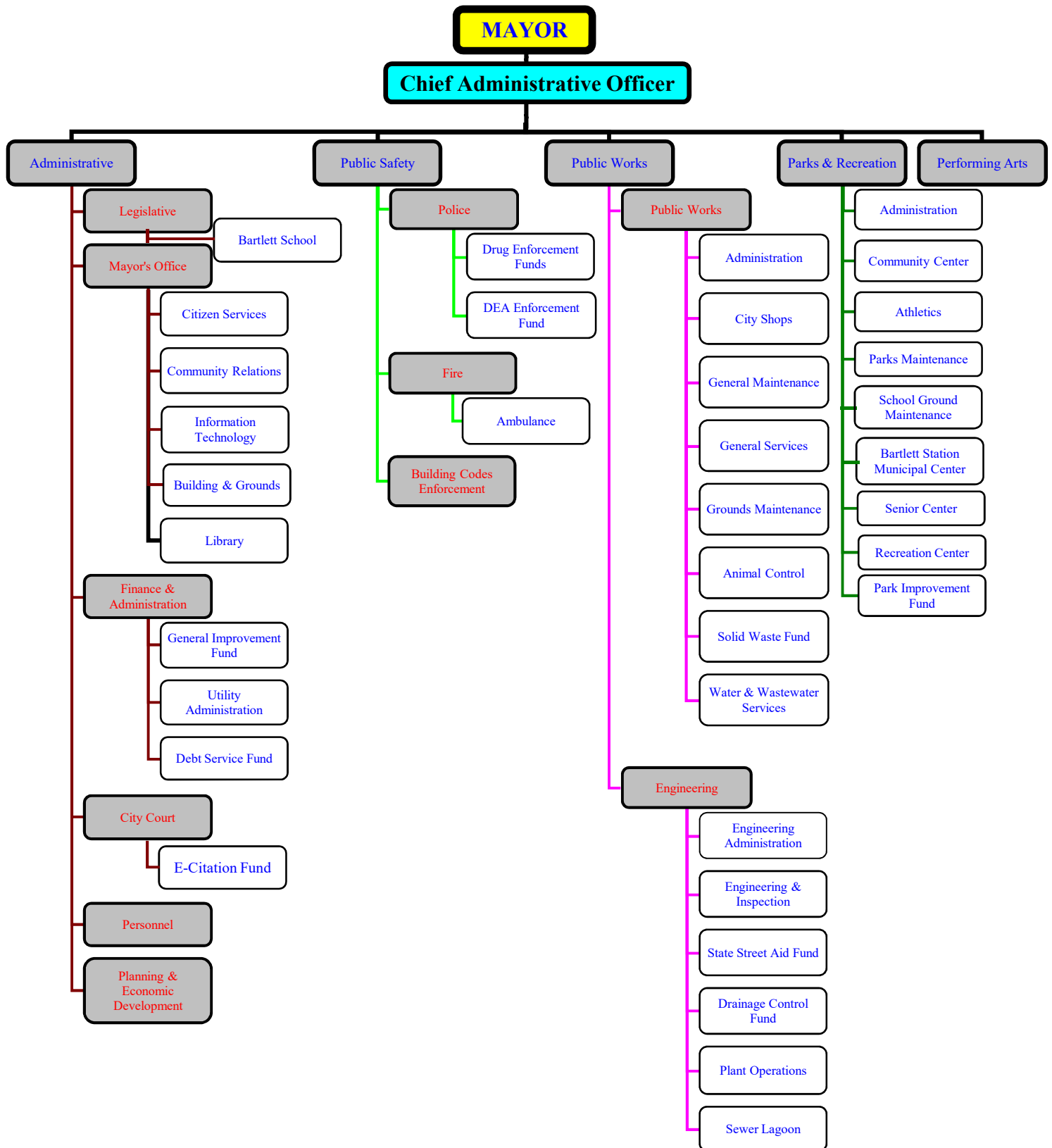
CITY OF BARTLETT
FY 2024-2028 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION



	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
<u>Revenues</u>						
<u>Source of Funds</u>						
G.O. Bonds	\$ 4,000,000	\$ 4,804,000	\$ 5,053,000	\$ 2,832,000	\$ 3,874,500	\$ 20,563,500
Capital Note	0	1,411,000	895,000	969,000	1,063,200	4,338,200
Transfer from Debt Service Fund	2,500,000	0	0	0	0	2,500,000
Grant Funds	0	750,000	0	750,000	400,000	1,900,000
TDOT 80% match	0	3,040,000	5,532,000	148,000	5,018,000	13,738,000
Utility Bonds	0	10,000,000	10,500,000	11,500,000	1,500,000	33,500,000
Utility Retained Earnings	4,932,446	1,632,446	1,100,000	1,100,000	1,100,000	9,864,892
American Rescue Plan Grant	1,521,273	1,521,273	0	0	0	3,042,546
Total Revenues	\$ 12,953,719	\$ 23,183,719	\$ 23,080,000	\$ 17,349,000	\$ 12,955,700	\$ 89,522,138
<u>Expenditures</u>						
<u>G.O. Bond/Other Funded</u>						
Administrative	\$ 6,500,000	\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 6,550,000
Public Safety	0	2,023,000	420,000	472,000	796,200	3,711,200
Public Works	0	200,000	200,000	200,000	200,000	800,000
Engineering	0	4,855,000	7,970,000	1,240,000	7,327,500	21,392,500
Parks & Recreation/BPACC	0	2,902,000	2,890,000	2,837,000	2,032,000	10,661,000
Total G.O. Bond/Other Funded	\$ 6,500,000	\$ 10,030,000	\$ 11,480,000	\$ 4,749,000	\$ 10,355,700	\$ 43,114,700
<u>Utility Bond/Other Funded</u>						
Water	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Sewer	6,453,719	13,153,719	11,600,000	12,600,000	2,600,000	46,407,438
Total Utility Bond/Other Funded	\$ 6,453,719	\$ 13,153,719	\$ 11,600,000	\$ 12,600,000	\$ 2,600,000	\$ 46,407,438
Total Expenditures	\$ 12,953,719	\$ 23,183,719	\$ 23,080,000	\$ 17,349,000	\$ 12,955,700	\$ 89,522,138



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



CITY OF BARTLETT STAFFING LEVEL SCHEDULE FY 2024 Adopted Budget



Fiscal Year 2024 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. During fiscal year 2023, the City has added 6 new police officer and 1 lieutenant positions to provide officers in all 11 Bartlett schools. For FY24, the City, without Bartlett School, will add 3 new full time positions. Police will add 1 PSAP director to supervisor all dispatchers in January 1, 2024. Legislative will add an assistant attorney position. The third full time position the City will add is a computer support analyst in the Information Technology (IT) department. Starting FY24, IT will become a new department, separated from Finance. The net increase, from original FY23 budget to FY24 budget, is 10. The City will raise Part-Time salary from \$9.00 to \$12.00 starting July 1, 2023 to be competitive with surrounding cities.

Description	FY 2022 Actual	FY 2023 Revised Budget	FY 2023 Projection	FY 2024 Adopted
GENERAL FUND				
Administrative				
Legislative Board				
Full Time	7.00	7.00	7.55	8.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Legislative Board FTE	7.00	7.00	7.55	8.00
Mayor's Office				
Full Time	5.00	5.00	5.00	5.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Mayor's Office FTE	5.00	5.00	5.00	5.00
Community Relations Full Time				
Community Relations Full Time	1.00	1.00	1.00	1.00
Information Technology				
Full Time	0.00	0.00	0.00	5.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Information Technology FTE	0.00	0.00	0.00	5.00
Buildings and Grounds				
Full Time	3.00	3.00	2.78	3.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Buildings and Grounds FTE	3.00	3.00	2.78	3.00
Finance and Administration				
Full Time	15.42	16.00	15.73	12.00
Part Time (converted to FTE)	0.14	0.00	0.00	0.00
Total Finance & Administration FTE	15.56	16.00	15.73	12.00
City Court				
Full Time	11.85	12.00	12.00	12.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total City Court FTE	11.85	12.00	12.00	12.00



CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised Budget	FY 2023 Projection	FY 2024 Adopted
Personnel				
Full Time	4.93	5.00	5.00	5.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Personnel FTE	4.93	5.00	5.00	5.00
Planning & Economic Development				
Full Time	3.90	5.00	4.00	5.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Planning & Eco Devpmnt FTE	3.90	5.00	4.00	5.00
Full Time	52.10	54.00	53.06	56.00
Part Time (converted to FTE)	0.14	0.00	0.00	0.00
Total Administrative FTE	52.24	54.00	53.06	56.00
Public Safety				
Police				
Full Time	159.93	172.00	172.17	180.00
Part Time (converted to FTE)	6.58	8.31	8.48	10.73
Total Police FTE	166.51	180.31	180.65	190.73
Fire				
Full Time	72.00	72.00	72.00	72.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Fire FTE	72.00	72.00	72.00	72.00
Ambulance Service				
Full Time	29.65	34.00	29.67	34.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Ambulance Service FTE	29.65	34.00	29.67	34.00
Building Codes Enforcement				
Full Time	10.00	11.00	11.00	11.00
Part Time (converted to FTE)	1.97	1.84	1.49	1.51
Total Bldg. Codes Enforcement FTE	11.97	12.84	12.49	12.51
Full Time	271.58	289.00	284.84	297.00
Part Time (converted to FTE)	8.55	10.15	9.97	12.24
Total Public Safety FTE	280.13	299.15	294.81	309.24
Public Works				
Administration				
Full Time	3.00	4.00	4.00	4.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Administration FTE	3.00	4.00	4.00	4.00
City Shops				
Full Time	11.42	13.00	11.18	13.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total City Shops FTE	11.42	13.00	11.18	13.00



CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised Budget	FY 2023 Projection	FY 2024 Adopted
General Maintenance				
Full Time	16.21	18.00	18.00	18.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total General Maintenance FTE	16.21	18.00	18.00	18.00
General Services				
Full Time	4.00	4.00	3.90	4.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total General Services FTE	4.00	4.00	3.90	4.00
Grounds Maintenance				
Full Time	13.32	14.00	12.96	14.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Grounds Maintenance FTE	13.32	14.00	12.96	14.00
Animal Control				
Full Time	7.00	8.00	7.62	8.00
Part Time (converted to FTE)	0.60	1.50	0.65	1.45
Total Animal Control FTE	7.60	9.50	8.27	9.45
Engineering Administration				
Full Time	2.00	3.00	3.00	3.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Engineering Administration FTE	2.00	3.00	3.00	3.00
Engineering & Inspection				
Full Time	3.00	3.00	2.00	3.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Engineering & Inspection FTE	3.00	3.00	2.00	3.00
Full Time	59.95	67.00	62.66	67.00
Part Time (converted to FTE)	0.60	1.50	0.65	1.45
Total Public Works FTE	60.55	68.50	63.31	68.45
Parks & Recreation				
Administration				
Full Time	4.00	4.00	4.00	4.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Administration FTE	4.00	4.00	4.00	4.00
Community Center				
Full Time	5.00	6.00	5.80	6.00
Part Time (converted to FTE)	6.26	9.38	7.27	9.86
Total Community Center FTE	11.26	15.38	13.07	15.86
Athletics				
Full Time	3.00	3.00	3.00	3.00
Part Time (converted to FTE)	6.70	5.97	6.93	6.51
Total Athletics FTE	9.70	8.97	9.93	9.51



CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised Budget	FY 2023 Projection	FY 2024 Adopted
Maintenance				
Full Time	15.86	23.00	19.15	23.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Maintenance FTE	15.86	23.00	19.15	23.00
School Ground Maintenance				
Full Time	2.00	2.00	2.00	2.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total School Ground Maintenance FTE	2.00	2.00	2.00	2.00
Bartlett Station Municipal Center				
Full Time	2.16	3.00	3.00	3.00
Part Time (converted to FTE)	1.53	1.95	1.56	1.95
Total Bartlett Station Mun Ctr FTE	3.69	4.95	4.56	4.95
Senior Center				
Full Time	4.00	4.00	3.95	4.00
Part Time (converted to FTE)	0.46	0.61	0.60	0.83
Total Senior Center FTE	4.46	4.61	4.55	4.83
Recreation Center				
Full Time	10.00	11.00	10.53	11.00
Part Time (converted to FTE)	14.20	15.61	13.46	14.65
Total Recreation Center FTE	24.20	26.61	23.99	25.65
Full Time	46.02	56.00	51.43	56.00
Part Time (converted to FTE)	29.15	33.52	29.82	33.80
Total Parks FTE	75.17	89.52	81.25	89.80
Performing Arts				
Full Time	3.00	3.00	3.00	3.00
Part Time (converted to FTE)	1.13	1.33	1.22	1.52
Total Performing Arts FTE	4.13	4.33	4.22	4.52
FULL TIME	432.65	469.00	454.99	479.00
PART TIME (converted to FTE)	39.57	46.50	41.66	49.01
TOTAL GENERAL FUND FTE	472.22	515.50	496.65	528.01
<u>SPECIAL REVENUE FUNDS</u>				
Solid Waste Fund				
Full Time	37.53	44.00	38.17	44.00
Part Time (converted to FTE)	2.04	2.25	2.04	2.11
Total Solid Waste Fund FTE	39.57	46.25	40.21	46.11



CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised Budget	FY 2023 Projection	FY 2024 Adopted
<i>Drainage Control Fund</i>				
Full Time	1.00	1.00	1.00	1.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Drainage Control Fund FTE	1.00	1.00	1.00	1.00
FULL TIME	38.53	45.00	39.17	45.00
PART TIME (converted to FTE)	2.04	2.25	2.04	2.11
TOTAL SPECIAL REVENUE FUNDS FTE	40.57	47.25	41.21	47.11
UTILITY				
<i>Administration</i>				
Full Time	5.76	7.00	6.54	7.00
Part Time (converted to FTE)	0.47	0.73	0.39	0.63
Total Administration FTE	6.23	7.73	6.93	7.63
<i>Water & Wastewater Services</i>				
Full Time	20.59	22.00	20.32	22.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Water & Wastewater Services FTE	20.59	22.00	20.32	22.00
<i>Plant Operations</i>				
Full Time	8.90	9.00	9.00	9.00
Part Time (converted to FTE)	0.30	0.54	0.32	0.62
Total Plant Operations FTE	9.20	9.54	9.32	9.62
<i>Sewer Lagoon</i>				
Full Time	4.00	4.00	4.00	4.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Sewer Lagoon FTE	4.00	4.00	4.00	4.00
FULL TIME	39.25	42.00	39.86	42.00
PART TIME (converted to FTE)	0.77	1.27	0.71	1.25
TOTAL UTILITY FTE	40.02	43.27	40.57	43.25
ALL FUNDS				
FULL TIME	510.43	556.00	534.02	566.00
PART TIME (converted to FTE)	42.38	50.02	44.41	52.37
TOTAL ALL FUNDS FTE	552.81	606.02	578.43	618.37

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 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Revenues				
Property Taxes	\$ 29,671,002	\$ 29,731,000	\$ 29,808,000	\$ 30,153,000
Local Taxes	16,586,268	17,178,430	17,070,490	17,881,181
License & Permits	1,632,022	1,626,200	1,690,000	2,191,200
Intergovernmental	7,611,046	7,654,000	7,973,000	8,316,500
Charges for Services	4,001,941	3,745,960	4,277,143	4,507,715
Court Charges	1,351,432	1,258,000	1,337,000	1,337,000
Other Revenue/Transfers	1,128,797	300,327	548,000	648,000
Total Revenues	\$ 61,982,507	\$ 61,493,917	\$ 62,703,633	\$ 65,034,596
Expenditures				
Legislative	\$ 569,887	\$ 891,555	\$ 725,568	\$ 864,405
Mayor's Office	766,694	945,665	904,046	919,265
Community Relations	235,428	296,851	341,584	346,874
Information Technology	0	0	0	624,131
Building & Grounds	388,440	438,360	443,187	461,152
Library	1,427,882	1,430,584	1,336,102	1,492,842
Finance	1,665,448	1,814,026	1,795,904	1,377,938
City Court	1,056,037	1,165,977	1,106,942	1,118,203
Personnel	515,738	552,276	558,712	599,672
Planning	437,175	553,611	469,470	512,172
Police	17,450,408	18,994,540	18,652,040	19,657,220
Fire Services and Ambulance	12,165,418	13,049,251	12,520,380	13,836,186
Codes Enforcement	1,161,206	1,166,682	1,136,724	1,186,201
Public Works	5,220,773	6,049,539	5,885,238	6,438,732
Engineering	765,847	1,068,594	960,389	945,280
Parks & Recreation	6,698,298	7,274,704	7,406,425	7,818,801
Performing Arts	731,876	778,765	789,838	862,540
Expenditures	\$ 51,256,554	\$ 56,470,979	\$ 55,032,548	\$ 59,061,614
Transfers Out				
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 DARE Program	19,014	33,000	33,000	33,000
Trfr. Out Drainage Fund	100,000	100,000	100,000	100,000
Trfr. Out Debt Service	4,555,000	3,555,000	3,555,000	3,555,000
Trfr. Out General Improvement Fund	275,000	275,000	275,000	275,000
Trfr. Out Bartlett Station	80,000	80,000	80,000	80,000
Trfr. Out to CIP	1,786,000	0	0	0
Total Transfers Out	\$ 9,161,033	\$ 6,389,019	\$ 6,389,019	\$ 6,389,019
Total Expenditures	\$ 60,417,587	\$ 62,859,998	\$ 61,421,567	\$ 65,450,633
Net From Operations	1,564,920	(1,366,081)	1,282,066	(416,037)
Beginning Fund Balance	\$ 34,338,106	\$ 35,903,026	\$ 35,903,026	\$ 37,185,092
Ending Fund Balance	\$ 35,903,026	\$ 34,536,945	\$ 37,185,092	\$ 36,769,056



CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Property Taxes				
Real Property Tax	\$ 27,752,065	\$ 27,600,000	\$ 27,650,000	\$ 27,900,000
Personalty Tax	1,119,088	1,140,000	1,200,000	1,250,000
Property Tax - Utility	226,221	185,000	183,000	183,000
In-Lieu Of Tax - Utility	0	0	0	0
In-Lieu Of Tax - Industry	29,763	66,000	70,000	70,000
In-Lieu Of Tax - MLG&W	391,284	380,000	395,000	400,000
Delinquent Tax	(8,623)	210,000	180,000	200,000
Interest & Penalty	161,204	150,000	130,000	150,000
Total Property Taxes	\$ 29,671,002	\$ 29,731,000	\$ 29,808,000	\$ 30,153,000
Local Taxes				
Local Sales Tax	8,622,011	\$ 8,900,000	\$ 9,100,000	\$ 9,555,000
Sales Tax Half Cent	4,642,715	4,956,430	4,543,990	4,764,681
Wholesale Beer Tax	769,975	810,000	820,000	850,000
Wholesale Liquor Tax	482,786	520,000	500,000	520,000
Beer Permits Application	1,250	2,000	1,500	1,500
Retail Liquor Licenses	22,420	24,000	24,000	24,000
Beer Privilege Tax	7,999	8,000	8,000	8,000
Gross Receipts Business	1,186,040	1,150,000	1,250,000	1,350,000
Business Licenses	3,075	3,000	3,000	3,000
Return Fee-Business License	15,050	15,000	15,000	15,000
Collection Fees - Business Tax	108,619	100,000	110,000	110,000
Catv Franchise Fees	391,053	390,000	375,000	350,000
AT&T Franchise Fee	134,873	140,000	120,000	110,000
Hotel/Motel Tax	198,402	160,000	200,000	220,000
Total Local Taxes	\$ 16,586,268	\$ 17,178,430	\$ 17,070,490	\$ 17,881,181
License & Permits				
Issuing Fees	\$ 17,128	\$ 16,000	\$ 16,000	\$ 16,000
New Building Permits	121,440	110,000	110,000	110,000
New Electrical Permits	63,030	60,000	45,000	45,000
New Plumbing Permits	42,583	40,000	25,000	35,000
New Mechanical Permits	102,477	75,000	100,000	100,000
Zoning Application Fees	8,720	5,000	2,000	3,000
Planning Fees	2,100	2,200	2,000	2,200
Short-Term Rental Permit Fees	75	500	500	500
S/D Application Fees	15,470	7,000	10,000	12,000
Miscellaneous Building Permits	24,904	25,000	25,000	45,000
Board Of Zoning Appeals	3,300	4,000	3,000	3,000
Subdivision Inspection Fees	6,141	30,000	33,000	30,000
Subdivision Engineering Fees	4,079	10,000	20,000	15,000
Subdivision Sewer Review Fees	150	500	500	500
Road Cut & Boring Permit	1,810	2,000	30,000	10,000
Site Plan Review	12,120	15,000	20,000	35,000



CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Sign Review	7,200	10,000	8,000	8,000
Building Plan Review	11,900	10,000	16,000	17,000
Sign Inspection	3,975	4,000	4,000	4,000
Auto Reg Fee	1,183,419	1,200,000	1,220,000	1,700,000
Total License & Permits	\$ 1,632,022	\$ 1,626,200	\$ 1,690,000	\$ 2,191,200
Intergovernmental Revenues				
State Sales Tax	\$ 6,582,144	\$ 6,710,000	\$ 6,870,000	\$ 7,213,500
State Income Tax	5,426	0	0	0
State Beer Tax	26,396	27,000	27,000	27,000
State Liquor Tax	137,119	110,000	140,000	140,000
State Excise Tax	31,306	40,000	40,000	40,000
State Petroleum Tax	106,971	107,000	106,000	106,000
State Sports Betting Tax	55,764	60,000	100,000	100,000
State TVA In Lieu Of Tax	607,027	540,000	630,000	630,000
STG Telecom Sales Tax	58,894	60,000	60,000	60,000
Total Intergovernmental Revenues	\$ 7,611,046	\$ 7,654,000	\$ 7,973,000	\$ 8,316,500
Misc Charges For Services				
City Service Fees	\$ 21,863	\$ 15,000	\$ 5,000	\$ 5,000
Ambulance Fees	1,524,976	1,320,000	1,650,000	1,750,000
Tow-In Fees	4,125	4,000	4,000	4,000
Publication Fees	500	1,000	1,000	1,000
Police Background Check	313	1,000	1,000	1,000
Bartlett Station Municipal Center Fees	105,024	131,600	131,600	151,825
Community Relations	6,524	9,700	30,071	23,000
Library Fees	18,578	17,800	20,000	20,000
Total Misc Charges For Services	\$ 1,681,903	\$ 1,500,100	\$ 1,842,671	\$ 1,955,825
Parks & Rec Charges				
Senior Citizens Center	\$ 44,631	\$ 65,360	\$ 110,048	\$ 99,840
Community Center	393,254	346,100	407,600	429,000
Athletics	253,129	263,450	251,500	272,300
Recreation Center	1,423,331	1,336,750	1,425,474	1,476,250
Total Parks & Rec Charges	\$ 2,114,345	\$ 2,011,660	\$ 2,194,622	\$ 2,277,390
BPACC Revenues	\$ 205,693	\$ 234,200	\$ 239,850	\$ 274,500
Court Fines & Costs				
City Court Fines	\$ 1,342,814	\$ 1,250,000	\$ 1,330,000	\$ 1,330,000
Other Court Costs	8,618	8,000	7,000	7,000
Total Court Fines & Costs	\$ 1,351,432	\$ 1,258,000	\$ 1,337,000	\$ 1,337,000
Other Revenues				
Interest	\$ 35,723	\$ 30,000	\$ 300,000	\$ 400,000
Sale Of Equipment	16,605	50,000	30,000	30,000
Other Revenues	908,468	52,327	50,000	50,000



**CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2024 Adopted Budget**



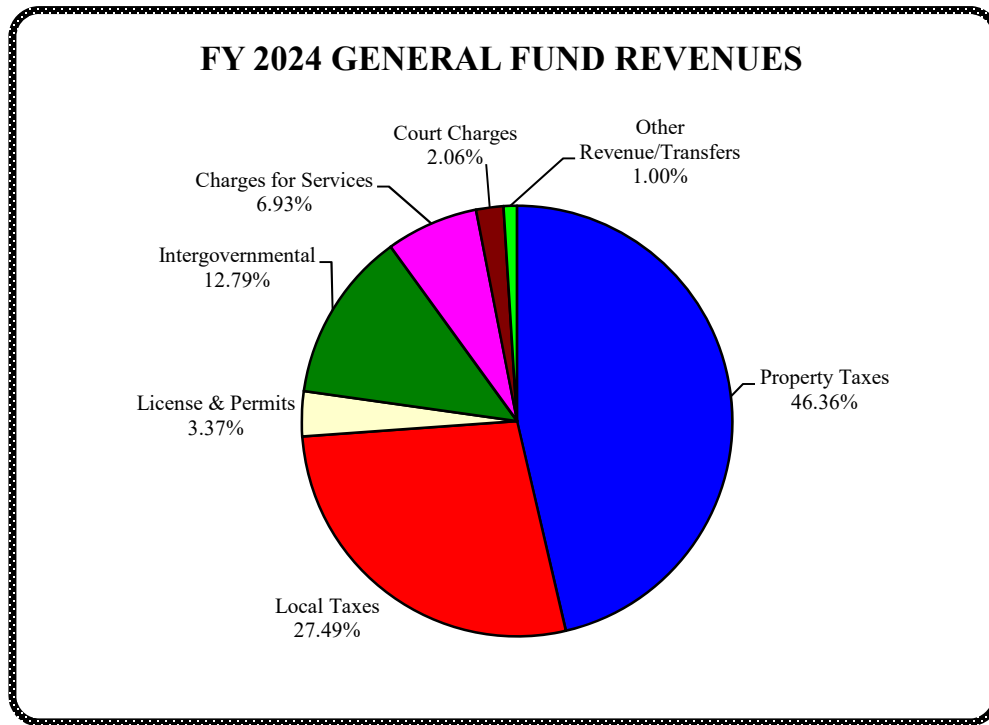
Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Transfer In	168,000	168,000	168,000	168,000
Total Other Revenues	\$ 1,128,797	\$ 300,327	\$ 548,000	\$ 648,000
TOTAL GENERAL FUND REVENUES	\$ 61,982,507	\$ 61,493,917	\$ 62,703,633	\$ 65,034,596



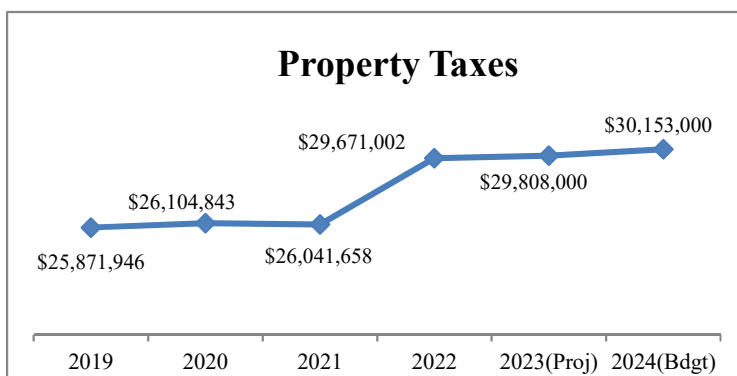
CITY OF BARTLETT

ANALYSIS OF GENERAL FUND REVENUE SOURCES

FY 2024 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 73.86% of all General Fund Revenues in FY 2024. The City received \$665 one-time grants from the State in FY22. While state shared sales tax and the local option sales tax have seen increases over the prior years, our revenue were impacted by losses in court revenue, and parks and recreation revenue. These impacted revenues are budgeted to finally reach the FY19 (pre-COVID) level in FY24. The General Fund Budget is based on \$1.73 property tax rate.



Property Taxes represent the largest percentage (46.36%) of all GF Revenues. FY24 General Fund budget is based on the tax rate of \$1.73, 2 cent less than from the \$1.75 tax rate for FY22. FY24 tax rate is effectively for the 2023 tax year. In the last 20 years, the property tax rate increased 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, 2024 and become delinquent March 1, 2024.

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



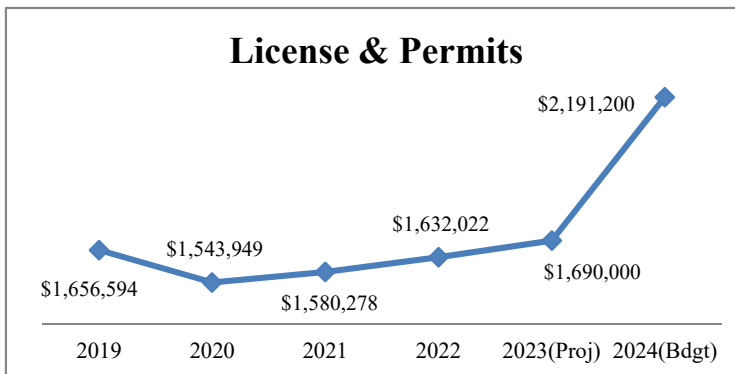
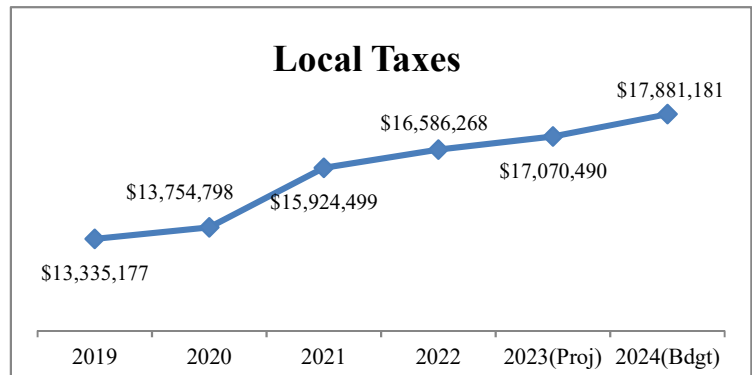
CITY OF BARTLETT

ANALYSIS OF GENERAL FUND REVENUE SOURCES

FY 2024 Adopted Budget

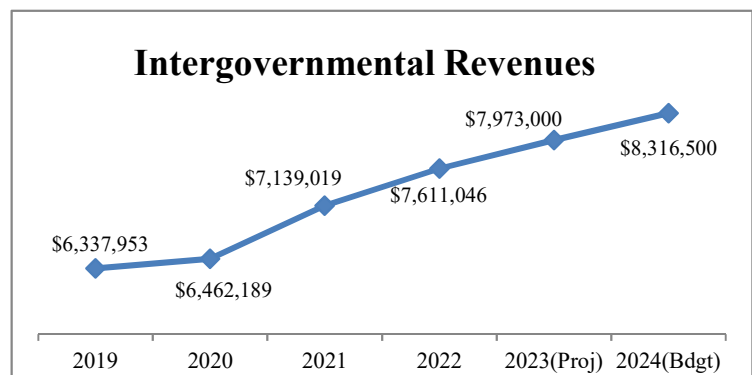


Local Taxes is the second largest source of revenue and represent 27.49% of all GF Revenues. They are comprised primarily of Local Sales Taxes (\$9,555,000), more than half of all local taxes, Sales Tax Half Cent (\$4,764,681), Wholesale Beer Taxes (\$850,000), and Gross Receipts Business (\$1,350,000). 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 2024, which includes the maintenance of effort, school debt service transfer, Dare program and Shelby County Board of Education buildings. FY24 budget has a 5% increase over FY23 projected.



The Office of Code Enforcement sets, monitors and collects most of the **License and Permit** fees. FY 2024 budget for subdivision and new construction permit fees are based on 70 commercial constructions and 50 residential constructions. The administration increased \$10 in the city auto registration fee resulting in a \$35 fee for all licensed vehicles within the city limits. The biggest revenue in License and Permits is the \$35 city auto registration fee that generates more than 3/4 of the total revenues.

Intergovernmental Revenues are state shared revenues, the largest being Bartlett's share of the State Sales Tax, 86.74%. There has been steady increase since FY 2019 to FY 2024.





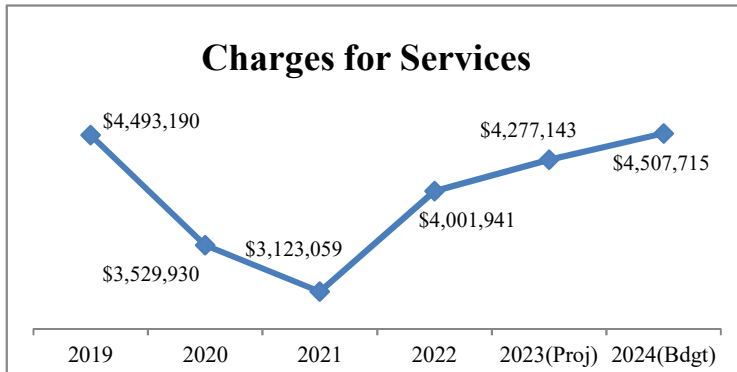
CITY OF BARTLETT

ANALYSIS OF GENERAL FUND REVENUE SOURCES

FY 2024 Adopted Budget



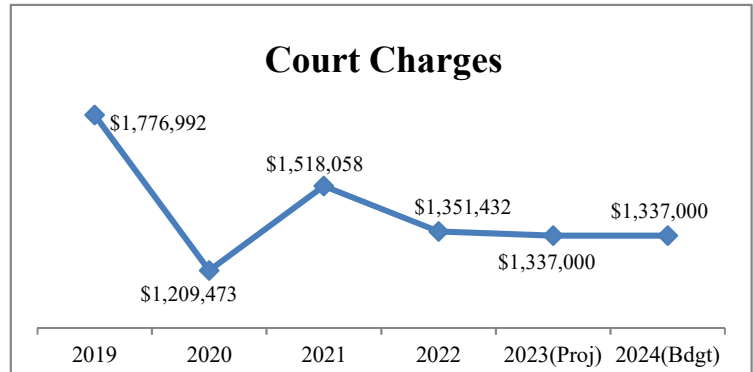
Charges for Services



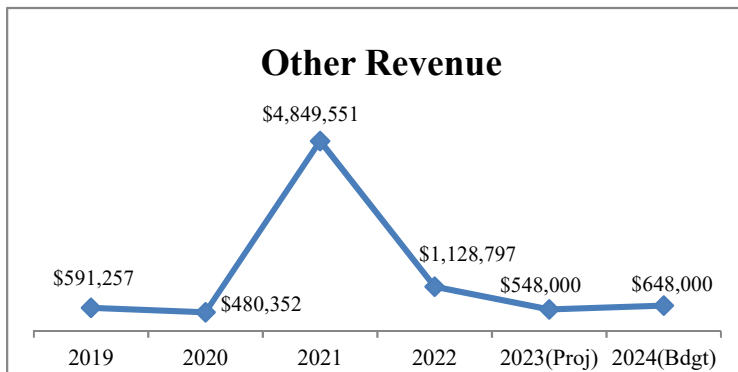
Ambulance Fees account for the largest share (38.82%) of **Charges for Services**. The second largest share of Charges for Services is the parks and recreation center fees (\$1,476,250). The basic parks & recreation fees was increased by 14% starting October 2019, the last increase was in 2005. After this increase, our fees are still lower than those of the surrounding centers. Charges for Services, hard hit the most since the pandemic started, are budgeted to finally reach the FY19 (pre-COVID) level in FY24.

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.

Court Charges



Other Revenue



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 a transfer from the General Improvement Fund. The transfer from the General Improvement Fund to the General Fund (based on Bartlett's Ordinance and General Improvement Fund balance) is \$168,000 for FY 2024.



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Department Revenues				
Local Sales Tax .5% Reimbursement	\$ 1,074,393	\$ 1,035,208	\$ 1,408,512	\$ 1,641,869
State Police Training Grant	93,600	103,200	0	0
State Fire Training Grant	74,400	71,200	0	0
Supplemental Ambulance Payment	26,262	30,000	0	0
CERT Class Fees	384	0	0	0
Weed Cutting Fees	22,400	30,000	30,000	30,000
Electronic Traffic Citation Fee	4,051	7,600	7,600	7,600
Insurance Recoveries	29,167	30,000	25,000	30,000
Transfer from Grants Fund	10,582	0	0	0
Transfer From School	0	0	210,000	210,000
Intergovernment Reimbursement	64,847	50,000	64,000	70,000
Criminal Seizure Settlement	2,000	10,000	27,000	10,000
Civil Seizure Settlement	4,086	10,000	2,000	10,000
Breath Alcohol Test Charges	160	1,000	200	0
COVID-19 Grants	166,466	0	0	0
Donations	3,018	15,000	11,000	11,000
Animal Shelter Donations	17,718	16,000	16,000	16,000
Animal Shelter Boarding	1,171	1,000	2,600	2,600
Animal Shelter Capture Fee	3,035	3,000	3,000	3,000
Animal Shelter Adoption	39,813	40,000	40,000	50,000
Animal Shelter City License	21,281	25,000	25,000	25,000
Animal Shelter Misc Revenues	12,368	10,000	10,000	10,000
Shop Expense Allocation	455,700	445,325	445,325	445,325
Total Department Revenues	\$ 2,126,900	\$ 1,933,533	\$ 2,327,237	\$ 2,572,394
Personnel				
Supervisor Salaries	\$ 4,540,647	\$ 5,080,482	\$ 5,011,893	\$ 5,206,569
Employee Wages	21,055,076	24,096,869	23,151,924	25,671,956
Overtime Wages	1,154,577	865,400	1,186,165	967,700
Special Hours	158,664	185,100	219,049	190,100
Holiday Pay	604,799	678,132	636,050	679,257
Contracted Services	644,487	827,000	815,457	834,500
Part-Time	855,121	1,055,397	1,007,945	1,448,544
Instructional Expense	9,320	12,000	7,832	11,000
Vacation Pay	98,223	140,400	161,438	0
Educational Bonus	283,050	333,280	299,160	337,440
Sick Pay	33,798	145,000	92,336	0
Longevity Pay	608,802	684,496	641,171	695,330
FLSA Wages	75,513	87,000	85,312	93,000
Bonus	44,028	51,591	47,238	53,030
Employee Incentive	8,355	12,136	12,136	12,136
Employee Testing	55,132	55,000	55,000	55,000
Other Personnel Costs	17,414	9,544	7,269	9,544
Employee Health Insurance	5,830,898	6,442,324	6,320,129	6,482,353
Employee Life Insurance	68,584	91,392	82,270	98,044
Workers' Comp Insurance	565,432	613,662	613,662	668,446
Unemployment Compensation	1,097	1,000	0	0
Retiree Health Insurance	1,272,964	1,457,883	1,402,004	1,542,918
FICA	2,133,502	2,405,896	2,340,621	2,549,268
Pension Contribution	3,648,248	3,024,769	3,024,744	4,244,511



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Contributory Retirement Plan	329,802	363,119	363,108	343,283
Total Personnel	\$ 44,097,533	\$ 48,718,872	\$ 47,583,913	\$ 52,193,929
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>380.55</i>	<i>415.00</i>	<i>401.93</i>	<i>423.00</i>
<i>Part-Time (converted to FTE)</i>	<i>39.43</i>	<i>46.50</i>	<i>41.66</i>	<i>49.01</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>419.98</i>	<i>461.50</i>	<i>443.59</i>	<i>472.01</i>
Operations				
Training	\$ 103,827	\$ 239,442	\$ 194,652	\$ 234,050
State Training Salary Supplement	168,000	174,400	0	0
Firearms Training	57,549	70,686	70,652	70,000
Volunteer Expense	10,371	7,300	7,295	7,500
Travel	74,060	171,950	124,168	168,400
Legal Fees	3,701	75,000	25,000	40,000
Mayor's Youth Council	0	5,000	0	5,000
Professional Services	134,474	169,800	163,120	172,800
Contracted Services	138,696	128,000	170,000	184,000
Other Professional Service	93,418	159,535	140,860	162,400
Boards & Commissions	53,509	76,000	75,000	121,000
DUI Testing Fees	0	1,000	0	1,000
Sexual Offender Register	950	2,000	700	2,000
Civil & Criminal Seizure Expense	335	6,000	27,000	6,000
Postage & Freight	41,809	51,005	48,363	52,430
Notice Publication	17,812	40,100	20,000	30,100
Dues & Subscriptions	73,411	96,245	89,150	98,050
Meetings	6,903	11,950	13,046	16,550
Employee Appreciation	3,917	4,500	4,745	7,900
Utilities	714,158	706,824	794,097	817,100
Phones-Local	69,743	71,405	72,372	73,746
Cellular Phones	137,619	156,016	167,468	180,288
Telecommunication Link	61,606	55,758	63,250	63,500
Library Charge-Shelby Co.	1,246,127	1,300,000	1,143,000	1,300,000
Shop Allocation	209,700	209,800	209,800	210,800
Vehicle Maintenance	379,716	422,390	424,032	434,150
Equipment Maintenance	179,765	185,467	202,087	198,500
Radio Maintenance	171,968	203,091	186,247	227,390
Computer Maintenance	7,600	7,600	7,600	7,600
Grounds Maintenance	434,898	425,032	474,662	486,300
Building Maintenance	321,477	326,818	397,305	318,480
Pool Maintenance	20,260	25,622	33,000	33,000
Swim Competitions	48,105	46,750	47,000	60,000
Fuel System Maintenance	174,607	340,000	300,000	340,000
Street Painting & Signs	27,942	32,199	30,000	30,000
Automobile Allowance	7,143	8,100	7,900	7,900
Office Supplies	102,751	99,647	87,459	95,750
Printing	57,119	82,750	79,211	77,250
Christmas Expenses	2,254	2,500	2,675	2,500
Medical Supplies	161,598	172,501	165,643	177,500
Special Designation Expend	858	1,000	1,000	1,000
Ticket Sales Expenditures-BPAC	12,367	15,000	12,905	13,500



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2024 Adopted Budget



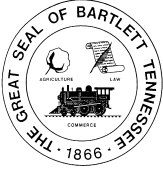
Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Petroleum Supplies	547,059	553,175	656,789	661,075
Special Events	53,156	40,500	43,500	60,500
Concession Supplies Client	239	740	100	100
Preschool Supplies	4,962	4,600	4,600	4,600
Recreation Supplies	72,627	61,253	71,600	56,600
Concession Supplies	63,828	81,500	81,778	81,750
Field Trips	14,714	12,000	12,000	12,000
Tournament Expenses	344	750	750	750
Cost of Goods Sold	962	4,800	4,800	4,800
Clothing & Uniforms	237,312	321,424	336,254	266,250
Operating Supplies	218,709	242,723	293,172	286,230
Cleaning Supplies	58,543	66,525	66,120	69,700
Chemical Supplies	909	500	906	1,000
Air Service	7,392	7,300	7,300	7,300
Film & Developing	934	1,250	500	500
Fill Sand, Dirt & Gravel	22,702	34,584	34,584	33,000
Asphalt/Street Repairs	113,713	168,000	168,000	168,000
Concrete & Brick	9,587	10,794	9,500	9,500
Miscellaneous Shop Parts	2,114	2,400	2,400	2,400
Small Tools	27,659	30,230	30,476	28,100
Tournament Awards	2,534	4,000	2,200	1,000
Fire Hose	2,624	9,351	6,000	6,000
Pipe & Materials-System Maintenance	12,472	9,000	9,000	9,000
Miscellaneous Supplies	3,982	5,500	5,500	5,500
Jail Operations	74,063	50,315	54,000	54,000
First Responder Expense	1,204	2,100	2,100	2,100
Covid-19 Grant Expenses	545	0	0	0
CERT Training Supplies	0	1,200	0	0
Public Awareness	35,200	45,000	44,999	48,000
CPR Classes	212	0	0	0
Fire Prevention	6,412	6,000	6,000	6,000
Community Promotions	2,622	8,000	12,000	15,000
Travel Club	0	15,000	19,175	20,000
Equipment Rental	27,853	39,900	43,092	45,920
Street Barricade & Equip Rental	0	1,000	1,000	2,000
Equipment Leasing	22,198	30,068	34,164	34,150
Property Insurance	106,285	106,285	101,632	101,632
Vehicle & Equip Insurance	128,209	128,211	128,973	128,973
General Liability Insurance	252,622	238,941	222,404	222,405
Other Insurance	6,876	10,450	3,545	3,545
Bank Charges	353	500	100	500
Credit Card Vendor Fees	60,765	54,120	53,850	57,700
Interest Refund	359	1,000	0	1,000
State Fees	11,464	36,000	60,651	33,500
Cash Over/Short	(1)	660	661	560
Tow-In Fees	9,115	9,700	9,500	8,500
License Fees	140	750	750	560
Animal Control Fees	1,990	0	0	0
K-9 Operations	9,868	9,450	14,000	9,000
Storage Fees	0	450	300	300
Election Expenses	0	20,000	20,000	0



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Contingency	30,622	125,000	75,000	100,000
Damage Claims	20,948	28,400	38,817	28,900
Miscellaneous Other Expenses	22,659	50,854	56,703	45,200
Total Operations	\$ 7,843,778	\$ 9,078,434	\$ 8,933,708	\$ 9,280,534
Capital				
Fencing & Landscaping	\$ 1,019	\$ 800	\$ 800	\$ 1,200
Building Improvements	241,665	130,630	281,500	82,500
Park Improvements	31,952	0	25,000	0
General Capital Improvements	3,099	0	0	0
Communications Equipment	192	1,145	1,145	1,145
Data Processing Equipment	32,798	0	12,852	2,600
Office Equipment	1,450	1,500	1,500	2,750
Vehicles	749,853	187,259	110,727	0
Furniture	47,326	29,750	32,622	22,250
Other Equipment	324,588	256,122	376,018	47,100
Curb & Sidewalk Repairs	8,200	0	0	0
Total Capital	\$ 1,442,142	\$ 607,206	\$ 842,164	\$ 159,545
TOTAL GENERAL FUND EXPEND'S	\$ 51,256,554	\$ 56,470,979	\$ 55,032,548	\$ 59,061,614



City of Bartlett

ADMINISTRATIVE FY 2024 Adopted Budget

Full-Time Authorized Personnel Positions

Legislative Board

City Attorney	1
Assistant City Attorney	1
Alderman	6
Total Legislative Board	8

Mayor's Office

Mayor	1
Chief Administrative/Financial Officer	1
Administrative Assistant	1
City Clerk	1
IT Manager	1
Computer Analyst	2
Computer Support Tech	2
Community Relations Director	1
Senior Clerk	1
Building Service	3
Total Mayor's Office	14

Finance and Administration

Finance Director	1
Assistant Finance Director	1
Finance Manager	1
Budget/Financial Coordinator	1
Senior Financial Analyst	1
Clerk	7
Total Finance and Administration	12

City Court

Prosecutor	1
Judge	2
Court Clerk	1
Assistant Prosecutor	1
Senior Clerk	1
Skill Clerk	6
Total Court Clerk	12

Personnel

Personnel Director	1
Senior Personnel Coordinator	1
Personnel Assistant	1
Personnel Coordinator	1
Health/Safety Office	1
Total Personnel	5

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. Bartlett Station Municipal Center, no longer part of Mayor's Office, is now under Parks and Recreation. Information Technology (IT), used to be part of Finance, is now its own department under the Mayor's Office. The Administrative function budget had a net increase of \$635,139 (8.27%) over the FY 2023 Projection. Legislative Board added an assistant city attorney while IT added a new computer analyst position. There were no other staffing changes. FY 2024 budget included a career ladder pay increase and 5% salary increase for full-time employees.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2022 Actual</u>	<u>FY 2023 Revised</u>	<u>FY 2023 Projection</u>	<u>FY 2024 Adopted</u>
Revenues	46,864	62,927	58,927	60,703
Salaries	3,158,782	3,568,316	3,522,875	3,687,419
Benefits	1,560,364	1,588,050	1,511,763	1,703,000
Other Personnel	63,051	60,244	60,469	60,244
Operations	2,254,197	2,859,951	2,606,213	2,911,144
Capital	73,199	75,270	39,122	15,550
Total	7,062,728	8,088,904	7,681,515	8,316,654

Planning & Economic Development

Planning Director	1
Senior Planner	1
Planner	1
Assistant Planner	1
Admin Secretary	1
Total Planning & Econ. Dev.	5

TOTAL ADMINISTRATIVE

56



CITY OF BARTLETT
ADMINISTRATIVE BUDGET SUMMARY
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	\$ 39,795	\$ 40,327	\$ 40,327	\$ 42,103
Electronic Traffic Citation Fee	4,051	7,600	7,600	7,600
Donations	3,018	15,000	11,000	11,000
Total Department Revenues/Grants	\$ 46,864	\$ 62,927	\$ 58,927	\$ 60,703

Personnel

Supervisor Salaries	\$ 1,416,893	\$ 1,522,873	\$ 1,531,200	\$ 1,600,794
Employee Wages	1,714,880	2,013,043	1,914,035	2,056,825
Overtime Wages	14,646	21,600	63,040	22,000
Special Hours	7,950	7,800	7,800	7,800
Contracted Services	2,288	3,000	6,800	0
Part-Time	2,126	0	0	0
Vacation Pay	2,096	25,400	18,102	0
Educational Bonus	4,440	5,400	2,880	2,880
Sick Pay	0	20,000	0	0
Longevity Pay	67,350	72,715	75,146	78,242
Bonus	3,545	3,727	3,622	4,064
Employee Incentives	8,355	12,136	12,136	12,136
Employee Testing	55,132	55,000	55,000	55,000
Other Personnel Costs	15,185	5,244	5,469	5,244
Employee Health Insurance	522,040	559,632	527,906	569,082
Employee Life Insurance	7,327	10,673	9,140	10,999
Workers' Comp Insurance	12,790	13,384	13,384	13,817
Unemployment Compensation	464	0	0	0
Retiree Health Insurance	154,649	176,797	170,812	182,881
FICA	236,925	273,656	264,107	279,369
Pension Contribution	490,201	371,615	371,616	506,615
Contributory Retirement Plan	42,915	42,915	42,912	42,915
Total Personnel	\$ 4,782,197	\$ 5,216,610	\$ 5,095,107	\$ 5,450,663

Staffing Level

<i>Full-Time</i>	<i>52.10</i>	<i>54.00</i>	<i>53.06</i>	<i>56.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.14</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>52.24</i>	<i>54.00</i>	<i>53.06</i>	<i>56.00</i>

Operations

Training	\$ 9,288	\$ 46,500	\$ 29,000	\$ 46,200
Travel	22,171	64,100	45,500	65,300
Legal Fees	3,701	75,000	25,000	40,000
Mayor's Youth Council	0	5,000	0	5,000
Professional Service	103,409	127,300	131,700	136,800
Contracted Services	54,860	52,000	94,000	108,000
Other Professional Service	40,639	113,578	82,500	104,000
Boards & Commissions	53,509	76,000	75,000	121,000
Postage & Freight	25,330	33,000	31,300	32,000
Notice Publication	17,812	40,000	20,000	30,000
Dues & Subscriptions	32,234	48,200	42,729	46,155
Meetings	1,223	5,400	4,600	7,500
Utilities	112,598	125,000	134,450	138,500



CITY OF BARTLETT
ADMINISTRATIVE BUDGET SUMMARY
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Phones - Local	16,685	18,973	18,305	18,873
Cellular Phones	16,915	23,708	23,600	25,008
Telecommunication Link	59,926	53,258	60,000	60,000
Library Charge-Shelby Co.	1,246,127	1,300,000	1,143,000	1,300,000
Shop Allocation	6,300	6,300	6,300	6,300
Vehicle Maintenance	2,994	6,950	10,838	9,250
Equipment Maintenance	2,015	5,100	4,300	5,100
Computer Maintenance	7,600	7,600	7,600	7,600
Grounds Maintenance	8,862	18,000	14,000	14,000
Building Maintenance	14,051	37,000	38,500	38,000
Automobile Allowance	7,049	7,900	7,900	7,900
Office Supplies	60,328	43,022	35,700	39,000
Printing	31,279	54,050	47,198	44,550
Petroleum Supplies	9,204	9,600	9,550	10,500
Special Events	2,814	15,000	15,000	15,000
Clothing & Uniforms	1,493	2,000	1,500	1,500
Operating Supplies	30,841	51,200	102,700	84,200
Cleaning Supplies	1,651	3,000	3,000	3,500
Film & Developing	934	1,050	500	500
Small Tools	12	300	200	200
Tournament Awards	910	2,000	200	1,000
First Responder Expenses	1,204	2,100	2,100	2,100
Community Promotions	2,622	8,000	12,000	15,000
Equipment Rental	22,501	32,000	38,017	38,020
Equipment Leasing	7,992	8,743	11,345	13,050
Property Insurance	21,874	21,874	19,572	19,572
Vehicle & Equip Insurance	2,686	2,686	3,773	3,773
General Liability Insurance	131,156	117,749	106,783	106,783
Other Insurance	50	50	50	50
Bank Charges	353	500	100	500
Credit Card Vendor Fee	12,180	0	200	200
Interest Refund	359	1,000	0	1,000
Cash Over/Short	98	560	560	560
Storage Fees	0	300	300	300
Election Expenses	0	20,000	20,000	0
Contingency	30,622	125,000	75,000	100,000
Damage Claims	0	1,000	5,000	1,500
Miscellaneous Other Expenses	15,738	41,300	45,743	36,300
Total Operations	\$ 2,254,197	\$ 2,859,951	\$ 2,606,213	\$ 2,911,144
Capital				
Building Improvements	\$ 21,367	\$ 5,000	\$ 20,500	\$ 5,000
Data Processing Equipment	0	0	0	2,600
Vehicles	24,459	50,000	0	0
Furniture	27,372	16,750	16,622	6,950
Other Equipment	0	3,520	2,000	1,000
Total Capital	\$ 73,199	\$ 75,270	\$ 39,122	\$ 15,550
TOTAL ADMINISTRATIVE	\$ 7,062,728	\$ 8,088,904	\$ 7,681,515	\$ 8,316,654

Legislative Board

City of Bartlett



FY 2024 Adopted

What We Do

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

appointment of department directors and professional staff who manage service delivery.

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Salaries	186,996	216,000	224,375	252,000
Benefits	86,450	84,587	77,272	89,032
Operations	296,440	590,968	423,921	523,373
Total	569,887	891,555	725,568	864,405

FY 2023 Performance Highlights

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

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
Meet 2nd and 4th Tuesday each month	# of meetings held	23	22	22
Review and adopt balanced operating budget by June 30	Budget approved by June 30	Approved	Approved	Approved
Review and adopt Capital Plan by June 30	Budget approved by June 30	Approved	Approved	Approved



**CITY OF BARTLETT
LEGISLATIVE BOARD
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 72,000	\$ 72,000	\$ 72,000	\$ 72,000
Employee Wages	114,996	144,000	152,375	180,000
Bonus	82	83	83	166
Employee Health Insurance	28,344	28,909	21,806	14,730
Employee Life Insurance	44	50	62	100
Workers' Comp Insurance	3,431	3,432	3,432	3,413
Retiree Health Insurance	6,350	10,800	9,769	12,600
FICA	13,541	15,760	16,560	18,836
Pension Contribution	31,806	22,701	22,704	36,335
Contributory Retirement Plan	2,852	2,852	2,856	2,852
Total Personnel	\$ 273,446	\$ 300,587	\$ 301,647	\$ 341,032
Staffing Level				
<i>Full-Time</i>	<i>7.00</i>	<i>7.00</i>	<i>7.55</i>	<i>8.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	7.00	7.00	7.55	8.00
Operations				
Training	\$ 2,574	\$ 15,000	\$ 10,000	\$ 15,000
Travel	4,887	20,000	15,000	20,000
Legal Fees	3,701	75,000	25,000	40,000
Other Professional Service	20,150	50,000	20,000	35,000
Boards & Commissions	52,924	75,000	75,000	120,000
<i>Chamber of Commerce \$85k, Arts Council \$10k, Shelby County Books from Birth \$7.5k, Historic Preservation \$10k and others.</i>				
Postage & Freight	1,343	2,500	2,500	2,500
Notice Publication	17,812	40,000	20,000	30,000
Dues & Subscriptions	22,472	30,000	30,000	30,000
Meetings	647	2,000	2,000	2,000
Cellular Phones	3,630	4,200	4,500	5,500
Office Supplies	128	1,000	1,000	1,000
Printing	0	3,000	4,548	3,000
Operating Supplies	184	500	500	500
First Responder Expenses	1,204	2,100	2,100	2,100
General Liability Insurance	124,077	110,668	101,773	101,773
Election Expenses	0	20,000	20,000	0
Contingency	30,622	125,000	75,000	100,000
Miscellaneous Other Expenses	10,086	15,000	15,000	15,000
Total Operations	\$ 296,440	\$ 590,968	\$ 423,921	\$ 523,373
Total Legislative Board	\$ 569,887	\$ 891,555	\$ 725,568	\$ 864,405

Mayor's Office

City of Bartlett



FY 2024 Adopted

What We Do

The Mayor and Executive staff uphold the laws of Bartlett, Shelby County, Tennessee and the U.S. The Mayor's Office also provides strategic leadership to the City departments and their management. Through the supervision of all City departments, we manage the delivery of all City Services. In cooperation with the Finance Director, we prepare and submit the annual budget for approval by the Board of Mayor and Aldermen. The Mayor is the executive head of the city

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

*Summary Revenue/Expenditure Type**

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Revenues	3,018	15,000	11,000	11,000
Salaries	690,484	726,741	730,687	1,160,390
Benefits	343,698	332,674	344,496	578,321
Operations	1,731,104	1,993,525	1,923,236	2,105,553
Capital	56,176	73,520	37,500	11,000
Total	2,818,444	3,111,460	3,024,919	3,844,264

FY 2023 Performance Highlights

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

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
Maintain high level of services/delivered from all departments	Approval of Board of Mayor & Aldermen & Citizen satisfaction with service delivery	Meet Measure	Meet Measure	Meet Measure
Retain professional staff in all departments	Retention of Department heads and assistants.	100%	100%	100%
Submit balanced budget	Approval of Board of Mayor & Aldermen of budget.	Yes	Yes	Yes
Maintain general fund balance at 20% of expenditures plus \$1,000,000 for emergencies.	Fund balance as of % expenditures Committed \$1,000,000 for emergencies	>20% Yes	>20% Yes	>20% Yes



**CITY OF BARTLETT
MAYOR'S OFFICE
FY 2024 Adopted Budget**

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 413,218	\$ 433,971	\$ 432,416	\$ 447,151
Employee Wages	59,143	62,106	62,106	65,851
Overtime Wages	0	1,000	500	1,000
Contracted Services	0	0	6,000	0
Vacation Pay	0	5,400	14,802	0
Longevity Pay	19,639	22,016	21,974	23,164
Bonus	330	415	323	415
Employee Health Insurance	69,923	69,290	76,142	76,467
Employee Life Insurance	1,295	1,587	1,409	1,642
Workers' Comp Insurance	1,505	1,611	1,611	1,663
Retiree Health Insurance	23,618	24,804	24,726	25,650
FICA	37,248	38,600	39,460	38,960
Pension Contribution	64,628	52,136	52,140	71,165
Contributory Retirement Plan	5,964	5,964	5,964	5,964
Total Personnel	\$ 696,511	\$ 718,900	\$ 739,573	\$ 759,092

Staffing Level

<i>Full-Time</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>

Operations

Training	\$ 1,634	\$ 11,000	\$ 5,000	\$ 11,000
Travel	4,172	25,000	15,000	25,000
Mayor's Youth Council	0	5,000	0	5,000
Other Professional Service	7,000	37,000	37,000	37,000
<i>Tyler Marketing charges for recording of Board of Mayor & Aldermen meetings, Planning Commission meetings and FYI show.</i>				
Postage & Freight	860	3,500	3,500	3,500
Dues & Subscriptions	2,794	10,000	5,000	7,500
Meetings	225	1,200	1,200	3,000
Phones - Local	1,244	3,100	3,100	3,100
Cellular Phones	3,966	8,400	8,400	8,400
Shop Allocation	1,000	1,000	1,000	1,000
Vehicle Maintenance	708	1,700	1,700	1,700
Equipment Maintenance	0	300	300	300
Automobile Allowance	6,000	6,000	6,000	6,000
Office Supplies	2,125	4,500	4,500	4,500
Printing	1,389	5,000	6,600	3,500
Petroleum Supplies	2,390	2,500	2,500	2,900
Clothing & Uniforms	0	500	0	0
Operating Supplies	1,159	7,500	12,000	7,500
Film & Developing	0	50	0	0
Small Tools	0	100	0	0
Equipment Leasing	1,661	1,700	1,700	2,300
Vehicle & Equip Insurance	323	323	309	309
General Liability Insurance	842	842	614	614
Other Insurance	50	50	50	50
Damage Claims	0	500	5,000	1,000



**CITY OF BARTLETT
MAYOR'S OFFICE
FY 2024 Adopted Budget**

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Miscellaneous Other Expenses	5,652	25,000	29,000	20,000
Total Operations	\$ 45,194	\$ 161,765	\$ 149,473	\$ 155,173
Capital				
Vehicles	\$ 24,459	\$ 50,000	\$ 0	\$ 0
Furniture	530	15,000	15,000	5,000
Total Capital	\$ 24,989	\$ 65,000	\$ 15,000	\$ 5,000
Total Mayor's Office	\$ 766,694	\$ 945,665	\$ 904,046	\$ 919,265



**CITY OF BARTLETT
COMMUNITY RELATIONS
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Department Revenues/Grants				
BBQ Cooking Context Revenues	\$ 3,018	\$ 15,000	\$ 11,000	\$ 11,000
Total Department Revenues/Grants	\$ 3,018	\$ 15,000	\$ 11,000	\$ 11,000
Personnel				
Supervisor Salaries	\$ 88,326	\$ 93,199	\$ 93,199	\$ 97,859
Longevity Pay	5,300	5,592	5,592	5,872
Bonus	82	83	83	83
Other Personnel Costs	7,266	0	0	0
Employee Health Insurance	14,466	14,455	14,730	14,730
Employee Life Insurance	242	298	276	313
Workers' Comp Insurance	107	115	115	121
Retiree Health Insurance	4,416	4,660	4,660	4,893
FICA	6,934	7,237	7,292	7,605
Pension Contribution	12,146	9,795	9,792	13,438
Contributory Retirement Plan	1,105	1,105	1,104	1,105
Total Personnel	\$ 140,390	\$ 136,539	\$ 136,843	\$ 146,019
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>1.00</i>	<i>1.00</i>	<i>1.00</i>	<i>1.00</i>
Operations				
Training	\$ 0	\$ 2,500	\$ 2,500	\$ 2,500
Travel	0	2,500	2,500	2,500
Professional Services	22,000	25,000	25,000	25,000
<i>Fireworks contract.</i>				
Other Professional Service	7,720	20,000	20,000	25,000
<i>Christmas parade, festivals & picnic contracts.</i>				
Postage & Freight	311	1,000	1,000	1,000
Dues & Subscriptions	198	200	411	425
Meetings	191	200	200	300
Phones - Local	194	200	200	200
Cellular Phones	866	2,000	2,000	2,000
Shop Allocation	700	700	700	700
Vehicle Maintenance	30	500	500	500
Grounds Maintenance	0	7,000	3,000	3,000
Office Supplies	2,002	5,000	2,000	2,000
Printing	22,445	35,000	25,000	27,000
Petroleum Supplies	1,001	1,000	1,000	1,000
BBQ Cooking Context Expenditures	2,814	15,000	15,000	15,000
Operating Supplies	15,885	22,000	70,000	55,000
Film & Developing	934	1,000	500	500
Tournament Awards	910	2,000	200	1,000
Community Promotions	2,622	8,000	12,000	15,000
Equipment Rental	16,722	24,000	30,000	30,000
Equipment Leasing	0	0	1,650	1,850
Vehicle & Equip Insurance	225	225	162	162
General Liability Insurance	287	287	218	218
Total Operations	\$ 98,056	\$ 175,312	\$ 215,741	\$ 211,855
Total Community Relations	\$ 235,428	\$ 296,851	\$ 341,584	\$ 346,874



CITY OF BARTLETT
INFORMATION TECHNOLOGY
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 0	\$ 0	\$ 0	\$ 125,636
Employee Wages	0	0	0	277,502
Overtime Wages	0	0	0	1,000
Longevity Pay	0	0	0	13,923
Bonus	0	0	0	415
Employee Health Insurance	0	0	0	89,666
Employee Life Insurance	0	0	0	1,290
Workers' Comp Insurance	0	0	0	487
Retiree Health Insurance	0	0	0	20,157
FICA	0	0	0	30,348
Pension Contribution	0	0	0	55,358
Contributory Retirement Plan	0	0	0	4,349
Total Personnel	\$ 0	\$ 0	\$ 0	\$ 620,131
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</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>
<i>Total Full-Time Equivalent (FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>5.00</i>
Operations				
Training	\$ 0	\$ 0	\$ 0	\$ 1,000
Travel	0	0	0	3,000
Total Operations	\$ 0	\$ 0	\$ 0	\$ 4,000
Total Building & Grounds	\$ 0	\$ 0	\$ 0	\$ 624,131



CITY OF BARTLETT
BUILDINGS AND GROUNDS
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Employee Wages	\$ 123,700	\$ 131,465	\$ 131,466	\$ 139,391
Overtime Wages	6,097	5,000	5,000	5,000
Longevity Pay	3,160	3,604	3,604	3,821
Bonus	247	249	247	249
Employee Health Insurance	26,381	27,391	22,081	22,080
Employee Life Insurance	338	421	390	446
Workers' Comp Insurance	3,374	3,742	3,742	3,961
Retiree Health Insurance	6,185	6,573	6,573	6,970
FICA	9,677	10,194	10,328	10,890
Pension Contribution	16,603	13,817	13,812	19,141
Contributory Retirement Plan	1,520	1,520	1,524	1,520
Total Personnel	\$ 197,281	\$ 203,976	\$ 198,767	\$ 213,469
Staffing Level				
<i>Full-Time</i>	<i>3.00</i>	<i>3.00</i>	<i>2.78</i>	<i>3.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	3.00	3.00	2.78	3.00
Operations				
Training	\$ 0	\$ 500	\$ 0	\$ 0
Other Professional Service	190	300	0	0
Dues & Subscriptions	13	0	0	0
Utilities	74,392	85,000	85,000	89,000
Phones - Local	1,509	1,600	1,640	1,650
Telecommunication Link	59,926	53,258	60,000	60,000
Shop Allocation	3,000	3,000	3,000	3,000
Vehicle Maintenance	2,188	3,000	6,300	5,000
Equipment Maintenance	1,217	3,500	3,500	3,500
Grounds Maintenance	8,862	11,000	11,000	11,000
Building Maintenance	8,117	30,000	30,000	30,000
Office Supplies	24	50	0	0
Petroleum Supplies	2,563	2,500	3,050	3,100
Clothing & Uniforms	839	1,500	1,500	1,500
Operating Supplies	9,701	16,000	16,000	16,000
Cleaning Supplies	1,651	3,000	3,000	3,500
Small Tools	12	200	200	200
Equipment Rental	5,779	8,000	8,017	8,020
Property Insurance	9,509	9,509	8,592	8,592
Vehicle & Equip Insurance	1,289	1,289	2,517	2,517
General Liability Insurance	378	378	304	304
Miscellaneous Other Expenses	0	800	800	800
Total Operations	\$ 191,159	\$ 234,384	\$ 244,420	\$ 247,683
Total Building & Grounds	\$ 388,440	\$ 438,360	\$ 443,187	\$ 461,152



**CITY OF BARTLETT
LIBRARY
FY 2024 Adopted Budget**

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Operations				
Contracted Services	\$ 54,860	\$ 52,000	\$ 94,000	\$ 108,000
<i>Clarion Security \$44,000; Library Janitorial - \$64,000.</i>				
Utilities	38,206	40,000	49,450	49,500
Phones - Local	4,419	4,800	4,110	4,300
Library Charge-City of Memphis	1,246,127	1,300,000	1,143,000	1,300,000
Equipment Maintenance	798	1,000	500	1,000
Building Maintenance	5,934	7,000	8,500	8,000
Office Supplies	35,420	5,200	4,500	5,000
Operating Supplies	810	1,500	500	1,500
Property Insurance	8,752	8,752	7,840	7,840
General Liability Insurance	1,302	1,302	992	992
Credit Card Vendor Fee	71	0	200	200
Cash Over/Short	(3)	10	10	10
Damage Claims	0	500	0	500
Total Operations	\$ 1,396,695	\$ 1,422,064	\$ 1,313,602	\$ 1,486,842
Capital				
Building Improvements	\$ 6,510	\$ 5,000	\$ 20,500	\$ 5,000
Furniture	24,676	0	0	0
Other Equipment	0	3,520	2,000	1,000
Total Capital	\$ 31,186	\$ 8,520	\$ 22,500	\$ 6,000
Total Library	\$ 1,427,882	\$ 1,430,584	\$ 1,336,102	\$ 1,492,842

Finance and Administration

City of Bartlett



FY 2024 Adopted

What We Do

The Finance and Administration department manages the City's financial affairs to ensure that all available resources are efficiently and effectively utilized; provide cost effective and responsive customer services to the Citizens of Bartlett; collect property taxes and other revenues; prepares and maintains accurate accounting and payroll records and reports; assists the departments in developing their budgets to manage City resources in a cost-effective manner; manages debt issuance to provide

needed funds for capital improvement projects; supports I/T and telecommunication applications to meet the needs of the city departments; provides timely and accurate financial reports to the Citizens, the Board of Mayor and Aldermen, and City departments.

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Salaries	992,388	1,130,791	1,128,405	817,003
Benefits	508,885	505,092	492,253	377,781
Operations	162,009	177,143	174,374	181,954
Capital	2,166	1,000	872	1,200
Total	1,665,448	1,814,026	1,795,904	1,377,938

FY 2023 Performance Highlights

Awarded the Fiscal Year 2023 GFOA Distinguished Budget Presentation Award for the 21th straight year and the Certificate of Achievement for Excellence in Financial Reporting for the 33nd straight year. Received rating from Moody's Investor Service (Aa1, second highest possible) and Standard & Poor's (AAA, the highest possible).

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
Increase Property taxes collections	Tax collection rate	98.68%	98.92%	98.93%
To maintain or improve bonds rating	Moody's Investor Service	Aa1	Aa1	Aa1
	Standard & Poor's	AAA	AAA	AAA
Encourage participating and excellence in financial and budgeting reporting	CAFR meets GFOA financial reporting excellence benchmarks.	Yes	Yes	Yes
	Budget meets GFOA distinguished budget presentation award.	Yes	Yes	Yes



CITY OF BARTLETT
FINANCE AND ADMINISTRATION
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 359,989	\$ 418,066	\$ 423,253	\$ 325,777
Employee Wages	623,796	704,125	655,327	487,226
Overtime Wages	4,189	5,600	49,025	4,000
Contracted Services	2,288	3,000	800	0
Part-Time	2,126	0	0	0
Vacation Pay	1,044	0	3,300	0
Education Bonus	1,800	1,440	1,440	1,440
Longevity Pay	21,063	22,075	24,894	10,456
Bonus	1,237	1,328	1,237	996
Employee Health Insurance	181,004	204,728	187,632	139,645
Employee Life Insurance	2,415	3,591	3,053	2,602
Workers' Comp Insurance	1,666	1,882	1,882	1,556
Retiree Health Insurance	49,478	56,110	53,929	40,650
FICA	73,820	82,878	83,834	60,025
Pension Contribution	162,238	117,939	117,936	111,639
Contributory Retirement Plan	13,121	13,121	13,116	8,772
Total Personnel	\$ 1,501,273	\$ 1,635,883	\$ 1,620,658	\$ 1,194,784
Staffing Level				
<i>Full-Time</i>	<i>15.42</i>	<i>16.00</i>	<i>15.73</i>	<i>12.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.14</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	15.56	16.00	15.73	12.00
Operations				
Training	\$ 2,513	\$ 5,000	\$ 4,000	\$ 4,000
Travel	6,217	5,000	5,000	3,000
Professional Services	78,275	94,500	94,500	102,500
<i>Auditor & Trustee Fees.</i>				
Other Professional Service	0	0	1,000	1,000
Postage & Freight	19,622	21,000	21,000	21,000
Dues & Subscriptions	3,036	3,500	3,500	3,500
Phones - Local	4,586	4,600	4,600	4,600
Cellular Phones	5,108	5,500	5,200	5,500
Equipment Maintenance	0	100	0	100
Automobile Allowance	1,049	1,900	1,900	1,900
Office Supplies	12,390	15,772	15,000	15,000
Printing	6,848	9,000	9,000	9,000
Operating Supplies	2,525	3,000	3,000	3,000
Equipment Leasing	861	1,243	1,900	1,900
Property Insurance	3,613	3,613	3,140	3,140
General Liability Insurance	1,864	1,864	1,264	1,264
Bank Charges	353	500	100	500
Credit Card Vendor Fees	12,110	0	0	0
Interest Refund	359	1,000	0	1,000
Cash Over/Short	101	50	50	50
Miscellaneous Other Expenses	582	0	220	0
Total Operations	\$ 162,009	\$ 177,143	\$ 174,374	\$ 181,954



CITY OF BARTLETT
FINANCE AND ADMINISTRATION
FY 2024 Adopted Budget

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Capital				
Furniture	\$ 2,166	\$ 1,000	\$ 872	\$ 1,200
Total Capital	\$ 2,166	\$ 1,000	\$ 872	\$ 1,200
Total Finance and Administration	\$ 1,665,448	\$ 1,814,026	\$ 1,795,904	\$ 1,377,938

City Court

City of Bartlett



FY 2024 Adopted

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Revenues	4,051	7,600	7,600	7,600
Salaries	695,492	792,933	783,650	759,773
Benefits	321,106	342,717	298,750	326,388
Operations	28,632	37,927	32,142	37,042
Capital	14,857	0	0	2,600
Total	1,056,037	1,165,977	1,106,942	1,118,203

FY 2023 Performance Highlights

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

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
Enhanced training for Court personnel	# of seminars attended	3	3	3
Increase collections of money owed to the court	% of nonpayments of fines and fees.	3%	3%	3%
Improve efficiency of office	Streamline all duties performed to process Court functions	Attained	Attained	Attained
Improve efficiency of office	Restructure Court forms and documents as necessary to meet state reporting requirements.	Attained	Attained	Attained



**CITY OF BARTLETT
CITY COURT
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
City Service Fees				
Electronic Traffic Citation Fee	\$ 4,051	\$ 7,600	\$ 7,600	\$ 7,600
Total City Service Fees	\$ 4,051	\$ 7,600	\$ 7,600	\$ 7,600
Personnel				
Supervisor Salaries	\$ 245,493	\$ 252,223	\$ 254,612	\$ 261,016
Employee Wages	437,795	525,910	514,313	483,957
Overtime Wages	4,255	7,000	6,925	7,000
Special Hours	7,950	7,800	7,800	7,800
Vacation Pay	1,053	20,000	0	0
Educational Bonus	2,640	2,880	1,440	1,440
Sick Pay	0	20,000	0	0
Longevity Pay	10,571	11,351	10,957	12,423
Bonus	825	825	907	996
Employee Health Insurance	99,792	90,893	93,527	100,048
Employee Life Insurance	1,482	2,490	2,080	2,384
Workers' Comp Insurance	1,158	1,213	1,213	1,194
Retiree Health Insurance	34,164	38,907	38,446	37,249
FICA	52,117	62,630	58,656	56,700
Pension Contribution	107,558	81,780	81,780	104,206
Contributory Retirement Plan	9,748	9,748	9,744	9,748
Total Personnel	\$ 1,016,599	\$ 1,135,650	\$ 1,082,400	\$ 1,086,161
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>11.85</i>	<i>12.00</i>	<i>12.00</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>
<i>Total Full-Time Equivalent (FTE)</i>	<i>11.85</i>	<i>12.00</i>	<i>12.00</i>	<i>12.00</i>
Operations				
Training	\$ 0	\$ 1,500	\$ 1,000	\$ 1,500
Travel	603	3,000	2,000	3,000
Other Professional Service	5,578	6,278	4,500	6,000
Postage & Freight	1,700	3,000	1,500	2,000
Dues & Subscriptions	742	1,200	1,200	1,200
Phones - Local	2,307	2,150	2,200	2,500
Cellular Phones	458	700	600	700
Shop Allocation	700	700	700	700
Vehicle Maintenance	0	500	500	500
Computer Maintenance	7,600	7,600	7,600	7,600
Office Supplies	4,063	4,000	4,000	4,000
Printing	160	800	800	800
Petroleum Supplies	1,256	1,600	1,000	1,500
Operating Supplies	77	400	400	400
Equipment Leasing	1,891	2,000	2,000	2,500
Vehicle & Equip Insurance	307	307	323	323
General Liability Insurance	1,192	1,192	819	819
Cash Over/Short	0	500	500	500
Miscellaneous Other Expenses	0	500	500	500
Total Operations	\$ 28,632	\$ 37,927	\$ 32,142	\$ 37,042



**CITY OF BARTLETT
CITY COURT
FY 2024 Adopted Budget**

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Capital				
Building Improvements	\$ 14,857	\$ 0	\$ 0	\$ 0
Data Processing Equipment	0	0	0	2,600
Total Capital	\$ 14,857	\$ 0	\$ 0	\$ 2,600
Total City Court	\$ 1,056,037	\$ 1,165,977	\$ 1,106,942	\$ 1,118,203

Personnel

City of Bartlett



FY 2024 Adopted

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Revenues	39,795	40,327	40,327	42,103
Salaries	316,847	338,780	343,841	362,405
Benefits	151,188	149,712	152,432	173,732
Other Personnel	63,051	60,244	60,469	60,244
Operations	24,448	43,867	42,297	45,394
Total	515,738	552,276	558,712	599,672

FY 2023 Performance Highlights

Self-funded Health Trust is now stable and with the implementation of the new Rx Plan, we should see no increase. Through the efforts of the Central and Departmental Safety Committees our workers' compensation claims have remained stable. Continue promotion of our EAP Concern.

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
Maintain full-time employee turnover rate at 10% or below.	Actual turnover rate	14%	13%	12%
Cross Train Staff and develop Cayce & Natalie.	Verify training done by Laura Smith and Louise Horton	10%	20%	70%
Maintain compliance with all related regulations	Attend seminars and make continual adjustments	100%	100%	100%



**CITY OF BARTLETT
PERSONNEL
FY 2024 Adopted Budget**

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	\$ 39,795	\$ 40,327	\$ 40,327	\$ 42,103
Total Department Revenues/Grants	\$ 39,795	\$ 40,327	\$ 40,327	\$ 42,103
Personnel				
Supervisor Salaries	\$ 121,834	\$ 129,191	\$ 130,471	\$ 138,339
Employee Wages	194,908	209,089	212,920	223,566
Overtime Wages	105	500	450	500
Bonus	412	412	412	412
Employee Incentives	8,355	12,136	12,136	12,136
Employee Testing	55,132	55,000	55,000	55,000
Other Personnel Costs	7,918	5,244	5,469	5,244
Employee Health Insurance	48,956	48,993	56,132	55,858
Employee Life Insurance	749	1,082	951	1,158
Workers' Comp Insurance	897	681	681	728
Unemployment Compensation	464	0	0	0
Retiree Health Insurance	16,568	16,914	17,170	18,095
FICA	23,358	29,624	25,074	31,331
Pension Contribution	47,110	35,552	35,556	49,696
Contributory Retirement Plan	4,318	4,318	4,320	4,318
Total Personnel	\$ 531,085	\$ 548,736	\$ 556,742	\$ 596,381
Staffing Level				
<i>Full-Time</i>	<i>4.93</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	4.93	5.00	5.00	5.00
Operations				
Training	\$ 1,742	\$ 9,000	\$ 5,500	\$ 9,000
Travel	4,093	6,600	5,000	6,600
Professional Services	3,134	7,800	12,200	9,300
Postage & Freight	1,494	2,000	1,800	2,000
Dues & Subscriptions	1,518	2,000	2,000	2,000
Meetings	150	1,500	1,000	1,500
Phones - Local	1,295	1,323	1,323	1,323
Cellular Phones	1,957	1,808	1,800	1,808
Shop Allocation	500	500	500	500
Vehicle Maintenance	68	500	1,388	800
Office Supplies	2,711	4,000	3,200	4,000
Printing	438	1,250	1,250	1,250
Petroleum Supplies	993	1,000	1,000	1,000
Operating Supplies	581	500	300	500
Equipment Leasing	2,790	2,800	2,800	2,800
Vehicle & Equip Insurance	317	317	300	300
General Liability Insurance	668	669	413	413
Storage Fees	0	300	300	300
Miscellaneous Other Expenses	0	0	223	0
Total Operations	\$ 24,448	\$ 43,867	\$ 42,297	\$ 45,394
Total Personnel	\$ 515,738	\$ 552,276	\$ 558,712	\$ 599,672

Planning & Economic Development

City of Bartlett



FY 2024 Adopted

What We Do

Planning and Development reviews and provides guidance for current development plans, prepares long range plans and special studies; compiles annexation plan of services; maintains statistical and mapped data on demographic and land use matters; administers and amends the zoning ordinance, subdivision ordinance and sign ordinance, provides updated information for the zoning map; provides staff support for the Planning Commission, Design Review Commission, Historic Preservation Commission,

Station Commission and Industrial Development Board; implements the economic development policies of the city; provides assistance to local businesses and residents.

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Salaries	276,576	363,071	311,917	335,848
Benefits	149,036	173,268	146,560	157,746
Operations	11,564	16,522	10,243	17,828
Capital	0	750	750	750
Total	437,175	553,611	469,470	512,172

FY 2023 Performance Highlights

Processed 194 DRC sign applications; Review of 116 commercial site plans, 16 preliminary subdivision plats, 18 final subdivision plats, and 6 minor subdivision plats; 13 cases heard by Board of Zoning Appeals; Assisted Industrial Development Board approve one PILOT and one PILOT extension, and approval of three PILOT Performance Reports; Assisted Bartlett Station Commission on two façade grants; Three Certificates of Appropriateness heard by Historic Preservation Commission; Approved 89 Driveway Extensions; Updated population records; Arranged required training for commission members; Digitized project information for multiple Commission members; Assisted other departments with ordinance related issues; Provided zoning information and approval for approximately 121 business licenses; Generated 40 zoning letters with documentation; Assisted multiple real estate deals (agents/buyers); Miscellaneous research; and, coordinated economic development and local business assistance with the BACC.

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
Improve Regulations through Amendments as needed	Submit Ordinance Amendments	1	1	2
Improve Commission/Board Member and Citizen experience/transparency	Show development and/or site plans online and embed in staff reports when appropriate. Work with Finance to generate on-line fillable applications.	Monitor for Accomplishment	Monitor for Accomplishment	Monitor for Accomplishment

Planning & Economic Development

City of Bartlett



FY 2024 Adopted

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
Continue to provide staff support to six Boards and Commissions as well as coordinate continuing education opprtunities as required by the State of TN.	Maintain an open line of communication to all Board and Commission members; provide new member packets that are specific to the Commission or Board; manage	Monitor for Accomplishment	Monitor for Accomplishment	Monitor for Accomplishment
Generate an Economic Development Dashboard in partnership with the Bartlett Chamber of Commerce.	Improve communications with site developers, commercial land brokers and businesses by providing easy online access to demographics and econonmic information relative to Bartlett and possibly the surrounding area.	Monitor for Accomplishment	Monitor for Accomplishment	Monitor for Accomplishment



CITY OF BARTLETT
PLANNING & ECONOMIC DEVELOPMENT
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 116,034	\$ 124,223	\$ 125,249	\$ 133,016
Employee Wages	160,542	236,348	185,528	199,332
Overtime Wages	0	2,500	1,140	3,500
Educational Bonus	0	1,080	0	0
Longevity Pay	7,619	8,077	8,125	8,583
Bonus	330	332	330	332
Employee Health Insurance	53,175	74,973	55,856	55,858
Employee Life Insurance	762	1,154	919	1,064
Workers' Comp Insurance	652	708	708	694
Retiree Health Insurance	13,869	18,029	15,539	16,617
FICA	20,230	26,733	22,903	24,674
Pension Contribution	48,112	37,895	37,896	45,637
Contributory Retirement Plan	4,287	4,287	4,284	4,287
Total Personnel	\$ 425,611	\$ 536,339	\$ 458,477	\$ 493,594
Staffing Level				
<i>Full-Time</i>	<i>3.90</i>	<i>5.00</i>	<i>4.00</i>	<i>5.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	3.90	5.00	4.00	5.00
Operations				
Training	\$ 825	\$ 2,000	\$ 1,000	\$ 2,200
Travel	2,200	2,000	1,000	2,200
Boards & Commissions	585	1,000	0	1,000
Dues & Subscriptions	1,462	1,300	618	1,530
Meetings	0	500	200	700
Phones - Local	1,131	1,200	1,132	1,200
Cellular Phones	931	1,100	1,100	1,100
Shop Allocation	400	400	400	400
Vehicle Maintenance	0	750	450	750
Office Supplies	1,467	3,500	1,500	3,500
Petroleum Supplies	1,001	1,000	1,000	1,000
Equipment Rental	790	1,000	1,295	1,700
Vehicle & Equip Insurance	225	225	162	162
General Liability Insurance	547	547	386	386
Total Operations	\$ 11,564	\$ 16,522	\$ 10,243	\$ 17,828
Capital				
Furniture	0	750	750	750
Total Capital	\$ 0	\$ 750	\$ 750	\$ 750
Total Planning & Economic Development	\$ 437,175	\$ 553,611	\$ 469,470	\$ 512,172



City of Bartlett

PUBLIC SAFETY FY 2024 Adopted Budget

Full-Time Authorized Personnel Positions

Police

Police Director	1
Assistant Police Director	1
Police Inspector	3
Admin Secretary	1
Building Service	2
PSAP Director	1
Dispatcher	21
Jailer	13
Patrolman	95
Captain	6
Detective	16
Lieutenant	14
Skill clerk	5
Supervisor of Records	1
Total Police	<u>180</u>

Fire

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

Ambulance Service

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

Building Codes Enforcement

Director	1
Admin Secretary	2
Inspectors	6
Building Coordinator	1
Skill Clerk	1
Total Building Codes Enforcement	<u>11</u>

TOTAL PUBLIC SAFETY 297

The Public Safety function includes Police, Fire & Ambulance, and Building Codes Enforcement. The Public Safety Function budget increased by \$2,370,463 (7.34%) over the FY 2023 Projection. During fiscal year 2023, Police has added 6 new police officer and 1 lieutenant positions to provide officers in all 11 Bartlett schools. Police will also add 1 PSAP director to supervisor all dispatchers in January 1, 2024. FY 2024 budget included a career ladder pay increase and 5% salary increase for full-time employees.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2022 Actual</u>	<u>FY 2023 Revised</u>	<u>FY 2023 Projection</u>	<u>FY 2024 Adopted</u>
Revenues	1,159,081	967,730	1,308,200	1,581,667
Salaries	17,988,876	19,913,847	19,532,273	21,327,853
Benefits	10,637,750	11,140,342	10,988,265	12,049,819
Other Personnel	2,229	4,300	1,800	4,300
Operations	2,498,670	2,861,037	2,874,078	2,779,157
Capital	808,588	258,677	220,928	100,145
Total	<u>30,777,032</u>	<u>33,210,474</u>	<u>32,309,144</u>	<u>34,679,607</u>



CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	\$ 692,128	\$ 662,330	\$ 980,000	\$ 1,251,667
State Police Training Grant	93,600	103,200	0	0
State Fire Training Grant	74,400	71,200	0	0
Supplemental Ambulance Payment	26,262	30,000	0	0
Intergovernment Reimbursement	64,847	50,000	64,000	70,000
CERT Class Fees	384	0	0	0
Criminal Seizure Awards	2,000	10,000	27,000	10,000
Civil Seizure Settlement	4,086	10,000	2,000	10,000
Drug Testing Fee	160	1,000	200	0
Covid-19 Grants	166,466	0	0	0
Insurance Recoveries-Police	24,167	30,000	25,000	30,000
Transfer From Grants Fund	10,582	0	0	0
Transfer From School	0	0	210,000	210,000
Total Department Revenues/Grants	\$ 1,159,081	\$ 967,730	\$ 1,308,200	\$ 1,581,667
Personnel				
Supervisor Salaries	\$ 1,381,274	\$ 1,564,308	\$ 1,516,948	\$ 1,586,029
Employee Wages	15,325,850	17,277,188	16,670,938	18,495,768
Overtime Wages	1,032,070	726,400	1,000,104	810,400
Special Hours	42,824	45,300	80,254	50,300
Holiday Pay	604,799	678,132	636,050	679,257
Part-Time	206,858	300,651	264,029	385,356
Vacation Pay	77,546	95,000	95,101	0
Educational Bonus	264,090	313,160	284,420	321,280
Sick Pay	33,798	105,000	92,336	0
Longevity Pay	407,215	457,922	427,586	470,678
FLSA Wages	75,513	87,000	85,312	93,000
Bonus	24,158	27,492	25,807	27,924
Other Personnel Costs	2,229	4,300	1,800	4,300
Employee Health Insurance	3,919,222	4,208,687	4,248,767	4,290,613
Employee Life Insurance	45,631	58,982	53,911	64,219
Workers' Comp Insurance	406,182	435,446	435,446	475,362
Unemployment Compensation	0	1,000	0	0
Retiree Health Insurance	830,370	941,436	905,748	1,003,432
FICA	1,407,811	1,553,469	1,520,165	1,647,198
Pension Contribution	2,328,354	1,938,498	1,938,504	2,757,574
Contributory Retirement Plan	213,063	239,118	239,112	219,282
Total Personnel	\$ 28,628,856	\$ 31,058,489	\$ 30,522,338	\$ 33,381,972
Staffing Level				
<i>Full-Time</i>	<i>271.58</i>	<i>289.00</i>	<i>284.84</i>	<i>297.00</i>
<i>Part-Time (converted to FTE)</i>	<i>8.55</i>	<i>10.15</i>	<i>9.97</i>	<i>12.24</i>
Total Full-Time Equivalent (FTE)	280.13	299.15	294.81	309.24
Operations				
Training	\$ 84,322	\$ 163,792	\$ 145,000	\$ 161,000
State Training Salary Supp	168,000	174,400	0	0
Firearms Training	57,549	70,686	70,652	70,000



CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Volunteer Expense	9,310	6,500	6,500	6,500
Travel	41,400	78,000	63,000	73,000
Contracted Services	83,836	76,000	76,000	76,000
Other Professional Service	8,996	9,600	8,600	9,600
Dui Testing Fees	0	1,000	0	1,000
Sexual Offender Reg.	950	2,000	700	2,000
Criminal Seizure Expense	335	6,000	27,000	6,000
Postage & Freight	7,860	8,800	7,023	9,300
Notice Publication	0	100	0	100
Dues & Subscriptions	11,467	12,765	11,765	12,365
Meetings	3,931	4,950	6,950	7,750
Utilities	167,780	175,000	191,000	200,000
Phones - Local	27,602	26,904	28,210	28,670
Cellular Phones	99,804	107,258	118,758	129,258
Telecommunication Link	1,680	2,500	3,250	3,500
Shop Allocation	82,700	82,700	82,700	82,700
Vehicle Maintenance	273,466	292,965	289,000	295,000
Equipment Maintenance	59,768	60,000	60,000	60,000
Radio Maintenance	120,118	157,130	142,343	164,539
Grounds Maintenance	9,146	17,792	16,882	18,500
Building Maintenance	56,352	77,500	139,500	77,500
Office Supplies	18,682	25,740	21,400	25,500
Printing	12,035	10,900	10,050	11,150
Christmas Expenses	2,254	2,500	2,675	2,500
Medical Supplies	123,343	130,001	123,143	135,000
Petroleum Supplies	349,074	354,000	441,500	443,000
Clothing & Uniforms	197,035	279,074	294,500	227,500
Operating Supplies	48,501	52,195	55,962	56,680
Cleaning Supplies	5,929	6,000	6,000	6,000
Chemical Supplies	499	500	475	500
Air Service	7,392	7,300	7,300	7,300
Film & Developing	0	200	0	0
Small Tools	11,177	13,630	13,630	10,800
Fire Hose	2,624	9,351	6,000	6,000
Jail Operations	74,063	50,315	54,000	54,000
CERT Training Supplies	0	1,200	0	0
Public Awareness	5,374	8,000	8,000	8,000
CPR Classes	212	0	0	0
Fire Prevention	6,412	6,000	6,000	6,000
Equipment Leasing	5,316	9,783	9,783	7,400
Property Insurance	19,517	19,517	17,672	17,672
Vehicle & Equip Insurance	91,413	91,413	93,041	93,041
General Liability Insurance	97,050	96,773	96,732	96,732
Other Insurance	1,900	1,900	1,900	1,900
Credit Card Vendor Fees	2,630	3,000	3,000	3,000
State Fees	7,872	30,000	55,990	30,000
Tow-In Fees	9,115	9,700	9,500	8,500
K-9 Operations	9,868	9,450	14,000	9,000
Storage Fees	14	150	0	0



CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Damage Claims	11,144	15,900	24,992	15,900
Miscellaneous Other Expenses	1,851	2,204	2,000	1,800
Total Operations	\$ 2,498,670	\$ 2,861,037	\$ 2,874,078	\$ 2,779,157
Capital				
Building Improvements	\$ 45,280	\$ 50,864	\$ 25,000	\$ 40,000
Communications Equipment	192	1,145	1,145	1,145
Data Processing Equipment	0	0	9,360	0
Office Equipment	1,450	1,500	1,500	1,500
Vehicles	662,623	52,816	53,000	0
Furniture	7,410	12,300	12,300	12,500
Other Equipment	91,632	140,052	118,623	45,000
Total Capital	\$ 808,588	\$ 258,677	\$ 220,928	\$ 100,145
TOTAL PUBLIC SAFETY	\$ 30,777,032	\$ 33,210,474	\$ 32,309,144	\$ 34,679,607

Police Department

City of Bartlett



FY 2024 Adopted

What We Do

The Bartlett Police Department is a state-accredited department with one hundred thirty-six sworn officers providing service to the approximately sixty thousand citizens of Bartlett, Tennessee. The department is sworn to uphold the laws and ordinances of the City of Bartlett, Shelby County, Tennessee. The department will protect and defend the constitutional rights of all citizens and visitors who frequent the city. The department will continually train, implement, and re-evaluate itself to further a professional image. The department will seek to implement the latest trends in law enforcement to reduce the likelihood that crime will negatively impact the citizens of Bartlett, Tennessee, and subsequently affect their quality of life.

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Revenues	887,749	866,530	1,306,200	1,581,667
Salaries	10,603,120	11,907,863	11,913,823	12,790,555
Benefits	5,848,964	6,194,059	6,171,891	6,776,295
Other Personnel	2,229	3,500	1,000	3,500
Operations	1,471,606	1,665,525	1,759,043	1,643,037
Capital	412,238	90,123	112,483	25,500
Total	17,450,408	18,994,540	18,652,040	19,657,220

FY 2023 Performance Highlights

The Bartlett Police Department's dedication to safety and service has been highlighted by a 33% decrease in the total number of reported violent crimes. Moreover, the department has remained devoted to community engagement by continuing Coffee w/a Cop sessions, Citizens Police Academies, a mentorship program with Youth Villages, and cultivating a 9% increase in social media followers. The procurement of grant funding has further augmented these efforts through participation in various opportunities provided by the State of Tennessee and the United States Department of Justice. In addition, our sworn workforce complement was increased, by the Mayor and Board of Alderman, to provide expanded policing services at each elementary, middle, and high school. In the coming fiscal year, the department will continue its data-driven approach to proactive policing concepts in conjunction with community-oriented strategies to guarantee the City of Bartlett remains a safe place to live, work, and raise a family.

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
Reduce the # of crashes through coordinated enforcement and education.	# of crashes per year and the percentage reduction.	907 .3% Decrease	880 3% Decrease	862 2% Decrease
Reduce the # of reported violent crimes through community collaboration, data policing, and special enforcement.	# of violent crimes reported to Tennessee Incident Based Reporting System (TIBRS) by year and %	127 33% Decrease	118 5% Decrease	116 2% Decrease
Increase the # of followers across all social media accounts in an effort to further community engagement initiatives.	# of social media followers per year and percentage increase.	76,745 9% Increase	80,582 5% Increase	84,611 5% Increase



**CITY OF BARTLETT
POLICE DEPARTMENT
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	\$ 692,128	\$ 662,330	\$ 980,000	\$ 1,251,667
State Police Training Grant	93,600	103,200	0	0
Intergovernmental Reimbursement	61,027	50,000	62,000	70,000
Criminal Seizure Awards	2,000	10,000	27,000	10,000
Civil Seizure Awards	4,086	10,000	2,000	10,000
Drug Testing Fee	160	1,000	200	0
Insurance Recoveries-Police	24,167	30,000	25,000	30,000
Transfer from Grants Fund	10,582	0	0	0
Transfer From School	0	0	210,000	210,000
Total Department Revenues/Grants	\$ 887,749	\$ 866,530	\$ 1,306,200	\$ 1,581,667
Personnel				
Supervisor Salaries	\$ 423,642	\$ 551,403	\$ 544,958	\$ 566,785
Employee Wages	9,292,694	10,571,130	10,403,191	11,220,770
Overtime Wages	711,198	526,000	690,000	650,000
Special Hours	10,418	8,000	42,633	8,000
Holiday Pay	360,257	398,985	378,291	401,155
Part-Time	165,168	251,330	233,041	345,000
Vacation Pay	31,371	25,000	28,434	0
Educational Bonus	78,170	80,000	80,500	85,000
Sick Pay	0	25,000	39,054	0
Longevity Pay	220,567	253,273	244,189	272,195
Bonus	14,841	17,532	16,243	17,762
Other Personnel Costs	2,229	3,500	1,000	3,500
Employee Health Insurance	2,136,823	2,360,494	2,360,494	2,363,601
Employee Life Insurance	26,693	34,287	32,482	37,684
Workers' Comp Insurance	237,268	254,780	254,780	284,195
Unemployment Compensation	0	1,000	0	0
Retiree Health Insurance	482,086	555,575	544,667	588,811
FICA	821,450	913,621	918,249	979,838
Pension Contribution	1,318,236	1,127,255	1,127,256	1,618,633
Contributory Retirement Plan	121,202	147,257	147,252	127,421
Total Personnel	\$ 16,454,313	\$ 18,105,422	\$ 18,086,714	\$ 19,570,350
Staffing Level				
<i>Full-Time</i>	<i>159.93</i>	<i>172.00</i>	<i>172.17</i>	<i>180.00</i>
<i>Part-Time (converted to FTE)</i>	<i>6.58</i>	<i>8.31</i>	<i>8.48</i>	<i>10.73</i>
Total Full-Time Equivalent (FTE)	166.51	180.31	180.65	190.73
Operations				
Training	\$ 39,661	\$ 70,000	\$ 70,000	\$ 70,000
State Training Salary Supp	93,600	103,200	0	0
Firearms Training	57,549	70,686	70,652	70,000
Volunteer Expense	0	1,500	1,500	1,500
Travel	38,684	50,000	50,000	50,000
Other Professional Service	1,496	2,000	1,000	2,000
DUI Testing Fees	0	1,000	0	1,000
Sexual Offender Reg.	950	2,000	700	2,000
Criminal Seizure Expense	335	6,000	27,000	6,000



**CITY OF BARTLETT
POLICE DEPARTMENT
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Postage & Freight	2,381	2,500	823	2,500
Notice Publication	0	100	0	100
Dues & Subscriptions	8,445	9,000	8,500	9,000
Meetings	3,634	4,000	6,000	6,000
Utilities	102,642	105,000	125,000	130,000
Phones - Local	14,664	15,000	15,000	15,000
Cellular Phones	77,601	85,000	95,000	105,000
Telecommunication Link	1,680	2,500	3,250	3,500
Shop Allocation	50,000	50,000	50,000	50,000
Vehicle Maintenance	158,084	168,965	170,000	170,000
Equipment Maintenance	8,864	15,000	15,000	15,000
Radio Maintenance	65,354	90,861	82,599	90,000
Grounds Maintenance	4,181	5,000	6,782	7,500
Building Maintenance	25,092	47,500	109,500	47,500
Office Supplies	12,710	16,000	12,000	16,000
Printing	9,315	8,000	6,000	8,000
Medical Supplies	8,104	10,000	3,143	10,000
Petroleum Supplies	255,500	261,000	330,000	330,000
Clothing & Uniforms	128,349	178,654	195,000	135,000
Operating Supplies	23,817	25,282	25,282	25,000
Cleaning Supplies	5,929	6,000	6,000	6,000
Small Tools	7,821	6,500	6,500	6,500
Jail Operations	74,063	50,315	54,000	54,000
Public Awareness	5,374	8,000	8,000	8,000
Equipment Leasing	4,284	7,883	7,883	5,500
Property Insurance	10,843	10,843	9,801	9,801
Vehicle & Equip Insurance	64,103	64,103	67,407	67,407
General Liability Insurance	75,684	75,684	78,229	78,229
Tow-In Fees	9,115	8,000	9,000	8,000
K-9 Operations	9,868	9,450	14,000	9,000
Damage Claims	10,144	12,000	17,492	12,000
Miscellaneous Other Expenses	1,687	1,000	1,000	1,000
Total Operations	\$ 1,471,606	\$ 1,665,525	\$ 1,759,043	\$ 1,643,037
Capital				
Building Improvements	\$ 22,568	\$ 0	\$ 0	\$ 0
Data Processing Equipment	0	0	9,360	0
Office Equipment	1,450	1,500	1,500	1,500
Vehicles	327,949	0	0	0
Furniture	2,875	4,000	4,000	4,000
Other Equipment	57,397	84,623	97,623	20,000
Total Capital	\$ 412,238	\$ 90,123	\$ 112,483	\$ 25,500
Total Police Department	\$ 17,450,408	\$ 18,994,540	\$ 18,652,040	\$ 19,657,220

Fire & Ambulance Department

City of Bartlett



FY 2024 Adopted

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Revenues	271,331	101,200	2,000	0
Salaries	6,733,531	7,285,332	6,935,785	7,816,086
Benefits	4,427,183	4,569,206	4,431,539	4,881,473
Other Personnel	0	800	800	800
Operations	968,664	1,128,004	1,047,256	1,064,827
Capital	307,371	167,109	107,000	73,000
Total	12,165,418	13,049,251	12,520,380	13,836,186

FY 2023 Performance Highlights

In FY23, the Bartlett Fire Department worked continual to maintain the quality of emergency services expected by the community. The call volume increased again in 2023 with no setbacks or delay in services. It was a transitioning year as many retirements took place. These vacancies provided new opportunities for incoming firefighters. The department trained and graduated nine in November and is set to replace six more in the spring of 2023. Training will continue to be a major focus for the department to fill the experience gaps created by veteran retirements. The increased training focus started a few years ago and played a significant part in the ISO improvement. The department will be transitioning to a better score in the next few weeks. Many City of Bartlett departments had involvement in the process and deserve credit for the positive outcome. In October, the pancake breakfast resumed after a two year COVID delay. Proceeds raised benefited the Dream Factory, Ronald McDonald House, and local families in need. The Bartlett Fire Department is excited about FY24 and committed to building stronger relationships with all stakeholders.

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
ISO Class 1 by 2027	ISO 2 ---> ISO 1	Increase Facility Training	Improve CRR Score	Improve Response Times
2. Increase training hours annually	Annual increase	Average 330/HRS /Person	Average 345/HRS /Person	Average 360/HRS /Person
3. Upgrade current fire/medical based technology	The addition of services followed by feedback from users	Capture Preplans in TS	Station Alerting System	Paperless Solution for Training Requests
Increase Documented Community Contacts	Increase contacts each year	Increase 10% from 2023	Increase 10% from 2024	Increase 10% from 2025



**CITY OF BARTLETT
FIRE DEPARTMENT
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Department Revenues/Grants				
State Fire Training Grant	\$ 52,000	\$ 52,800	\$ 0	\$ 0
Intergovernment Reimbursement	3,820	0	2,000	0
Total Department Revenues/Grants	\$ 55,820	\$ 52,800	\$ 2,000	\$ 0
Personnel				
Supervisor Salaries	\$ 760,040	\$ 801,639	\$ 772,488	\$ 821,379
Employee Wages	3,789,986	3,973,007	4,076,895	4,404,234
Overtime Wages	253,306	100,000	237,704	100,000
Special Hours	23,804	32,000	26,321	30,000
Holiday Pay	163,692	180,035	176,640	189,931
Vacation Pay	30,009	40,000	32,000	0
Educational Bonus	108,450	124,440	117,650	141,360
Sick Pay	33,798	80,000	53,282	0
Longevity Pay	157,658	170,254	155,202	165,116
FLSA Wages	49,320	55,000	54,236	61,000
Bonus	5,854	5,976	6,431	6,500
Other Personnel Costs	0	400	400	400
Employee Health Insurance	1,148,302	1,127,950	1,245,889	1,214,381
Employee Life Insurance	12,314	15,279	14,377	16,722
Workers' Comp Insurance	83,585	87,460	87,460	95,561
Retiree Health Insurance	227,369	238,732	242,470	261,281
FICA	386,484	395,839	405,211	420,734
Pension Contribution	631,459	501,803	501,804	717,566
Contributory Retirement Plan	57,457	57,457	57,456	57,457
Total Personnel	\$ 7,922,886	\$ 7,987,271	\$ 8,263,916	\$ 8,703,622
Staffing Level				
<i>Full-Time</i>	<i>72.00</i>	<i>72.00</i>	<i>72.00</i>	<i>72.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	72.00	72.00	72.00	72.00
Operations				
Training	\$ 9,141	\$ 25,000	\$ 25,000	\$ 25,000
State Training Salary Supp	52,000	52,800	0	0
Volunteer Expense	9,310	5,000	5,000	5,000
Travel	713	15,000	6,000	15,000
Postage & Freight	671	600	600	600
Dues & Subscriptions	1,832	2,600	2,100	2,200
Meetings	227	600	600	1,000
Utilities	65,139	70,000	66,000	70,000
Phones - Local	9,678	8,594	9,900	10,000
Cellular Phones	9,424	8,500	10,100	10,500
Shop Allocation	19,000	19,000	19,000	19,000
Vehicle Maintenance	94,446	80,000	80,000	80,000
Equipment Maintenance	23,444	15,000	15,000	15,000
Radio Maintenance	35,064	44,525	38,000	44,947
Grounds Maintenance	4,965	12,792	10,100	11,000
Building Maintenance	31,260	30,000	30,000	30,000
Office Supplies	3,323	5,540	5,300	5,400



**CITY OF BARTLETT
FIRE DEPARTMENT
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Printing	360	500	750	750
Christmas Expenses	2,254	2,500	2,675	2,500
Petroleum Supplies	52,508	52,000	63,500	65,000
Clothing & Uniforms	53,088	62,921	62,000	55,000
Operating Supplies	23,956	25,233	29,000	30,000
Chemical Supplies	499	500	475	500
Air Service	2,349	2,500	2,500	2,500
Film & Developing	0	200	0	0
Small Tools	3,068	6,630	6,630	3,800
Fire Hose	2,624	9,351	6,000	6,000
CERT Training Supplies	0	1,200	0	0
Fire Prevention	6,412	6,000	6,000	6,000
Equipment Leasing	128	1,000	1,000	1,000
Property Insurance	8,674	8,674	7,871	7,871
Vehicle & Equip Insurance	21,564	21,564	20,219	20,219
General Liability Insurance.	13,090	13,090	11,400	11,400
Other Insurance	1,900	1,900	1,900	1,900
Tow-In Fees	0	1,200	0	0
Damage Claims	0	1,400	5,000	1,400
Miscellaneous Other Expenses	164	1,204	1,000	800
Total Operations	\$ 562,275	\$ 615,117	\$ 550,620	\$ 561,287
Capital				
Building Improvements	\$ 22,712	\$ 50,864	\$ 25,000	\$ 40,000
Data Processing Equipment				
Vehicles	41,500	0	0	0
Furniture	1,235	4,000	4,000	4,000
Other Equipment	0	34,429	0	0
Total Capital	\$ 65,448	\$ 89,293	\$ 29,000	\$ 44,000
Total Fire Department	\$ 8,494,789	\$ 8,638,881	\$ 8,841,536	\$ 9,308,909



**CITY OF BARTLETT
AMBULANCE
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Department Revenues/Grants				
State Fire Training Grant	\$ 22,400	\$ 18,400	\$ 0	\$ 0
Supplemental Ambulance Payment	26,262	30,000	0	0
Class Fees	384	0	0	0
Covid-19 Grants	166,466	0	0	0
Total Department Revenues/Grants	\$ 215,512	\$ 48,400	\$ 0	\$ 0

Personnel				
Supervisor Salaries	\$ 81,558	\$ 87,043	\$ 87,043	\$ 92,135
Employee Wages	1,748,668	2,186,643	1,652,334	2,296,338
Overtime Wages	67,566	100,000	72,000	60,000
Special Hours	8,602	5,000	11,000	12,000
Holiday Pay	80,850	99,112	81,119	88,171
Vacation Pay	15,354	20,000	16,600	0
Educational Bonus	76,750	107,040	84,650	92,760
Longevity Pay	18,143	22,631	19,974	28,496
FLSA Wages	26,193	32,000	31,076	32,000
Bonus	2,391	2,822	2,061	2,500
Other Personnel Costs	0	400	400	400
Employee Health Insurance	465,187	545,552	459,844	528,736
Employee Life Insurance	4,955	7,270	5,135	7,637
Workers' Comp Insurance	75,450	81,756	81,756	84,135
Retiree Health Insurance	91,511	113,597	86,969	119,332
FICA	152,781	191,427	146,471	195,303
Pension Contribution	295,053	238,958	238,956	327,978
Contributory Retirement Plan	26,816	26,816	26,820	26,816
Total Personnel	\$ 3,237,828	\$ 3,868,067	\$ 3,104,208	\$ 3,994,737

Staffing Level

<i>Full-Time</i>	<i>29.65</i>	<i>34.00</i>	<i>29.67</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>
<i>Total Full-Time Equivalent (FTE)</i>	<i>29.65</i>	<i>34.00</i>	<i>29.67</i>	<i>34.00</i>

Operations

Training	\$ 31,389	\$ 63,792	\$ 45,000	\$ 60,000
State Training Salary Supp	22,400	18,400	0	0
Travel	940	10,000	4,000	5,000
Contracted Services	83,836	76,000	76,000	76,000
<i>Ambulance billing service.</i>				
Other Professional Services	7,500	7,500	7,500	7,500
Postage & Freight	220	450	350	400
Dues & Subscriptions	690	600	600	600
Meetings	70	150	150	450
Cellular Phones	7,752	8,500	8,400	8,500
Shop Allocation	10,000	10,000	10,000	10,000
Vehicle Maintenance	17,701	40,000	35,000	40,000
Equipment Maintenance	27,460	30,000	30,000	30,000
Radio Maintenance	13,956	16,000	16,000	22,344
Office Supplies	378	700	600	600
Printing	0	400	300	400



**CITY OF BARTLETT
AMBULANCE
FY 2024 Adopted Budget**

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Medical Supplies	115,240	120,001	120,000	125,000
Petroleum Supplies	27,038	27,000	34,000	34,000
Clothing & Uniforms	14,507	35,000	35,000	35,000
Operating Supplies	514	1,000	1,000	1,000
Air Service	5,043	4,800	4,800	4,800
Small Tools	0	200	200	200
CPR Classes	212	0	0	0
Vehicle & Equip Insurance	3,457	3,457	3,455	3,455
General Liability Insurance	7,213	6,937	6,291	6,291
Ambulance Assessment Fees	7,872	30,000	55,990	30,000
Tow-In Fee	0	500	500	500
Damage Claims	1,000	1,500	1,500	1,500
Total Operations	\$ 406,389	\$ 512,887	\$ 496,636	\$ 503,540
Capital				
Vehicles	\$ 204,388	\$ 52,816	\$ 53,000	\$ 0
Furniture	3,300	4,000	4,000	4,000
Other Equipment	34,236	21,000	21,000	25,000
Total Capital	\$ 241,924	\$ 77,816	\$ 78,000	\$ 29,000
Total Ambulance	\$ 3,670,629	\$ 4,410,370	\$ 3,678,844	\$ 4,527,277

Building Codes Enforcement

City of Bartlett



FY 2024 Adopted

What We Do

The department of Code Enforcement makes certain that the citizens, neighborhoods and the unique character of Bartlett are protected and preserved by the enforcement of the International Code Council building, mechanical, electrical, plumbing and property maintenance codes, as well through enforcement of the city's ordinances. Through the inspections we provide, we add value, safety and integrity to our neighborhoods and community.

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Salaries	652,225	720,652	682,665	721,212
Benefits	361,603	377,077	384,835	392,051
Operations	58,400	67,508	67,779	71,293
Capital	88,978	1,445	1,445	1,645
Total	1,161,206	1,166,682	1,136,724	1,186,201

FY 2023 Performance Highlights

Code Enforcement issued 29 new house permits in 2022. As of January 2023, there has been 1 new house permit issued. Some commercial permits that were issued during 2022 were the Hollywood Feed expansion, Casa Perez, Phenix Salon Suites, Gordon Foods-New Office Building, and Memphis Record Pressing-Warehouse addition. Code Enforcement personnel are maintaining their certifications in each of their respected fields through the International Code Council and working on additional certifications and cross training.

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
Work with contractors and homeowners to perform inspections at a time most convenient to all concerned.	98% satisfaction	100%	100%	100%
Make annual sign inspections and enforce sign ordinances to bring all commercial signage into compliance.	100% of sign inspections completed annually and all violators have been notified	90%	100%	100%
Code Compliance works closely to enforce all City Ordinances in a professional and timely manner.	Enforces all City Ordinances within 10 working days	90%	100%	100%



CITY OF BARTLETT
BUILDING CODES ENFORCEMENT
FY 2024 Adopted Budget

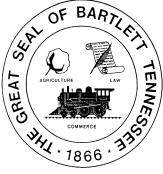


Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 116,034	\$ 124,223	\$ 112,459	\$ 105,730
Employee Wages	494,502	546,408	538,518	574,426
Overtime Wages	0	400	400	400
Special Hours	0	300	300	300
Part-Time	41,689	49,321	30,988	40,356
Vacation Pay	812	10,000	18,067	0
Educational Bonus	720	1,680	1,620	2,160
Longevity Pay	10,846	11,764	8,221	4,871
Bonus	1,072	1,162	1,072	1,162
Employee Health Insurance	168,909	174,691	182,540	183,895
Employee Life Insurance	1,670	2,146	1,917	2,176
Workers' Comp Insurance	9,879	11,450	11,450	11,471
Retiree Health Insurance	29,404	33,532	31,642	34,008
FICA	47,096	52,582	50,234	51,323
Pension Contribution	83,606	70,482	70,488	93,397
Contributory Retirement Plan	7,588	7,588	7,584	7,588
Total Personnel	\$ 1,013,828	\$ 1,097,729	\$ 1,067,500	\$ 1,113,263
Staffing Level				
<i>Full-Time</i>	<i>10.00</i>	<i>11.00</i>	<i>11.00</i>	<i>11.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.97</i>	<i>1.84</i>	<i>1.49</i>	<i>1.51</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>11.97</i>	<i>12.84</i>	<i>12.49</i>	<i>12.51</i>
Operations				
Training	\$ 4,131	\$ 5,000	\$ 5,000	\$ 6,000
Travel	1,063	3,000	3,000	3,000
Other Professional Service	0	100	100	100
Postage & Freight	4,587	5,250	5,250	5,800
Dues & Subscriptions	500	565	565	565
Meetings	0	200	200	300
Phones - Local	3,261	3,310	3,310	3,670
Cellular Phones	5,027	5,258	5,258	5,258
Shop Allocation	3,700	3,700	3,700	3,700
Vehicle Maintenance	3,235	4,000	4,000	5,000
Radio Maintenance	5,744	5,744	5,744	7,248
Office Supplies	2,270	3,500	3,500	3,500
Printing	2,360	2,000	3,000	2,000
Petroleum Supplies	14,028	14,000	14,000	14,000
Clothing & Uniforms	1,092	2,500	2,500	2,500
Operating Supplies	214	680	680	680
Small Tools	288	300	300	300
Equipment Leasing	904	900	900	900
Vehicle & Equip Insurance	2,289	2,289	1,960	1,960
General Liability Insurance	1,062	1,062	812	812
Credit Card Vendor Fees	2,630	3,000	3,000	3,000
Storage Fees	14	150	0	0
Damage Claims	0	1,000	1,000	1,000
Total Operations	\$ 58,400	\$ 67,508	\$ 67,779	\$ 71,293



CITY OF BARTLETT
BUILDING CODES ENFORCEMENT
FY 2024 Adopted Budget

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Capital				
Communications Equipment	\$ 192	\$ 1,145	\$ 1,145	\$ 1,145
Vehicles	88,787	0	0	0
Furniture	0	300	300	500
Total Capital	\$ 88,978	\$ 1,445	\$ 1,445	\$ 1,645
Total Building Codes Enforcement	\$ 1,161,206	\$ 1,166,682	\$ 1,136,724	\$ 1,186,201



City of Bartlett

PUBLIC WORKS/ ENGINEERING FY 2024 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>
Total P.W. Administration	<u>4</u>

Public Works City Shop

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

Public Works General Maintenance

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

Public Works General Services

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

Public Works Grounds Maintenance

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

Public Works Animal Control

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

Engineering Administration

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

The Public Works/Engineering function includes the Public Works Department and the Engineering Department. The Public Works Department has six cost centers; Administration, City Shop, General Maintenance, General Services, Grounds Maintenance and Animal Control. The Engineering Department has Administration and Inspection cost centers. The Public Works/Engineering function budget increased by \$538,386 (7.86%) over the FY 2023 Projection. There were no staffing changes. FY 2024 budget included a career ladder pay increase and 5% salary increase for full-time employees.

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Revs/Recvrs	573,485	570,325	571,925	581,925
Salaries	3,171,299	3,768,879	3,634,380	3,978,545
Benefits	1,834,701	2,006,477	1,962,999	2,154,860
Other Personnel	151,275	220,000	220,000	220,000
Operations	1,242,195	1,597,278	1,545,124	1,607,682
Capital	<u>160,635</u>	<u>95,825</u>	<u>55,048</u>	<u>4,850</u>
Total	<u>5,986,620</u>	<u>7,118,134</u>	<u>6,845,626</u>	<u>7,384,012</u>

Engineering and Inspection

Engineer	1
Traffic Engineer	1
Manager GIS	<u>1</u>
Total Engineering and Inspection	<u>3</u>

TOTAL PUBLIC WORKS/ENGINEERING	<u>67</u>

Public Works Summary

FY 2024 Adopted

City of Bartlett



What We Do

The Public Works Department involves three separate funds; General Fund, Solid Waste and Water/Wastewater Services. We are primarily the City's maintenance department for streets and right of ways, vehicles, equipment, drainage systems, City buildings, water distribution and wastewater collections. Other non-maintenance responsibilities include solid waste collection, recycling, meter reading and animal control.

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
<i>Revs/Recvrs</i>	573,485	570,325	571,925	581,925
Salaries	2,730,605	3,203,304	3,058,993	3,405,498
Benefits	1,603,580	1,705,322	1,691,106	1,870,431
Other Personnel	151,275	220,000	220,000	220,000
Operations	1,175,683	1,471,003	1,432,516	1,522,278
Capital	133,114	20,235	54,548	2,450
Total	5,220,773	6,049,539	5,885,238	6,438,732

FY 2023 Performance Highlights

The entire Public Works Department has been at work everyday and provided uninterrupted services to our citizens during the Covid-19 pandemic. The Fleet Services Division is planning to move into the new fleet services facility. The Solid Waste Division did an outstanding job keeping up with the increase of household, yardwaste, loose leaf and recycling collection. They also did an outstanding job collecting brush from the February 3 ice storm. We are striving daily to meet the needs and exceed the expectations of our citizens.

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
Maintain the City's water and sewer infrastructure.	# of work tickets for Water/Wastewater Services. This number does not include Tn. One Call locates	3145	4876	3400
To establish standards by cleaning streets and maintain right-of-ways	Lane miles of roadway swept each month in Bartlett	360	400	430
Maintain the City's street, drainage systems, and traffic signs.	# of repairs to Drainage structures, streets, and traffic signs.	1355	1375	1400
Provide a safe and harmonious coexistence for pets and residents.	# of animals adopted out or returned to their owners	554	575	585



CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Department Revenues				
Weed Cutting Fees	\$ 22,400	\$ 30,000	\$ 30,000	\$ 30,000
Animal Shelter Donations	17,718	16,000	16,000	16,000
Animal Shelter Boarding	1,171	1,000	2,600	2,600
Animal Shelter Capture Fee	3,035	3,000	3,000	3,000
Animal Shelter Adoption	39,813	40,000	40,000	50,000
Animal Shelter City License	21,281	25,000	25,000	25,000
Animal Shelter Miscellaneous Revenues	12,368	10,000	10,000	10,000
Shop Expense Allocation	455,700	445,325	445,325	445,325
Total Department Revenues	\$ 573,485	\$ 570,325	\$ 571,925	\$ 581,925
Personnel				
Supervisor Salaries	\$ 398,395	\$ 533,125	\$ 530,747	\$ 526,606
Employee Wages	2,241,814	2,547,853	2,427,531	2,746,942
Overtime Wages	50,907	60,300	57,315	64,800
Special Hours	23,550	23,400	23,400	23,400
Contracted Services	151,275	220,000	220,000	220,000
Part-Time	15,939	38,626	20,000	43,750
Vacation Pay	10,863	0	27,494	0
Educational Bonus	12,480	12,560	11,140	12,560
Longevity Pay	52,064	69,332	57,617	65,320
Bonus	4,452	4,980	4,617	5,057
Employee Health Insurance	668,703	759,583	748,452	770,975
Employee Life Insurance	7,148	9,845	8,728	10,463
Workers' Comp Insurance	93,056	103,744	103,744	111,775
Unemployment Compensation	194	0	0	0
Retiree Health Insurance	131,987	153,819	147,881	163,452
FICA	198,927	233,368	223,341	247,027
Pension Contribution	389,417	323,803	323,796	449,514
Contributory Retirement Plan	34,288	34,288	34,296	34,288
Total Personnel	\$ 4,485,460	\$ 5,128,626	\$ 4,970,099	\$ 5,495,929
Staffing Level				
<i>Full-Time</i>	<i>54.95</i>	<i>61.00</i>	<i>57.66</i>	<i>61.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.60</i>	<i>1.50</i>	<i>0.65</i>	<i>1.45</i>
Total Full-Time Equivalent (FTE)	55.55	62.50	58.31	62.45
Operations				
Training	\$ 1,430	\$ 10,250	\$ 7,150	\$ 9,800
Travel	0	9,650	5,533	10,000
Professional Services	22,000	27,000	22,500	25,000
Other Professional Service	7,479	6,738	17,000	13,500
Postage & Freight	87	75	94	100
Dues & Subscriptions	22,955	23,000	24,825	25,730
Employee Appreciation	3,917	4,000	4,182	6,900
Utilities	34,398	39,000	42,800	43,100
Phones - Local	7,893	7,983	7,976	8,083
Cellular Phones	8,160	8,350	9,450	9,222
Shop Allocation	97,500	97,500	97,500	97,500
Vehicle Maintenance	76,850	96,575	92,000	96,200



CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Equipment Maintenance	46,362	57,250	54,800	55,000
Radio Maintenance	42,953	38,717	38,717	54,103
Grounds Maintenance	103,501	116,700	116,500	136,500
Building Maintenance	31,267	34,492	36,741	35,700
Fuel System Maintenance	174,607	340,000	300,000	340,000
Street Painting & Signs	27,942	32,199	30,000	30,000
Office Supplies	4,979	5,800	5,600	5,650
Printing	786	1,300	1,225	1,300
Medical Supplies	38,201	40,000	40,000	40,000
Petroleum Supplies	138,627	134,500	140,000	138,000
Clothing & Uniforms	19,934	20,550	20,350	21,150
Operating Supplies	40,399	44,900	43,700	43,700
Cleaning Supplies	7,190	7,900	8,150	8,150
Fill Sand, Dirt & Gravel	13,400	8,000	8,000	8,000
Asphalt	113,713	168,000	168,000	168,000
Concrete & Brick	9,587	10,794	9,500	9,500
Miscellaneous Shop Parts	2,114	2,400	2,400	2,400
Small Tools	12,147	11,750	12,097	12,250
Pipe & Materials-System Ma	12,472	9,000	9,000	9,000
Miscellaneous Supplies	3,982	5,500	5,500	5,500
Covid-19 Grant Expenses	478	0	0	0
Street Barricade & Equip. Rental	0	1,000	1,000	2,000
Equipment Leasing	1,581	2,459	3,850	3,850
Property Insurance	5,766	5,766	10,478	10,478
Vehicle & Equip Insurance	22,825	22,825	21,891	21,891
General Liability Insurance	7,480	7,481	6,021	6,021
Credit Card Vendor Fees	1,466	1,500	1,500	1,500
State Fees	3,592	6,000	4,661	3,500
Cash Over/Short	60	100	0	0
Animal Control Fees	1,990	0	0	0
Damage Claims	3,584	4,000	1,825	4,000
Miscellaneous Other Expenses	29	0	0	0
Total Operations	\$ 1,175,683	\$ 1,471,003	\$ 1,432,516	\$ 1,522,278
Capital				
Fencing & Landscaping	\$ 1,019	\$ 800	\$ 800	\$ 1,200
Building Improvements	47,375	0	0	0
Office Equipment	48	0	0	1,250
Vehicles	0	9,353	9,353	0
Other Equipment	84,672	10,082	44,395	0
Total Capital	\$ 133,114	\$ 20,235	\$ 54,548	\$ 2,450
TOTAL PUBLIC WORKS	\$ 5,220,773	\$ 6,049,539	\$ 5,885,238	\$ 6,438,732



CITY OF BARTLETT
PUBLIC WORKS ADMINISTRATION
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 121,834	\$ 244,045	\$ 230,907	\$ 228,659
Employee Wages	79,883	83,224	85,098	93,699
Overtime Wages	36	300	300	300
Vacation Pay	0	0	14,911	0
Longevity Pay	7,310	14,640	14,640	13,719
Bonus	247	249	330	332
Employee Health Insurance	43,985	62,036	61,668	63,238
Employee Life Insurance	549	1,047	902	1,032
Workers' Comp Insurance	520	969	969	926
Retiree Health Insurance	10,086	16,363	15,800	16,118
FICA	14,923	24,867	24,822	23,915
Pension Contribution	26,908	34,395	34,392	44,265
Contributory Retirement Plan	2,531	2,531	2,532	2,531
Total Personnel	\$ 308,811	\$ 484,666	\$ 487,271	\$ 488,734
Staffing Level				
<i>Full-Time</i>	<i>3.00</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	3.00	4.00	4.00	4.00
Operations				
Training	\$ (479)	\$ 5,000	\$ 4,500	\$ 4,500
Travel	0	5,000	4,000	4,000
Postage & Freight	87	75	75	100
Dues & Subscriptions	303	750	750	750
Employee Appreciation	3,917	4,000	4,182	6,900
Phones - Local	1,325	1,400	1,400	1,400
Cellular Phones	2,279	1,600	2,650	1,750
Shop Allocation	97,500	97,500	97,500	97,500
Vehicle Maintenance	1,212	2,000	2,000	2,000
Building Maintenance	12,549	1,000	3,917	700
Office Supplies	1,008	1,000	1,000	1,000
Printing	280	400	350	400
Petroleum Supplies	4,008	4,000	4,000	4,000
Clothing & Uniforms	220	500	400	400
Operating Supplies	514	400	400	400
Covid-19 Grant Expenses	44	0	0	0
Equipment Leasing	105	215	1,450	1,450
Property Insurance	1,642	1,642	1,483	1,483
Vehicle & Equip Insurance	1,239	1,239	1,141	1,141
General Liability Insurance	442	442	427	427
Miscellaneous Other Expenses	10	0	0	0
Total Operations	\$ 128,204	\$ 128,163	\$ 131,625	\$ 130,301
Capital				
Office Equipment	\$ 0	\$ 0	\$ 0	\$ 1,250
Total Capital	\$ 0	\$ 0	\$ 0	\$ 1,250
Total Public Works Administration	\$ 437,015	\$ 612,829	\$ 618,896	\$ 620,285



CITY OF BARTLETT CITY SHOP FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Department Revenues				
Shop Expense Allocation	\$ 455,700	\$ 445,325	\$ 445,325	\$ 445,325
Total Department Revenues	\$ 455,700	\$ 445,325	\$ 445,325	\$ 445,325
Personnel				
Supervisor Salaries	\$ 72,950	\$ 76,802	\$ 93,614	\$ 83,662
Employee Wages	556,357	587,960	547,788	660,280
Overtime Wages	29,356	28,000	28,000	28,000
Special Hours	7,950	7,800	7,800	7,800
Vacation Pay	3,327	0	1,168	0
Educational Bonus	7,920	8,000	6,580	8,000
Longevity Pay	8,409	9,340	9,916	12,405
Bonus	989	1,079	989	1,079
Employee Health Insurance	200,235	186,038	206,350	216,816
Employee Life Insurance	1,713	2,120	1,877	2,373
Workers' Comp Insurance	15,504	16,359	16,359	19,766
Retiree Health Insurance	31,466	33,123	32,070	37,072
FICA	47,721	50,078	48,190	55,996
Pension Contribution	89,451	69,865	69,864	102,156
Contributory Retirement Plan	8,042	8,042	8,040	8,042
Total Personnel	\$ 1,081,390	\$ 1,084,606	\$ 1,078,605	\$ 1,243,447
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>11.42</i>	<i>13.00</i>	<i>11.18</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>
<i>Total Full-Time Equivalent (FTE)</i>	<i>11.42</i>	<i>13.00</i>	<i>11.18</i>	<i>13.00</i>
Operations				
Training	\$ 1,039	\$ 2,000	\$ 600	\$ 1,100
Travel	0	2,288	19	0
Dues & Subscriptions	22,504	22,000	23,750	24,500
<i>Annual subscriptions for diagnostic software for Ford & Dodge, All Data, Identifix, Diamond Iris, Allison.</i>				
Utilities	10,704	15,000	19,000	19,000
Local Phones	1,101	1,200	1,121	1,200
Cellular Phones	692	800	1,000	800
Vehicle Maintenance	6,034	4,200	6,000	5,200
Equipment Maintenance	8,211	7,250	7,500	7,000
Building Maintenance	2,507	4,000	2,500	3,000
Fuel System Maintenance	174,607	340,000	300,000	340,000
Office Supplies	1,362	2,000	1,800	1,800
Printing	0	100	100	100
Petroleum Supplies	8,053	7,500	8,300	8,000
Clothing & Uniforms	6,187	6,350	6,350	6,350
Operating Supplies	5,168	8,000	8,000	8,000
Cleaning Supplies	2,225	2,000	2,250	2,250
Miscellaneous Shop Parts	2,114	2,400	2,400	2,400
Small Tools	2,109	2,250	2,250	2,250
Miscellaneous Supplies	3,982	5,500	5,500	5,500
Covid-19 Grant Expenses	98	0	0	0
Equipment Leasing	1,108	1,200	1,200	1,200



**CITY OF BARTLETT
CITY SHOP
FY 2024 Adopted Budget**

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Property Insurance	2,336	2,336	7,361	7,361
Vehicle & Equip Insurance	2,681	2,681	2,432	2,432
General Liability Insurance	1,153	1,153	1,065	1,065
Total Operations	\$ 265,975	\$ 442,208	\$ 410,498	\$ 450,508
Capital				
Other Equipment	\$ 18,009	\$ 0	\$ 11,695	\$ 0
Total Capital	\$ 18,009	\$ 0	\$ 11,695	\$ 0
Total City Shop	\$ 909,674	\$ 1,081,489	\$ 1,055,473	\$ 1,248,630



CITY OF BARTLETT
GENERAL MAINTENANCE
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Employee Wages	\$ 706,774	\$ 818,093	\$ 736,069	\$ 852,418
Overtime Wages	11,169	15,000	15,000	20,000
Special Hours	7,800	7,800	7,800	7,800
Vacation Pay	2,347	0	5,577	0
Longevity Pay	16,221	19,130	14,016	14,922
Bonus	1,402	1,494	1,319	1,494
Employee Health Insurance	188,369	214,080	174,532	172,559
Employee Life Insurance	1,894	2,618	2,190	2,728
Workers' Comp Insurance	32,618	37,297	37,297	38,755
Retiree Health Insurance	35,332	40,905	36,804	42,621
FICA	52,614	60,785	55,818	64,687
Pension Contribution	104,186	85,979	85,980	117,052
Contributory Retirement Plan	9,083	9,083	9,084	9,083
Total Personnel	\$ 1,169,807	\$ 1,312,264	\$ 1,181,486	\$ 1,344,119

Staffing Level

<i>Full-Time</i>	<i>16.21</i>	<i>18.00</i>	<i>18.00</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>
<i>Total Full-Time Equivalent (FTE)</i>	<i>16.21</i>	<i>18.00</i>	<i>18.00</i>	<i>18.00</i>

Operations

Training	\$ 870	\$ 2,000	\$ 1,500	\$ 2,000
Travel	0	2,000	1,000	2,000
Other Professional Service	6,974	5,450	5,000	6,500
Dues & Subscriptions	25	50	62	65
Utility	9,524	9,000	9,600	9,600
Phones - Local	3,293	3,200	3,272	3,300
Cellular Phones	734	1,000	1,000	1,000
Vehicle Maintenance	26,410	40,000	35,000	40,000
Equipment Maintenance	11,492	20,000	20,000	20,000
Radio Maintenance	42,874	38,717	38,717	54,103
Building Maintenance	3,459	5,000	5,000	5,000
Street Painting & Signs	27,942	32,199	30,000	30,000
Office Supplies	668	650	650	700
Printing	0	200	150	200
Petroleum Supplies	45,752	40,000	52,000	50,000
Clothing & Uniforms	6,526	6,400	6,000	6,400
Operating Supplies	15,809	15,000	15,000	15,000
Cleaning Supplies	1,207	1,400	1,400	1,400
Fill Sand, Dirt & Gravel	13,400	8,000	8,000	8,000
Asphalt	113,713	168,000	168,000	168,000
Concrete & Brick	9,587	10,794	9,500	9,500
Small Tools	1,371	1,200	1,200	1,200
Pipe & Materials-System Maintenance	12,472	9,000	9,000	9,000
Covid-19 Grant Expenses	219	0	0	0
Street Barricade & Equip. Rental	0	1,000	1,000	2,000
Equipment Leasing	6	100	100	100
Vehicle & Equip Insurance	9,294	9,294	9,438	9,438
General Liability Insurance	3,404	3,404	2,648	2,648



**CITY OF BARTLETT
GENERAL MAINTENANCE
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Damage Claims	2,145	2,000	1,328	2,000
Total Operations	\$ 369,171	\$ 435,058	\$ 435,565	\$ 459,154
Capital				
Fencing & Landscaping	\$ 1,019	\$ 800	\$ 800	\$ 1,200
Building Improvements	47,375	0	0	0
Vehicles	0	9,353	9,353	0
Other Equipment	4,111	0	0	0
Total Capital	\$ 52,505	\$ 10,153	\$ 10,153	\$ 1,200
Total General Maintenance	\$ 1,591,483	\$ 1,757,475	\$ 1,627,204	\$ 1,804,473



**CITY OF BARTLETT
GENERAL SERVICES
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 63,818	\$ 66,892	\$ 66,892	\$ 72,534
Employee Wages	114,135	137,517	137,517	149,592
Overtime Wages	3,389	5,000	2,015	2,500
Vacation Pay	2,981	0	0	0
Longevity Pay	2,298	1,337	1,337	2,901
Bonus	330	332	330	330
Employee Health Insurance	38,545	60,571	56,592	61,737
Employee Life Insurance	485	654	608	711
Workers' Comp Insurance	7,076	7,535	7,535	8,139
Retiree Health Insurance	8,898	10,220	10,221	11,106
FICA	13,467	15,142	14,442	15,866
Pension Contribution	27,207	21,483	21,480	30,502
Contributory Retirement Plan	2,432	2,432	2,436	2,432
Total Personnel	\$ 285,060	\$ 329,115	\$ 321,405	\$ 358,350
Staffing Level				
<i>Full-Time</i>	<i>4.00</i>	<i>4.00</i>	<i>3.90</i>	<i>4.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	4.00	4.00	3.90	4.00
Operations				
Training	\$ 0	\$ 1,000	\$ 300	\$ 500
Dues & Subscriptions	25	50	62	75
Cellular Phones	1,814	2,000	1,850	2,000
Vehicle Maintenance	804	2,000	1,000	1,000
Building Maintenance	2,558	2,000	5,000	2,000
Office Supplies	270	300	300	300
Petroleum Supplies	6,038	6,000	5,700	6,000
Clothing & Uniforms	1,373	1,300	1,300	1,500
Operating Supplies	4,528	4,000	4,000	4,000
Small Tools	2,629	2,500	2,847	3,000
Covid-19 Grant Expenses	39	0	0	0
Vehicle & Equip Insurance	814	815	712	712
General Liability Insurance	333	334	245	245
Total Operations	\$ 21,227	\$ 22,299	\$ 23,316	\$ 21,332
Capital				
Other Equipment	\$ 0	\$ 3,000	\$ 9,000	\$ 0
Total Capital	\$ 0	\$ 3,000	\$ 9,000	\$ 0
Total General Services	\$ 306,287	\$ 354,414	\$ 353,720	\$ 379,682



CITY OF BARTLETT GROUND MAINTENANCE FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Department Revenues				
Weed Cutting Fees	\$ 22,400	\$ 30,000	\$ 30,000	\$ 30,000
Total Department Revenues	\$ 22,400	\$ 30,000	\$ 30,000	\$ 30,000
Personnel				
Supervisor Salaries	\$ 72,950	\$ 75,868	\$ 69,816	\$ 66,951
Employee Wages	518,093	613,168	613,168	662,719
Overtime Wages	1,366	4,000	4,000	6,000
Contracted Services	151,275	220,000	220,000	220,000
Vacation Pay	2,208	0	835	0
Education Bonus	2,880	2,880	2,880	2,880
Longevity Pay	10,395	14,670	8,852	11,410
Bonus	825	1,162	989	1,162
Employee Health Insurance	115,364	128,705	150,210	165,488
Employee Life Insurance	1,597	2,198	2,016	2,329
Workers' Comp Insurance	27,884	31,136	31,136	32,856
Unemployment Compensation	194	0	0	0
Retiree Health Insurance	29,545	34,338	34,149	36,383
FICA	43,941	50,918	50,157	53,797
Pension Contribution	89,441	72,416	72,420	100,196
Contributory Retirement Plan	7,858	7,858	7,860	7,858
Total Personnel	\$ 1,075,815	\$ 1,259,317	\$ 1,268,488	\$ 1,370,029
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>13.32</i>	<i>14.00</i>	<i>12.96</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>
<i>Total Full-Time Equivalent (FTE)</i>	<i>13.32</i>	<i>14.00</i>	<i>12.96</i>	<i>14.00</i>
Operations				
Training	\$ 0	\$ 250	\$ 250	\$ 600
Dues & Subscriptions	25	25	65	65
Utilities	6,180	6,000	6,000	6,000
Phones - Local	1,042	1,033	1,033	1,033
Cellular Phones	1,403	1,500	1,500	1,500
Vehicle Maintenance	38,975	43,000	43,000	43,000
Equipment Maintenance	20,765	25,000	25,000	25,000
Grounds Maintenance	102,061	115,000	115,000	135,000
<i>Herbi-Systems/Mulch/Irrigation Supplies.</i>				
Building Maintenance	1,147	2,000	2,000	2,000
Office Supplies	407	350	350	350
Printing	0	100	125	100
Petroleum Supplies	47,208	50,000	50,000	50,000
Clothing & Uniforms	4,573	4,500	5,000	5,000
Operating Supplies	9,153	10,000	10,000	10,000
Small Tools	6,038	5,500	5,500	5,500
Covid-19 Grant Expenses	39	0	0	0
Equipment Leasing	69	144	100	100
Property Insurance	747	747	674	674
Vehicle & Equip Insurance	7,296	7,296	6,891	6,891
General Liability Insurance	1,393	1,393	1,071	1,071



**CITY OF BARTLETT
GROUND MAINTENANCE
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Damage Claims	1,459	2,000	497	2,000
Total Operations	\$ 249,980	\$ 275,838	\$ 274,056	\$ 295,884
Capital				
Other Equipment	\$ 62,274	\$ 5,482	\$ 11,700	\$ 0
Total Capital	\$ 62,274	\$ 5,482	\$ 11,700	\$ 0
Total Ground Maintenance	\$ 1,365,669	\$ 1,510,637	\$ 1,524,244	\$ 1,635,913



**CITY OF BARTLETT
ANIMAL CONTROL
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Department Revenues				
Animal Shelter Donations	\$ 17,718	\$ 16,000	\$ 16,000	\$ 16,000
Animal Shelter Boarding	1,171	1,000	2,600	2,600
Animal Shelter Capture Fee	3,035	3,000	3,000	3,000
Animal Shelter Adoption	39,813	40,000	40,000	50,000
Animal Shelter City License	21,281	25,000	25,000	25,000
Animal Shelter Miscellaneous Revenues	12,368	10,000	10,000	10,000
Total Department Revenues	\$ 95,385	\$ 95,000	\$ 96,600	\$ 106,600
Personnel				
Supervisor Salaries	\$ 66,844	\$ 69,518	\$ 69,518	\$ 74,800
Employee Wages	266,571	307,891	307,891	328,234
Overtime Wages	5,592	8,000	8,000	8,000
Special Hours	7,800	7,800	7,800	7,800
Part-Time	15,939	38,626	20,000	43,750
Vacation Pay	0	0	5,003	0
Education Bonus	1,680	1,680	1,680	1,680
Longevity Pay	7,432	10,215	8,856	9,963
Bonus	660	664	660	660
Employee Health Insurance	82,204	108,153	99,100	91,137
Employee Life Insurance	911	1,208	1,135	1,290
Workers' Comp Insurance	9,454	10,448	10,448	11,333
Retiree Health Insurance	16,662	18,870	18,837	20,152
FICA	26,262	31,578	29,912	32,766
Pension Contribution	52,224	39,665	39,660	55,343
Contributory Retirement Plan	4,342	4,342	4,344	4,342
Total Personnel	\$ 564,577	\$ 658,658	\$ 632,844	\$ 691,250
Staffing Level				
<i>Full-Time</i>	<i>7.00</i>	<i>8.00</i>	<i>7.62</i>	<i>8.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.60</i>	<i>1.50</i>	<i>0.65</i>	<i>1.45</i>
Total Full-Time Equivalent (FTE)	7.60	9.50	8.27	9.45
Operations				
Training	\$ 0	\$ 0	\$ 0	\$ 1,100
Travel	0	650	533	4,000
Professional Services	22,000	27,000	22,500	25,000
Other Professional Service	505	1,000	12,000	7,000
Dues & Subscriptions	75	125	137	275
Utilities	7,989	9,000	8,200	8,500
Phones - Local	1,131	1,150	1,150	1,150
Cellular Phones	1,237	1,450	1,450	2,172
Vehicle Maintenance	3,414	5,375	5,000	5,000
Equipment Maintenance	5,894	5,000	2,300	3,000
Grounds Maintenance	1,440	1,700	1,500	1,500
Building Maintenance	9,126	20,492	18,324	23,000
Office Supplies	1,263	1,500	1,500	1,500
Printing	506	500	500	500
Medical Supplies	38,201	40,000	40,000	40,000



**CITY OF BARTLETT
ANIMAL CONTROL
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Petroleum Supplies	27,569	27,000	20,000	20,000
Clothing & Uniforms	1,055	1,500	1,300	1,500
Operating Supplies	5,227	7,500	6,300	6,300
Cleaning Supplies	3,759	4,500	4,500	4,500
Small Tools	0	300	300	300
Covid-19 Grant Expenses	39	0	0	0
Equipment Leasing	292	800	1,000	1,000
Property Insurance	1,041	1,041	960	960
Vehicle & Equip Insurance	1,500	1,500	1,277	1,277
General Liability Insurance	754	755	565	565
Credit Card Vendor Fees	1,466	1,500	1,500	1,500
State Fees	3,592	6,000	4,661	3,500
Cash Over/Short	60	100	0	0
Animal Control Fees	1,990	0	0	0
Total Operations	\$ 141,126	\$ 167,438	\$ 157,457	\$ 165,099
Capital				
Other Equipment	\$ 326	\$ 1,600	\$ 12,000	\$ 0
Total Capital	\$ 326	\$ 1,600	\$ 12,000	\$ 0
Total Animal Control	\$ 610,645	\$ 732,696	\$ 705,701	\$ 749,749

Engineering Summary

City of Bartlett



FY 2024 Adopted

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Salaries	440,693	565,575	575,387	573,047
Benefits	231,121	301,155	271,893	284,429
Operations	66,512	126,274	112,609	85,404
Capital	27,521	75,590	500	2,400
Total	765,847	1,068,594	960,389	945,280

FY 2023 Performance Highlights

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

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
Provide engineering inspection oversight of City capital projects.	Percentage of projects completed on time and within the budget.	85%	83%	100%
Administer developer projects within the city and reserve area	Percentage of projects meet or exceed standards of the city.	80%	100%	100%
Continue to install sewers in annexed areas	Completion of projects outlined in Plans of Service	On time	Not on time	Not on time
Oversee repaving of various streets in the city limits	Percentage of completed projects on time and in budget.	90%	100%	100%



CITY OF BARTLETT

ENGINEERING BUDGET SUMMARY

FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 210,419	\$ 251,879	\$ 238,398	\$ 236,164
Employee Wages	230,240	313,496	336,297	336,683
Overtime Wages	34	200	692	200
Vacation Pay	0	20,000	0	0
Education Bonus	720	720	720	720
Sick Pay	0	20,000	0	0
Longevity Pay	17,586	15,376	16,989	14,412
Bonus	412	423	577	423
Employee Health Insurance	85,600	102,417	114,022	110,245
Employee Life Insurance	1,228	1,809	1,660	1,834
Workers' Comp Insurance	1,088	1,427	1,427	1,456
Retiree Health Insurance	22,431	28,269	28,734	28,642
FICA	33,675	45,847	42,904	42,589
Pension Contribution	62,934	59,420	59,412	78,661
Contributory Retirement Plan	5,447	5,447	5,448	5,447
Total Personnel	\$ 671,814	\$ 866,730	\$ 847,280	\$ 857,476
Staffing Level				
<i>Full-Time</i>	<i>5.00</i>	<i>6.00</i>	<i>5.00</i>	<i>6.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	5.00	6.00	5.00	6.00
Operations				
Training	\$ 1,536	\$ 8,000	\$ 1,989	\$ 5,000
Travel	2,579	6,000	453	4,000
Other Professional Service	2,000	2,000	2,000	2,000
Postage & Freight	692	400	400	400
Dues & Subscriptions	1,462	1,950	1,950	2,200
Meetings	151	200	100	800
Employee Appreciation	0	500	562	1,000
Phones - Local	3,885	4,000	4,000	4,000
Cellular Phones	4,436	6,400	6,400	6,400
Shop Allocation	4,200	4,200	4,200	4,200
Vehicle Maintenance	3,046	5,500	5,500	5,500
Equipment Maintenance	4,113	4,117	4,117	4,200
Radio Maintenance	5,744	5,744	5,187	7,248
Building Maintenance	3,394	47,571	47,571	7,500
Office Supplies	4,098	3,400	3,400	3,600
Printing	1,237	1,200	1,200	1,200
Petroleum Supplies	11,028	11,000	11,000	14,000
Clothing & Uniforms	779	1,000	1,033	1,000
Operating Supplies	1,928	1,950	1,950	1,950
Small Tools	189	200	200	0
Equipment Leasing	134	600	200	200
Property Insurance	6,344	6,344	5,749	5,749
Vehicle & Equip Insurance	2,510	2,511	2,033	2,033
General Liability Insurance	737	737	664	664
License Fees	140	750	750	560



CITY OF BARTLETT
ENGINEERING BUDGET SUMMARY
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Miscellaneous Other Expenses	150	0	0	0
Total Operations	\$ 66,512	\$ 126,274	\$ 112,609	\$ 85,404
Capital				
Vehicles	\$ 27,521	\$ 75,090	\$ 0	\$ 0
Furniture	0	500	500	2,400
Total Capital	\$ 27,521	\$ 75,590	\$ 500	\$ 2,400
TOTAL ENGINEERING	\$ 765,847	\$ 1,068,594	\$ 960,389	\$ 945,280



CITY OF BARTLETT
ENGINEERING ADMINISTRATION
FY 2024 Adopted Budget



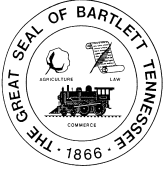
Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 130,473	\$ 251,879	\$ 238,398	\$ 236,164
Employee Wages	55,275	59,174	58,330	62,133
Overtime Wages	0	200	100	200
Vacation Pay	0	20,000	0	0
Education Bonus	720	720	720	720
Sick Pay	0	20,000	0	0
Longevity Pay	11,145	7,696	7,611	3,728
Bonus	165	174	247	174
Employee Health Insurance	21,674	41,846	44,936	48,508
Employee Life Insurance	509	995	844	955
Workers' Comp Insurance	536	945	945	883
Retiree Health Insurance	9,288	15,553	14,836	14,915
FICA	14,881	27,008	22,762	22,619
Pension Contribution	27,300	32,691	32,688	40,961
Contributory Retirement Plan	2,342	2,342	2,340	2,342
Total Personnel	\$ 274,309	\$ 481,223	\$ 424,757	\$ 434,302
Staffing Level				
<i>Full-Time</i>	<i>2.00</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	2.00	3.00	3.00	3.00
Operations				
Training	\$ (275)	\$ 3,000	\$ 300	\$ 1,000
Travel	1,321	2,000	100	1,000
Postage & Freight	667	400	400	400
Dues & Subscriptions	748	750	750	1,000
Meetings	86	100	100	400
Employee Appreciation	0	500	562	1,000
Phones - Local	1,166	1,200	1,200	1,200
Cellular Phones	1,303	2,100	2,100	2,100
Shop Allocation	1,200	1,200	1,200	1,200
Vehicle Maintenance	1,645	2,500	2,500	2,500
Building Maintenance	2,253	45,071	45,071	5,000
Office Supplies	1,050	600	600	600
Petroleum Supplies	11,028	11,000	11,000	14,000
Operating Supplies	209	150	150	150
Equipment Leasing	134	600	200	200
Vehicle & Equip Insurance	1,219	1,219	924	924
General Liability Insurance	311	311	359	359
License Fees	290	750	750	560
Total Operations	\$ 24,356	\$ 73,451	\$ 68,267	\$ 33,593
Capital				
Vehicles	\$ 27,521	\$ 0	\$ 0	\$ 0
Furniture	0	500	500	1,200
Total Capital	\$ 27,521	\$ 500	\$ 500	\$ 1,200
Total Engineering Administration	\$ 326,185	\$ 555,174	\$ 493,524	\$ 469,095



CITY OF BARTLETT
ENGINEERING & INSPECTION
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 79,946	\$ 0	\$ 0	\$ 0
Employee Wages	174,965	254,322	277,967	274,550
Overtime Wages	34	0	592	0
Longevity Pay	6,441	7,680	9,378	10,684
Bonus	247	249	330	249
Employee Health Insurance	63,926	60,571	69,086	61,737
Employee Life Insurance	719	814	816	879
Workers' Comp Insurance	552	482	482	573
Retiree Health Insurance	13,144	12,716	13,898	13,727
FICA	18,793	18,839	20,142	19,970
Pension Contribution	35,634	26,729	26,724	37,700
Contributory Retirement Plan	3,105	3,105	3,108	3,105
Total Personnel	\$ 397,506	\$ 385,507	\$ 422,523	\$ 423,174
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>3.00</i>	<i>3.00</i>	<i>2.00</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>
<i>Total Full-Time Equivalent (FTE)</i>	<i>3.00</i>	<i>3.00</i>	<i>2.00</i>	<i>3.00</i>
Operations				
Training	\$ 1,811	\$ 5,000	\$ 1,689	\$ 4,000
Travel	1,257	4,000	353	3,000
Other Professional Service	2,000	2,000	2,000	2,000
Postage & Freight	25	0	0	0
Dues & Subscriptions	714	1,200	1,200	1,200
Meetings	65	100	0	400
Phones - Local	2,720	2,800	2,800	2,800
Cellular Phones	3,133	4,300	4,300	4,300
Shop Allocation	3,000	3,000	3,000	3,000
Vehicle Maintenance	1,401	3,000	3,000	3,000
Equipment Maintenance	4,113	4,117	4,117	4,200
Radio Maintenance	5,744	5,744	5,187	7,248
Building Maintenance	1,141	2,500	2,500	2,500
Office Supplies	3,048	2,800	2,800	3,000
Printing	1,237	1,200	1,200	1,200
Clothing & Uniforms	779	1,000	1,033	1,000
Operating Supplies	1,719	1,800	1,800	1,800
Small Tools	189	200	200	0
Property Insurance	6,344	6,344	5,749	5,749
Vehicle & Equip Insurance	1,292	1,292	1,109	1,109
General Liability Insurance	426	426	305	305
Total Operations	\$ 42,156	\$ 52,823	\$ 44,342	\$ 51,811
Capital				
Vehicles	\$ 0	\$ 75,090	\$ 0	\$ 0
Furnitures	0	0	0	1,200
Total Capital	\$ 0	\$ 75,090	\$ 0	\$ 1,200
Total Engineering & Inspection	\$ 439,662	\$ 513,420	\$ 466,865	\$ 476,185



City of Bartlett

PARKS & RECREATION

FY 2024 Adopted Budget

Full-Time Authorized Personnel Positions

Parks & Rec Administration

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

Parks & Rec Community Center

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

Parks & Rec Athletics

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

Parks & Rec Maintenance

Driver	5
Foreman	7
Supervisor	1
Utility Worker	9
Manager	<u>1</u>
Total P&R Maintenance	<u>23</u>

School Ground Maintenance

Supervisor	1
Driver	<u>1</u>
Total School Ground Maintenance	<u>2</u>

Parks & Rec BSMC

Manager	1
Administrative Secretary	1
Building Service	<u>1</u>
Total P&R BSMC	<u>3</u>

Parks & Rec Senior Center

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

The Parks and Recreation function has eight cost centers; Administration, Singleton Community Center, Athletics, Parks Maintenance, School Ground Maintenance, Bartlett Station Municipal Center, Senior Center and Recreation Center. Bartlett Station Municipal Center, used to be part of Mayor's Office, is now under Parks and Recreation. The Parks and Recreation function budget increased by \$412,376 (5.57%) over the FY 2023 Projection. Parks did not add any new position for Fiscal 2024. FY 2024 budget included a career ladder pay increase and 5% salary increase for full-time employees.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2022 Actual</u>	<u>FY 2023 Revised</u>	<u>FY 2023 Projection</u>	<u>FY 2024 Adopted</u>
Revenues	347,470	332,551	388,185	348,099
Salaries	3,211,957	3,779,438	3,636,855	4,192,647
Benefits	1,498,134	1,715,863	1,577,675	1,795,702
Other Personnel	342,515	385,000	379,657	385,000
Operations	1,654,706	1,549,520	1,703,685	1,754,551
Capital	<u>338,456</u>	<u>177,434</u>	<u>496,738</u>	<u>39,000</u>
Total	<u>6,698,298</u>	<u>7,274,704</u>	<u>7,406,425</u>	<u>7,818,801</u>

Parks & Rec Recreation Center

Assistant Manager	1
Manager 1	1
Manager	4
Building Tech	3
Membership Coordinator	1
Personal Trainer	<u>1</u>
Total P&R Recreation Ctr	<u>11</u>

TOTAL PARKS & REC

56

Parks & Recreation Summary

City of Bartlett



FY 2024 Adopted

What We Do

The Mission of the Bartlett Parks and Recreation Department is to provide Bartlett residents with quality, fun recreational opportunities and facilities. Our Vision is to continue to be a leader in creating recreational opportunities and facilities for Bartlett citizens from childhood to retirement. We offer a full service recreation center, community center for adults and children, senior center, an event rental venue, summer programs, youth and adult recreational sports leagues and also maintain all parks, fields and facilities.

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Revenues	347,470	332,551	388,185	348,099
Salaries	3,211,957	3,779,438	3,636,855	4,192,647
Benefits	1,498,134	1,715,863	1,577,675	1,795,702
Other Personnel	342,515	385,000	379,657	385,000
Operations	1,654,706	1,549,520	1,703,685	1,754,551
Capital	338,456	177,434	496,738	39,000
Total	6,698,298	7,274,704	7,406,425	7,818,801

FY 2023 Performance Highlights

Parks and Recreation maintained 29 parks, 2 greenways, 18 ballfields and 2 soccer complexes. Surveys and plans were completed on the Stoneridge Lake erosion project. Bids will go out in Spring of FY24. The repairs of 3 multipurpose fields at W. J. Freeman was completed. An Arboretum was installed at Blue Lagoon Park with the help of the Bartlett 4-H Club. Municipal Park was renamed to Mark S. Brown Municipal Park. We received 4 grants totaling \$60,903. We held 8 successful big Special Events. Singleton had the inside lighting changed to LED. The front and side doors were replaced for ADA compliancy. All class numbers and programs increased to close to pre-COVID numbers. Senior Center performed renovations to the Community Garden and Restrooms for ADA comliancy. The Golf League and all trips started back. BRC replaced all indoor carpets, purchased all new spin bikes, memberships increased and BXST had an extremely successful year. Athletics had participation numbers increase in basketball, baseball, softball and volleyball. Our Department also added a new facility with the transfer of Bartlett Station Municipal Center in December 2022. Overall, departmental revenue has increased by 15% year over year and has nearly returned to pre-COVID numbers.

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
Repair park lake erosion problems at 4 lakes - Stoneridge, Appling, Yale Rd., and Davies Plantation.	Dig out and remove sediment where necessary based on survey. Regrade, add dirt, filter cloth and survey. Regrade, add dirt, filter cloth and secure the banks.			30%
Secure engineered plans then overlay asphalt at 4 park parking lots: Ellendale, Shadowlawn, W. J. Freeman and Appling Ballpark	Percentage of project completed.			30%

Parks & Recreation Summary

City of Bartlett



FY 2024 Adopted

Objective	Performance Measures	FY 2024 Actual	FY 2025 Forecast	FY 2026 Projected
Renovations to Deermont Park ballfields. Laser grade ballfields, replace all fences. Replace ballfield light poles and add LED lighting. Renovate all concrete areas in between fields and paths leading in for ADA compliancy.	Project will start in FY27			
Repair and overlay with asphalt 5 park walking trails: Ellendale, Civic, W.J. Freeman, Ellendale and Rockyford.	Percentage of projects completed.	20%	50%	100%
Work with Architect, secure plans and renovate to put into compliancy for American Disabilities Act - 3 Park restrooms: Shadowlawn, Freeman Smith and Dixon Brewer	Percentage of projects completed.	30%		60%
Expansion and renovation of Parks Maintenance Shop. Secure engineered plans to expand and pave bigger parking area, renovate existing maintenance shop, add 3 office and additional outside coverings for Parks equipment.	Percentage of projects completed.	10%	80%	100%
W. J. Freeman Park Project Phase IV. Secure plans and put in Amphitheater, handicap parking, loop trail and bridge crossing. (Will apply for LPRF grant to help fund project).	Percentage of projects completed.		25%	50%
Complete systemwide Master Plan.		100%		
Address the most pressing infrastructure needs at all Parks based on Parks Systemwide Master Plan.	Percentage of project completed.		20%	30%



CITY OF BARTLETT
PARKS & RECREATION BUDGET SUMMARY
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Department Revenues				
Local Sales Tax .5% Reimbursement	\$ 342,470	\$ 332,551	\$ 388,185	\$ 348,099
Insurance Recoveries	5,000	0	0	0
Total Department Revenues	\$ 347,470	\$ 332,551	\$ 388,185	\$ 348,099
Personnel				
Supervisor Salaries	\$ 1,026,631	\$ 1,093,443	\$ 1,078,609	\$ 1,133,992
Employee Wages	1,440,500	1,836,875	1,694,708	1,920,293
Overtime Wages	53,796	54,400	61,964	67,200
Special Hours	84,123	108,600	107,595	108,600
Contracted Services	342,515	385,000	379,657	385,000
Part-Time	606,908	686,120	693,979	962,562
Vacation Pay	7,813	0	20,741	0
Educational Bonus	1,320	1,440	0	0
Longevity Pay	64,587	69,151	63,833	66,678
Bonus	10,801	14,139	12,203	14,712
Employee Health Insurance	613,714	790,403	658,934	719,388
Employee Life Insurance	6,681	9,369	8,167	9,766
Workers' Comp Insurance	51,211	58,512	58,512	64,331
Unemployment Compensation	439	0	0	0
Retiree Health Insurance	123,085	146,399	137,609	152,590
FICA	238,601	279,750	270,996	310,098
Pension Contribution	348,412	307,968	307,956	419,407
Contributory Retirement Plan	31,470	38,732	38,724	38,732
Total Personnel	\$ 5,052,606	\$ 5,880,301	\$ 5,594,187	\$ 6,373,349
Staffing Level				
<i>Full-Time</i>	<i>46.02</i>	<i>56.00</i>	<i>51.43</i>	<i>56.00</i>
<i>Part-Time (converted to FTE)</i>	<i>29.15</i>	<i>33.52</i>	<i>29.82</i>	<i>33.80</i>
Total Full-Time Equivalent (FTE)	75.17	89.52	81.25	89.80
Operations				
Training	\$ 6,798	\$ 9,400	\$ 11,353	\$ 10,550
Travel	5,143	10,700	8,498	11,100
Professional Services	6,161	8,000	6,570	7,000
Advertising & Promotional Expenses	0	0	0	500
Other Professional Service	15,168	11,620	11,620	12,800
Postage & Freight	1,048	1,730	1,736	1,730
Dues & Subscriptions	3,755	7,830	5,983	9,100
Meetings	1,338	1,000	1,000	0
Utilities	350,907	326,824	375,789	385,000
Phones - Local	11,614	11,345	11,845	11,920
Cellular Phones	6,266	7,900	7,171	8,000
Shop Allocation	18,700	18,750	18,750	19,750
Vehicle Maintenance	23,254	19,200	26,200	27,000
Equipment Maintenance	63,826	55,500	73,723	69,700
Radio Maintenance	3,152	1,500	0	1,500
Grounds Maintenance	312,699	271,940	326,700	316,700
Building Maintenance	191,142	107,255	112,062	136,780
Pool Maintenance	20,260	25,622	33,000	33,000



CITY OF BARTLETT
PARKS & RECREATION BUDGET SUMMARY
FY 2024 Adopted Budget

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Swim Competitions	48,105	46,750	47,000	60,000
Automobile Allowance	94	200	0	0
Office Supplies	13,724	20,184	19,560	20,200
Printing	2,643	2,800	4,050	3,050
Medical Supplies	54	2,500	2,500	2,500
Special Designation Expense	858	1,000	1,000	1,000
Petroleum Supplies	38,548	43,075	54,075	54,575
Special Events	50,342	25,500	28,500	45,500
Concession Supplies Client	239	240	100	100
Preschool Supplies	4,962	4,600	4,600	4,600
Recreation Supplies	72,627	61,253	71,600	56,600
Concession Supplies	63,828	81,000	81,000	81,000
Field Trips	14,714	12,000	12,000	12,000
Tournament Expenses	344	750	750	750
Cost of Goods Sold	962	4,800	4,800	4,800
Clothing & Uniforms	17,509	18,200	18,400	14,500
Operating Supplies	91,347	85,478	87,000	93,700
Cleaning Supplies	42,840	47,625	47,900	50,050
Chemical Supplies	410	0	431	500
Fill Sand, Dirt & Gravel	9,302	26,584	26,584	25,000
Small Tools	4,134	4,350	4,350	4,850
Tournament Awards	1,624	2,000	2,000	0
Travel Club	0	15,000	19,175	20,000
Equipment Rental	4,942	6,400	4,500	6,400
Equipment Leasing	5,469	6,083	7,362	7,450
Property Insurance	43,017	43,017	39,355	39,355
Vehicle & Equip Insurance	8,560	8,561	8,083	8,083
General Liability Insurance	15,481	15,484	11,662	11,663
Other Insurance	4,926	8,500	1,595	1,595
Credit Card Vendor Fees	40,932	44,620	45,693	48,000
Cash Over (Short)	(173)	0	101	0
Damage Claims	6,219	7,500	7,000	7,500
Miscellaneous Other Expenses	4,891	7,350	8,960	7,100
Total Operations	\$ 1,654,706	\$ 1,549,520	\$ 1,703,685	\$ 1,754,551
Capital				
Building Improvements	\$ 105,109	\$ 74,766	\$ 208,000	\$ 37,500
Park Improvements	31,952	0	25,000	0
General Capital Improvements	3,099	0	0	0
Data Processing Equipment	0	0	1,164	0
Vehicles	35,250	0	48,374	0
Furniture	6,563	200	3,200	400
Other Equipment	148,283	102,468	211,000	1,100
Curb & Sidewalk Repairs	8,200	0	0	0
Total Capital	\$ 338,456	\$ 177,434	\$ 496,738	\$ 39,000
TOTAL PARKS & RECREATION	\$ 6,698,298	\$ 7,274,704	\$ 7,406,425	\$ 7,818,801



**CITY OF BARTLETT
PARKS ADMINISTRATION
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 228,869	\$ 244,045	\$ 246,462	\$ 261,323
Employee Wages	105,011	109,211	109,212	114,673
Longevity Pay	10,582	11,751	11,714	12,888
Bonus	330	332	330	332
Employee Health Insurance	49,414	49,100	50,314	50,039
Employee Life Insurance	913	1,130	1,054	1,203
Workers' Comp Insurance	910	990	990	1,058
Retiree Health Insurance	16,694	17,663	17,784	18,800
FICA	25,165	26,364	26,725	28,129
Pension Contribution	45,491	37,126	37,128	51,631
Contributory Retirement Plan	4,166	4,166	4,164	4,166
Total Personnel	\$ 487,544	\$ 501,878	\$ 505,877	\$ 544,242
Staffing Level				
<i>Full-Time</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	4.00	4.00	4.00	4.00
Operations				
Training	\$ 705	\$ 1,500	\$ 1,500	\$ 1,500
Travel	1,639	2,000	2,348	2,000
Professional Services	0	0	70	0
Postage & Freight	150	0	5	0
Dues & Subscriptions	730	800	800	800
Phones - Local	1,101	1,200	1,200	1,200
Cellular Phones	1,021	1,200	1,200	1,200
Shop Allocation	700	750	750	750
Vehicle Maintenance	748	700	1,200	1,000
Equipment Maintenance	12	0	0	0
Office Supplies	490	500	500	500
Petroleum Supplies	(709)	3,000	3,000	3,000
Clothing & Uniforms	0	200	200	200
Operating Supplies	468	500	500	500
Equipment Leasing	379	721	500	500
Property Insurance	9,282	9,282	8,823	8,823
Vehicle & Equip Insurance	447	447	319	319
General Liability Insurance	731	732	616	617
Miscellaneous Other Expenses	53	250	500	500
Total Operations	\$ 17,948	\$ 23,782	\$ 24,031	\$ 23,409
Capital				
Vehicles	\$ 35,250	\$ 0	\$ 46,000	\$ 0
Total Capital	\$ 35,250	\$ 0	\$ 46,000	\$ 0
Total Parks Administration	\$ 540,742	\$ 525,660	\$ 575,908	\$ 567,651



CITY OF BARTLETT
SINGLETON COMMUNITY CENTER
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 108,932	\$ 123,026	\$ 116,207	\$ 124,748
Employee Wages	146,634	180,382	180,382	184,081
Overtime Wages	346	0	0	0
Special Hours	1,612	2,000	2,600	2,000
Contracted Services	157,284	165,000	165,000	165,000
Part-Time	134,232	195,000	200,960	297,500
Vacation Pay	1,237	0	5,273	0
Longevity Pay	5,168	5,375	2,627	2,879
Bonus	1,567	2,600	1,731	2,600
Employee Health Insurance	78,544	102,417	102,417	85,318
Employee Life Insurance	686	971	843	988
Workers' Comp Insurance	6,875	7,251	7,251	8,149
Unemployment Compensation	273	0	0	0
Retiree Health Insurance	12,614	15,170	14,158	15,441
FICA	28,583	36,693	37,224	44,950
Pension Contribution	37,383	31,887	31,884	42,408
Contributory Retirement Plan	3,228	3,228	3,228	3,228
Total Personnel	\$ 725,197	\$ 871,000	\$ 871,785	\$ 979,290

Staffing Level

<i>Full-Time</i>	<i>5.00</i>	<i>6.00</i>	<i>5.80</i>	<i>6.00</i>
<i>Part-Time (converted to FTE)</i>	<i>6.26</i>	<i>9.38</i>	<i>7.27</i>	<i>9.86</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>11.26</i>	<i>15.38</i>	<i>13.07</i>	<i>15.86</i>

Operations

Training	\$ 685	\$ 1,000	\$ 2,000	\$ 1,500
Travel	0	1,000	1,000	1,000
Other Professional Service	5,491	4,600	4,600	4,600
Postage & Freight	81	100	100	100
Dues & Subscriptions	305	600	1,500	1,500
Utilities	40,512	43,000	43,000	43,000
Phones - Local	2,044	2,100	2,100	2,100
Cellular Phones	915	1,200	1,200	1,200
Equipment Maintenance	4,689	3,000	3,000	3,500
Building Maintenance	25,008	25,000	25,000	25,000
Office Supplies	4,479	4,000	4,000	4,500
Printing	171	500	500	300
Special Events	0	0	0	15,000
Preschool Supplies	4,962	4,600	4,600	4,600
Recreation Supplies	16,062	14,000	14,000	7,000
Concession Supplies	8,096	6,000	6,000	6,000
Field Trips	14,714	12,000	12,000	12,000
Clothing & Uniforms	8,147	7,500	7,500	1,500
Operating Supplies	11,499	7,016	7,000	7,000
Cleaning Supplies	4,919	4,000	4,000	4,000
Tournament Awards	1,624	2,000	2,000	0
Equipment Leasing	1,828	2,500	2,500	2,500
Property Insurance	5,256	5,256	4,757	4,757
Vehicle & Equip Insurance	249	249	217	217



CITY OF BARTLETT
SINGLETON COMMUNITY CENTER
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
General Liability Insurance	1,314	1,315	1,231	1,231
Credit Card Vendor Fees	6,057	7,200	7,200	7,200
Cash Over (Short)	(81)	0	1	0
Miscellaneous Other Expenses	2,056	1,500	1,500	1,000
Total Operations	\$ 171,082	\$ 161,236	\$ 162,506	\$ 162,305
Capital				
Building Improvements	\$ 25,388	\$ 14,887	\$ 55,000	\$ 0
Total Capital	\$ 25,388	\$ 14,887	\$ 55,000	\$ 0
Total Singleton Community Center	\$ 921,667	\$ 1,047,123	\$ 1,089,291	\$ 1,141,595



**CITY OF BARTLETT
ATHLETICS
FY 2024 Adopted Budget**

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 78,529	\$ 81,670	\$ 81,670	\$ 85,754
Employee Wages	99,874	105,106	105,106	111,511
Overtime Wages	0	200	0	200
Special Hours	78,825	101,000	101,000	101,000
Part-Time	128,355	110,000	125,000	162,500
Longevity Pay	8,412	8,795	8,795	9,235
Bonus	2,226	2,230	2,803	2,803
Employee Health Insurance	49,312	49,100	50,038	50,039
Employee Life Insurance	490	598	553	631
Workers' Comp Insurance	6,984	7,019	7,019	8,172
Unemployment Compensation	1	0	0	0
Retiree Health Insurance	8,905	9,339	9,339	9,863
FICA	29,039	29,909	31,173	34,779
Pension Contribution	24,783	19,630	19,632	27,088
Contributory Retirement Plan	2,242	2,242	2,244	2,242
Total Personnel	\$ 517,976	\$ 526,838	\$ 544,372	\$ 605,817

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>6.70</i>	<i>5.97</i>	<i>6.93</i>	<i>6.51</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>9.70</i>	<i>8.97</i>	<i>9.93</i>	<i>9.51</i>

Operations

Training	\$ 390	\$ 600	\$ 400	\$ 600
Travel	100	1,200	0	1,200
Professional Services	770	4,000	2,500	3,000
Other Professional Service	318	0	0	0
Postage & Freight	2	30	31	30
Dues & Subscriptions	1,765	4,500	1,600	1,600
Utilities	112,652	90,824	120,000	120,000
Phones - Local	1,490	1,300	1,300	1,300
Cellular Phones	2,369	2,600	2,600	2,600
Equipment Maintenance	4,749	6,000	13,000	6,000
Grounds Maintenance	26,609	20,000	30,000	20,000
Building Maintenance	3,515	3,000	8,461	10,000
Office Supplies	1,161	2,200	2,200	2,200
Printing	405	150	150	150
Medical Supplies	54	2,500	2,500	2,500
Recreation Supplies	39,467	33,000	41,000	33,000
Concession Supplies	55,733	75,000	75,000	75,000
Clothing & Uniforms	2,022	2,000	2,200	2,200
Operating Supplies	7,998	8,131	8,000	9,000
Equipment Rental	3,270	3,500	3,500	3,500
Equipment Leasing	0	0	200	200
Property Insurance	2,367	2,367	2,143	2,143
General Liability Insurance	6,740	6,740	3,909	3,909
Other Insurance	4,926	8,500	1,595	1,595
Credit Card Vendor Fees	2,868	3,000	3,000	4,800
Cash Over (Short)	(128)	0	100	0



**CITY OF BARTLETT
ATHLETICS
FY 2024 Adopted Budget**

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Miscellaneous Other Expenses	95	500	500	500
Total Operations	\$ 281,704	\$ 281,642	\$ 325,889	\$ 307,027
Capital				
Building Improvements	\$ 5,019	\$ 30,400	\$ 45,000	\$ 10,000
Data Processing Equipment	0	0	1,164	0
Furniture	302	200	200	400
Total Capital	\$ 5,321	\$ 30,600	\$ 46,364	\$ 10,400
Total Athletics	\$ 805,002	\$ 839,080	\$ 916,625	\$ 923,244



CITY OF BARTLETT PARKS MAINTENANCE FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 73,848	\$ 77,736	\$ 77,736	\$ 82,642
Employee Wages	664,242	954,610	815,129	1,016,921
Overtime Wages	51,329	53,000	60,000	65,000
Special Hours	2,925	3,600	3,600	3,600
Contracted Services	7,758	0	0	0
Vacation Pay	2,121	0	0	0
Longevity Pay	16,844	16,918	18,464	20,213
Bonus	1,237	1,909	1,567	1,909
Employee Health Insurance	164,678	286,804	200,325	281,040
Employee Life Insurance	1,975	3,296	2,656	3,511
Workers' Comp Insurance	14,686	20,541	20,541	22,011
Retiree Health Insurance	36,837	51,501	44,644	54,854
FICA	58,135	80,562	69,878	85,673
Pension Contribution	101,794	108,497	108,492	150,989
Contributory Retirement Plan	9,154	16,416	16,416	16,416
Total Personnel	\$ 1,207,561	\$ 1,675,390	\$ 1,439,448	\$ 1,804,779

Staffing Level

<i>Full-Time</i>	<i>15.86</i>	<i>23.00</i>	<i>19.15</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>
<i>Total Full-Time Equivalent (FTE)</i>	<i>15.86</i>	<i>23.00</i>	<i>19.15</i>	<i>23.00</i>

Operations

Training	\$ 798	\$ 900	\$ 2,053	\$ 1,000
Travel	1,053	1,600	0	1,000
Dues & Subscriptions	90	100	200	200
Utilities	4,290	5,000	5,000	5,000
Phones - Local	859	950	950	950
Cellular Phones	487	1,200	500	1,200
Shop Allocation	18,000	18,000	18,000	19,000
Vehicle Maintenance	22,260	16,500	24,000	24,000
Equipment Maintenance	12,857	16,000	4,000	16,000
Radio Maintenance	3,152	1,500	0	1,500
Grounds Maintenance	222,139	193,240	225,000	225,000
Building Maintenance	7,358	5,000	5,000	7,500
Office Supplies	15	50	0	0
Petroleum Supplies	30,074	30,000	36,000	35,000
Clothing & Uniforms	4,791	5,000	5,000	6,500
Operating Supplies	45,186	42,500	42,500	46,000
Cleaning Supplies	8,455	9,500	9,500	10,000
Chemical Supplies	410	0	431	500
Fill Sand, Dirt & Gravel	9,302	26,584	26,584	25,000
Small Tools	3,358	3,000	3,000	3,500
Equipment Rental	1,672	2,900	1,000	2,900
Equipment Leasing	5	100	100	100
Property Insurance	721	721	650	650
Vehicle & Equip Insurance	6,423	6,423	6,358	6,358
General Liability Insurance	2,471	2,472	2,404	2,404
Damage Claims	4,785	4,000	4,000	4,000



**CITY OF BARTLETT
PARKS MAINTENANCE
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Miscellaneous Other Expenses	0	600	600	600
Total Operations	\$ 411,011	\$ 393,840	\$ 422,830	\$ 445,862
Capital				
Park Improvements	\$ 31,952	\$ 0	\$ 25,000	\$ 0
Vehicles	0	0	2,374	0
Other Equipment	27,498	71,078	84,000	0
Total Capital	\$ 59,450	\$ 71,078	\$ 111,374	\$ 0
Total Parks Maintenance	\$ 1,678,023	\$ 2,140,308	\$ 1,973,652	\$ 2,250,641



CITY OF BARTLETT
SCHOOL GROUND MAINTENANCE
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Department Revenues				
Local Sales Tax .5% Reimbursement	\$ 342,470	\$ 332,551	\$ 388,185	\$ 348,099
Insurance Recoveries	5,000	0	0	0
Total Department Revenues	\$ 347,470	\$ 332,551	\$ 388,185	\$ 348,099
Personnel				
Employee Wages	\$ 97,151	\$ 103,076	\$ 103,575	\$ 109,734
Overtime Wages	2,121	1,200	1,964	2,000
Contracted Svcs	41,617	55,000	55,000	55,000
Longevity Pay	3,363	3,548	3,549	3,726
Bonus	165	166	165	166
Health Insurance	40,413	40,381	41,158	41,158
Life Insurance	266	330	307	351
Workers' Comp Insurance	2,220	2,389	2,389	2,553
Retiree H.I.	4,858	5,154	5,179	5,487
FICA	6,844	7,221	7,280	7,748
Pension	13,165	10,833	10,836	15,068
Contributory Retirement Plan	1,224	1,224	1,224	1,224
Total Personnel	\$ 213,407	\$ 230,522	\$ 232,626	\$ 244,215
Staffing Level				
<i>Full-Time</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	2.00	2.00	2.00	2.00
Operations				
Cellular Phones	\$ 437	\$ 600	\$ 500	\$ 600
Vehicle Maintenance	246	1,500	500	1,500
Equipment Maintenance	7,706	6,000	15,000	6,000
Grounds Maintenance	60,692	55,000	68,000	68,000
Petroleum Supplies	9,178	10,000	15,000	16,500
Clothing & Uniforms	267	400	400	1,000
Operating Supplies	2,698	2,700	4,015	4,500
Small Tools	694	1,200	1,200	1,200
Vehicle & Equip Insurance	972	973	817	817
General Liability Insurance	336	336	267	267
Damage Claims	1,434	3,000	3,000	3,000
Miscellaneous Other Expenses	450	500	1,860	500
Total Operations	\$ 85,110	\$ 82,209	\$ 110,559	\$ 103,884
Capital				
General Capital Improvements	\$ 3,099	\$ 0	\$ 0	\$ 0
Other Equipment	37,654	19,820	45,000	0
Curb & Sidewalk Repairs	8,200	0	0	0
Total Capital	\$ 48,953	\$ 19,820	\$ 45,000	\$ 0
Total School Ground Maintenance	\$ 0	\$ 0	\$ 0	\$ 0



CITY OF BARTLETT
BARTLETT STATION MUNICIPAL CENTER
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 69,844	\$ 73,693	\$ 70,329	\$ 63,234
Employee Wages	92,064	102,974	91,464	96,036
Part-Time	35,159	42,430	40,402	64,223
Vacation Pay	0	0	8,506	0
Longevity Pay	4,128	4,422	2,027	0
Bonus	742	907	660	907
Employee Health Insurance	48,557	54,836	34,680	27,929
Employee Life Insurance	426	565	479	510
Workers' Comp Insurance	2,737	2,710	2,710	2,969
Retiree Health Insurance	8,095	8,833	8,090	7,964
FICA	14,374	16,352	15,600	16,543
Pension Contribution	24,258	18,567	18,564	21,871
Contributory Retirement Plan	2,175	2,175	2,172	2,175
Total Personnel	\$ 302,561	\$ 328,464	\$ 295,683	\$ 304,361
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>2.16</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.53</i>	<i>1.95</i>	<i>1.56</i>	<i>1.95</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>3.69</i>	<i>4.95</i>	<i>4.56</i>	<i>4.95</i>

Operations

Training	\$ 0	\$ 0	\$ 0	\$ 550
Travel	0	0	0	500
Advertising & Promotional Expenses	0	0	0	500
Other Professional Service	1,380	1,000	1,000	200
Postage & Freight	95	100	100	100
Dues & Subscriptions	75	80	83	1,000
Meetings	1,338	1,000	1,000	0
Utilities	49,081	47,000	61,000	61,000
Phones - Local	1,303	1,295	1,295	1,350
Cell Phone	579	500	571	600
Vehicle Maintenance	0	500	500	500
Equipment Maintenance	21,767	12,000	26,223	24,000
Grounds Maintenance	2,959	2,200	2,200	2,200
Building Maintenance	88,494	12,000	11,000	26,000
Automobile Allowance	94	200	0	0
Office Supplies	2,090	1,845	1,845	2,000
Printing	151	150	300	100
Petroleum Supplies	24	75	75	75
Special Events	0	0	0	2,000
Concession Supplies Client	239	240	100	100
Clothing & Uniforms	82	100	100	100
Operating Supplies	0	500	500	700
Cleaning Supplies	1,780	2,500	2,500	2,750
Small Tools	83	150	150	150
Property Insurance	9,507	9,507	8,612	8,612
Vehicle & Equip Insurance	247	247	214	214
General Liability Insurance	403	403	295	295
Credit Card Vendor Fees	1,264	920	1,993	2,500



CITY OF BARTLETT
BARTLETT STATION MUNICIPAL CENTER
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Miscellaneous Other Expenses	407	1,000	1,000	1,000
Total Operations	\$ 183,438	\$ 95,512	\$ 122,656	\$ 139,096
Capital				
Building Improvements	0	0	48,000	27,500
<i>Security Cameras for Banquet Hall \$5k, Paint, Projector and Mount, & Cameras for Auditorium: \$22.5k.</i>				
Other Equipment	0	0	0	1,100
Total Capital	\$ 0	\$ 0	\$ 48,000	\$ 28,600
Total Bartlett Station Municipal Center	\$ 485,999	\$ 423,976	\$ 466,339	\$ 472,057



**CITY OF BARTLETT
SENIOR CENTER
FY 2024 Adopted Budget**

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 121,082	\$ 128,477	\$ 128,477	\$ 136,043
Employee Wages	77,595	81,643	81,643	86,759
Special Hours	75	0	0	0
Contracted Services	17,491	25,000	25,000	25,000
Part-Time	9,885	14,000	16,000	26,875
Vaccination Overtime	0	0	0	0
Longevity Pay	5,487	7,668	7,668	8,207
Bonus	495	495	495	495
Employee Health Insurance	50,591	50,565	50,565	51,540
Employee Life Insurance	548	672	621	713
Workers' Comp Insurance	1,779	1,994	1,994	2,438
Retiree Health Insurance	9,934	10,506	10,506	11,140
FICA	15,175	16,443	16,604	18,375
Pension	27,465	22,083	22,080	30,595
Contributory Retirement Plan	2,523	2,523	2,520	2,523
Total Personnel	\$ 340,124	\$ 362,069	\$ 364,173	\$ 400,703

Staffing Level

<i>Full-Time</i>	<i>4.00</i>	<i>4.00</i>	<i>3.95</i>	<i>4.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.46</i>	<i>0.61</i>	<i>0.60</i>	<i>0.83</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>4.46</i>	<i>4.61</i>	<i>4.55</i>	<i>4.83</i>

Operations

Training	\$ 2,274	\$ 2,900	\$ 2,900	\$ 2,900
Travel	1,644	1,900	1,900	1,900
Other Professional Services	7,980	6,020	6,020	8,000
Postage & Freight	709	750	750	750
Dues & Subscriptions	555	1,500	1,500	1,500
Utilities	10,067	14,000	14,000	14,000
Phones - Local	1,519	1,500	1,500	1,520
Cellular Phones	458	600	600	600
Equipment Maintenance	1,541	2,000	2,000	2,200
Grounds Maintenance	0	1,500	1,500	1,500
Building Maintenance	3,855	4,601	4,601	5,280
Office Supplies	2,767	3,431	2,500	2,500
Special Designation Expense	858	1,000	1,000	1,000
Special Events	0	3,500	3,500	3,500
Recreation Supplies	1,246	1,100	1,100	1,100
Tournament Expenses	344	750	750	750
Clothing & Uniforms	295	500	500	500
Operating Supplies	5,938	5,000	5,000	5,000
Cleaning Supplies	2,242	3,537	2,900	3,300
Travels by Seniors	0	15,000	19,175	20,000
Equipment Leasing	716	1,262	1,262	1,350
Property Insurance	2,515	2,515	2,277	2,277
Vehicle & Equip Insurance	221	222	158	158
General Liability Insurance	592	592	516	516
Credit Card Vendor Fees	622	1,500	1,500	1,500



**CITY OF BARTLETT
SENIOR CENTER
FY 2024 Adopted Budget**

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Miscellaneous Other Expenses	1,831	3,000	3,000	3,000
Total Operations	\$ 50,790	\$ 80,179	\$ 82,409	\$ 86,601
Capital				
Building Improvements	\$ 47,830	\$ 13,128	\$ 25,000	\$ 0
Other Equipment	1,105	2,000	2,000	0
Total Capital	\$ 48,935	\$ 15,128	\$ 27,000	\$ 0
Total Senior Center	\$ 439,849	\$ 457,376	\$ 473,582	\$ 487,304



**CITY OF BARTLETT
RECREATION CENTER
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 345,527	\$ 364,796	\$ 357,728	\$ 380,248
Employee Wages	157,929	199,873	208,197	200,578
Special Hours	686	2,000	395	2,000
Contracted Services	118,365	140,000	134,657	140,000
Part-Time	299,277	324,690	311,617	411,464
Vacation Pay	4,456	0	6,962	0
Educational Bonus	1,320	1,440	0	0
Longevity Pay	10,603	10,674	8,989	9,530
Bonus	4,040	5,500	4,452	5,500
Employee Health Insurance	132,205	157,200	129,437	132,325
Employee Life Insurance	1,377	1,807	1,654	1,859
Workers' Comp Insurance	15,020	15,618	15,618	16,981
Unemployment Compensation	164	0	0	0
Retiree Health Insurance	25,150	28,233	27,909	29,041
FICA	61,286	66,206	66,512	73,901
Pension Contribution	74,073	59,345	59,340	79,757
Contributory Retirement Plan	6,758	6,758	6,756	6,758
Total Personnel	\$ 1,258,235	\$ 1,384,140	\$ 1,340,223	\$ 1,489,942

Staffing Level

<i>Full-Time</i>	<i>10.00</i>	<i>11.00</i>	<i>10.53</i>	<i>11.00</i>
<i>Part-Time (converted to FTE)</i>	<i>14.20</i>	<i>15.61</i>	<i>13.46</i>	<i>14.65</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>24.20</i>	<i>26.61</i>	<i>23.99</i>	<i>25.65</i>

Operations

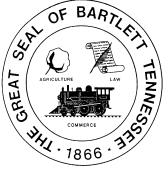
Training	\$ 1,946	\$ 2,500	\$ 2,500	\$ 2,500
Travel	707	3,000	3,250	3,500
Professional Services	5,391	4,000	4,000	4,000
Postage & Freight	11	750	750	750
Dues & Subscriptions	235	250	300	2,500
Utilities	134,305	127,000	132,789	142,000
Phones - Local	3,298	3,000	3,500	3,500
Equipment Maintenance	10,504	10,500	10,500	12,000
Grounds Maintenance	300	0	0	0
Building Maintenance	62,912	57,654	58,000	63,000
Pool Maintenance	20,260	25,622	33,000	33,000
Swim Competitions	48,105	46,750	47,000	60,000
Office Supplies	2,723	8,158	8,500	8,500
Printing	1,916	2,000	3,100	2,500
Petroleum Supplies	(18)	0	0	0
Special Events	50,342	22,000	25,000	25,000
Recreation Supplies	15,852	13,153	15,500	15,500
Cost of Goods Sold	962	4,800	4,800	4,800
Clothing & Uniforms	1,904	2,500	2,500	2,500
Operating Supplies	17,560	19,132	19,500	21,000
Cleaning Supplies	25,444	28,088	29,000	30,000
Equipment Leasing	2,541	1,500	2,800	2,800
Property Insurance	13,369	13,369	12,093	12,093
General Liability Insurance	2,894	2,894	2,424	2,424



**CITY OF BARTLETT
RECREATION CENTER
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Credit Card Vendor Fees	30,121	32,000	32,000	32,000
Cash Over (Short)	37	0	0	0
Damage Claims	0	500	0	500
Total Operations	\$ 453,621	\$ 431,121	\$ 452,806	\$ 486,367
Capital				
Building Improvements	\$ 26,872	\$ 16,351	\$ 35,000	\$ 0
Furniture	6,261	0	3,000	0
Other Equipment	82,027	9,570	80,000	0
Total Capital	\$ 115,160	\$ 25,921	\$ 118,000	\$ 0
Total Recreation Center	\$ 1,827,017	\$ 1,841,182	\$ 1,911,029	\$ 1,976,309



City of Bartlett

Full-Time Authorized Personnel Positions

Performing Arts

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

PERFORMING ARTS

FY 2024 Adopted Budget

The Performing Arts Center budget had a net increase of \$72,702 (9.20%) over the FY 2023 Projection. There were no staffing changes. FY 2024 budget included a career ladder pay increase and 5% salary increase for full-time employees.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2022 Actual</u>	<u>FY 2023 Revised</u>	<u>FY 2023 Projection</u>	<u>FY 2024 Adopted</u>
Salaries	235,362	255,768	257,393	298,405
Benefits	83,507	81,348	80,677	95,635
Other Personnel	157,730	231,000	216,832	240,500
Operations	194,011	210,649	204,608	228,000
Capital	61,265	0	30,328	0
Total	<u>731,876</u>	<u>778,765</u>	<u>789,838</u>	<u>862,540</u>

Performing Arts Center

City of Bartlett



FY 2024 Adopted

What We Do

Bartlett Performing Arts Center mission -- entertain - educate - enrich the lives of City of Bartlett Citizens by providing superb performing artists & organizations. BPACC is dedicated to Arts In Education for Bartlett Public School Students. BPACC offers affordable space & amenities to host a variety of community performances & events. Without a doubt, BPACC is a cultural & economic asset to the City of Bartlett!

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Salaries	235,362	255,768	257,393	298,405
Benefits	83,507	81,348	80,677	95,635
Other Personnel	157,730	231,000	216,832	240,500
Operations	194,011	210,649	204,608	228,000
Capital	61,265	0	30,328	0
Total	731,876	778,765	789,838	862,540

FY 2023 Performance Highlights

Recent seasons brought positive change. FY20 was going very well, Covid hit, bringing BPACC to a close. Programs include: PERFORMING ARTS SERIES -- MUSIC BY THE LAKE -- LIVE THEATRE -- ARTS IN EDUCATION / bringing entertainingly educational shows, FREE, to Bartlett students Partnerships: Parks & Rec. w "Daddy - Daughter Dance" -- Singleton with - "The Nutcracker" -- "Tennessee Shakespeare w "Theatre by the Lake" -- Bartlett Library with Pop-Up Library -- Bartlett Police Dept. -- others. Communities across America would love to have their own Performing Arts Center!

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
Since FY18 Ticket Rev. has grown. Covid cut that! We are now rebuilding.	FY17 \$87,838 / FY19 \$180,000+ FY21 \$22,792 / Now Rebuilding.	\$102,304	\$125,000	\$ 140,000
Sponsorships grew in FY18, maintained in FY19 & 20. Due to Covid, FY21 lost. Werecently gained \$10,000 Trust gift.	During Covid - lost smaller Sponsors. Secured P.K. Seidman Trust-\$10,000 / Art Supporter - \$5K	\$ 44,584	\$ 47,000	\$ 55,000
Rentals grew since FY17. Covid cut that. Now, working to recover.	During Covid - Rentals Crashed. Rebuiding.	\$ 39,876	\$ 43,000	\$ 45,000
Launched Programs: ARTS IN EDUCATION - MUSIC BY THE LAKE - creating LIVE THEATRE - FAMILY PROGRAMS & more.	Arts In Ed & Music By The Lake are popular, & FREE programs for Students & Citizens.	N/A	N/A	N/A



**CITY OF BARTLETT
PERFORMING ARTS
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 107,035	\$ 114,854	\$ 115,991	\$ 122,984
Employee Wages	101,793	108,414	108,415	115,445
Overtime Wages	3,027	2,500	3,050	3,100
Special Hours	218	0	0	0
Contracted Services	148,410	219,000	209,000	229,500
Part-Time	23,290	30,000	29,937	56,876
Instructional Expense	9,320	12,000	7,832	11,000
Bonus	660	830	412	850
Employee Health Insurance	21,619	21,602	22,048	22,050
Employee Life Insurance	569	714	664	763
Workers' Comp Insurance	1,105	1,149	1,149	1,705
Retiree Health Insurance	10,442	11,163	11,220	11,921
FICA	17,564	19,806	19,108	22,987
Pension Contribution	28,930	23,465	23,460	32,740
Contributory Retirement Plan	2,619	2,619	2,616	2,619
Total Personnel	\$ 476,600	\$ 568,116	\$ 554,902	\$ 634,540

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>1.13</i>	<i>1.33</i>	<i>1.22</i>	<i>1.52</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>4.13</i>	<i>4.33</i>	<i>4.22</i>	<i>4.52</i>

Operations

Training	\$ 453	\$ 1,500	\$ 160	\$ 1,500
Volunteer Expense	1,061	800	795	1,000
Travel	2,767	3,500	1,184	5,000
Professional Services	2,904	7,500	2,350	4,000
Other Professional Services	19,136	16,000	19,140	20,000
Postage & Freight	6,793	7,000	7,810	8,900
Dues & Subscriptions	1,537	2,500	1,898	2,500
Meetings	260	400	396	500
Utilities	48,475	41,000	50,058	50,500
Phones - Local	2,063	2,200	2,036	2,200
Cellular Phones	2,039	2,400	2,089	2,400
Shop Allocation	300	350	350	350
Vehicle Maintenance	105	1,200	494	1,200
Equipment Maintenance	3,681	3,500	5,147	4,500
Grounds Maintenance	691	600	580	600
Building Maintenance	25,271	23,000	22,931	23,000
Office Supplies	940	1,500	1,799	1,800
Printing	9,139	12,500	15,488	16,000
Ticket Sales Expenditures	12,367	15,000	12,905	13,500
Petroleum Supplies	577	1,000	664	1,000
Concession Supplies Client	0	500	0	0
Concession Supplies	0	500	778	750
Clothing & Uniforms	563	600	471	600
Operating Supplies	5,693	7,000	1,860	6,000
Cleaning Supplies	932	2,000	1,070	2,000
Covid-19 Grant Expenses	67	0	0	0



**CITY OF BARTLETT
PERFORMING ARTS
FY 2024 Adopted Budget**

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Public Awareness	29,826	37,000	36,999	40,000
Equipment Rental	410	1,500	575	1,500
Equipment Leasing	1,707	2,400	1,624	2,200
Property Insurance	9,767	9,767	8,806	8,806
Vehicle & Equip Insurance	215	215	152	152
General Liability Insurance	717	717	542	542
Credit Card Vendor Fees	3,555	5,000	3,457	5,000
Total Operations	\$ 194,011	\$ 210,649	\$ 204,608	\$ 228,000
Capital				
Building Improvements	\$ 22,534	\$ 0	\$ 28,000	\$ 0
Data Processing Equipment	32,750	0	2,328	0
Other Equipment	5,981	0	0	0
Total Capital	\$ 61,265	\$ 0	\$ 30,328	\$ 0
TOTAL PERFORMING ARTS	\$ 731,876	\$ 778,765	\$ 789,838	\$ 862,540



Bartlett

T E N N E S S E E

HOMETOWN PROUD

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 2024 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	2
Total Solid Waste Fund	44

Drainage Control Fund

Construction Inspector	1
Total Drainage Control Fund	1

TOTAL SPECIAL REVENUE FUNDS 45

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 2024 budget included a career ladder pay increase and 5% salary increase for full-time employees.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2022 Actual</u>	<u>FY 2023 Revised</u>	<u>FY 2023 Projection</u>	<u>FY 2024 Adopted</u>
<i>Revenues</i>	102,332,112	101,507,521	101,365,950	109,591,192
Salaries	2,123,529	2,482,496	2,235,977	2,649,860
Benefits	1,191,897	1,325,823	1,137,651	1,357,535
Other Personnel	182,715	193,000	193,000	193,000
Operations	5,093,333	5,044,859	4,735,263	6,563,054
Capital	1,714,079	1,855,632	1,956,526	1,630,500
Trnsfr Out/ Interde	392,000	232,000	232,000	224,527
Bartlett School	89,940,167	94,344,065	94,344,065	100,777,992
Net Income	1,694,392	(3,970,354)	(3,468,532)	(3,805,276)
School Beg FB	41,246,674	37,396,674	37,396,674	33,896,674
Beg Fund Bal	4,618,333	4,717,745	4,717,745	5,099,213
End Fund Bal	4,717,745	4,597,391	5,099,213	4,793,937



CITY OF BARTLETT
SUMMARY OF ALL SPECIAL REVENUE FUNDS
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Revenues				
State Street Aid Revenue	\$ 2,020,654	\$ 2,260,000	\$ 2,126,759	\$ 3,460,000
Solid Waste Revenue	7,391,298	7,380,500	7,391,500	7,432,500
General Improvement Revenue	929,075	945,100	935,150	945,200
Drug Enforcement Revenue	232,113	237,000	225,176	231,000
Federal Drug Enforcement Revenue	90,477	35,200	60,500	102,500
Drainage Control Revenue	108,319	129,656	112,000	118,000
Parks Improvement Revenue	8,888	6,000	4,800	8,000
E-Citation Revenues	16,141	20,000	16,000	16,000
Bartlett School Fund Revenues	91,535,147	90,494,065	90,494,065	97,277,992
Total Revenues	\$ 102,332,112	\$ 101,507,521	\$ 101,365,950	\$ 109,591,192
Expenditures				
Personnel				
Solid Waste Fund	\$ 3,395,973	\$ 3,878,485	\$ 3,451,596	\$ 4,063,639
Drug Enforcement Funds	0	11,000	0	11,000
Drainage Control Fund	102,168	111,834	115,032	125,756
Total Personnel	\$ 3,498,141	\$ 4,001,319	\$ 3,566,628	\$ 4,200,395
Staffing Level				
<i>Full-Time</i>	<i>38.53</i>	<i>45.00</i>	<i>39.17</i>	<i>45.00</i>
<i>Part-Time (converted to FTE)</i>	<i>2.04</i>	<i>2.25</i>	<i>2.04</i>	<i>2.11</i>
Total Full-Time Equivalent (FTE)	40.57	47.25	41.21	47.11
<i>Bartlett School Full-Time Equivalent (FTE)</i>	<i>865.00</i>	<i>856.00</i>	<i>856.00</i>	<i>888.00</i>
Operations				
State Street Aid Fund	\$ 2,108,440	\$ 1,700,000	\$ 1,600,000	\$ 3,050,000
Solid Waste Fund	2,400,071	2,589,681	2,497,056	2,515,404
General Improvement Fund	522,706	610,841	563,700	855,800
Drug Enforcement Funds	43,148	107,000	49,561	110,000
Federal Drug Enforcement Fund	1,742	15,000	4,750	12,500
Drainage Control Fund	14,060	17,337	18,197	17,350
E-Citation Fund	3,166	5,000	2,000	2,000
Total Operations	\$ 5,093,333	\$ 5,044,859	\$ 4,735,263	\$ 6,563,054
Transfers Out				
Street Aid to Debt Service	\$ 0	\$ 0	\$ 0	\$ 0
Solid Waste to Debt Service	74,000	64,000	64,000	56,527
General Improvement Fund to General Fund	168,000	168,000	168,000	168,000
Park Improvements to CIP	150,000	0	0	0
Total Transfers Out	\$ 392,000	\$ 232,000	\$ 232,000	\$ 224,527
Capital				
State Street Aid Fund	\$ 280,765	\$ 620,064	\$ 620,064	\$ 210,000
Solid Waste Fund	933,140	791,005	940,855	1,006,500
General Improvement Fund	43,241	111,250	90,995	131,000
Drug Enforcement Funds	279,536	214,233	179,532	179,000
Federal Drug Enforcement Fund	162,943	110,000	110,000	90,000
Drainage Control Fund	0	1,000	1,000	0



CITY OF BARTLETT
SUMMARY OF ALL SPECIAL REVENUE FUNDS
FY 2024 Adopted Budget



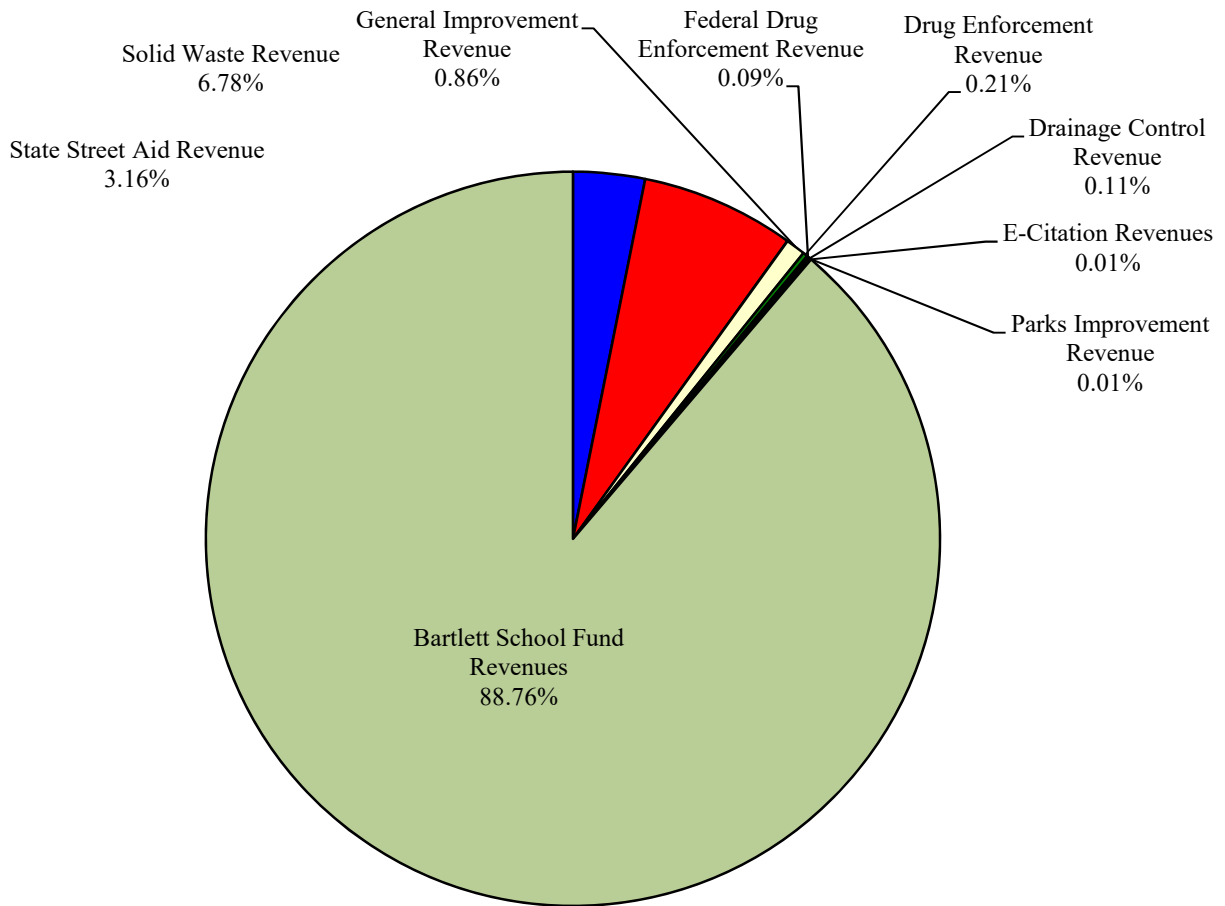
Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Parks Improvement Fund	0	80	80	0
E-Citation Fund	14,454	8,000	14,000	14,000
Total Capital	\$ 1,714,079	\$ 1,855,632	\$ 1,956,526	\$ 1,630,500
Bartlett School Fund Expenditures	\$ 89,940,167	\$ 94,344,065	\$ 94,344,065	\$ 100,777,992
Total Expenditures	\$ 100,637,720	\$ 105,477,875	\$ 104,834,482	\$ 113,396,468
Net From Operations	1,694,392	(3,970,354)	(3,468,532)	(3,805,276)
Bartlett School Fund Balance	\$ 41,246,674	\$ 37,396,674	\$ 37,396,674	\$ 33,896,674
Beginning Fund Balance (W/out School FB)	\$ 4,618,333	\$ 4,717,745	\$ 4,717,745	\$ 5,099,213
Ending Fund Balance (W/out School FB)	\$ 4,717,745	\$ 4,597,391	\$ 5,099,213	\$ 4,793,937



CITY OF BARTLETT ANALYSIS OF SPECIAL REVENUE SOURCES FY 2024 Adopted Budget

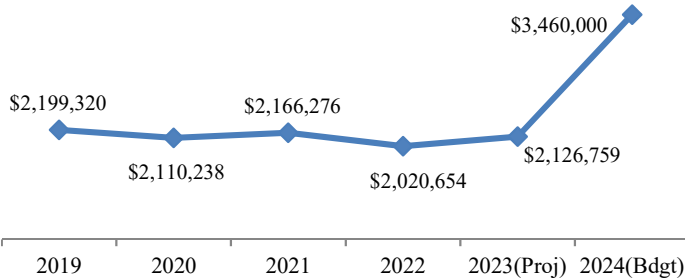


FY 2024 SPECIAL REVENUE SOURCES



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.

State Street Aid Fund



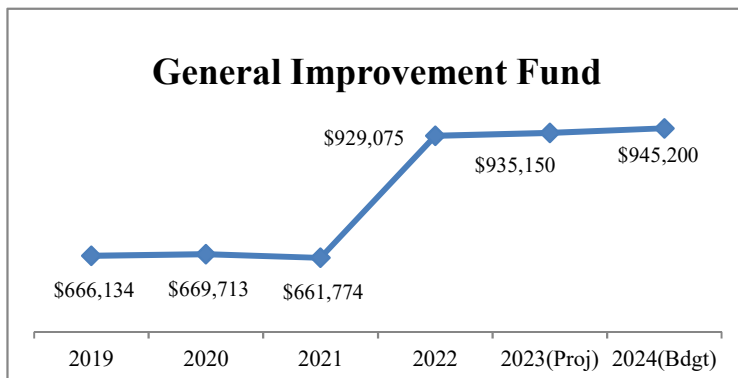
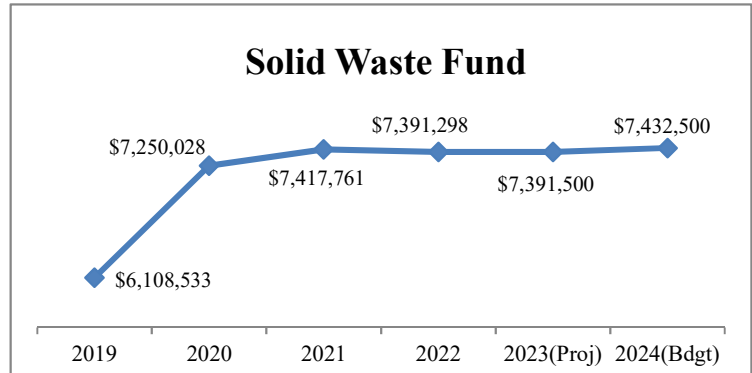
The motor fuel and gasoline taxes collected by and distributed by the State, per capita basis, was to pay for streetlights expenses charged by MLGW (Memphis Light Gas & Water) and some street paving. Starting FY24, the motor fuel and gasoline taxes will be used for City's street paving. Street paving was also budgeted in the CIP using G.O. Bonds before. The City adopted a \$5 per month street light fee to pay for MLGW's street light bill in Fiscal Year 2024 and thereafter.



CITY OF BARTLETT ANALYSIS OF SPECIAL REVENUE SOURCES FY 2024 Adopted Budget

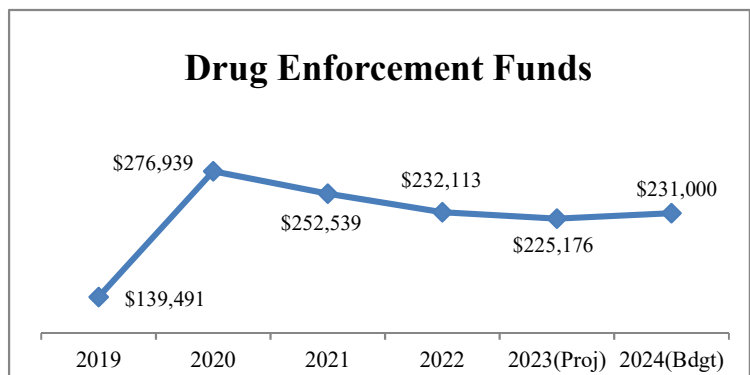


Solid Waste revenue is based on a monthly charge for collection and disposal. Solid waste fees were increased by \$5 per month per customer to make Solid Waste Fund self-sufficient in FY 2020. The current rates are \$30 for residential pickup, \$30 for 1 cart, \$35 for 2 carts and \$40 for 3 carts for commercial pickup. Only a small increase in residential sanitation fee budgeted for FY 2024.



General Improvement revenue is derived from a \$2.50 City Service fee charged to all utility and solid waste customers. \$168,000 (25%) of this revenue is transferred to the General Fund per Bartlett's Ordinance and the balance is used for small capital purchases and improvements. The General Fund transfers \$275,000 to help this fund for I.T. improvements and maintenance starting FY 2022.

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.

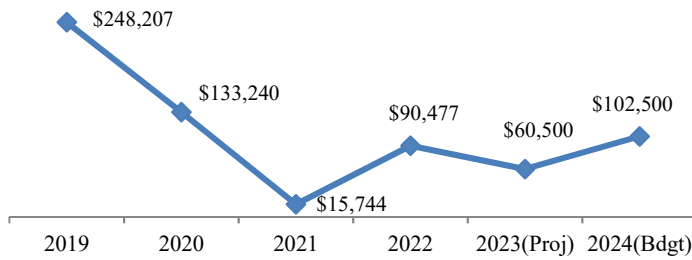




CITY OF BARTLETT ANALYSIS OF SPECIAL REVENUE SOURCES FY 2024 Adopted Budget



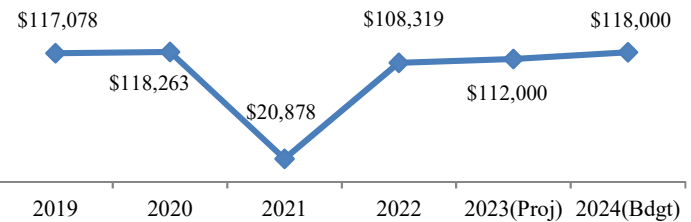
Federal Drug Enforcement Fund



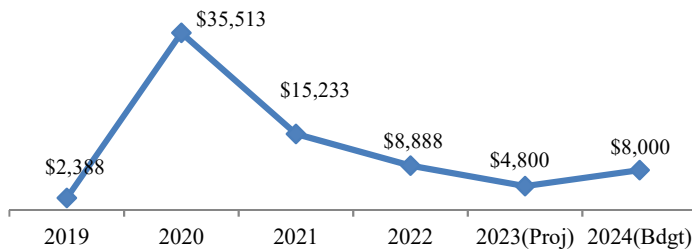
The Federal Drug Enforcement Fund revenues are federal grant funds and seizure funds that are used for drug education and enforcement programs. Federal grants and seizure funds can vary from year to year.

The Drainage Control revenue is a development fee of \$500.00 per lot (half acre) for subdivision lots not served by a detention basin and \$250.00 per lot for development served by a detention basin. The General Fund subsidizes this fund for \$100,000 per year, except for FY 2021.

Drainage Control Fund



Parks Improvement Fund



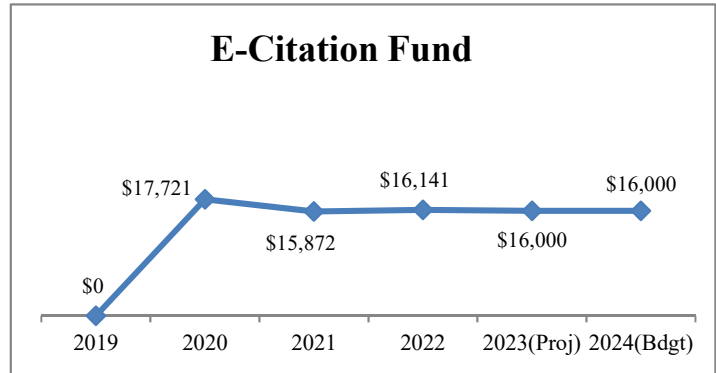
The Parks Improvement revenue is a development fee of \$700.00 per lot for residential subdivision development. The fees are collected by parks zone and are to be used in the zone in which it is collected for park development and improvements. Only some developments in the last 6 years.



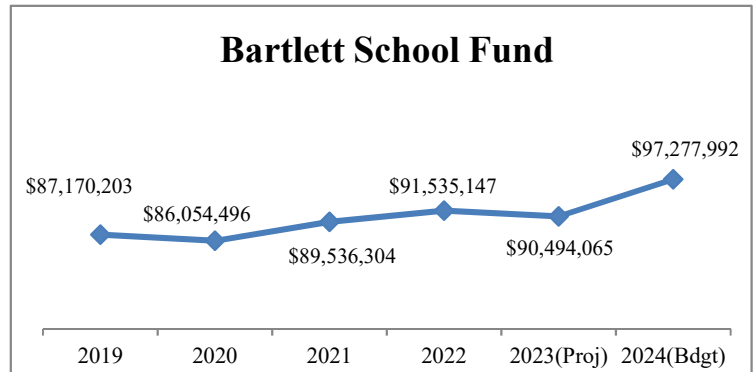
CITY OF BARTLETT ANALYSIS OF SPECIAL REVENUE SOURCES FY 2024 Adopted Budget



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. This is the fifth year for the E-Citation Fund which is scheduled to sunset as provided for in state law.



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





**CITY OF BARTLETT
STREET AID FUND
FY 2024 Adopted Budget**

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Street Aid Fund Revenues				
Gas Taxes	\$ 2,020,439	\$ 2,150,000	\$ 2,050,000	\$ 2,100,000
Street Lighting Fee	0	10,000	72,759	1,250,000
S/D Paving Fee	0	100,000	0	100,000
Interest/Other	215	0	4,000	10,000
Total Street Aid Revenues	\$ 2,020,654	\$ 2,260,000	\$ 2,126,759	\$ 3,460,000
Street Aid Expenditures				
Operations				
Street Lighting	\$ 1,608,440	\$ 1,600,000	\$ 1,600,000	\$ 1,250,000
Street Paving	500,000	0	0	1,700,000
Street S/D Paving	0	100,000	0	100,000
Total Operations	\$ 2,108,440	\$ 1,700,000	\$ 1,600,000	\$ 3,050,000
Capital				
Handicap Ramp At Curbs	\$ 114,368	\$ 85,000	\$ 85,000	\$ 85,000
Curb Replacement	110,028	75,000	75,000	75,000
Signal Maintenance	56,368	460,064	460,064	50,000
Total Capital	\$ 280,765	\$ 620,064	\$ 620,064	\$ 210,000
Total Street Aid Expenditures	\$ 2,389,204	\$ 2,320,064	\$ 2,220,064	\$ 3,260,000
Net From Operations	(368,550)	(60,064)	(93,305)	200,000
Beginning Fund Balance	\$ 760,927	\$ 392,377	\$ 392,377	\$ 299,072
Ending Fund Balance	\$ 392,377	\$ 332,313	\$ 299,072	\$ 499,072

Solid Waste Fund

FY 2024 Adopted

City of Bartlett



Solid Waste crews collect household and yard waste while trying to divert as much solid waste as possible from the landfill towards recycling. Waste is transported to either Republic Services Landfill or the City's contracted mulch-processing site. This division is also responsible for the City's appliances, computers, televisions, and tires collection service and provides "special request" (for fee) yard waste collections. We have three recycling centers that accept newsprint, aluminum, cardboard, tin, plastic, and glass.

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Revenues	7,391,298	7,380,500	7,391,500	7,432,500
Salaries	2,059,132	2,400,550	2,161,674	2,559,934
Benefits	1,154,191	1,287,935	1,099,922	1,313,705
Other Personnel	182,650	190,000	190,000	190,000
Operations	2,400,071	2,589,681	2,497,056	2,515,404
Capital	933,140	791,005	940,855	1,006,500
Trnsfr Out/ Interdept Alloc	74,000	64,000	64,000	56,527
Net Fr Opers	588,115	57,329	437,994	(209,570)
Beg Fund Bal	2,248,893	2,837,008	2,837,008	3,275,002
End Fund Bal	2,837,008	2,894,337	3,275,002	3,065,432

FY 2023 Performance Highlights

We continue to use single stream recycling at our recycling centers which makes the recycling process easier for our residents and more efficient. We combined all of our leaf machines all together on one route in order to pick up loose leaves in a timely manner. due to the large increase in residence participating in loose leaf collection we added manpower from other divisions when needed. The pandemic continues to created an issue for us ordering and recieving new garbage carts due to the redused workforce across the country.

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
The collection of curbside leaves in as timely manner as possible using City personnel and contract labor.	The period of time that it takes our crews to complete a full cycle of the City.	3 to 4 weeks per cycle	2 to 3 weeks per cycle	2 to 3 weeks per cycle
Reduce solid waste taken to the landfill. Look at the possiblity of single stream recycling program to increase the percentage of recycled materials	% of solid waste diverted from the landfill (the state has mandated a minimum 25% reduction)	30%	35%	37%
Maintain the current level of household service.	Number of calls for missed service and cart repairs combined each month.	198per month	194 per month	180 per month



**CITY OF BARTLETT
SOLID WASTE FUND
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Solid Waste Revenues				
Property Maintenance Charges	\$ 21,800	\$ 15,000	\$ 20,000	\$ 20,000
Sanitation Fee-Residential	7,195,518	7,250,000	7,260,000	7,300,000
Sanitation Fee-Commercial	41,988	42,000	42,000	42,000
Recycling Fee	9,019	7,000	7,000	7,000
Carts Commercial	1,043	1,000	1,000	1,000
Carts Residential	27,913	32,000	20,000	25,000
Appliances	2,670	2,500	2,500	2,500
Other Revenue/Uncollectable	91,349	31,000	39,000	35,000
Total Solid Waste Revenues	\$ 7,391,298	\$ 7,380,500	\$ 7,391,500	\$ 7,432,500

Solid Waste Expenditures

Personnel

Supervisor Salaries	\$ 70,649	\$ 76,120	\$ 76,120	\$ 80,738
Employee Wages	1,611,733	2,022,310	1,763,170	2,112,796
Overtime Wages	326,765	260,000	270,000	270,000
Contracted Services	182,650	190,000	190,000	190,000
Part-Time	49,986	42,120	52,384	96,400
Vacation Pay	18,984	0	3,990	0
Longevity Pay	43,364	46,776	42,792	49,082
Bonus	3,298	3,652	3,380	3,652
Employee Health Insurance	479,693	624,635	469,106	544,155
Employee Life Insurance	4,767	6,715	5,585	7,019
Workers' Comp Insurance	71,510	81,351	81,351	85,264
Unemployment Compensation	992	0	0	0
Retiree Health Insurance	83,994	104,921	91,974	109,677
FICA	151,052	176,153	158,012	188,454
Pension Contribution	273,346	220,540	220,536	303,210
Contributory Retirement Plan	23,192	23,192	23,196	23,192
Total Personnel	\$ 3,395,973	\$ 3,878,485	\$ 3,451,596	\$ 4,063,639

Staffing Level

<i>Full-Time</i>	<i>37.53</i>	<i>44.00</i>	<i>38.17</i>	<i>44.00</i>
<i>Part-Time (converted to FTE)</i>	<i>2.04</i>	<i>2.25</i>	<i>2.04</i>	<i>2.11</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>39.57</i>	<i>46.25</i>	<i>40.21</i>	<i>46.11</i>

Operations

Other Professional Services	\$ 135	\$ 600	\$ 600	\$ 700
Dues & Subscriptions	248	250	307	325
Utilities	10,303	10,000	10,130	10,250
Phone-Local	1,604	1,550	1,582	1,600
Cellular Phones	2,286	2,000	2,062	2,250
Shop Allocation	220,000	220,000	220,000	220,000
Vehicle Maintenance	384,374	525,000	525,000	525,000
Equipment Maintenance	34,232	80,000	50,500	60,500
Radio Maintenance	15,320	12,967	12,967	18,121
Building Maintenance	1,573	2,500	47,000	2,600
Office Supplies	902	1,200	850	1,000
Printing	496	600	600	600
Petroleum Supplies	500,949	500,000	425,000	450,000



**CITY OF BARTLETT
SOLID WASTE FUND
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Clothing & Uniforms	20,572	19,000	19,000	19,000
Operating Supplies	20,147	20,000	20,000	20,000
Cleaning Supplies	474	1,200	1,200	1,200
Fill Sand, Dirt & Gravel	3,300	5,000	3,000	3,000
Small Tools	2,588	4,750	4,000	4,000
COVID-19 Grant Expenses	2,772	0	990	0
Equipment Leasing	78	100	100	100
Property Insurance	632	632	571	571
Vehicle & Equip Insurance	38,695	38,695	37,702	37,702
General Liability Insurance	8,989	8,989	9,199	9,199
Landfill Fees	1,105,799	1,102,648	1,082,686	1,095,686
State Fees	16,000	16,000	16,000	16,000
Damage Claims	5,778	15,000	5,010	15,000
Miscellaneous Other Expenses	1,823	1,000	1,000	1,000
Total Operations	\$ 2,400,071	\$ 2,589,681	\$ 2,497,056	\$ 2,515,404
Transfers Out/Interdept Allocation				
Transfer To Debt Service	\$ 74,000	\$ 64,000	\$ 64,000	\$ 56,527
Total Transfers Out	\$ 74,000	\$ 64,000	\$ 64,000	\$ 56,527
Capital				
Vehicles	\$ 855,317	\$ 621,005	\$ 724,209	\$ 606,500
<i>Garbage Truck \$376,500, KnuckleBoom Truck \$230,000.</i>				
Other Equipment	0	95,000	124,646	300,000
<i>Leaf Machine \$132k, Hot Water Pressure Washer \$7.35k, Walking Floor Trailer \$135k, 30x31 Metal Building \$12.5k.</i>				
Garbage Carts	77,823	75,000	92,000	100,000
Total Capital	\$ 933,140	\$ 791,005	\$ 940,855	\$ 1,006,500
Total Solid Waste Expenditures	\$ 6,803,184	\$ 7,323,171	\$ 6,953,506	\$ 7,642,070
Net From Operations	588,115	57,329	437,994	(209,570)
Beginning Fund Balance	\$ 2,248,893	\$ 2,837,008	\$ 2,837,008	\$ 3,275,002
Ending Fund Balance	\$ 2,837,008	\$ 2,894,337	\$ 3,275,002	\$ 3,065,432



CITY OF BARTLETT
GENERAL IMPROVEMENT FUND
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
General Improvement Revenues				
City Service Fee	\$ 653,985	\$ 670,000	\$ 660,000	\$ 670,000
Transfer From General Fund	275,000	275,000	275,000	275,000
Other Revenue	91	100	150	200
Total General Improvement Revenues	\$ 929,075	\$ 945,100	\$ 935,150	\$ 945,200
General Improvement Expenditures				
Operations				
Training	\$ 6,685	\$ 10,000	\$ 10,000	\$ 10,000
Rental	60,654	45,000	47,000	47,000
<i>MLGW pole attaching for fiber, Vertical Bridge tower lease for radio.</i>				
Telecommunication Link	1,654	1,600	1,700	1,800
Equipment Maintenance	17,356	10,000	5,000	10,000
Computer Maintenance	436,356	544,241	500,000	787,000
Total Operations	\$ 522,706	\$ 610,841	\$ 563,700	\$ 855,800
Transfers Out				
Transfer To General Fund	\$ 168,000	\$ 168,000	\$ 168,000	\$ 168,000
Total Transfers Out	\$ 168,000	\$ 168,000	\$ 168,000	\$ 168,000
Capital				
Buildings Improvements	\$ 950	\$ 11,000	\$ 995	\$ 1,000
Data Equipment	42,291	100,250	90,000	130,000
Total Capital	\$ 43,241	\$ 111,250	\$ 90,995	\$ 131,000
Total Gen Improvement Expenditures	\$ 733,947	\$ 890,091	\$ 822,695	\$ 1,154,800
Net From Operations	195,128	55,009	112,455	(209,600)
Beginning Fund Balance	\$ 124,469	\$ 319,597	\$ 319,597	\$ 432,052
Ending Fund Balance	\$ 319,597	\$ 374,606	\$ 432,052	\$ 222,452



CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Drug Enforcement Funds Revenues				
Drug Enforcement Fines	\$ 16,548	\$ 22,000	\$ 5,000	\$ 15,000
Other Court Fines	0	0	350	0
Sale Confiscated Property	6,614	20,000	20,000	20,000
Civil Settlement	189,162	160,000	160,000	160,000
Transfer In School Reimbursement	19,014	33,000	33,000	33,000
Other Revenues	776	2,000	6,826	3,000
Total Drug Enforcement Funds Revenues	\$ 232,113	\$ 237,000	\$ 225,176	\$ 231,000
Dare Program Expenditures				
Operations				
Training	\$ 0	\$ 1,500	\$ 4,300	\$ 1,500
Travel	0	2,500	0	2,000
Office Supplies	52	500	1,500	1,500
Printing	0	1,000	0	1,000
Clothing & Uniforms	0	5,000	5,847	9,000
Operating Supplies	10,890	10,000	8,640	9,500
Small Tools	995	2,000	0	1,500
Public Awareness	7,077	8,000	4,081	5,000
Total Operations	\$ 19,014	\$ 30,500	\$ 24,368	\$ 31,000
Capital				
Data Equipment	\$ 0	\$ 2,500	\$ 8,050	\$ 2,000
Total Capital	\$ 0	\$ 2,500	\$ 8,050	\$ 2,000
Total Dare Program Expenditures	\$ 19,014	\$ 33,000	\$ 32,418	\$ 33,000
Drug Enforcement Expenditures				
Personnel				
Overtime Wages	\$ 0	\$ 10,000	\$ 0	\$ 10,000
FICA	0	1,000	0	1,000
Total Personnel	\$ 0	\$ 11,000	\$ 0	\$ 11,000
Operations				
Training	\$ 1,750	\$ 3,000	\$ 1,500	\$ 5,000
Firearm Training	0	2,000	1,650	2,000
Travel	0	3,000	0	3,000
Dues & Subscriptions	0	500	0	500
Phone-Local	1,355	1,500	1,500	1,500
Cell Phones	4,428	6,000	6,000	6,000
Software	0	20,000	0	20,000
<i>CAD/RMS Software.</i>				
Vehicle Maintenance	0	3,000	0	3,000
Office Supplies	461	2,000	0	2,000
Printing	0	1,000	0	1,000
Clothing	0	2,500	0	3,000
Operating Supplies	1,761	3,000	0	3,000
Small Tools	2,939	3,000	1,648	3,000
Public Awareness	0	1,000	0	1,000



CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Drug Prevention	3,849	1,000	0	1,000
Equipment Leasing	0	1,000	0	1,000
Tow-In Fee	0	1,000	0	1,000
Informant Payments	5,091	20,000	12,895	20,000
Miscellaneous Expense	2,500	2,000	0	2,000
Total Operations	\$ 24,134	\$ 76,500	\$ 25,193	\$ 79,000
Capital				
Communication Equipment	\$ 0	\$ 2,000	\$ 0	\$ 2,000
Data Equipment	0	20,000	4,142	20,000
<i>CAD/RMS Hardware.</i>				
Office Equipment	2,602	2,000	0	2,000
Vehicles	260,095	155,233	128,535	105,000
<i>3 ISD Vehicles at \$35k each.</i>				
Furniture	2,500	2,500	1,800	8,000
Other Equipment	14,339	30,000	37,005	40,000
<i>SWAT Equipment \$20k, K-9 Equipment \$15k, \$5k Misc.</i>				
Total Capital	\$ 279,536	\$ 211,733	\$ 171,482	\$ 177,000
Total Drug Enforcement Expenditures	\$ 303,671	\$ 299,233	\$ 196,675	\$ 267,000
Total Drug Enforcement Funds Expenditure	\$ 322,685	\$ 332,233	\$ 229,093	\$ 300,000
Net From Operations	(90,571)	(95,233)	(3,917)	(69,000)
Beginning Fund Balance	\$ 558,324	\$ 467,753	\$ 467,753	\$ 463,836
Ending Fund Balance	\$ 467,753	\$ 372,519	\$ 463,836	\$ 394,836



CITY OF BARTLETT
FEDERAL DRUG ENFORCEMENT FUND
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Fed Drug Enforcement Revenues				
DEA Funds	\$ 88,597	\$ 35,000	\$ 60,000	\$ 102,000
Interest/Other	1,880	200	500	500
Total Fed Drug Enforcement Revenues	\$ 90,477	\$ 35,200	\$ 60,500	\$ 102,500
Fed Drug Enforcement Expenditures				
Operations				
Training	\$ 0	\$ 4,000	\$ 1,750	\$ 4,500
Volunteer Expense	0	500	0	0
Travel	0	3,500	0	2,000
Dues & Subscription	0	2,000	0	1,000
Cell Phones	1,742	3,000	3,000	3,000
Vehicle Maintenance	0	500	0	500
Radio Maintenance	0	500	0	500
Office Supplies	0	500	0	500
Small Tools	0	500	0	500
Total Operations	\$ 1,742	\$ 15,000	\$ 4,750	\$ 12,500
Capital				
Data Equipment	\$ 0	\$ 50,000	\$ 0	\$ 10,000
Vehicles	132,108	0	0	0
Other Equipment	30,835	60,000	110,000	80,000
<i>SRO Rifles & Equipment, Breaching Kits, Mobile Command Trailer Equipment.</i>				
Total Capital	\$ 162,943	\$ 110,000	\$ 110,000	\$ 90,000
Total Fed Drug Enforcement Expenditures	\$ 164,685	\$ 125,000	\$ 114,750	\$ 102,500
Net From Operations	(74,208)	(89,800)	(54,250)	0
Beginning Fund Balance	\$ 255,178	\$ 180,970	\$ 180,970	\$ 126,720
Ending Fund Balance	\$ 180,970	\$ 91,170	\$ 126,720	\$ 126,720



**CITY OF BARTLETT
DRAINAGE FUND
FY 2024 Adopted Budget**

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Drainage Control Revenues				
Drainage Fee	\$ 8,250	\$ 11,000	\$ 7,000	\$ 8,000
Transfer from General Fund	100,000	100,000	100,000	100,000
Interest/Other	69	18,656	5,000	10,000
Total Drainage Revenues	\$ 108,319	\$ 129,656	\$ 112,000	\$ 118,000
Drainage Control Expenditures				
Personnel				
Supervisor Salaries	\$ 0	\$ 0	\$ 28,548	\$ 79,926
Employee Wages	64,397	68,946	42,434	0
Overtime Wages	0	3,000	3,321	0
Contracted Services	65	3,000	3,000	3,000
Education Bonus	720	720	720	720
Longevity	3,864	4,077	4,312	4,796
Bonus	82	83	82	83
Employee Health Insurance	14,466	14,455	14,730	14,730
Employee Life Insurance	177	221	210	256
Workers' Comp Insurance	245	243	243	223
Retiree Health Insurance	3,220	3,447	3,549	3,996
FICA	5,061	5,578	5,819	6,233
Pension Contribution	9,053	7,246	7,248	10,975
Contributory Retirement Plan	818	818	816	818
Total Personnel	\$ 102,168	\$ 111,834	\$ 115,032	\$ 125,756
Staffing Level				
<i>Full-Time</i>	<i>1.00</i>	<i>1.00</i>	<i>1.00</i>	<i>1.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	1.00	1.00	1.00	1.00
Operations				
Training	\$ 840	\$ 1,200	\$ 1,200	\$ 1,200
Travel	221	1,400	1,400	1,400
Professional Services	2,678	3,352	3,352	3,400
Other Professional Services	1,858	3,035	3,035	3,000
Dues & Subscription	708	750	750	750
Printing	250	250	250	250
Operating Supplies	13	250	250	250
Public Awareness	3,905	3,500	3,500	3,500
State Fees	3,585	3,600	4,460	3,600
Total Operations	\$ 14,060	\$ 17,337	\$ 18,197	\$ 17,350
Capital				
Data Equipment	\$ 0	\$ 1,000	\$ 1,000	\$ 0
Total Capital	\$ 0	\$ 1,000	\$ 1,000	\$ 0
Total Drainage Control Expenditures	\$ 116,228	\$ 130,171	\$ 134,229	\$ 143,106
Net From Operations	(7,909)	(515)	(22,229)	(25,106)
Beginning Fund Balance	\$ 129,261	\$ 121,352	\$ 121,352	\$ 99,123
Ending Fund Balance	\$ 121,352	\$ 120,837	\$ 99,123	\$ 74,017



CITY OF BARTLETT
PARK IMPROVEMENTS FUND
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Park Improvement Revenues				
Parks Dev Fee Dist1	\$ 0	\$ 0	\$ 0	\$ 0
Parks Dev Fee Dist2	5,600	0	2,800	3,000
Parks Dev Fee Dist3	0	5,000	0	3,000
Greenbelt	0	0	0	0
Interest/Other Revenues	3,288	1,000	2,000	2,000
Total Park Improvement Revenues	\$ 8,888	\$ 6,000	\$ 4,800	\$ 8,000
Transfers Out				
Transfer to Capital Improvement Fund	\$ 150,000	\$ 0	\$ 0	\$ 0
Total Transfers Out	\$ 150,000	\$ 0	\$ 0	\$ 0
Park Improvement Expenditures				
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	80	80	0
Total Park Improvement Expenditures	\$ 0	\$ 80	\$ 80	\$ 0
Net From Operations	(141,112)	5,920	4,720	8,000
Beginning Fund Balance	\$ 532,953	\$ 391,841	\$ 391,841	\$ 396,561
Ending Fund Balance	\$ 391,841	\$ 397,761	\$ 396,561	\$ 404,561



**CITY OF BARTLETT
E-CITATION FUND
FY 2024 Adopted Budget**

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
E-Citation Revenues				
Electronic Traffic Citation Fee	\$ 16,131	\$ 20,000	\$ 16,000	\$ 16,000
Interest/Other Revenues	10	0	0	0
Total E-Citation Revenues	\$ 16,141	\$ 20,000	\$ 16,000	\$ 16,000
E-Citation Expenditures				
Operations				
Office Supplies	\$ 3,166	\$ 5,000	\$ 2,000	\$ 2,000
Total Operations	\$ 3,166	\$ 5,000	\$ 2,000	\$ 2,000
Capital				
Data Processing Equipment	\$ 14,454	\$ 8,000	\$ 14,000	\$ 14,000
<i>Laptops, PCs & printers, Share of Server Cost.</i>				
Total Capital	\$ 14,454	\$ 8,000	\$ 14,000	\$ 14,000
Total E-Citation Expenditures	\$ 17,620	\$ 13,000	\$ 16,000	\$ 16,000
Net From Operations	(1,480)	7,000	0	0
Beginning Fund Balance	\$ 8,328	\$ 6,848	\$ 6,848	\$ 6,848
Ending Fund Balance	\$ 6,848	\$ 13,848	\$ 6,848	\$ 6,848



CITY OF BARTLETT
BARTLETT CITY SCHOOL FUND
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Bartlett School Fund Revenues				
County Taxes	\$ 40,674,215	\$ 40,196,497	\$ 40,196,497	\$ 41,851,484
City of Bartlett Contributions		2,346,019	2,346,019	2,346,019
Charges for Services	103,665	110,200	110,200	60,200
Recurring Local Revenue	834,102	680,000	680,000	559,500
Nonrecurring Local Revenue		0	0	0
State Education Funds	46,716,232	46,787,349	46,787,349	52,086,789
Other State Revenue	137,119	104,000	104,000	104,000
Federal Funds thru the State	723,795	0	0	0
Capital Leases Issued		0	0	0
Other Sources	2,346,019	270,000	270,000	270,000
Total Bartlett School Fund Revenues	\$ 91,535,147	\$ 90,494,065	\$ 90,494,065	\$ 97,277,992

Staffing Level

<i>Full-Time Equivalent (FTE)</i>	<i>865.00</i>	<i>856.00</i>	<i>856.00</i>	<i>888.00</i>

Bartlett School Fund Expenditures

Regular Instruction Program	\$ 43,100,009	\$ 45,201,731	\$ 45,201,731	\$ 49,136,014
Alternative Education Program	445,857	525,656	525,656	555,245
Special Education	6,578,423	7,253,130	7,253,130	7,806,093
Career and Technical Education Program	1,462,937	1,613,771	1,613,771	1,756,448
Planning	129,332	140,219	140,219	142,635
Student Services	726,214	762,981	762,981	766,015
Health Services	462,063	1,039,488	1,039,488	1,165,468
Other Student Support	2,072,229	2,176,610	2,176,610	2,697,992
Regular Instruction Support	2,415,241	2,499,497	2,499,497	2,573,012
Special Education Support	1,203,851	1,444,090	1,444,090	1,560,300
Vocational Education Support	138,164	129,419	129,419	133,189
Board of Education	3,438,371	5,521,088	5,521,088	5,034,132
Director of Schools	548,324	598,384	598,384	1,048,299
Office of Principal	6,733,985	7,641,246	7,641,246	8,234,758
Fiscal Services	1,149,278	1,579,313	1,579,313	1,908,576
Human Resources	645,089	720,202	720,202	739,185
Operation of Plant	5,308,479	6,254,230	6,254,230	6,323,370
Maintenance of Plant	1,699,283	2,602,763	2,602,763	1,932,207
Transportation	3,058,217	4,047,774	4,047,774	4,579,221
Technology	2,102,838	2,592,473	2,592,473	2,685,833
Food Service	36,662	0	0	0
Capital Outlays	133	0	0	0
Transfers Out	6,485,188	0	0	0
Total Bartlett School Fund Expenditures	\$ 89,940,167	\$ 94,344,065	\$ 94,344,065	\$ 100,777,992

Net From Operations	1,594,980	(3,850,000)	(3,850,000)	(3,500,000)

School Beginning Fund Balance	\$ 39,651,694	\$ 41,246,674	\$ 41,246,674	\$ 37,396,674

School Ending Fund Balance	\$ 41,246,674	\$ 37,396,674	\$ 37,396,674	\$ 33,896,674



Bartlett

T E N N E S S E E

HOMETOWN PROUD

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 2024 Adopted Budget

Full-Time Authorized Personnel Positions

Utility Administration

Supervisor	1
General Clerk	3
Skill Clerk	2
Senior Clerk	<u>1</u>
Total Utility Administration	<u>7</u>

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>
Total Water & Wastewater Svcs	<u>22</u>

Plant Operations

Manager	1
Engineer	1
Construction Inspector	3
Driver	1
Watertreat Operator	<u>3</u>
Total Plant Operations	<u>9</u>

Sewer Lagoon

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

TOTAL UTILITY FUND	<u>42</u>

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 \$4,550,590 (42.00%) over the FY 2023 Projection. Utility Fund budget sometimes has big increase or decrease mainly because of the needed capital purchases each year. For FY24, \$4,932,446 is transferred to Utility CIP for water and sewer projects. There were no staffing changes. FY 2024 budget included a career ladder pay increase and 5% salary increase for full-time employees.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2022 Actual</u>	<u>FY 2023 Revised</u>	<u>FY 2023 Projection</u>	<u>FY 2024 Adopted</u>
<i>Revenues</i>	<i>10,434,848</i>	<i>10,376,519</i>	<i>10,612,000</i>	<i>12,645,500</i>
<i>Salaries</i>	<i>2,181,117</i>	<i>2,286,914</i>	<i>2,134,864</i>	<i>2,351,280</i>
<i>Benefits</i>	<i>1,362,217</i>	<i>1,154,520</i>	<i>1,084,517</i>	<i>1,183,309</i>
<i>Operations</i>	<i>3,538,319</i>	<i>3,940,904</i>	<i>4,073,199</i>	<i>4,191,106</i>
<i>Capital</i>	<i>205,235</i>	<i>2,000,868</i>	<i>2,033,883</i>	<i>1,467,200</i>
<i>Dbt Svc/Trfr Out</i>	<i>1,450,856</i>	<i>1,563,133</i>	<i>1,520,633</i>	<i>6,204,792</i>
<i>Net Income</i>	<i>1,697,104</i>	<i>(569,820)</i>	<i>(235,097)</i>	<i>(2,752,187)</i>
<i>Beg Cash Bal</i>	<i>12,578,678</i>	<i>14,275,782</i>	<i>14,275,782</i>	<i>14,040,685</i>
<i>End Cash Bal</i>	<i>14,275,782</i>	<i>13,705,962</i>	<i>14,040,685</i>	<i>11,288,498</i>



CITY OF BARTLETT
UTILITY FUND SUMMARY - CASH BASIS
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Utility Revenues				
Operating Revenues	\$ 9,999,544	\$ 10,253,500	\$ 10,155,500	\$ 12,284,000
Other Revenues	330,523	36,519	315,000	235,000
Non-Operating Revenues	77,870	75,000	130,000	115,000
Total Utility Revenues	\$ 10,407,936	\$ 10,365,019	\$ 10,600,500	\$ 12,634,000
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>39.25</i>	<i>42.00</i>	<i>39.86</i>	<i>42.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.77</i>	<i>1.27</i>	<i>0.71</i>	<i>1.25</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>40.02</i>	<i>43.27</i>	<i>40.57</i>	<i>43.25</i>
<u>Utility Expenditures</u>				
Utility Administration	\$ 2,188,496	\$ 2,334,611	\$ 2,470,796	\$ 2,575,658
Water & Wastewater Services	2,053,189	2,561,600	2,490,603	2,166,195
Plant Operations	2,192,039	3,246,070	3,140,136	3,188,497
Sewer Treatment	826,253	1,229,425	1,213,429	1,251,045
Total Utility Expenditures	\$ 7,259,977	\$ 9,371,706	\$ 9,314,964	\$ 9,181,395
Projected Cash Flow	\$ 3,147,959	\$ 993,313	\$ 1,285,536	\$ 3,452,605
<u>Less:</u>				
Debt Service	\$ 1,170,856	\$ 983,503	\$ 941,003	\$ 1,272,346
Transfer to Capital Improvement Fund	280,000	579,630	579,630	4,932,446
Total	\$ 1,450,856	\$ 1,563,133	\$ 1,520,633	\$ 6,204,792
Net From Operations	\$ 1,697,104	\$ (569,820)	\$ (235,097)	\$ (2,752,187)
Beginning Cash Balance	\$ 12,578,678	\$ 14,275,782	\$ 14,275,782	\$ 14,040,685
Ending Cash Balance	\$ 14,275,782	\$ 13,705,962	\$ 14,040,685	\$ 11,288,498



CITY OF BARTLETT
UTILITY FUND SUMMARY - GAAP BASIS
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Utility Revenues				
Water Sales	\$ 4,598,451	\$ 4,687,000	\$ 4,687,000	\$ 4,687,000
Sewer Service Fees	4,644,044	4,658,500	4,669,500	6,792,000
Other Operating Revenues	376,366	378,000	379,000	385,000
Charges For Services	92,390	130,000	20,000	20,000
Other Revenues	92,878	34,019	115,000	35,000
Total Utility Revenues	\$ 9,804,128	\$ 9,887,519	\$ 9,870,500	\$ 11,919,000
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>39.25</i>	<i>42.00</i>	<i>39.86</i>	<i>42.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.77</i>	<i>1.27</i>	<i>0.71</i>	<i>1.25</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>40.02</i>	<i>43.27</i>	<i>40.57</i>	<i>43.25</i>
<u>Utility Expenditures</u>				
Utility Administration	\$ 2,204,996	\$ 2,155,212	\$ 2,294,171	\$ 2,430,658
Water & Wastewater Services	2,221,741	2,011,154	1,904,368	2,079,895
Plant Operations	2,117,381	2,316,346	2,210,412	2,362,497
Sewer Treatment	836,133	888,125	872,129	841,145
Depreciation	2,644,218	2,700,000	2,678,203	2,700,000
Total Utility Expenditures	\$ 10,024,469	\$ 10,070,838	\$ 9,959,283	\$ 10,414,195
Operating Income (Loss)	\$ (220,341)	\$ (183,319)	\$ (88,783)	\$ 1,504,805
<u>Nonoperating Revenues (Expenses)</u>				
Tower Lease Charges	\$ 288,293	\$ 400,000	\$ 400,000	\$ 400,000
Interest	237,645	2,500	200,000	200,000
Bond Interest and Costs	(131,856)	(161,503)	(119,003)	(142,346)
Total Nonoperating Revenues (Expenses)	\$ 394,083	\$ 240,997	\$ 480,997	\$ 457,654
Capital Contributions	\$ 159,307	\$ 75,000	\$ 130,000	\$ 115,000
Transfer In	120,272	0	0	0
Total Capital Contributions & Transfers	\$ 279,579	\$ 75,000	\$ 130,000	\$ 115,000
Change in Net Position	\$ 453,321	\$ 132,678	\$ 522,214	\$ 2,077,459
Total Net Position - Beginning	\$ 68,830,718	\$ 69,284,039	\$ 69,284,039	\$ 69,806,253
Total Net Position - Ending	\$ 69,284,039	\$ 69,416,718	\$ 69,806,253	\$ 71,883,712



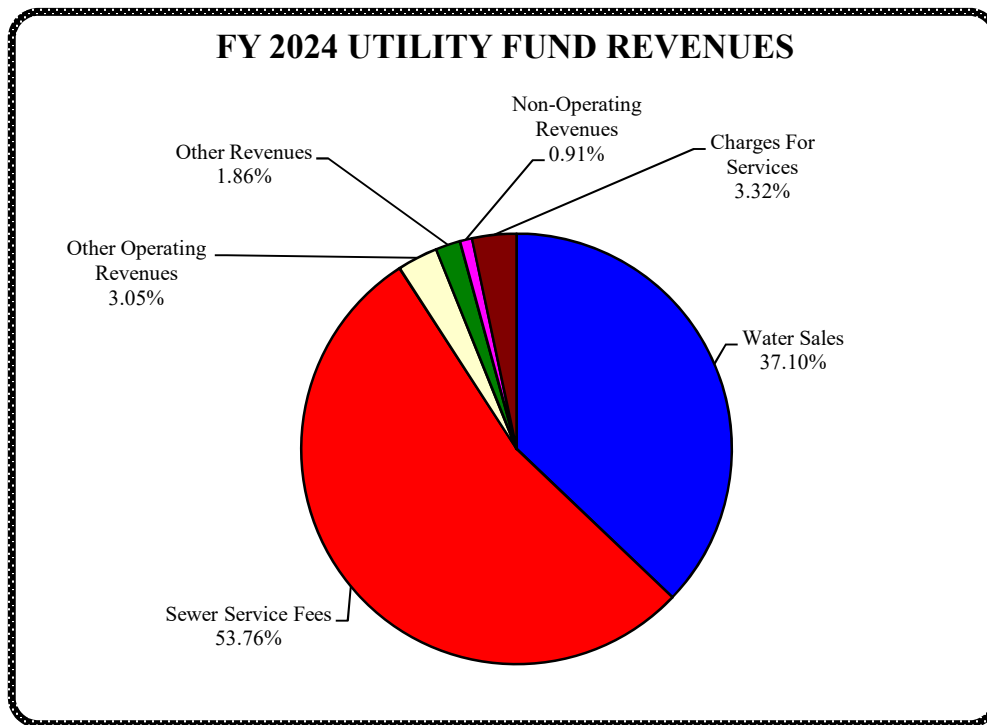
CITY OF BARTLETT
UTILITY FUND REVENUES
FY 2024 Adopted Budget



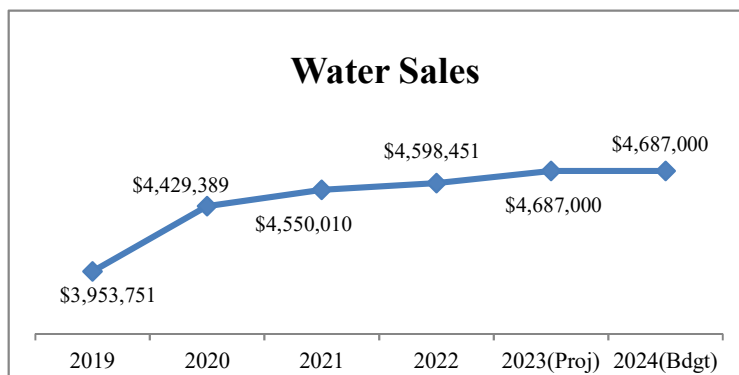
Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Water Sales				
Metered Water Sales City Residential	\$ 3,502,899	\$ 3,500,000	\$ 3,510,000	\$ 3,500,000
Metered Water Sales City Commercial	887,510	940,000	940,000	940,000
Metered Water Sales Rural Residential	221,991	230,000	220,000	230,000
Metered Water Sales Rural Commercial	16,059	17,000	17,000	17,000
Uncollectable Revenue-Water	(30,008)	0	0	0
Total Water Sales	\$ 4,598,451	\$ 4,687,000	\$ 4,687,000	\$ 4,687,000
Sewer Service Fees				
Sewer Service Fees City Residential	\$ 2,467,633	\$ 2,500,000	\$ 2,480,000	\$ 3,600,000
Sewer Service Fees City Commercial	717,057	705,000	740,000	1,100,000
Sewer Service Fees Rural Commercial	8,179	8,000	8,000	11,000
North Sewer Service Fees City Res.	1,253,736	1,250,000	1,250,000	1,800,000
North Sewer Service Fees City Comm	51,676	50,000	51,000	73,000
North Sewer Service Fees Rural Res.	139,682	140,000	135,000	200,000
North Sewer Service Fees Rural Comm.	5,862	5,500	5,500	8,000
Uncollectable Revenue-Sewer	219	0	0	0
Total Sewer Service Fees	\$ 4,644,044	\$ 4,658,500	\$ 4,669,500	\$ 6,792,000
Other Operating Revenues				
Service Connection Fee	\$ 62,368	\$ 60,000	\$ 57,000	\$ 60,000
Disconnect/Reconnect Fee	36,210	38,000	32,000	35,000
Forfeited Discounts	277,789	280,000	290,000	290,000
Total Other Operating Revenues	\$ 376,366	\$ 378,000	\$ 379,000	\$ 385,000
Other Revenues				
Interest	\$ 237,645	\$ 2,500	\$ 200,000	\$ 200,000
Other Revenues	10,499	19,019	15,000	15,000
Reimbursements For Damage	82,378	15,000	100,000	20,000
Total Other Revenues	\$ 330,523	\$ 36,519	\$ 315,000	\$ 235,000
Non-Operating Revenues				
Water Tap Fees South	\$ 12,000	\$ 10,000	\$ 20,000	\$ 15,000
Water Tap Fees North	6,000	20,000	20,000	20,000
Sewer Tap South Basin	24,170	15,000	25,000	25,000
Sewer Tap North Basin	25,503	25,000	25,000	25,000
Subdivision Development	10,197	5,000	40,000	30,000
Total Non-Operating Revenues	\$ 77,870	\$ 75,000	\$ 130,000	\$ 115,000
Charges For Services				
Water Credit Card Fees	\$ 67,190	\$ 100,000	\$ 0	\$ 0
Tower Lease Payments	288,293	400,000	400,000	400,000
Water Meter Installation	25,200	30,000	20,000	20,000
Total Charges For Services	\$ 380,683	\$ 530,000	\$ 420,000	\$ 420,000
TOTAL UTILITY FUND REVENUES	\$ 10,407,936	\$ 10,365,019	\$ 10,600,500	\$ 12,634,000



CITY OF BARTLETT ANALYSIS OF UTILITY REVENUE SOURCES FY 2024 Adopted Budget



The Utility Revenues include charges for water and sewer usage and connection and development fees for the water and sewer system. We are required to make the Utility system self-sufficient per Tennessee Water and Wastewater Financing Board. Water and sewer rates were increased in 2011. \$2 increase each in the water and sewer rates per month per customer for FY 2020. Small sewer rate increase to cover increased City of Memphis sewer treatment charges in FY 2022. Sewer rates will increase in FY 2024 to provide revenues for increased operating costs and sewer infrastructure improvements.



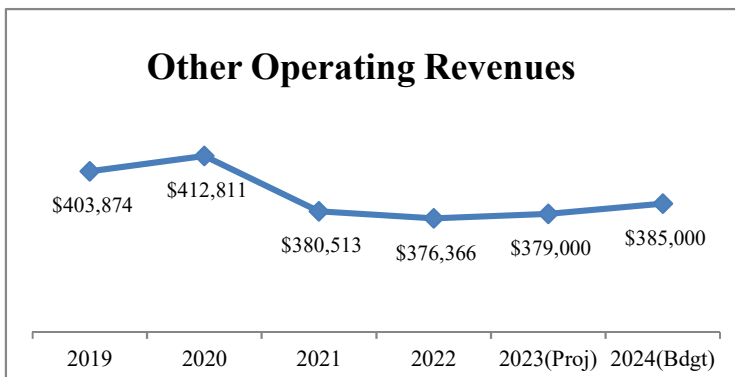
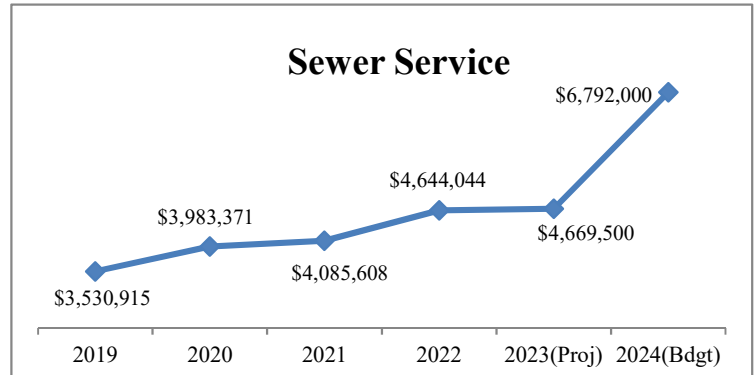
This revenue is based on the volume of water usage with a different rate for residential and commercial users. FY 2024 budget is based on 50 new additional users.



CITY OF BARTLETT ANALYSIS OF UTILITY REVENUE SOURCES FY 2024 Adopted Budget

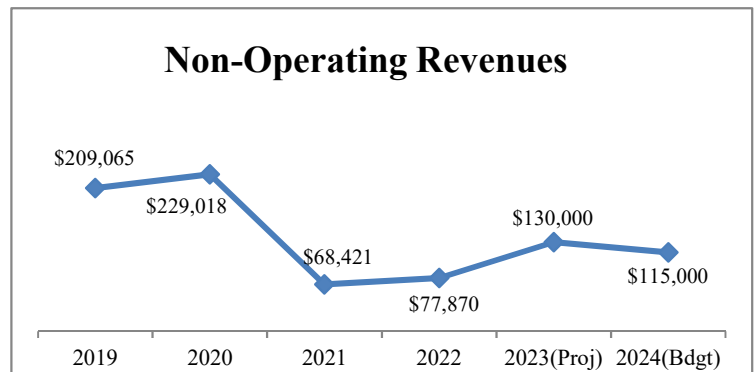


This revenue is based on the volume of water used and is a charge for the collection, treatment, and disposal of wastewater. Sewage in the North Basin is treated by the City and sewage in the South Basin is treated by the City of Memphis. Sewer rates will increase in FY 2024 to provide revenues for increased operating costs and sewer infrastructure improvements. FY 2024 budget is based on 50 new additional users.



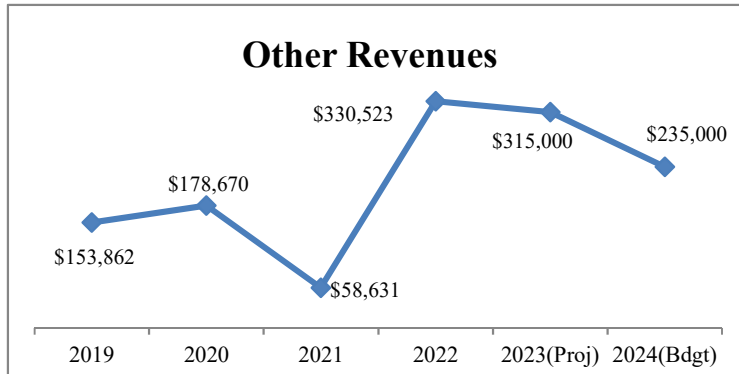
These are service fees and disconnect/reconnect fees for the water and sewer systems and the forfeited discounts.

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.



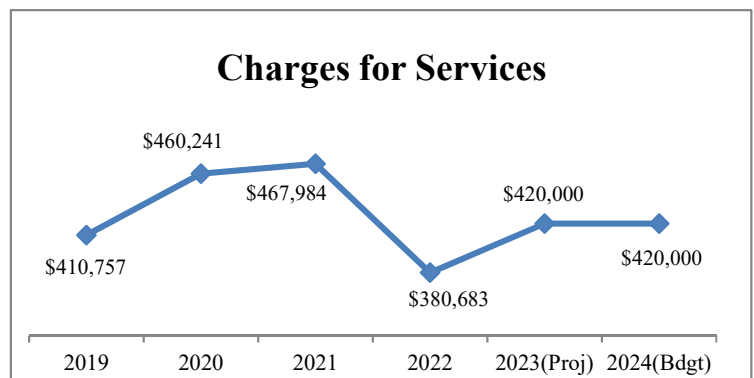


CITY OF BARTLETT ANALYSIS OF UTILITY REVENUE SOURCES FY 2024 Adopted Budget



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

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





CITY OF BARTLETT
UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2024 Adopted Budget

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Department Revenues				
Demand Response Program	\$ 26,911	\$ 11,500	\$ 11,500	\$ 11,500
Total Department Revenues	\$ 26,911	\$ 11,500	\$ 11,500	\$ 11,500
Personnel				
Supervisor Salaries	\$ 519,428	\$ 323,947	\$ 328,330	\$ 295,076
Employee Wages	1,537,259	1,823,387	1,667,242	1,889,244
Overtime Wages	74,415	82,400	85,292	95,500
Special Hours	30,000	26,200	30,000	28,200
Part-Time	20,015	30,980	24,000	43,260
Vacation Pay	10,910	0	17,329	0
Educational Bonus	4,380	4,920	5,040	6,360
Sick Pay	18,958	0	0	0
Longevity Pay	48,007	44,121	39,658	34,003
Bonus	3,298	3,735	3,216	3,735
Employee Health Insurance	500,836	523,629	459,089	473,537
Employee Life Insurance	5,525	6,872	5,817	6,989
Workers' Comp Insurance	41,886	43,294	43,294	44,993
Unemployment Compensation	275	0	0	0
Retiree Health Insurance	171,771	107,367	99,779	109,215
FICA	162,204	166,362	157,063	171,556
Pension Contribution	357,524	225,679	225,684	304,381
Contributory Retirement Plan	36,643	28,541	28,548	28,540
Total Personnel	\$ 3,543,334	\$ 3,441,434	\$ 3,219,381	\$ 3,534,589
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>39.25</i>	<i>42.00</i>	<i>39.86</i>	<i>42.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.77</i>	<i>1.27</i>	<i>0.71</i>	<i>1.25</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>40.02</i>	<i>43.27</i>	<i>40.57</i>	<i>43.25</i>
Operations				
Training	\$ 2,166	\$ 6,950	\$ 7,049	\$ 8,300
Travel	594	7,650	7,600	7,600
Professional Services	0	2,000	2,000	2,000
Other Professional Service	34,202	68,288	58,000	68,000
Postage & Freight	95,154	101,550	101,500	101,500
Notice Publication	294	400	400	400
Dues & Subscriptions	2,089	3,210	3,010	3,010
Utilities	740,926	787,513	789,013	797,500
Water Purchased For Resale	48,887	40,000	45,000	45,000
Phones - Local	4,178	4,200	4,000	4,200
Cellular Phones	6,196	7,750	7,500	7,500
Data Processing - Software	2,000	1,500	1,500	2,700
Telecommunication Link	0	650	0	0
Shop Allocation	26,000	26,000	26,000	26,000
Vehicle Maintenance	28,354	39,000	34,000	37,500
Equipment Maintenance	226,151	441,372	439,672	377,000
Radio Maintenance	16,001	14,449	14,449	20,192
Computer Maintenance	33,694	35,000	15,000	35,000
Grounds Maintenance	7,773	5,501	5,501	7,100



CITY OF BARTLETT
UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2024 Adopted Budget

Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Building Maintenance	17,538	40,073	40,307	41,000
Water & Sewer Line Maintenance	15,680	30,000	45,000	35,000
Waste Refuse	42,987	47,405	47,405	47,200
Bad Debt Expense	1,922	4,000	1,000	4,000
Office Supplies	4,805	9,200	6,300	9,300
Printing	15,033	19,550	18,550	19,550
Petroleum Supplies	84,655	78,000	78,000	81,000
Clothing & Uniforms	7,366	9,508	9,508	10,400
Operating Supplies	16,552	24,787	24,787	21,500
Cleaning Supplies	4,843	4,900	4,900	6,000
Chemical Supplies	105,340	148,230	148,230	180,000
Fill Sand, Dirt & Gravel	13,293	17,000	17,000	17,000
Concrete & Brick	1,310	6,000	4,800	5,000
Small Tools	1,798	2,400	2,400	3,400
Pipe & Materials-System Maintenance	52,835	63,791	60,000	60,000
Meters & Meter Boxes	4,430	6,000	5,000	6,000
Covid-19 Grant Expenses	219	0	0	0
Equipment Rental	0	20,000	20,000	20,000
Equipment Leasing	637	800	800	800
Property Insurance	135,516	135,516	122,736	122,736
Vehicle & Equip Insurance	10,490	10,491	9,532	9,532
General Liability Insurance	14,221	14,222	13,886	13,886
Bank Charges	0	1,000	0	1,000
Credit Card Vendor Fees	83,202	1,500	0	1,500
Lab Testing	47,448	71,747	71,747	76,000
CSX Leases	1,287	2,500	2,500	2,500
Cash Over Or Short	(43)	100	327	100
Pollution Control Fees	56,637	54,200	54,200	54,200
Storage Fees	0	500	0	500
Sewer Service Fees	1,508,440	1,505,000	1,700,000	1,772,000
State Fees	1,000	1,000	1,000	1,000
Damage Claims	13,971	17,500	1,789	17,500
Miscellaneous Other Expenses	248	1,000	300	1,000
Total Operations	\$ 3,538,319	\$ 3,940,904	\$ 4,073,199	\$ 4,191,106
Capital				
Communications Equipment	\$ 0	\$ 500	\$ 0	\$ 500
Data Processing Equipment	8,998	8,718	6,882	25,200
Office Equipment	1,921	500	0	500
Vehicles	0	471,000	521,235	175,000
Furniture	1,342	14,043	14,043	4,000
Other Equipment	2,241	22,000	22,000	34,000
Water/Sewer Mains & System Improvement	190,733	1,484,107	1,469,723	1,228,000
Total Capital	\$ 205,235	\$ 2,000,868	\$ 2,033,883	\$ 1,467,200
TOTAL UTILITY FUND EXPENDITURES	\$ 7,259,977	\$ 9,371,706	\$ 9,314,964	\$ 9,181,395

Utility Administration

City of Bartlett



FY 2024 Adopted

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Salaries	277,831	314,170	293,934	318,872
Benefits	158,721	143,954	155,789	146,264
Operations	1,746,859	1,697,088	1,844,448	1,965,522
Capital	5,085	179,399	176,625	145,000
Total	2,188,496	2,334,611	2,470,796	2,575,658

FY 2023 Performance Highlights

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

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
2 accurate billings per month	% of bills processed & ready for mailing within two days	99%	99%	99%
Accurately read water meters monthly	# of meters read monthly	20,500	20,750	21,000
Accurately read water meters monthly	% of meters read accurately	99%	99%	99%



CITY OF BARTLETT
UTILITY ADMINISTRATION
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 67,653	\$ 69,518	\$ 66,716	\$ 57,523
Employee Wages	198,862	227,272	213,283	239,124
Overtime Wages	354	400	1,045	1,000
Part-Time	10,962	16,980	12,890	21,225
Vacation Pay	(2,395)	0	8,024	0
Sick Pay	(321)	0	0	0
Longevity Pay	5,467	5,777	6,002	4,606
Bonus	495	664	660	664
Employee Health Insurance	59,789	63,501	69,323	57,359
Employee Life Insurance	658	950	769	949
Workers' Comp Insurance	338	354	354	352
Unemployment Compensation	275	0	0	0
Retiree Health Insurance	21,812	14,840	14,000	14,832
FICA	19,877	23,076	21,869	23,168
Pension Contribution	48,106	31,192	31,188	40,735
Contributory Retirement Plan	4,621	3,600	3,600	3,599
Total Personnel	\$ 436,552	\$ 458,124	\$ 449,723	\$ 465,136
Staffing Level				
<i>Full-Time</i>	<i>5.76</i>	<i>7.00</i>	<i>6.54</i>	<i>7.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.47</i>	<i>0.73</i>	<i>0.39</i>	<i>0.63</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>6.23</i>	<i>7.73</i>	<i>6.93</i>	<i>7.63</i>
Operations				
Training	\$ 0	\$ 1,000	\$ 1,099	\$ 1,200
Travel	0	2,000	2,000	2,000
Other Professional Service	581	10,000	0	10,000
Postage & Freight	93,121	100,000	100,000	100,000
Dues & Subscriptions	0	100	100	100
Phones - Local	1,059	1,200	1,000	1,200
Equipment Maintenance	900	5,000	200	5,000
Computer Maintenance	33,694	35,000	15,000	35,000
Bad Debt Expense	1,922	4,000	1,000	4,000
Office Supplies	2,581	6,400	3,500	6,000
Printing	14,885	19,000	18,000	19,000
Operating Supplies	14	1,000	1,000	1,000
Equipment Leasing	637	800	800	800
Vehicle & Equip Insurance	11	11	10	10
General Liability Insurance	6,477	6,477	5,112	5,112
Bank Charges	0	1,000	0	1,000
Credit Card Vendor Fees	83,202	1,500	0	1,500
Cash Over Or Short	(43)	100	327	100
Storage Fees	0	500	0	500
Sewer Service Fees	1,507,440	1,500,000	1,695,000	1,770,000
<i>Based on treated sewer by City of Memphis.</i>				
Damage Claims	379	1,000	0	1,000
Miscellaneous Other Expenses	0	1,000	300	1,000
Total Operations	\$ 1,746,859	\$ 1,697,088	\$ 1,844,448	\$ 1,965,522



**CITY OF BARTLETT
UTILITY ADMINISTRATION
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Capital				
Communications Equipment	\$ 0	\$ 500	\$ 0	\$ 500
Data Processing Equipment	51	4,418	2,582	12,000
Office Equipment	1,921	500	0	500
Furniture	872	14,043	14,043	4,000
Other Equipment	2,241	0	0	0
Water Mains & System Improvement	0	159,938	160,000	128,000
Total Capital	\$ 5,085	\$ 179,399	\$ 176,625	\$ 145,000
Total Utility Administration	\$ 2,188,496	\$ 2,334,611	\$ 2,470,796	\$ 2,575,658

Water & Wastewater Services

City of Bartlett



FY 2024 Adopted

What We Do

Water/Wastewater Services is responsible for maintaining the City's water distribution and wastewater collections systems and infrastructure (meter setting and repairs, fire hydrants, valves, water services and mains, sewer services and mains, manholes, lift stations, and force mains. WWS also services the Bartlett reserve areas and reads the City's 25,599 water meters.

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Salaries	1,040,461	1,089,560	1,037,563	1,133,888
Benefits	667,239	571,203	523,931	586,629
Operations	315,044	350,391	342,874	359,378
Capital	30,444	550,446	586,235	86,300
Total	2,053,189	2,561,600	2,490,603	2,166,195

FY 2023 Performance Highlights

Our Tennessee-One-Call locate person processed 8171 requests for locations in the last 12 months. The meter readers read approximately 25,000 meters each month. The crews maintain: 342 miles of sewer main, 7,325 sewer manholes, 29 lift stations, 387 miles of water main, 3,551 fire hydrants, 7,150 water valves, 39,650 sewer and water services, and 19 miles of forcemains.

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
Reduce wastewater system inflow and infiltration problems in order to reduce system repair costs	Cost of lift station repairs	\$24,500	\$31,000	\$32,000
Reduce maintenance cost by continuing to install the Badger Orion AMR Systems.	Cost of labor and materials repairing and installing automated read meters and transponders.	\$13,225	\$15,000	\$16,000
Maintain City's sewer and water lines, valves, manholes, and meters	Number of work tickets completed	10200	11425	11500



CITY OF BARTLETT
WATER & WASTEWATER SERVICES
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Personnel				
Supervisor Salaries	\$ 182,993	\$ 80,615	\$ 93,429	\$ 74,370
Employee Wages	813,550	966,145	893,834	1,009,218
Overtime Wages	36,118	35,000	42,500	42,500
Special Hours	7,800	7,800	7,800	7,800
Vacation Pay	12,162	0	9,305	0
Educational Bonus	1,140	1,440	1,440	1,440
Sick Pay	2,758	0	0	0
Longevity Pay	26,658	22,238	20,876	20,991
Bonus	1,649	1,909	1,567	1,909
Employee Health Insurance	238,841	261,082	212,262	232,313
Employee Life Insurance	2,713	3,350	2,886	3,467
Workers' Comp Insurance	24,571	25,528	25,528	26,430
Retiree Health Insurance	83,852	52,338	49,364	54,179
FICA	77,331	79,474	76,851	83,273
Pension Contribution	177,805	110,012	110,016	148,795
Contributory Retirement Plan	17,759	13,832	13,836	13,832
Total Personnel	\$ 1,707,701	\$ 1,660,763	\$ 1,561,494	\$ 1,720,517

Staffing Level

<i>Full-Time</i>	<i>20.59</i>	<i>22.00</i>	<i>20.32</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>
<i>Total Full-Time Equivalent (FTE)</i>	<i>20.59</i>	<i>22.00</i>	<i>20.32</i>	<i>22.00</i>

Operations

Training	\$ 1,940	\$ 1,350	\$ 1,350	\$ 2,500
Travel	594	2,050	2,000	2,000
Other Professional Service	17,371	18,288	18,000	18,000
Postage & Freight	105	200	200	200
Dues & Subscriptions	375	700	500	500
Utilities	20,062	15,000	16,500	16,500
Cellular Phones	2,245	2,500	2,250	2,250
Data Processing - Software	2,000	0	0	0
Shop Allocation	14,000	14,000	14,000	14,000
Vehicle Maintenance	22,625	30,000	25,000	30,000
Equipment Maintenance	10,737	12,000	15,100	12,000
Radio Maintenance	16,001	14,449	14,449	20,192
Building Maintenance	1,996	3,000	3,000	3,000
Water & Sewer Line Maintenance	15,680	30,000	45,000	35,000
Office Supplies	589	800	800	800
Printing	0	200	200	200
Petroleum Supplies	69,373	60,000	60,000	60,000
Clothing & Uniforms	5,872	7,000	7,000	7,500
Operating Supplies	10,716	13,000	13,000	13,000
Cleaning Supplies	1,776	1,700	1,700	1,800
Chemical Supplies	0	800	800	2,000
Fill Sand, Dirt & Gravel	13,293	17,000	17,000	17,000
Concrete & Brick	1,310	6,000	4,800	5,000
Small Tools	1,700	2,000	2,000	2,000
Pipe & Materials-System Maintenance	52,835	63,791	60,000	60,000



CITY OF BARTLETT
WATER & WASTEWATER SERVICES
FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Meters & Meter Boxes	4,430	6,000	5,000	6,000
Covid-19 Grant Expenses	266	0	0	0
Vehicle & Equip Insurance	8,938	8,938	8,174	8,174
General Liability Insurance	4,626	4,626	4,762	4,762
Damage Claims	13,592	15,000	289	15,000
Total Operations	\$ 315,044	\$ 350,391	\$ 342,874	\$ 359,378
Capital				
Data Processing Equipment	\$ 5,119	\$ 0	\$ 0	\$ 4,300
Vehicles	0	471,000	521,235	0
Other Equipment	0	20,000	20,000	32,000
<i>One new truck crane for #9013 Truck \$20k, Brush cutter for compact excavator \$12k.</i>				
Water Mains & System Improvement	25,325	59,446	45,000	50,000
Total Capital	\$ 30,444	\$ 550,446	\$ 586,235	\$ 86,300
Total Water & Wastewater Services	\$ 2,053,189	\$ 2,561,600	\$ 2,490,603	\$ 2,166,195

Utility Plant Operations

City of Bartlett



FY 2024 Adopted

What We Do

This center operates and maintains the City's 4 water plants and the 10 tanks to provide high quality water to the City of Bartlett's citizens and the annexation areas. It also designs the water lines installed by developer's under the development agreements.

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
<i>Revs/Recvrs</i>	9,203	7,500	7,500	7,500
Salaries	609,168	611,286	542,242	643,221
Benefits	396,198	294,490	262,317	301,215
Operations	1,079,494	1,418,070	1,413,353	1,425,561
Capital	116,381	929,723	929,723	826,000
Total	2,192,039	3,246,070	3,140,136	3,188,497

FY 2023 Performance Highlights

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

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
Upgrade Various water lines in the city	Install upgrades within the fiscal year. Percentage of completion.	100%	95%	100%
Continue to particiapte in the TVA Enernoc program	Saving of Utility dollars for the rate payer	\$10,000 savings	\$12,000 savings	\$15,000 savings
Continue the Cities tank Maintenance program	Maintain highly visible tanks in good condition. Percentage of completion.	90%	100%	100%



**CITY OF BARTLETT
PLANT OPERATIONS
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Department Revenues				
Demand Response Program	\$ 9,203	\$ 7,500	\$ 7,500	\$ 7,500
Total Department Revenues	\$ 9,203	\$ 7,500	\$ 7,500	\$ 7,500
Personnel				
Supervisor Salaries	\$ 182,993	\$ 80,615	\$ 77,665	\$ 88,813
Employee Wages	374,941	468,671	408,017	477,373
Overtime Wages	27,781	35,000	30,750	40,000
Special Hours	14,400	13,000	14,700	15,000
Part-Time	9,053	14,000	11,110	22,035
Vacation Pay	535	0	0	0
Educational Bonus	1,520	1,800	720	1,800
Sick Pay	16,342	0	0	0
Longevity Pay	10,454	9,401	6,178	6,993
Bonus	907	830	742	830
Employee Health Insurance	147,841	131,274	111,848	114,778
Employee Life Insurance	1,611	1,758	1,444	1,812
Workers' Comp Insurance	12,025	11,986	11,986	13,079
Retiree Health Insurance	49,432	27,464	24,284	28,309
FICA	50,000	44,067	39,199	46,889
Pension Contribution	95,026	57,728	57,732	78,543
Contributory Retirement Plan	10,505	8,182	8,184	8,182
Total Personnel	\$ 1,005,366	\$ 905,776	\$ 804,559	\$ 944,436
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>8.90</i>	<i>9.00</i>	<i>9.00</i>	<i>9.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.30</i>	<i>0.54</i>	<i>0.32</i>	<i>0.62</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>9.20</i>	<i>9.54</i>	<i>9.32</i>	<i>9.62</i>
Operations				
Training	\$ 115	\$ 3,000	\$ 3,000	\$ 3,000
Travel	0	1,800	1,800	1,800
Other Professional Service	16,250	40,000	40,000	40,000
Postage & Freight	1,928	1,300	1,300	1,300
Notice Publication	294	300	300	300
Dues & Subscriptions	1,379	1,600	1,600	1,600
Utilities	531,428	570,000	570,000	600,000
Water Purchased For Resale	48,887	40,000	45,000	45,000
Phones - Local	1,726	1,600	1,600	1,600
Cellular Phones	3,838	5,000	5,000	5,000
Data Processing - Software	0	0	0	1,200
Telecommunication Link	0	650	0	0
Shop Allocation	10,500	10,500	10,500	10,500
Vehicle Maintenance	4,151	5,000	5,000	5,500
Equipment Maintenance	169,750	364,372	364,372	300,000
Grounds Maintenance	1,485	2,000	2,000	4,000
Building Maintenance	14,262	34,573	34,573	35,000
Office Supplies	865	1,200	1,200	2,000
Printing	93	350	350	350
Petroleum Supplies	9,401	12,000	12,000	15,000



**CITY OF BARTLETT
PLANT OPERATIONS
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Clothing & Uniforms	386	1,066	1,066	1,500
Operating Supplies	0	1,000	1,000	1,000
Cleaning Supplies	3,067	3,000	3,000	4,000
Chemical Supplies	90,926	123,727	123,727	160,000
Small Tools	0	0	0	1,000
Property Insurance	101,424	101,424	91,837	91,837
Vehicle & Equip Insurance	1,037	1,037	903	903
General Liability Insurance	2,517	2,517	3,171	3,171
Lab Testing	20,580	40,054	40,054	40,000
CSX Leases	1,287	2,500	2,500	2,500
Pollution Control Fees	40,717	44,000	44,000	44,000
<i>Shelby County Wellhead protection, State Maintenance fee.</i>				
State Fees	1,000	1,000	1,000	1,000
Damage Claims	201	1,500	1,500	1,500
Total Operations	\$ 1,079,494	\$ 1,418,070	\$ 1,413,353	\$ 1,425,561
Capital				
Data Processing Equipment	\$ 3,828	\$ 3,000	\$ 3,000	\$ 6,000
Vehicles	0	0	0	120,000
<i>Two utility trucks.</i>				
Water Mains & System Improvement	112,553	926,723	926,723	700,000
<i>Tank Maintenance & Paint, Water Line Upgrades, Remove or paint Woodland tank.</i>				
Total Capital	\$ 116,381	\$ 929,723	\$ 929,723	\$ 826,000
Total Plant Operations	\$ 2,192,039	\$ 3,246,070	\$ 3,140,136	\$ 3,188,497

Utility Sewer Treatment

FY 2024 Adopted

City of Bartlett



What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
<i>Revs/Recvrs</i>	17,708	4,000	4,000	4,000
Salaries	253,657	271,898	261,125	255,299
Benefits	140,059	144,873	142,480	149,201
Operations	396,921	475,354	472,524	440,645
Capital	53,325	341,300	341,300	409,900
Total	826,253	1,229,425	1,213,429	1,251,045

FY 2023 Performance Highlights

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

Objective	Performance Measures	FY 2022 Actual	FY 2023 Forecast	FY 2024 Projected
Provide optimal gallons treated at permitted levels	Meet all Permit limits without violation	17 violations	5 violations	No violations
Participate in TVA energy conservation program	Save money for the utility in peak demand conditions.	Attained	Attained	Attained



**CITY OF BARTLETT
SEWER TREATMENT
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Department Revenues				
Demand Response Program	\$ 17,708	\$ 4,000	\$ 4,000	\$ 4,000
Total Department Revenues	\$ 17,708	\$ 4,000	\$ 4,000	\$ 4,000
Personnel				
Supervisor Salaries	\$ 85,788	\$ 93,199	\$ 90,520	\$ 74,370
Employee Wages	149,906	161,299	152,108	163,529
Overtime Wages	10,163	12,000	10,997	12,000
Special Hours	7,800	5,400	7,500	5,400
Vacation Pay	608	0	0	0
Educational Bonus	1,720	1,680	2,880	3,120
Sick Pay	179	0	0	0
Longevity	5,429	6,705	6,602	1,413
Bonus	247	332	247	332
Employee Health Insurance	54,365	67,772	65,656	69,087
Employee Life Insurance	543	814	718	761
Workers' Comp Insurance	4,952	5,426	5,426	5,132
Retiree Health Insurance	16,675	12,725	12,131	11,895
FICA	14,996	19,745	19,144	18,226
Pension Contribution	36,587	26,747	26,748	36,308
Contributory Retirement Plan	3,758	2,927	2,928	2,927
Total Personnel	\$ 393,716	\$ 416,771	\$ 403,605	\$ 404,500
<u>Staffing Level</u>				
<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>
<i>Total Full-Time Equivalent (FTE)</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>
Operations				
Training	\$ 111	\$ 1,600	\$ 1,600	\$ 1,600
Travel	0	1,800	1,800	1,800
Professional Services	0	2,000	2,000	2,000
Postage	0	50	0	0
Notice Publication	0	100	100	100
Dues & Subscriptions	335	810	810	810
Utilities	189,435	202,513	202,513	181,000
Phones - Local	1,393	1,400	1,400	1,400
Cellular Phones	113	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	1,579	4,000	4,000	2,000
Equipment Maintenance	44,765	60,000	60,000	60,000
Grounds Maintenance	6,288	3,501	3,501	3,100
Building Maintenance	1,280	2,500	2,734	3,000
Waste Refuse	42,987	47,405	47,405	47,200
Office Supplies	825	800	800	500
Petroleum Supplies	5,881	6,000	6,000	6,000
Clothing & Uniforms	1,108	1,442	1,442	1,400
Operating Supplies	5,822	9,787	9,787	6,500
Cleaning Supplies	0	200	200	200



**CITY OF BARTLETT
SEWER TREATMENT
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Chemical Supplies	14,414	23,703	23,703	18,000
Small Tools	98	400	400	400
Equipment Rental	0	20,000	20,000	20,000
Property Insurance	34,092	34,092	30,899	30,899
Vehicle & Equip Insurance	505	505	445	445
General Liability Insurance	602	602	841	841
Lab Testing	26,867	31,693	31,693	36,000
Pollution Control Fees	15,920	10,200	10,200	10,200
Sewer Service Fees	1,000	5,000	5,000	2,000
Total Operations	\$ 396,921	\$ 475,354	\$ 472,524	\$ 440,645
Capital				
Data Processing Equipment	\$ 0	\$ 1,300	\$ 1,300	\$ 2,900
Vehicles	0	0	0	55,000
<i>One utility truck.</i>				
Furniture	470	0	0	0
Other Equipment	0	2,000	2,000	2,000
Sewer Mains & System Improvement	52,855	338,000	338,000	350,000
<i>Sewer Rehabs & sewer line upgrades.</i>				
Total Capital	\$ 53,325	\$ 341,300	\$ 341,300	\$ 409,900
Total Sewer Treatment	\$ 826,253	\$ 1,229,425	\$ 1,213,429	\$ 1,251,045



Bartlett

T E N N E S S E E

HOMETOWN PROUD

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 2024, funds needed for debt service payments come from a transfer from the General Fund, Bartlett School, Solid Waste Fund, and from the CIP interest earnings. The City expects to issue \$4 million in general obligation bonds. The City doesn't plan to issue any capital outlay notes. Funding for sewers CIP projects will come from Utility Retained Earnings and Grants in FY 2024.

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 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
General Debt Service Revenues				
Local Sales Tax	\$ 4,311,005	\$ 4,450,000	\$ 4,550,000	\$ 4,777,500
Transfer From General Fund	4,555,000	3,555,000	3,555,000	3,555,000
Transfer From School for School Debt	1,000,000	1,000,000	1,000,000	1,000,000
Transfer From Solid Waste Fund	74,000	64,000	64,000	56,527
Transfer From CIP	90,000	100,000	100,000	120,000
Other Revenue	2,219	2,000	50,000	80,000
Total General Debt Service Revenues	\$ 10,032,224	\$ 9,171,000	\$ 9,319,000	\$ 9,589,027
General Debt Service Expenditures				
Paying Agent Fee	\$ 3,900	\$ 4,000	\$ 4,500	\$ 4,500
Go Bond Issuance Expense	58,064	75,000	68,531	75,000
TML Note Issuance Expense	4,772	10,000	4,400	10,000
Payoff Bonds/Notes	0	0	0	535,000
Transfers to CIP	0	0	0	2,500,000
2008A Principal	73,000	76,000	76,000	80,000
2010A Principal	385,000	235,000	235,000	50,000
2011A Principal	350,000	55,000	55,000	55,000
2012A Principal	640,000	660,000	660,000	690,000
2013A Principal	105,000	105,000	105,000	110,000
2015A Principal	205,000	210,000	210,000	215,000
2016A Principal	255,000	260,000	260,000	380,000
2017A Principal	1,760,000	1,850,000	1,850,000	1,830,000
2018A Principal	180,000	190,000	190,000	200,000
2019 Principal	215,000	225,000	225,000	235,000
2021 Principal	0	110,000	110,000	115,000
2022 Principal	0	0	0	115,000
2014 Capital Note Principal	159,000	0	0	0
2015 Capital Note Principal	158,000	162,000	162,000	0
2016 Capital Note Principal	165,000	168,000	168,000	171,000
2017 Capital Note Principal	282,000	288,000	288,000	295,000
2018 Capital Note Principal	187,000	193,000	193,000	200,000
2019 Capital Note Principal	327,000	337,000	337,000	348,000
2020A Capital Note Principal	239,000	244,000	244,000	249,000
2020B Capital Note Principal	330,000	336,000	336,000	343,000
2021 Capital Note Principal	210,334	214,000	214,000	217,000
2008A Interest	2,070	14,000	13,200	18,000
2010A Interest	19,792	23,500	23,500	17,800
2011A Interest	7,194	2,131	2,131	722
2012A Interest	98,088	78,588	78,588	61,788
2013A Interest	50,569	47,419	47,419	44,194
2015A Interest	186,000	181,850	181,850	175,450
2016A Interest	110,650	105,500	105,500	99,100
2017A Interest	241,775	221,025	221,025	202,150
School 2017A Interest	1,501,325	1,431,825	1,431,825	1,358,700
2018A Interest	211,200	201,950	201,950	192,200
2019A Interest	272,425	261,425	261,425	249,925
2021 Interest	63,560	98,600	98,600	94,100
2022 Interest	0	150,000	98,886	163,475



**CITY OF BARTLETT
GENERAL DEBT SERVICE
FY 2024 Adopted Budget**



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
2023 Interest	0	0	0	150,000
2014 Capital Note Interest	1,741	0	0	0
2015 Capital Note Interest	4,892	1,644	0	0
2016 Capital Note Interest	8,177	4,947	4,947	1,659
2017 Capital Note Interest	23,906	17,265	17,265	10,474
2018 Capital Note Interest	31,672	25,041	25,041	18,183
2019 Capital Note Interest	61,528	51,104	51,104	40,349
2020A Capital Note Interest	36,511	31,611	31,611	26,609
2020B Capital Note Interest	154,350	147,789	147,789	141,102
2021 Capital Note Interest	47,436	47,590	47,590	43,642
Total General Debt Service Expenditure:	\$ 9,426,930	\$ 9,151,804	\$ 9,086,677	\$ 12,132,122
Net General Debt Service	\$ 605,295	\$ 19,196	\$ 232,323	\$ (2,543,095)
Beginning Fund Balance	\$ 3,621,963	\$ 4,227,258	\$ 4,227,258	\$ 4,459,581
Ending Fund Balance	\$ 4,227,258	\$ 4,246,454	\$ 4,459,581	\$ 1,916,486



City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - General Long-Term Debt
June 30, 2023

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		Series 2018 Bonds	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2024	115,000	163,475	165,000	111,900	217,000	43,642	343,000	141,101	249,000	26,609	348,000	40,349	235,000	249,925	200,000	18,183	200,000	192,200
2025	120,000	157,600	170,000	105,200	222,000	39,638	350,000	134,275	254,000	21,505	359,000	29,249	245,000	237,925	207,000	11,081	210,000	181,950
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	220,000	171,200
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			230,000	159,950
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			245,000	148,075
2029	145,000	131,225	210,000	75,000	239,000	22,810	378,000	105,592					300,000	183,050			255,000	135,575
2030	155,000	123,725	210,000	67,650	243,000	18,399	386,000	98,067					315,000	167,675			270,000	123,800
2031	160,000	115,850	215,000	61,275	247,000	13,914	394,000	90,384					330,000	153,200			280,000	112,800
2032	170,000	107,600	150,000	55,800	251,000	9,356	401,000	82,553					345,000	139,700			290,000	101,400
2033	175,000	98,975	155,000	51,225	256,000	4,725	409,000	74,574					360,000	125,600			300,000	89,600
2034	185,000	89,975	160,000	46,500			417,000	66,438					375,000	110,900			315,000	77,300
2035	195,000	80,475	165,000	41,625			426,000	58,135					390,000	95,600			325,000	64,500
2036	205,000	71,500	170,000	36,600			434,000	49,664					405,000	79,700			340,000	51,200
2037	215,000	63,100	175,000	31,425			443,000	41,025					420,000	63,200			355,000	37,300
2038	220,000	54,400	180,000	26,100			452,000	32,210					440,000	46,000			370,000	22,800
2039	230,000	45,400	185,000	20,625			460,000	23,226					455,000	28,100			385,000	7,700
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>\$ 3,705,000</u>	<u>\$ 1,821,825</u>	<u>\$ 3,470,000</u>	<u>\$ 1,030,250</u>	<u>\$ 2,365,000</u>	<u>\$ 246,524</u>	<u>\$ 7,334,000</u>	<u>\$ 1,376,518</u>	<u>\$ 1,298,000</u>	<u>\$ 80,914</u>	<u>\$ 1,459,000</u>	<u>\$ 93,399</u>	<u>\$ 5,915,000</u>	<u>\$ 2,325,100</u>	<u>\$ 621,000</u>	<u>\$ 32,998</u>	<u>\$ 4,590,000</u>	<u>\$ 1,677,350</u>



City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - General Long-Term Debt
June 30, 2023

Fiscal Year	2017 Capital Note		Series 2017 Bonds		2016 Capital Note		Series 2016 Bonds		Series 2015 Bonds		Series 2013 Bonds		Series 2012 Bonds		Series 2011 Bonds		Series 2008 Bonds		Total	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest*	Principal	Interest
2024	295,000	10,473	1,830,000	1,560,850	171,000	1,659	380,000	99,100	215,000	175,450	110,000	44,194	690,000	61,788	55,000	722	80,000	6,482	5,898,000	2,948,101
2025	302,000	3,518	1,925,000	1,466,975			390,000	91,400	225,000	166,650	115,000	40,819	700,000	47,450					5,794,000	2,735,235
2026			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			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			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			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			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			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			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			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			2,680,000	527,400			320,000	24,600	340,000	45,250	150,000	2,719							4,942,000	991,082
2035			2,785,000	418,100			325,000	17,988	360,000	27,750									4,971,000	804,172
2036			2,895,000	304,500			330,000	11,028	375,000	9,375									5,154,000	613,566
2037			3,020,000	186,200			340,000	3,740											4,968,000	425,990
2038			3,145,000	62,900															4,807,000	244,410
2039																			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>\$ 597,000</u>	<u>\$ 13,992</u>	<u>\$ 36,520,000</u>	<u>\$ 12,488,750</u>	<u>\$ 171,000</u>	<u>\$ 1,659</u>	<u>\$ 5,070,000</u>	<u>\$ 694,605</u>	<u>\$ 3,730,000</u>	<u>\$ 1,323,425</u>	<u>\$ 1,410,000</u>	<u>\$ 277,128</u>	<u>\$ 2,945,000</u>	<u>\$ 230,175</u>	<u>\$ 55,000</u>	<u>\$ 722</u>	<u>\$ 80,000</u>	<u>\$ 6,482</u>	<u>\$ 81,335,000</u>	<u>\$ 23,721,816</u>

* - This is a variable rate loan. Annual interest rate assumed is 0.66% which was the rate for June 2022.

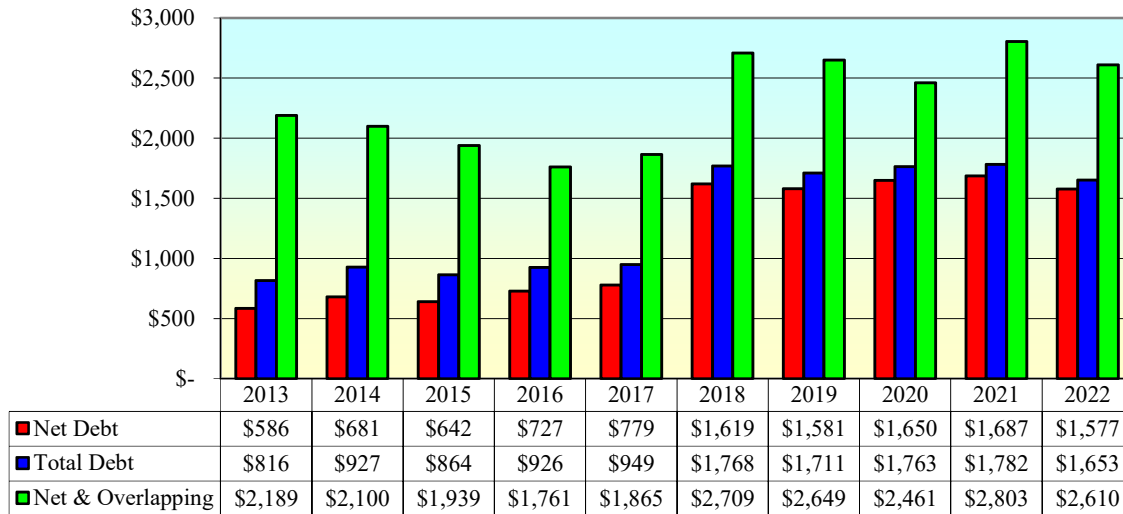


CITY OF BARTLETT ANALYSIS OF GENERAL DEBT SERVICE Last 10 Years



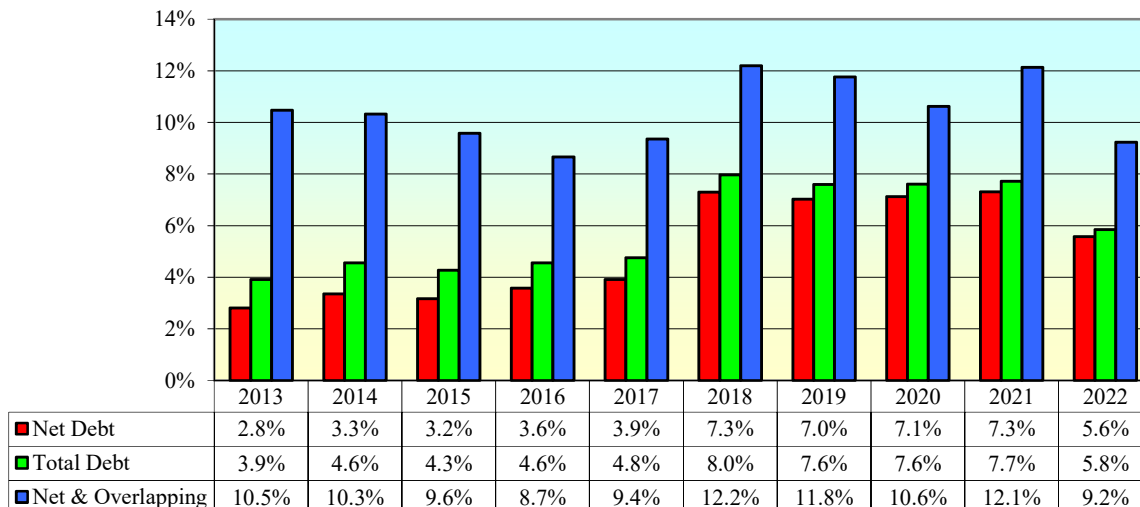
Debt per Capita (FY 2013 - FY 2022)

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 2013 - FY 2022)

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 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Utility Debt Expenditures				
Paying Agent Fee	\$ 600	\$ 1,800	\$ 1,800	\$ 1,800
Debt Issuance Expense	11,141	47,000	3,500	47,000
Payoff Bonds/Notes	0	0	0	396,000
2008B Principal	54,000	57,000	57,000	59,000
2010B Principal	320,000	100,000	100,000	0
2011B Principal	235,000	240,000	240,000	245,000
2012B Principal	260,000	265,000	265,000	265,000
2013B Principal	65,000	65,000	65,000	65,000
2021B Refunding Principal	105,000	95,000	95,000	100,000
2008B Interest	1,534	9,000	10,000	10,000
2010B Interest	5,958	1,313	1,313	0
2011B Interest	13,717	9,738	9,738	3,369
2012B Interest	40,906	35,631	35,631	29,006
2013B Interest	30,371	29,071	29,071	27,121
2021B Refunding Interest	27,628	27,950	27,950	24,050
Total Utility Debt Expenditures	\$ 1,170,856	\$ 983,503	\$ 941,003	\$ 1,272,346



City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - Water and Sewer Fund
June 30, 2023

Fiscal Year	Series 2021 Rfnd Bonds		Series 2013 Bonds		Series 2012 Bonds		Series 2011 Bonds		Series 2008 Bonds		Total	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest*	Principal	Interest
2024	100,000	24,050	65,000	27,121	265,000	29,006	245,000	3,369	59,000	2,614	734,000	86,160
2025	110,000	19,850	70,000	25,096	275,000	23,434					455,000	68,381
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>\$ 665,000</u>	<u>\$ 80,125</u>	<u>\$ 850,000</u>	<u>\$ 170,396</u>	<u>\$ 1,320,000</u>	<u>\$ 122,228</u>	<u>\$ 245,000</u>	<u>\$ 3,369</u>	<u>\$ 59,000</u>	<u>\$ 2,614</u>	<u>\$ 3,139,000</u>	<u>\$ 378,732</u>

* - This is a variable rate loan. Annual interest rate assumed is 0.66% which was the rate for June 2022.



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	
2013	8,658,274	5,162,390	3,495,884	1,181,000	334,159	1,515,159	2.31
2014	8,600,560	4,897,158	3,703,402	1,203,000	309,680	1,512,680	2.45
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

(1) Excludes depreciation expense.

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



Bartlett

T E N N E S S E E

HOMETOWN PROUD

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 2024-2028 Capital Improvement budget. Sources of funds, expenditures and project start and completion dates are included. Only the FY 2024 projects were adopted while FY 2025-2028 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 40 needed projects for FY24. Most of them were pushed back for later years. A few were cut while some small projects got the go ahead to start for FY23. Only 5 projects are kept for FY24. We are proposing a general obligation bond issue of \$4 million and no capital note for FY 2024 and will manage operating spending as a result. Based on prior experience, the 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

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

Significant Nonroutine Capital Expenditures

Nonroutine capital projects in FY 2024 are the Street Lights Replacement, Fletcher Creek Sewer Basin and Utility American Rescue Plan Project. The Street Lights Replacement Project will start and finish this year. The Fletcher Creek Sewer Basin started in 2021 and is expected to be completed in 2028 with an estimated cost of \$34 millions. 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 impact on the operating budget for all of the fiscal year 2024 approved projects.



CITY OF BARTLETT
FY 2024-2028 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
<u>Revenues</u>						
<u>Source of Funds</u>						
G.O. Bonds	\$ 4,000,000	\$ 4,804,000	\$ 5,053,000	\$ 2,832,000	\$ 3,874,500	\$ 20,563,500
Capital Note	0	1,411,000	895,000	969,000	1,063,200	4,338,200
Transfer from Debt Service Fund	2,500,000	0	0	0	0	2,500,000
Transfer In from Park Imp. Fund	0	25,000	0	50,000	0	75,000
Grant Funds	0	750,000	0	750,000	400,000	1,900,000
TDOT 80% match	0	3,040,000	5,532,000	148,000	5,018,000	13,738,000
Utility Bonds	0	10,000,000	10,500,000	11,500,000	1,500,000	33,500,000
Utility Retained Earnings	4,932,446	1,632,446	1,100,000	1,100,000	1,100,000	9,864,892
American Rescue Plan Grant	1,521,273	1,521,273	0	0	0	3,042,546
Total Revenues	\$ 12,953,719	\$ 23,183,719	\$ 23,080,000	\$ 17,349,000	\$ 12,955,700	\$ 89,522,138
<u>Expenditures</u>						
<u>G.O. Bond/Other Funded</u>						
Administrative	\$ 6,500,000	\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 6,550,000
Public Safety	0	2,023,000	420,000	472,000	796,200	3,711,200
Public Works	0	200,000	200,000	200,000	200,000	800,000
Engineering	0	4,855,000	7,970,000	1,240,000	7,327,500	21,392,500
Parks & Recreation/BPACC	0	2,902,000	2,890,000	2,837,000	2,032,000	10,661,000
Total G.O. Bond/Other Funded	\$ 6,500,000	\$ 10,030,000	\$ 11,480,000	\$ 4,749,000	\$ 10,355,700	\$ 43,114,700
<u>Utility Bond/Other Funded</u>						
Water	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Sewer	6,453,719	13,153,719	11,600,000	12,600,000	2,600,000	46,407,438
Total Utility Bond/Other Funded	\$ 6,453,719	\$ 13,153,719	\$ 11,600,000	\$ 12,600,000	\$ 2,600,000	\$ 46,407,438
Total Expenditures	\$ 12,953,719	\$ 23,183,719	\$ 23,080,000	\$ 17,349,000	\$ 12,955,700	\$ 89,522,138



CITY OF BARTLETT
FY 2024-2028 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY CATEGORY



	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
GENERAL FUND						
Source of Funds						
G.O. Bonds	\$ 4,000,000	\$ 4,804,000	\$ 5,053,000	\$ 2,832,000	\$ 3,874,500	\$ 20,563,500
Capital Note	0	1,411,000	895,000	969,000	1,063,200	4,338,200
Transfer In from General Fund	0	0	0	0	0	0
Transfer from Debt Service Fund	2,500,000	0	0	0	0	2,500,000
Transfer In from Park Imp. Fund	0	25,000	0	50,000	0	75,000
Grant Funds	0	750,000	0	750,000	400,000	1,900,000
TDOT 80% match	0	3,040,000	5,532,000	148,000	5,018,000	13,738,000
Total Source	\$ 6,500,000	\$ 10,030,000	\$ 11,480,000	\$ 4,749,000	\$ 10,355,700	\$ 43,114,700
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	250,000	90,000	365,000	65,000	770,000
Construction	6,500,000	7,156,000	10,173,000	3,208,000	8,235,500	35,272,500
Equipment/Furnishings	0	2,624,000	1,217,000	1,176,000	2,055,200	7,072,200
Other	0	0	0	0	0	0
Total Project Costs	\$ 6,500,000	\$ 10,030,000	\$ 11,480,000	\$ 4,749,000	\$ 10,355,700	\$ 43,114,700
UTILITY FUND						
Source of Funds						
Utility Bonds	\$ 0	\$ 10,000,000	\$ 10,500,000	\$ 11,500,000	\$ 1,500,000	\$ 33,500,000
Utility Retained Earnings	4,932,446	1,632,446	1,100,000	1,100,000	1,100,000	9,864,892
American Rescue Plan Grant	1,521,273	1,521,273	0	0	0	3,042,546
Total Source	\$ 6,453,719	\$ 13,153,719	\$ 11,600,000	\$ 12,600,000	\$ 2,600,000	\$ 46,407,438
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	600,000	3,500,000	100,000	100,000	100,000	4,400,000
Construction	5,853,719	9,653,719	11,500,000	12,500,000	2,500,000	42,007,438
Other	0	0	0	0	0	0
Total Project Costs	\$ 6,453,719	\$ 13,153,719	\$ 11,600,000	\$ 12,600,000	\$ 2,600,000	\$ 46,407,438
TOTAL CIP COSTS	\$ 12,953,719	\$ 23,183,719	\$ 23,080,000	\$ 17,349,000	\$ 12,955,700	\$ 89,522,138



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2024 - FY 2028

PROJECT	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
<u>FUNDING SOURCES</u>						
General Obligation Bonds	\$ 4,000,000	\$ 4,804,000	\$ 5,053,000	\$ 2,832,000	\$ 3,874,500	\$ 20,563,500
Capital Note	0	1,411,000	895,000	969,000	1,063,200	4,338,200
Transfer from Debt Service Fund	2,500,000	0	0	0	0	2,500,000
Transfer In from Park Imp. Fund	0	25,000	0	50,000	0	75,000
Grant Funds	0	750,000	0	750,000	400,000	1,900,000
TDOT 80% match	0	3,040,000	5,532,000	148,000	5,018,000	13,738,000
Utility Bonds	0	10,000,000	10,500,000	11,500,000	1,500,000	33,500,000
Utility Retained Earnings	4,932,446	1,632,446	1,100,000	1,100,000	1,100,000	9,864,892
American Rescue Plan Grant	1,521,273	1,521,273	0	0	0	3,042,546
Total Funding Sources	\$ 12,953,719	\$ 23,183,719	\$ 23,080,000	\$ 17,349,000	\$ 12,955,700	\$ 89,522,138
<u>PROJECT COST</u>						
<u>Administrative</u>						
Vehicles & Equipment	\$ 0	\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 50,000
Street Lights Replacement Project	4,000,000	0	0	0	0	4,000,000
Transfer from Debt Service Fund	2,500,000	0	0	0	0	2,500,000
Total Administrative	\$ 6,500,000	\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 6,550,000
<u>Police</u>						
Police Vehicles & Equipment	\$ 0	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,200,000
Justice Center Maintenance	0	120,000	120,000	120,000	120,000	480,000
Total Police	\$ 0	\$ 420,000	\$ 420,000	\$ 420,000	\$ 420,000	\$ 1,680,000
<u>Fire</u>						
Fire Vehicles	\$ 0	\$ 52,000	\$ 0	\$ 52,000	\$ 0	\$ 104,000
Fire Ambulances	0	311,000	0	0	376,200	687,200
Fire Truck	0	1,200,000	0	0	0	1,200,000
Total Fire	\$ 0	\$ 1,563,000	\$ 0	\$ 52,000	\$ 376,200	\$ 1,991,200
<u>Codes Enforcement</u>						
Codes Enforcement Vehicles	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000
Total Code Inspection	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2024 - FY 2028

PROJECT	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Public Works						
Public Works Vehicles & Equip	\$ 0	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 800,000
Total Public Works	\$ 0	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 800,000
Engineering						
Engineering Vehicle	\$ 0	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 220,000
City Wide Overlay	0	1,000,000	1,000,000	1,000,000	1,000,000	4,000,000
STP Overlay of Elmore, St. Elmo, & Brunswick Roa	0	760,000	0	0	0	760,000
TDOT-STP Overlay of Elmore, St. Elmo, & Bruns	0	3,040,000	0	0	0	3,040,000
Fletcher Creek Greenway Ph4	0	0	396,000	0	0	396,000
Fletcher Creek Ph4 TDOT	0	0	1,584,000	0	0	1,584,000
ADA Transition	0	0	363,000	37,000	363,000	763,000
TDOT-ADA Transition	0	0	1,452,000	148,000	1,452,000	3,052,000
STP Overlay of Elmore Park Road, Old Brownsville	0	0	624,000	0	891,500	1,515,500
TDOT-STP Overlay of Elmore Park Road, Old Br	0	0	2,496,000	0	3,566,000	6,062,000
Total Engineering	\$ 0	\$ 4,855,000	\$ 7,970,000	\$ 1,240,000	\$ 7,327,500	\$ 21,392,500
Parks						
Parks Vehicles & Equipment	\$ 0	\$ 157,000	\$ 140,000	\$ 142,000	\$ 0	\$ 439,000
Recreation Ctr Equipment/Repairs	0	203,000	160,000	196,000	114,000	673,000
Singleton CC Equipment/Repairs	0	180,000	400,000	155,000	400,000	1,135,000
Senior Center Equipment/Repairs	0	43,000	40,000	24,000	18,000	125,000
Parks Maintenances	0	494,000	850,000	770,000	1,100,000	3,214,000
Transfer In from Park Imp. Fund	0	25,000	0	50,000	0	75,000
Parks Restroom Renovations-ADA	0	0	400,000	0	0	400,000
Grant Fund Parks Restroom Renovation-ADA	0	0	0	0	400,000	400,000
W.J. Freeman Park	0	750,000	0	750,000	0	1,500,000
Grant Fund W.J. Freeman Park	0	750,000	0	750,000	0	1,500,000
BSMC Equipment/Repairs	0	300,000	900,000	0	0	1,200,000
Total Parks	\$ 0	\$ 2,902,000	\$ 2,890,000	\$ 2,837,000	\$ 2,032,000	\$ 10,661,000



CIP PROJECT LINE ITEMS SUMMARY

**BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2024 - FY 2028**

PROJECT	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
<u>Sewers</u>						
Sewers in Annexation Area	\$ 0	\$ 0	\$ 500,000	\$ 1,500,000	\$ 1,500,000	\$ 3,500,000
Fletcher Creek Sewer Basin	4,000,000	10,000,000	10,000,000	10,000,000	0	34,000,000
American Rescue Plan Project	532,446	532,446	0	0	0	1,064,892
American Rescue Plan Grant - ARP Project	1,521,273	1,521,273	0	0	0	3,042,546
Water and Sewer Plant Upgrades	200,000	550,000	550,000	550,000	550,000	2,400,000
Water and Sewer Pipe Upgrades	200,000	550,000	550,000	550,000	550,000	2,400,000
Total Sewers	\$ 6,453,719	\$ 13,153,719	\$ 11,600,000	\$ 12,600,000	\$ 2,600,000	\$ 46,407,438
TOTAL CIP	\$ 12,953,719	\$ 23,183,719	\$ 23,080,000	\$ 17,349,000	\$ 12,955,700	\$ 89,522,138



ADMINISTRATIVE SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2024 - FY 2028

PROJECT	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
<u>Administrative</u>						
Vehicles & Equipment	\$ 0	\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 50,000
Street Lights Replacement Project	6,500,000	0	0	0	0	6,500,000
Total Administrative	\$ 6,500,000	\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 6,550,000
<u>Source of Funds</u>						
G.O. Bonds	\$ 4,000,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,000,000
Capital Note	0	50,000	0	0	0	50,000
Transfer from Debt Service Fund	2,500,000	0	0	0	0	2,500,000
Total Source	\$ 6,500,000	\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 6,550,000
<u>Project Costs</u>						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	6,500,000	0	0	0	0	6,500,000
Equipment/Furnishings	0	50,000	0	0	0	50,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 6,500,000	\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 6,550,000

ADMINISTRATIVE

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 10625

FY 2024 - FY 2028

Project Name: Vehicles and Equipment

Project Description

Replace 1 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

07/23

06/24

Total Project

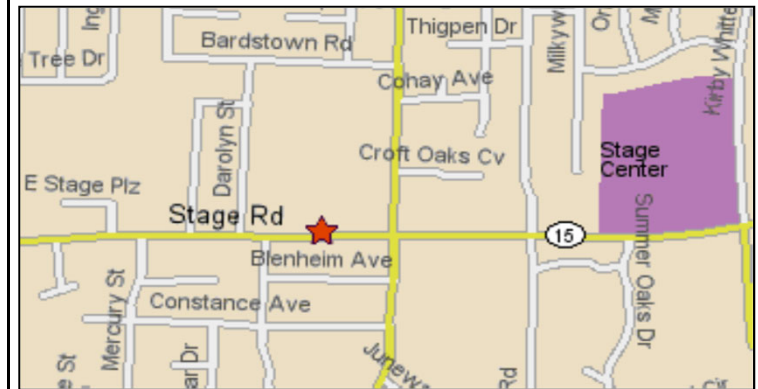
07/23

06/24

Location

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

Location Map



Impact on Operating Budget

FY 2024

FY 2025

FY 2026

Personnel

\$

0

\$

0

\$

0

Operations

2,600

2,600

2,600

Capital

0

0

0

Total Costs on Oper. Budget

\$

2,600

\$

2,600

\$

2,600

Future Years and explanations: \$1,600 for petroleum and \$1,100 maintenance/repairs per year.

Source of Funds

FY 2024

FY 2025

FY 2026

FY 2027

FY 2028

TOTAL

G.O. Bonds

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Capital Note

0

50,000

0

0

0

50,000

FD311 Transfers-unspent projects

0

0

0

0

0

0

TDOT 80% match

0

0

0

0

0

0

Total Source

\$

0

\$

50,000

\$

0

\$

0

\$

0

\$

50,000

Project Costs

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Construction

0

0

0

0

0

0

Equipment/Furnishings

0

50,000

0

0

0

50,000

Other

0

0

0

0

0

0

Total Project Costs

\$

0

\$

50,000

\$

0

\$

0

\$

0

\$

50,000

ADMINISTRATIVE**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2022 - FY 2026****Project No.: 112****Project Name: Street Lights Replacement Project****Project Description**

The City of Bartlett is working towards an LED conversion of the City's 8,542 streetlights in partnership with PATH Company and MLGW. This project will capture the aesthetic and public safety benefits of a better performing streetlight system while also reducing the ongoing energy and operational costs associated with operating the system itself. The installation of energy-efficient and long-lasting LED fixtures will result in gross project savings in excess of \$10,000,000 to the City over the next 20 years.

Project Schedule**Start****Finish**

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

09/23

06/24

Equipment/Furnishings

N/A

N/A

Total Project**09/23****06/24****Location**

Around the City.

Location Map

Around the City.

Impact on Operating Budget**FY 2022****FY 2023****FY 2024**

Personnel \$ 0 \$ 0 \$ 0

Operations 0 0 0

Capital 0 0 0

Total Costs on Oper. Budget **\$ 0** **\$ 0** **\$ 0****Future Years and explanations:** no impact on operating budget.**Source of Funds****FY 2022****FY 2023****FY 2024****FY 2025****FY 2026****TOTAL**

G.O. Bonds \$ 4,000,000 \$ 0 \$ 0 \$ 0 \$ 0 \$ 4,000,000

Capital Note 0 0 0 0 0 0

Transfer from Debt Service Fund 2,500,000 0 0 0 0 2,500,000

TDOT 80% match 0 0 0 0 0 0

Total Source **\$ 6,500,000** **\$ 0** **\$ 0** **\$ 0** **\$ 0** **\$ 6,500,000****Project Costs**

Land/Right of Way \$ 0 \$ 0 \$ 0 \$ 0 \$ 0 0

Design/Engineering 0 0 0 0 0 0

Construction 6,500,000 0 0 0 0 6,500,000

Equipment/Furnishings 0 0 0 0 0 0

Other 0 0 0 0 0 0

Total Project Costs **\$ 6,500,000** **\$ 0** **\$ 0** **\$ 0** **\$ 0** **\$ 6,500,000**



PUBLIC SAFETY SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2024 - FY 2028

PROJECT	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
<u>Police</u>						
Police Vehicles & Equipment	\$ 0	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,200,000
Justice Center Maintenance	0	120,000	120,000	120,000	120,000	480,000
Total Police	\$ 0	\$ 420,000	\$ 420,000	\$ 420,000	\$ 420,000	\$ 1,680,000
<u>Fire</u>						
Fire Vehicles	\$ 0	\$ 52,000	\$ 0	\$ 52,000	\$ 0	\$ 104,000
Fire Ambulances	0	311,000	0	0	376,200	687,200
Fire Truck	0	1,200,000	0	0	0	1,200,000
Total Fire	\$ 0	\$ 1,563,000	\$ 0	\$ 52,000	\$ 376,200	\$ 1,991,200
<u>Source of Funds</u>						
G.O. Bonds	\$ 0	\$ 1,320,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 1,680,000
Capital Note	0	703,000	300,000	352,000	676,200	2,031,200
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
Total Source	\$ 0	\$ 2,023,000	\$ 420,000	\$ 472,000	\$ 796,200	\$ 3,711,200
<u>Project Costs</u>						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	120,000	120,000	120,000	120,000	480,000
Equipment/Furnishings	0	1,903,000	300,000	352,000	676,200	3,231,200
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 2,023,000	\$ 420,000	\$ 472,000	\$ 796,200	\$ 3,711,200

Department: POLICE**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2024 - FY 2028****Project No.: 20325****Project Name: Police Vehicles & Equipment****Project Description**

Nothing in FY24.

Project Schedule**Start****Finish**

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Utility Relocation

N/A

N/A

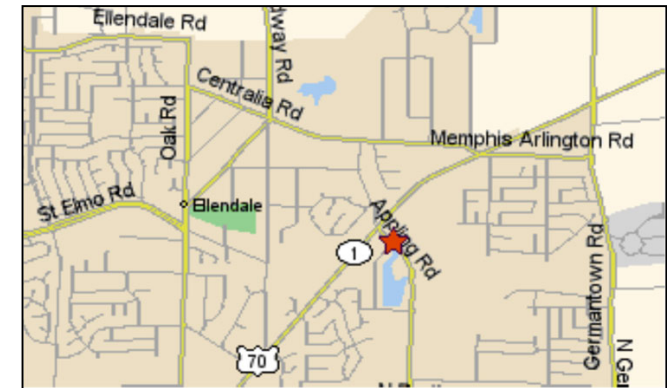
Equipment/Furnishings

07/24

06/28

Total Project**07/24****06/28****Location**

3730 Appling Rd.

Location Map**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel

\$

0

\$

0

\$

0

Operations

0

11,000

12,000

Capital

0

0

0

Total Impact Oper. Budget

\$

0

\$

11,000

\$

12,000**Future Years and explanations:** \$8,500 petroleum & \$3,500 repairs/maintenance per year for vehicles.**FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL****Source of Funds**

G.O. Bonds

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Capital Note

0

300,000

300,000

300,000

300,000

1,200,000

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

Total Source

\$

0

\$

300,000

\$

300,000

\$

300,000

\$

300,000

\$

1,200,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Construction

0

0

0

0

0

0

Equipment/Furnishings

0

300,000

300,000

300,000

300,000

1,200,000

Other

0

0

0

0

0

0

Total Project Costs

\$

0

\$

300,000

\$

300,000

\$

300,000

\$

300,000

\$

1,200,000

Department: POLICE**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2024 - FY 2028****Project No.: 20525****Project Name: Justice Center Maintenance****Project Description**

Nothing for FY24.

Project Schedule**Start****Finish**

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

07/24

06/28

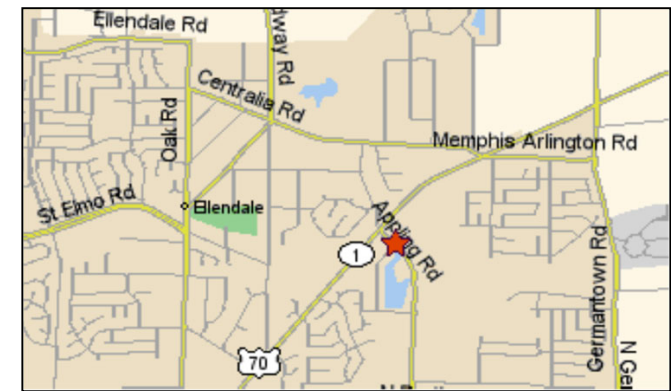
Equipment/Furnishings

N/A

N/A

Total Project**07/24****06/28****Location**

3730 Appling Rd.

Location Map**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel

\$

0

\$

0

\$

0

Operations

0

0

0

Capital

0

0

0

Total Impact Oper. Budget

\$

0

\$

0

\$

0**Source of Funds****FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL**

G.O. Bonds

\$

0

\$

120,000

\$

120,000

\$

120,000

\$

120,000

\$

480,000

Capital Note

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**Total Source**

\$

0

\$

120,000

\$

120,000

\$

120,000

\$

120,000

\$

480,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Construction

0

120,000

120,000

120,000

120,000

480,000

Equipment/Furnishings

0

0

0

0

0

0

Other

0

0

0

0

0

0**Total Project Costs**

\$

0

\$

120,000

\$

120,000

\$

120,000

\$

120,000

\$

480,000

Department: FIRE**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2024 - FY 2028****Project No.: 25725****Project Name: Fire Vehicles****Project Description**

FY2024 - FY2027 Replace aging Staff Vehicles.

Project Schedule**Start****Finish**

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

N/A

N/A

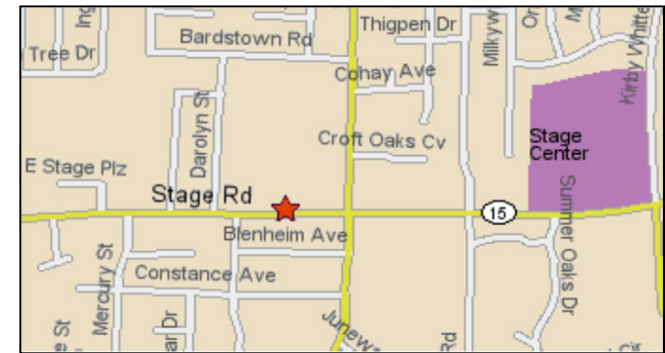
Equipment/Furnishings

07/24

06/27

Total Project**07/24****06/27****Location**

2939 Altruria Rd, Bartlett, TN 38134

Location Map**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel

\$ 0

\$ 0

\$ 0

Operations

0

3,500

3,500

Capital

0

0

0

Total Impact Oper. Budget**\$ 0****\$ 3,500****\$ 3,500****Future Years and explanations:** \$3,000 petroleum & \$500 repairs/maintenance per year.**FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL****Source of Funds**

G.O. Bonds

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

Capital Note

0

52,000

0

52,000

0

104,000

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

Total Source**\$ 0****\$ 52,000****\$ 0****\$ 52,000****\$ 0****\$ 104,000****Project Costs**

Land/Right of Way

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

Design/Engineering

0

0

0

0

0

0

Construction

0

0

0

0

0

0

Equipment/Furnishings

0

52,000

0

52,000

0

104,000

Other

0

0

0

0

0

0

Total Project Costs**\$ 0****\$ 52,000****\$ 0****\$ 52,000****\$ 0****\$ 104,000**

Department: FIRE**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2024 - FY 2028****Project No.: 25625****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

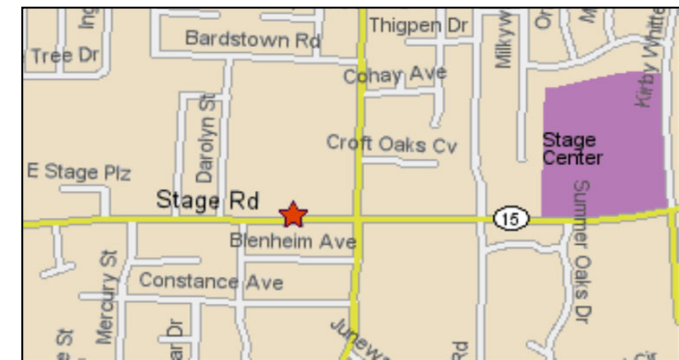
N/A

N/A

Equipment/Furnishings

07/24

06/28

Total Project**07/24****06/28****Location****Location Map****Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel

\$ 0

\$ 0

\$ 0

Operations

0

7,500

7,500

Capital

0

0

0

Total Impact Oper. Budget**\$ 0****\$ 7,500****\$ 7,500****Future Years and explanations:** Petroleum & repairs/maintenance cost is around 8,000/year.**Source of Funds****FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL**

G.O. Bonds

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

Capital Note

0

311,000

0

0

376,200

687,200

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

Total Source**\$ 0****\$ 311,000****\$ 0****\$ 0****\$ 376,200****\$ 687,200****Project Costs**

Land/Right of Way

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

Design/Engineering

0

0

0

0

0

0

Construction

0

0

0

0

0

0

Equipment/Furnishings

0

311,000

0

0

376,200

687,200

Other

0

0

0

0

0

0

Total Project Costs**\$ 0****\$ 311,000****\$ 0****\$ 0****\$ 376,200****\$ 687,200**

Department: FIRE**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2024 - FY 2028****Project No.: 25225****Project Name: Fire Truck****Project Description**

Replace Engine 5 with single axle truck similar to Truck 3- (24 month build time -To be replaced in FY26)

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

07/24

06/25

Total Project**07/24****06/25****Location**

Station 1, 2939 Altruria Rd., Bartlett, TN 38134

Location Map**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel

\$ 0

\$ 0

\$ 0

Operations

0

25,000

25,000

Capital

0

0

0

Total Impact Oper. Budget**\$ 0****\$ 25,000****\$ 25,000****Future Years and explanations:** \$17,000 petroleum & \$8,000 repairs/maintenance per year.**Source of Funds****FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL**

G.O. Bonds

\$ 0

\$ 1,200,000

\$ 0

\$ 0

\$ 0

\$ 1,200,000

Capital Note

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

Total Source**\$ 0****\$ 1,200,000****\$ 0****\$ 0****\$ 0****\$ 1,200,000****Project Costs**

Land/Right of Way

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

Design/Engineering

0

0

0

0

0

0

Construction

0

0

0

0

0

0

Equipment/Furnishings

0

1,200,000

0

0

0

1,200,000

Other

0

0

0

0

0

0

Total Project Costs**\$ 0****\$ 1,200,000****\$ 0****\$ 0****\$ 0****\$ 1,200,000**

Department: CODES ENFORCEMENT**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2024 - FY 2028****Project No.: 29125****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

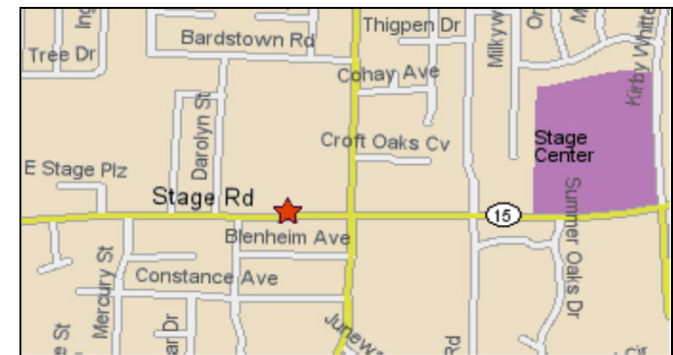
Equipment/Furnishings

07/24

06/25

Total Project**07/24****06/25****Location**

6382 Stage Road, Bartlett.

Location Map**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel

\$ 0 \$ 0 \$ 0

Operations

0 7,000 7,000

Capital

0 0 0

Total Impact Oper. Budget**\$ 0 \$ 7,000 \$ 7,000****Future Years and explanations:** \$5,000 for petroleum and \$2,500 maintenance/repairs per year.

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	40,000	0	0	0	40,000
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
Total Source	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	0	40,000	0	0	0	40,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000



PUBLIC WORKS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2024 - FY 2028

PROJECT	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Public Works						
Public Works Vehicles & Equip	\$ 0	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 800,000
Total Public Works	\$ 0	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 800,000
Engineering						
Engineering Vehicle	\$ 0	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 220,000
City Wide Overlay	0	1,000,000	1,000,000	1,000,000	1,000,000	4,000,000
STP Overlay of Elmore, St. Elmo, & Fletcher Creek Greenway Ph4	0	3,800,000	0	0	0	3,800,000
ADA Transition	0	0	1,980,000	0	0	1,980,000
STP Overlay of Elmore Park Road,	0	0	1,815,000	185,000	1,815,000	3,815,000
Total Engineering	\$ 0	\$ 4,855,000	\$ 7,970,000	\$ 1,240,000	\$ 7,327,500	\$ 21,392,500
Source of Funds						
G.O. Bonds	\$ 0	\$ 1,760,000	\$ 2,383,000	\$ 1,037,000	\$ 2,254,500	\$ 7,434,500
Capital Note	0	255,000	255,000	255,000	255,000	1,020,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
American Rescue Plan Grant	0	0	0	0	0	0
TDOT 80% match	0	3,040,000	5,532,000	148,000	5,018,000	\$ 13,738,000
Total Source	\$ 0	\$ 5,055,000	\$ 8,170,000	\$ 1,440,000	\$ 7,527,500	\$ 22,192,500
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	185,000	0	185,000
Utility Relocation	0	0	0	0	0	0
Construction	0	4,800,000	7,915,000	1,000,000	7,272,500	20,987,500
Landscaping	0	0	0	0	0	0
Equipment/Furnishings	0	255,000	255,000	255,000	255,000	1,020,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 5,055,000	\$ 8,170,000	\$ 1,440,000	\$ 7,527,500	\$ 22,192,500

<u>Department:</u> PUBLIC WORKS		BARTLETT CAPITAL IMPROVEMENT PROGRAM	
		FY 2024 - FY 2028	
<u>Project No.:</u> 30725			
<u>Project Name:</u> Public Works Vehicles & Equipment			

<u>Department:</u> PUBLIC WORKS		BARTLETT CAPITAL IMPROVEMENT PROGRAM	
		FY 2024 - FY 2028	
<u>Project No.:</u> 30725			
<u>Project Name:</u> Public Works Vehicles & Equipment			

<u>Department:</u> PUBLIC WORKS		BARTLETT CAPITAL IMPROVEMENT PROGRAM	
		FY 2024 - FY 2028	
<u>Project No.:</u> 30725			
<u>Project Name:</u> Public Works Vehicles & Equipment			

<u>Department:</u> PUBLIC WORKS		BARTLETT CAPITAL IMPROVEMENT PROGRAM	
		FY 2024 - FY 2028	
<u>Project No.:</u> 30725			
<u>Project Name:</u> Public Works Vehicles & Equipment			

<u>Department:</u> PUBLIC WORKS		BARTLETT CAPITAL IMPROVEMENT PROGRAM	
		FY 2024 - FY 2028	
<u>Project No.:</u> 30725			
<u>Project Name:</u> Public Works Vehicles & Equipment			

<u>Project Description</u> Nothing in FY24.	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	07/24	06/28
	Total Project	07/24	06/28

<u>Location</u> Public Works buildings around the City.		<u>Location Map</u> At various locations throughout the City.																					
<u>Impact on Operating Budget</u> <table border="1"> <thead> <tr> <th></th> <th>FY 2024</th> <th>FY 2025</th> <th>FY 2026</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>54,000</td> <td>54,000</td> </tr> <tr> <td>Capital</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Total Impact Oper. Budget</td> <td>\$ 0</td> <td>\$ 54,000</td> <td>\$ 54,000</td> </tr> </tbody> </table>			FY 2024	FY 2025	FY 2026	Personnel	\$ 0	\$ 0	\$ 0	Operations	0	54,000	54,000	Capital	0	0	0	Total Impact Oper. Budget	\$ 0	\$ 54,000	\$ 54,000	<u>Future Years and explanations:</u> \$37,000 petroleum & 19,000 repairs/maintenance per year.	
	FY 2024	FY 2025	FY 2026																				
Personnel	\$ 0	\$ 0	\$ 0																				
Operations	0	54,000	54,000																				
Capital	0	0	0																				
Total Impact Oper. Budget	\$ 0	\$ 54,000	\$ 54,000																				

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	200,000	200,000	200,000	200,000	800,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 0	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 800,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	0	200,000	200,000	200,000	200,000	800,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 800,000

Department: ENGINEERING**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 42025****FY 2024 - FY 2028****Project Name: Engineering Vehicle****Project Description**

None in FY24.

Project Schedule**Start****Finish**

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

N/A

N/A

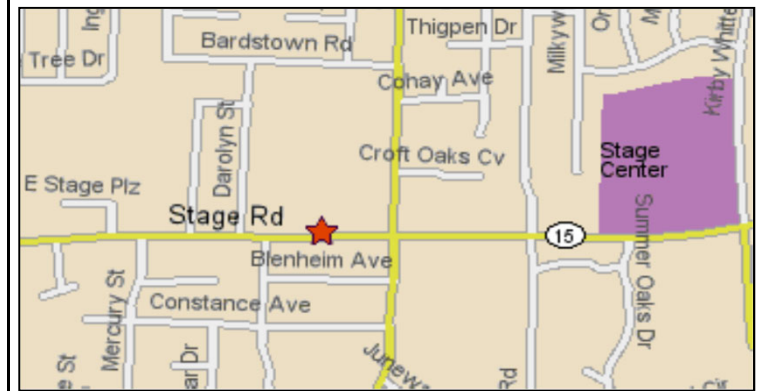
Equipment/Furnishings

07/24

10/28

Total Project**07/22****10/22****Location**

6382 Stage Road, Bartlett.

Location Map**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel \$ 0 \$ 0 \$ 0

Operations 0 2,500 2,500

Capital 0 0 0

Total Impact Oper. Budget \$ 0 \$ 2,500 \$ 2,500**Future Years and explanations:** \$1,500 for petroleum and \$1,000 maintenance/repairs per year.

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	55,000	55,000	55,000	55,000	220,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 0	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 220,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	0	55,000	55,000	55,000	55,000	220,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 220,000

Department: ENGINEERING**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2024 - FY 2028****Project No.: 456****Project Name: City Wide Overlay****Project Description**

Pave various streets throughout the City of Bartlett.

Project Schedule**Start****Finish**

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

07/24

06/28

Equipment/Furnishings

N/A

N/A

Total Project**07/24****06/28****Location**

All over the city.

**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel

\$

0

\$

0

\$

0

Operations

0

0

0

Capital

0

0

0

Total Impact Oper. Budget

\$

0

\$

0

\$

0**Future Years and explanations:** No impact on the operating budget.**Source of Funds****FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL**

G.O. Bonds

\$

0

\$

1,000,000

\$

1,000,000

\$

1,000,000

\$

1,000,000

\$

4,000,000

Capital Note

0

0

0

0

0

0

FD311 Transfers-unspent projects

0

0

0

0

0

0

FD311 Use of Fund Balance

0

0

0

0

0

0

TDOT 80% match

0

0

0

0

0

0

Total Source

\$

0

\$

1,000,000

\$

1,000,000

\$

1,000,000

\$

1,000,000

\$

4,000,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Construction

0

1,000,000

1,000,000

1,000,000

1,000,000

4,000,000

Equipment/Furnishings

0

0

0

0

0

0

Other

0

0

0

0

0

0

Total Project Costs

\$

0

\$

1,000,000

\$

1,000,000

\$

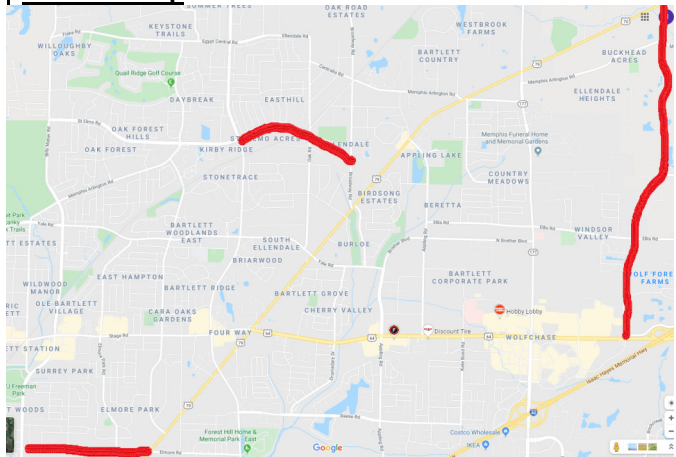
1,000,000

\$

1,000,000

\$

4,000,000

Department: ENGINEERING				BARTLETT CAPITAL IMPROVEMENT PROGRAM							
Project No.: 458				FY 2024 - FY 2028							
Project Name: STP Asphalt Overlay of Elmore Road, Elmore Park, & Brunswick Roads											
Project Description				Project Schedule		Start	Finish				
Use STP 2023 Funds for the Asphalt Overlay of Elmore Road, Elmore Park, & Brunswick Roads. The design fee is currently budgeted in FY 2023.				Land/Right of Way		N/A	N/A				
				Design/Engineering		03/23	08/23				
				Utility Relocation		NA	NA				
				Construction		08/23	12/26				
				Total Project		03/23	12/26				
Location				Location Map							
Elmore Road Between US 70 and Bartlett Boulevard, St. Elmo between Broadway and Oak Road, and Brunswick Road between US 64 and US 70.											
Impact on Operating Budget		FY 2024	FY 2025	FY 2026							
Personnel	\$	0	\$	0	\$	0					
Operations		0		0		0					
Capital		0		0		0					
Total Impact Oper. Budget		\$	0	\$	0	\$	0				
Future Years and explanations: No impact on the operating budget.											
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL				
Source of Funds											
G.O. Bonds	\$	0	\$	760,000	\$	0	\$	760,000			
Capital Note		0		0		0		0			
FD311 Transfers-unspent projects		0		0		0		0			
FD311 Use of Fund Balance		0		0		0		0			
TDOT 80% match		0		3,040,000		0		3,040,000			
Total Source		\$	0	\$	3,800,000	\$	0	\$	3,800,000		
Project Costs											
Land/Right of Way	\$	0	\$	0	\$	0	\$	0	\$	0	
Design/Engineering		0		0		0		0		0	
Construction		0		3,800,000		0		0		3,800,000	
Equipment/Furnishings		0		0		0		0		0	
Other		0		0		0		0		0	
Total Project Costs		\$	0	\$	3,800,000	\$	0	\$	0	\$	3,800,000

Department: ENGINEERING**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.:** 4514**FY 2024 - FY 2028****Project Name:** Fletcher Creek Greenway Ph4**Project Description**

4th Phase of the Fletcher Creek Greenway. The design fee is included in FY 2023.

Project Schedule**Start****Finish**

Land/Right of Way

07/23

01/24

Design/Engineering

07/23

01/25

Construction

01/24

12/26

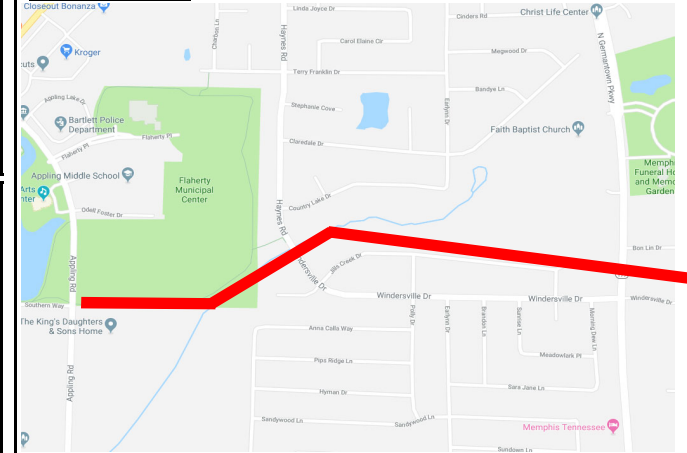
Equipment/Furnishings

N/A

N/A

Total Project**07/23****12/26****Location**

Fletcher Creek Just North of Ellis Road

Location Map**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel

\$

0

\$

0

\$

0

Operations

0

0

0

Capital

0

0

0

Total Impact Oper. Budget

\$

0

\$

0

\$

0**Future Years and explanations:** No impact on the operating budget.**Source of Funds****FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL**

G.O. Bonds

\$

0

\$

0

\$

396,000

\$

0

\$

0

\$

396,000

Capital Note

0

0

0

0

0

0

\$

0

FD311 Transfers-unspent projects

0

0

0

0

0

0

\$

0

FD311 Use of Fund Balance

0

0

0

0

0

0

\$

0

TDOT 80% match

0

0

1,584,000

0

0

0

\$

1,584,000**Total Source**

\$

0

\$

0

\$

1,980,000

\$

0

\$

0

\$

1,980,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

\$

0

Construction

0

0

1,980,000

0

0

0

\$

1,980,000

Equipment/Furnishings

0

0

0

0

0

0

\$

0

Other

0

0

0

0

0

0

\$

0**Total Project Costs**

\$

0

\$

0

\$

1,980,000

\$

0

\$

0

\$

1,980,000

Department: ENGINEERING				BARTLETT CAPITAL IMPROVEMENT PROGRAM					
Project No.: 455				FY 2024 - FY 2028					
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. This FY 2023 TIP Funding Plan includes spending \$2M over the next 3 years. The design fee is currently budgeted in FY 2023				Project Schedule		Start	Finish		
				Land/Right of Way		N/A	N/A		
				Design/Engineering		03/23	07/28		
				Utility Relocation		NA	NA		
				Construction		08/25	08/28		
				Total Project		03/23	08/28		
Location Locations all over the City.				Location Map Around the City.					
Impact on Operating Budget				FY 2024	FY 2025	FY 2026			
Personnel		\$	0	\$	0	\$	0		
Operations			0		0		0		
Capital			0		0		0		
Total Impact Oper. Budget		\$	0	\$	0	\$	0		
Future Years and explanations: No impact on the operating budget.									
Source of Funds		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL		
G.O. Bonds (Local Match)		\$	0	\$	0	\$	363,000	\$	763,000
Capital Note			0		0		0		0
FD311 Transfers-unspent projects			0		0		0		0
FD311 Use of Fund Balance			0		0		0		0
TDOT 80% match			0		1,452,000	\$	148,000		1,452,000
Total Source		\$	0	\$	0	\$	1,815,000	\$	3,815,000
Project Costs									
Land/Right of Way		\$	0	\$	0	\$	0	\$	0
Design/Engineering			0		0		185,000		0
Construction			0		0		1,815,000		0
Equipment/Furnishings			0		0		0		0
Other			0		0		0		0
Total Project Costs		\$	0	\$	0	\$	1,815,000	\$	3,815,000

Department: ENGINEERING**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 4581****FY 2024 - FY 2028****Project Name: STP Overlay of St. Elmo, Old Brownsville Road, Ellendale Road, and Billy Maher Road****Project Description**

Design Fees for this project are accounted for in FY2023. 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**Start****Finish**

Land/Right of Way

N/A

N/A

Design/Engineering

07/23

07/24

Utility Relocation

NA

NA

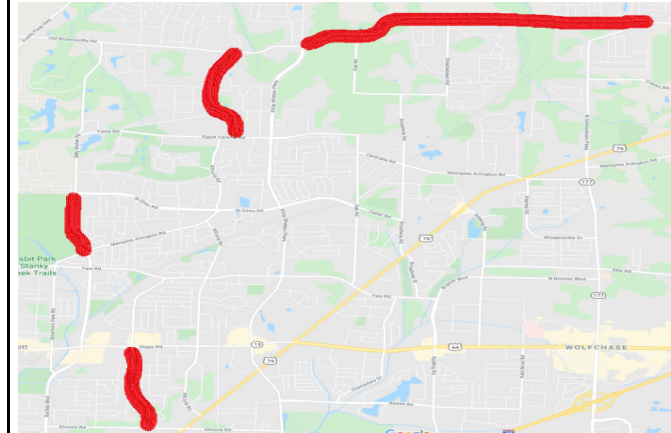
Construction

08/24

06/28

Total Project**07/23****06/28****Location**

See Description Above

Location Map**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel \$ 0 \$ 0 \$ 0

Operations 0 0 0

Capital 0 0 0

Total Impact Oper. Budget **\$ 0** **\$ 0** **\$ 0****Future Years and explanations:** No impact on the operating budget.**Source of Funds****FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL**

G.O. Bonds (Local Match) \$ 0 \$ 0 \$ 624,000 \$ 0 \$ 891,500 \$ 1,515,500

Capital Note 0 0 0 0 0 0

FD311 Transfers-unspent projects 0 0 0 0 0 0

FD311 Use of Fund Balance 0 0 0 0 0 0

TDOT 80% match 0 0 2,496,000 0 3,566,000 6,062,000

Total Source **\$ 0** **\$ 0** **\$ 3,120,000** **\$ 0** **\$ 4,457,500** **\$ 7,577,500****Project Costs**

Land/Right of Way \$ 0 \$ 0 \$ 0 \$ 0 \$ 0 \$ 0

Design/Engineering 0 0 0 0 0 0

Construction 0 0 3,120,000 0 4,457,500 7,577,500

Equipment/Furnishings 0 0 0 0 0 0

Other 0 0 0 0 0 0

Total Project Costs **\$ 0** **\$ 0** **\$ 3,120,000** **\$ 0** **\$ 4,457,500** **\$ 7,577,500**



PARKS AND RECREATION SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2024 - FY 2028

PROJECT	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
<u>Parks and Recreation</u>						
Parks Vehicles & Equipment	\$ 0	\$ 157,000	\$ 140,000	\$ 142,000	\$ 0	\$ 439,000
Recreation Ctr Equipment/Repairs	0	203,000	160,000	196,000	114,000	673,000
Singleton CC Equipment/Repairs	0	180,000	400,000	155,000	400,000	1,135,000
Senior Center Equipment/Repairs	0	43,000	40,000	24,000	18,000	125,000
Parks Maintenances	0	519,000	850,000	820,000	1,100,000	3,289,000
Parks Restroom Renovations-ADA	0	0	400,000	0	400,000	800,000
W.J. Freeman Park	0	1,500,000	0	1,500,000	0	3,000,000
BSMC Equipment/Repairs	0	300,000	900,000	0	0	1,200,000
Total Parks and Recreation	\$ 0	\$ 2,902,000	\$ 2,890,000	\$ 2,837,000	\$ 2,032,000	\$ 10,661,000
<u>Source of Funds</u>						
G. O. Bonds	\$ 0	\$ 1,724,000	\$ 2,550,000	\$ 1,675,000	\$ 1,500,000	\$ 7,449,000
Capital Note	0	403,000	340,000	362,000	132,000	1,237,000
Transfer In from Park Imp. Fund	0	25,000	0	50,000	0	75,000
Grant Funds	0	750,000	0	750,000	400,000	1,900,000
Total Source	\$ 0	\$ 2,902,000	\$ 2,890,000	\$ 2,837,000	\$ 2,032,000	\$ 10,661,000
<u>Project Costs</u>						
Design/Engineering	\$ 0	\$ 250,000	\$ 90,000	\$ 180,000	\$ 65,000	\$ 585,000
Utility Relocation	0	0	0	0	0	0
Construction	0	2,236,000	2,138,000	2,088,000	843,000	7,305,000
Landscaping	0	0	0	0	0	0
Equipment/Furnishings	0	416,000	662,000	569,000	1,124,000	2,771,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 2,902,000	\$ 2,890,000	\$ 2,837,000	\$ 2,032,000	\$ 10,661,000

Department: PARKS & RECREATION				BARTLETT CAPITAL IMPROVEMENT PROGRAM					
Project No.: 50725				FY 2024 - FY 2028					
Project Name: Parks Vehicles & Equipment									
Project Description FY25: (1) F550 Bucket truck \$125k; (2) Hustler mowers \$32k; Total \$157k; FY26 (1) F450 Water truck \$85k; 1 F350 XL Crew Cab- \$55K, TOTAL \$140k; FY27: (2) 72 in. Hustler mowers \$36k, (1) F350 truck will replace F250-\$58k ; 1 Ford Explorer XLT \$48k; TOTAL \$142k;				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		07/24	06/27		
Total Project		07/24	06/27						
Location At various locations throughout the City.				Location Map At various locations throughout the City.					
Impact on Operating Budget		FY 2024	FY 2025	FY 2026					
Personnel	\$	0	\$	0				\$	0
Operations		0	18,000	18,000					
Capital		0	0	0					
Total Impact Oper. Budget	\$	0	\$	18,000				\$	18,000
Future Years and explanations: \$11,000 petroleum & 7,000 repairs/maintenance per year.									
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL		
Source of Funds									
G.O. Bonds	\$	0	\$	0	\$	0	\$	0	
Capital Note		0	157,000	140,000	142,000	0	439,000		
FD311 Transfers-unspent projects		0	0	0	0	0	0		
Transfer In from Park Imp. Fund		0	0	0	0	0	0		
Grant Funds		0	0	0	0	0	0		
Total Source	\$	0	\$	157,000	\$	140,000	\$	142,000	
Project Costs									
Land/Right of Way	\$	0	\$	0	\$	0	\$	0	
Design/Engineering		0	0	0	0	0	0		
Construction		0	0	0	0	0	0		
Equipment/Furnishings		0	157,000	140,000	142,000	0	439,000		
Other		0	0	0	0	0	0		
Total Project Costs	\$	0	\$	157,000	\$	140,000	\$	439,000	

Department: PARKS & RECREATION**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 54325****FY 2024 - FY 2028****Project Name: Recreation Center Equipment/Repairs****Project Description**

FY25 - Self-Powered Cardio Equipment - 26k; LifeFitness Treadmills - 35k; Starting Blocks - 38k; Cardio Room Revamp - 41k; Weight Room Equipment - 63k; **TOTAL - 203k; FY26** - Guard Stands - 12k; Childcare playground - 31k; Durolast Roofing (Weight Room) - 117k; **TOTAL - 160k; FY27** - TriFit System - 6k; Aircurtain - 13k; Exergame - 58k; Firealarm Replacement - 59k; UV Pool System - 60k; **TOTAL 196k; FY28** - HydroMassage Table - 12k; Scoreboard (Pool) - 42k; Aquatic Window Replacment - 60k; **TOTAL - 114k**

Project Schedule**Start****Finish**

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

N/A

N/A

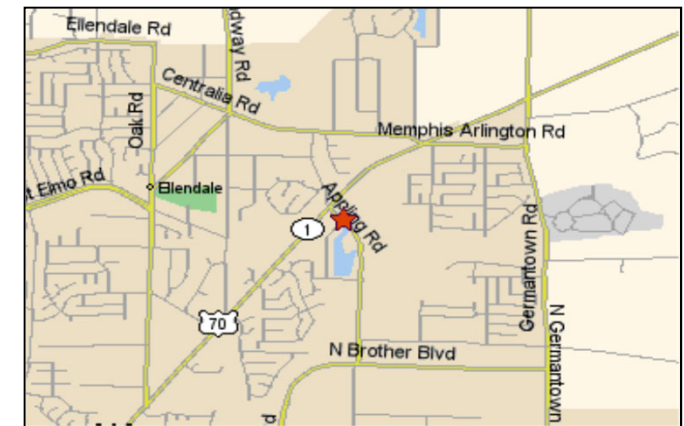
Equipment/Furnishings

07/24

06/28

Total Project**07/24****06/28****Location**

7700 Flaherty Place.

Location Map**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel

\$

0

\$

0

\$

0

Operations

0

0

0

Capital

0

0

0

Total Impact Oper. Budget

\$

0

\$

0

\$

0**Future Years and explanations:** No impact on the operating budget.**Source of Funds****FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL**

G.O. Bonds

\$

0

\$

0

\$

0

\$

0

\$

0

Capital Note

0

203,000

160,000

196,000

114,000

673,000

FD311 Transfers-unspent projects

0

0

0

0

0

0

Transfer In from Park Imp. Fund

0

0

0

0

0

0

Grant Funds

0

0

0

0

0

0

Total Source

\$

0

\$

203,000

\$

160,000

\$

196,000

\$

114,000

\$

673,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Construction

0

0

148,000

119,000

60,000

327,000

Equipment/Furnishings

0

203,000

12,000

77,000

54,000

346,000

Other

0

0

0

0

0

0

Total Project Costs

\$

0

\$

203,000

\$

160,000

\$

196,000

\$

114,000

\$

673,000

Department: PARKS & RECREATION**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 51725****FY 2024 - FY 2028****Project Name: Singleton Community Center Equipment/Repairs****Project Description**

FY25 Replace 2 HVAC Units **\$30K**; Indoor ADA Improvements **\$150K** - Total **\$180K**; **FY26** Outdoor South Parking ADA Improvements **\$400K**; Total - **\$400K** **FY27** Replace 2 HVAC Units **\$30K**; Replace gym curtain **\$25k**; Auditorium Stage Update **\$100K** - Total **\$155K** **FY28** Inclusive Playground & ADA Parking **\$400K** - Total **\$400K**

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

07/24

06/28

Total Project**07/24****06/28****Location**

7266 Third Road

Location Map**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel

\$

0

\$

0

\$

0

Operations

0

0

0

Capital

0

0

0

Total Impact Oper. Budget

\$

0

\$

0

\$

0**Future Years and explanations:****FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL****Source of Funds**

G.O. Bonds

\$

0

\$

180,000

\$

400,000

\$

155,000

\$

400,000

\$

1,135,000

Capital Note

0

0

0

0

0

0

FD311 Transfers-unspent projects

0

0

0

0

0

0

FD311 Use of Fund Balance

0

0

0

0

0

0

TDOT 80% match

0

0

0

0

0

0**Total Source**

\$

0

\$

180,000

\$

400,000

\$

155,000

\$

400,000

\$

1,135,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

25,000

25,000

Construction

0

180,000

400,000

155,000

375,000

1,110,000

Equipment/Furnishings

0

0

0

0

0

0

Other

0

0

0

0

0

0**Total Project Costs**

\$

0

\$

180,000

\$

400,000

\$

155,000

\$

400,000

\$

1,135,000

Department: PARKS AND RECREATION**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 51825****FY 2024 - FY 2028****Project Name: Bartlett Senior Center Equipment/Repairs****Project Description**

FY25: Replacement Elliptical - \$5k, Replacement Treadmills - \$18k, Replacement Rowing Machine (1) - \$8k, Front Door Portico - \$12k, **Total: 43k; FY26:** Replacement generator - \$32k, Replacement Recumbent Bicycles (2) - \$8k, **Total - \$40k; FY27:** Wood Floor Refinishing - \$9k, Garden Fencing - \$15k, **Total \$24k, FY28:** Storage Room / Break Room Renovation - \$18k, **Total \$18k**

Project Schedule**Start****Finish**

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

N/A

N/A

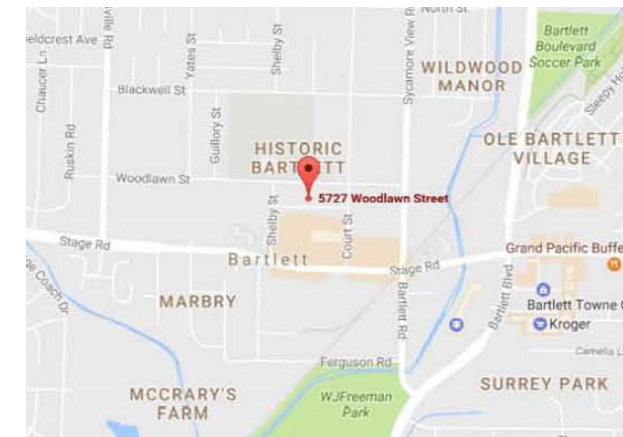
Equipment/Furnishings

07/24

06/28

Total Project**07/24****06/28****Location**

5727 Woodlawn, Bartlett, TN 38134

Location Map**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel

\$

0

\$

0

\$

0

Operations

0

0

0

Capital

0

0

0

Total Impact Oper. Budget

\$

0

\$

0

\$

0**Future Years and explanations:** No impact on the operating budget.**FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL****Source of Funds**

G.O. Bonds

\$

0

\$

0

\$

0

\$

0

Capital Note

0

43,000

40,000

24,000

18,000

125,000

FD311 Transfers-unspent projects

0

0

0

0

0

0

Transfer In from Park Imp. Fund

0

0

0

0

0

0

Grant Funds

0

0

0

0

0

0

Total Source

\$

0

\$

43,000

\$

40,000

\$

24,000

\$

18,000

\$

125,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Construction

0

12,000

0

24,000

18,000

54,000

Equipment/Furnishings

0

31,000

40,000

0

0

71,000

Other

0

0

0

0

0

0

Total Project Costs

\$

0

\$

43,000

\$

40,000

\$

24,000

\$

18,000

\$

125,000

Department: PARKS & RECREATION**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 51425****FY 2024 - FY 2028****Project Name: Parks Maintenance****Project Description**

FY25 Repave Shadowlawn parking lot-\$250k, Repave W. J. Freeman Park back parking lot and walking trail- \$244k; Shadowlawn Basketball Court Renovation-\$25k; = **TOTAL \$519,000**; **FY26** Park Maintenance Shop Renovations-**\$850k**; **FY27** Yale Rd. Lake Erosion-\$300k, Repave Easthill Civic and A. E Beaty walking paths- \$170k; Replace outfield fence and backstops at Deermont Ballpark-\$300k, Freeman Smith Basketball Court Renovations-\$50k=**TOTAL \$820k**; **FY28** Replace Deermont Ballpark lights-\$800k; Deermont Ballpark Complex Improvments-\$300k = **TOTAL \$1,100,000**.

Project Schedule**Start****Finish**

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

07/24

06/28

Equipment/Furnishings

N/A

N/A

Total Project**07/24****06/28****Location**

3800 Greenleaf, 38135, 4734 Shadowlawn, 38133, 2629 Bartlett Blvd., 38134, 3179 N. Germantown Rd., 38133, 6241 Yale Rd., 38134.

Location Map

At various locations throughout the City.

Impact on Operating Budget**FY 2024****FY 2025****FY 2026**

Personnel

\$ 0

\$ 0

\$ 0

Operations

0

0

0

Capital

0

0

0

Total Impact Oper. Budget**\$ 0****\$ 0****\$ 0**

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

Source of Funds**FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL**

G.O. Bonds

0

\$ 494,000

\$ 850,000

\$ 770,000

\$ 1,100,000

\$ 3,214,000

Capital Note

0

0

0

0

0

0

Transfer In from Park Imp. Fund

0

25,000

0

50,000

0

75,000

Grant Funds

0

0

0

0

0

0

Total Source**\$ 0****\$ 519,000****\$ 850,000****\$ 820,000****\$ 1,100,000****\$ 3,289,000****Project Costs**

Land/Right of Way

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

Design/Engineering

0

0

50,000

30,000

0

80,000

Construction

0

494,000

800,000

740,000

30,000

2,064,000

Equipment/Furnishings

0

25,000

0

50,000

1,070,000

1,145,000

Other

0

0

0

0

0

0

Total Project Costs**\$ 0****\$ 519,000****\$ 850,000****\$ 820,000****\$ 1,100,000****\$ 3,289,000**

Department: PARKS & RECREATION						BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2024 - FY 2028																																																			
Project No.: 51402 Project Name: W.J. Freeman Park																																																									
Project Description FY24 \$0, FY25 Amphitheater - Building, stage, lighting, handicap parking and access, loop trails and sidewalks. TOTAL: \$1,500,000. (Bond \$750k, Grant \$750k). FY26 \$0; FY27 Disc Golf Course - Parking lot, Restroom, Playground TOTAL- \$1,500,000 (Bond \$750k, Grant \$750k)					Project Schedule <table><thead><tr><th></th><th>Start</th><th>Finish</th></tr></thead><tbody><tr><td>Land/Right of Way</td><td>N/A</td><td>N/A</td></tr><tr><td>Design/Engineering</td><td>N/A</td><td>N/A</td></tr><tr><td>Construction</td><td>07/24</td><td>06/27</td></tr><tr><td>Equipment/Furnishings</td><td>N/A</td><td>N/A</td></tr><tr><td>Total Project</td><td>07/24</td><td>06/27</td></tr></tbody></table>					Start	Finish	Land/Right of Way	N/A	N/A	Design/Engineering	N/A	N/A	Construction	07/24	06/27	Equipment/Furnishings	N/A	N/A	Total Project	07/24	06/27																															
	Start	Finish																																																							
Land/Right of Way	N/A	N/A																																																							
Design/Engineering	N/A	N/A																																																							
Construction	07/24	06/27																																																							
Equipment/Furnishings	N/A	N/A																																																							
Total Project	07/24	06/27																																																							
Location 2619 Bartlett Boulevard, Bartlett, TN 38134					Location Map																																																				
Impact on Operating Budget <table><thead><tr><th></th><th>FY 2024</th><th>FY 2025</th><th>FY 2026</th></tr></thead><tbody><tr><td>Personnel</td><td>\$ 0</td><td>\$ 9,000</td><td>\$ 9,000</td></tr><tr><td>Operations</td><td>0</td><td>1,000</td><td>1,000</td></tr><tr><td>Capital</td><td>0</td><td>0</td><td>0</td></tr><tr><td>Total Impact Oper. Budget</td><td>\$ 0</td><td>\$ 10,000</td><td>\$ 10,000</td></tr></tbody></table>						FY 2024	FY 2025	FY 2026	Personnel	\$ 0	\$ 9,000	\$ 9,000	Operations	0	1,000	1,000	Capital	0	0	0	Total Impact Oper. Budget	\$ 0	\$ 10,000	\$ 10,000																																	
	FY 2024	FY 2025	FY 2026																																																						
Personnel	\$ 0	\$ 9,000	\$ 9,000																																																						
Operations	0	1,000	1,000																																																						
Capital	0	0	0																																																						
Total Impact Oper. Budget	\$ 0	\$ 10,000	\$ 10,000																																																						
Future Years and explanations: Once completed, part-time employees and maintenance costs will be expected to be around \$10,000/year.																																																									
Source of Funds <table><thead><tr><th></th><th>FY 2024</th><th>FY 2025</th><th>FY 2026</th><th>FY 2027</th><th>FY 2028</th><th>TOTAL</th></tr></thead><tbody><tr><td>G.O. Bonds</td><td>\$ 0</td><td>\$ 750,000</td><td>\$ 0</td><td>\$ 750,000</td><td>\$ 0</td><td>\$ 1,500,000</td></tr><tr><td>Capital Note</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr><tr><td>FD311 Transfers-unspent projects</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>0</td><td>750,000</td><td>0</td><td>750,000</td><td>0</td><td>1,500,000</td></tr><tr><td>Total Source</td><td>\$ 0</td><td>\$ 1,500,000</td><td>\$ 0</td><td>\$ 1,500,000</td><td>\$ 0</td><td>\$ 3,000,000</td></tr></tbody></table>						FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL	G.O. Bonds	\$ 0	\$ 750,000	\$ 0	\$ 750,000	\$ 0	\$ 1,500,000	Capital Note	0	0	0	0	0	0	FD311 Transfers-unspent projects	0	0	0	0	0	0	Transfer In from Park Imp. Fund	0	0	0	0	0	0	Grant Funds	0	750,000	0	750,000	0	1,500,000	Total Source	\$ 0	\$ 1,500,000	\$ 0	\$ 1,500,000	\$ 0	\$ 3,000,000				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL																																																			
G.O. Bonds	\$ 0	\$ 750,000	\$ 0	\$ 750,000	\$ 0	\$ 1,500,000																																																			
Capital Note	0	0	0	0	0	0																																																			
FD311 Transfers-unspent projects	0	0	0	0	0	0																																																			
Transfer In from Park Imp. Fund	0	0	0	0	0	0																																																			
Grant Funds	0	750,000	0	750,000	0	1,500,000																																																			
Total Source	\$ 0	\$ 1,500,000	\$ 0	\$ 1,500,000	\$ 0	\$ 3,000,000																																																			
Project Costs <table><tbody><tr><td>Land/Right of Way</td><td>\$ 0</td><td>\$ 0</td><td>\$ 0</td><td>\$ 0</td><td>\$ 0</td><td>\$ 0</td></tr><tr><td>Design/Engineering</td><td>0</td><td>150,000</td><td>0</td><td>150,000</td><td>0</td><td>300,000</td></tr><tr><td>Construction</td><td>0</td><td>1,350,000</td><td>0</td><td>1,050,000</td><td>0</td><td>2,400,000</td></tr><tr><td>Equipment/Furnishings</td><td>0</td><td>0</td><td>0</td><td>300,000</td><td>0</td><td>300,000</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>Total Project Costs</td><td>\$ 0</td><td>\$ 1,500,000</td><td>\$ 0</td><td>\$ 1,500,000</td><td>\$ 0</td><td>\$ 3,000,000</td></tr></tbody></table>					Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	Design/Engineering	0	150,000	0	150,000	0	300,000	Construction	0	1,350,000	0	1,050,000	0	2,400,000	Equipment/Furnishings	0	0	0	300,000	0	300,000	Other	0	0	0	0	0	0	Total Project Costs	\$ 0	\$ 1,500,000	\$ 0	\$ 1,500,000	\$ 0	\$ 3,000,000											
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0																																																			
Design/Engineering	0	150,000	0	150,000	0	300,000																																																			
Construction	0	1,350,000	0	1,050,000	0	2,400,000																																																			
Equipment/Furnishings	0	0	0	300,000	0	300,000																																																			
Other	0	0	0	0	0	0																																																			
Total Project Costs	\$ 0	\$ 1,500,000	\$ 0	\$ 1,500,000	\$ 0	\$ 3,000,000																																																			

Location Map

The map shows the location of W. Freeman Park relative to surrounding streets and landmarks. The park is situated between Ferguson Rd to the north and Bartlett Blvd to the east. Hannington Creek flows along the western boundary of the park. The map also shows the intersection of various roads, including Adams St, McCleary St, Glenn Dr, Mary Dr, Hood Ave, Fergus Rd, Bartlett Rd, Hickory Grove Ln, Cedar Oak Cove, Carriage Dr, Exp, Bridle Path Dr, Sunnyside Dr, and Magnolia Woods Dr. Landmarks such as Bartlett Cinema Ten and Kroger are indicated on the map.

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 750,000	\$ 0	\$ 750,000	\$ 0	\$ 1,500,000
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
Transfer In from Park Imp. Fund	0	0	0	0	0	0
Grant Funds	0	750,000	0	750,000	0	1,500,000
Total Source	\$ 0	\$ 1,500,000	\$ 0	\$ 1,500,000	\$ 0	\$ 3,000,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	150,000	0	150,000	0	300,000
Construction	0	1,350,000	0	1,050,000	0	2,400,000
Equipment/Furnishings	0	0	0	300,000	0	300,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 1,500,000	\$ 0	\$ 1,500,000	\$ 0	\$ 3,000,000

Department: PARKS & RECREATION**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.:** TBD**FY 2024 - FY 2028****Project Name:** Bartlett Station MC Equipment/Repairs**Project Description**

FY25: Architect: \$100k, Roof: \$200k. **FY26:** Ceilings: \$200k, Drywall + Paint: \$100k, Mold Removal: \$50k, Elevator: \$50k, Flooring: \$80k, Tables and Chairs: \$20k, HVAC Units: \$400k.

Project Schedule**Start****Finish**

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

07/24

06/26

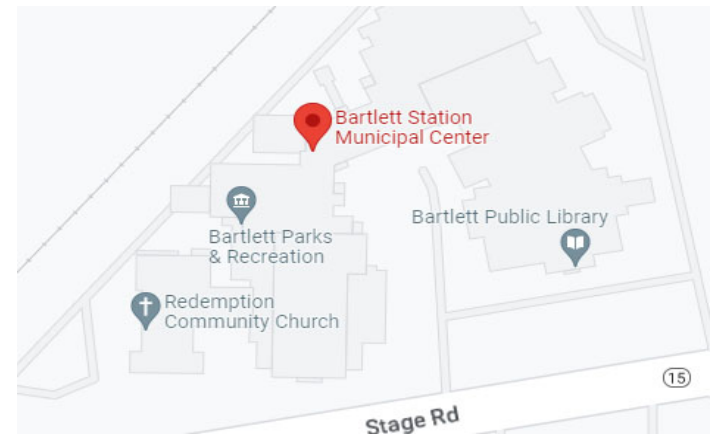
Equipment/Furnishings

07/24

06/26

Total Project**07/24****06/26****Location**

Bartlett Station Municipal Center ; Auditorium; 7,188 square feet rental space that can accomidate 400 guests with tables and chairs; 600 lecture style seating (no tables).

Location Map**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel

\$

0

\$

0

\$

0

Operations

0

0

0

Capital

0

0

0

Total Impact Oper. Budget**\$****0****\$****0****\$****0**

Future Years and explanations: Chapel 2nd Level Remodel; Projected 1.2 Million Dollar Remodel or More. Complete Gut And Remodel Needed. No Quotes as of Now- Looking @ 2025 for This Remodel to Begin: Area Potentially For Programming.

Source of Funds**FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL**

G.O. Bonds

\$

0

\$

300,000

\$

900,000

\$

0

\$

0

\$

1,200,000

Capital Note

0

0

0

0

0

0

FD311 Transfers-unspent projects

0

0

0

0

0

0

Transfer In from Park Imp. Fund

0

0

0

0

0

0

Grant Funds

0

0

0

0

0

0

Total Source**\$****0****\$****300,000****\$****900,000****\$****0****\$****0****\$****1,200,000****Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

100,000

0

0

0

100,000

Construction

0

200,000

430,000

0

0

630,000

Equipment/Furnishings

0

0

470,000

0

0

470,000

Other

0

0

0

0

0

0

Total Project Costs**\$****0****\$****300,000****\$****900,000****\$****0****\$****0****\$****1,200,000**



UTILITY FUND SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2024 - FY 2028

PROJECT	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
<u>Sewers</u>						
Sewers in Annexation Area	\$ 0	\$ 0	\$ 500,000	\$ 1,500,000	\$ 1,500,000	\$ 3,500,000
Fletcher Creek Sewer Basin	4,000,000	10,000,000	10,000,000	10,000,000	0	\$ 34,000,000
American Rescue Plan Project	2,053,719	2,053,719	0	0	0	4,107,438
Water and Sewer Plant Upgrades	200,000	550,000	550,000	550,000	550,000	2,400,000
Water and Sewer Pipe Upgrades	200,000	550,000	550,000	550,000	550,000	2,400,000
Total Sewers	\$ 6,453,719	\$ 13,153,719	\$ 11,600,000	\$ 12,600,000	\$ 2,600,000	\$ 46,407,438
<u>Source of Funds</u>						
Utility Bonds	\$ 0	\$ 10,000,000	\$ 10,500,000	\$ 11,500,000	\$ 1,500,000	\$ 33,500,000
Utility Retained Earnings	4,932,446	1,632,446	1,100,000	1,100,000	1,100,000	9,864,892
FD312 Transfers-unspent projects	0	0	0	0	0	0
American Rescue Plan Grant	1,521,273	1,521,273	0	0	0	3,042,546
Total Source	\$ 6,453,719	\$ 13,153,719	\$ 11,600,000	\$ 12,600,000	\$ 2,600,000	\$ 46,407,438
<u>Project Costs</u>						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	600,000	3,500,000	100,000	100,000	100,000	4,400,000
Construction	5,853,719	9,653,719	11,500,000	12,500,000	2,500,000	42,007,438
Landscaping	0	0	0	0	0	0
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 6,453,719	\$ 13,153,719	\$ 11,600,000	\$ 12,600,000	\$ 2,600,000	\$ 46,407,438

Department: ENGINEERING - SEWER**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.:** 81126**FY 2024 - FY 2028****Project Name:** Sewers in Annexation Area**Project Description**

Funds for extending sewers in our annexed areas. In the past, this money has been allocated for Hatchie Meadows, which is currently under design by the Engineering department.

Project Schedule**Start****Finish**

Land/Right of Way

07/25

06/28

Design/Engineering

07/25

06/28

Utility Relocation

N/A

N/A

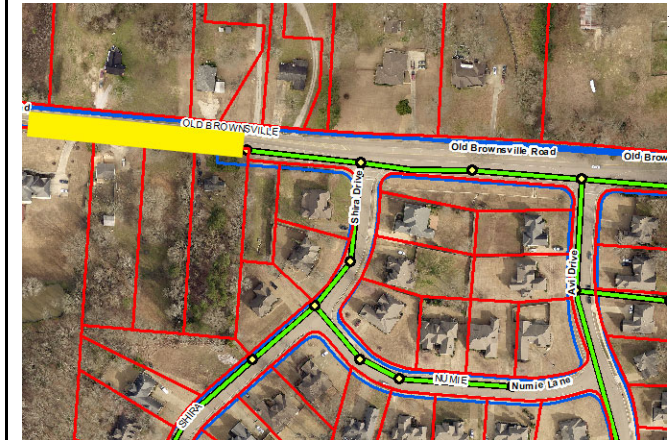
Construction

07/25

06/28

Total Project**07/25****06/28****Location**

These projects are located at various locations around the City.

Location Map**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel

\$

0

\$

0

\$

0

Operations

0

0

0

Capital

0

0

0

Total Impact Oper. Budget

\$

0

\$

0

\$

0

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

Source of Funds**FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL**

Utility Bonds

\$

0

\$

0

\$

500,000

\$

1,500,000

\$

1,500,000

\$

3,500,000

Utility Retained Earnings

0

0

0

0

0

0

FD312 Transfers-unspent projects

0

0

0

0

0

0

FD312 Use of Fund Balance

0

0

0

0

0

0

Total Source

\$

0

\$

0

\$

500,000

\$

1,500,000

\$

1,500,000

\$

3,500,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Utility Relocation

0

0

0

0

0

0

Construction

0

0

500,000

1,500,000

1,500,000

3,500,000

Landscaping

0

0

0

0

0

0

Equipment/Furnishings

0

0

0

0

0

0

Other

0

0

0

0

0

0

Total Project Costs

\$

0

\$

0

\$

500,000

\$

400,000

\$

400,000

\$

3,500,000

Department: ENGINEERING - SEWER**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 805****FY 2024 - FY 2028****Project Name: Fletcher Creek Sewer Basin System Improvements****Project Description**

This Study will analyze the City of Memphis Sewer Model, and the Memphis Requests for Bartlett to provide sewer storage tanks. In FY 2024 the City will select a consultant to design an upsized sewer pipe on Moss Valley Drive and model the remaining portion of Bartlett's Fletcher Creek Sewer Basin for a proposed holding tank. Also in FY2024 the City will select a consultant to design the holding tank. FY 2025 will include funding for construction of said holding tank.

Project Schedule**Start****Finish**

Land/Right of Way

N/A

N/A

Design/Engineering

07/22

06/26

Utility Relocation

N/A

N/A

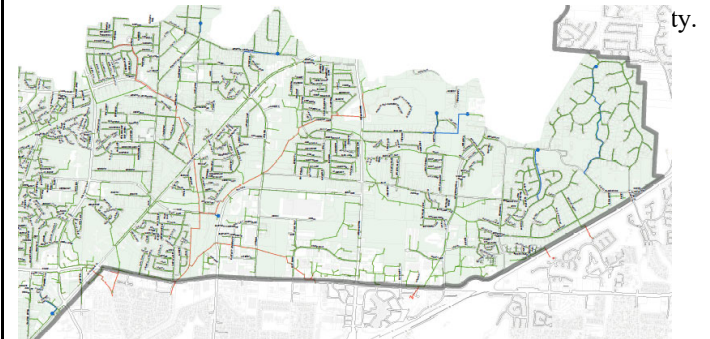
Construction

N/A

N/A

Total Project**07/22****06/26****Location**

Fletcher Creek Basin

Location Map**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel \$ 0 \$ 0 \$ 0

Operations 0 0 0

Capital 0 0 0

Total Impact Oper. Budget **\$ 0** **\$ 0** **\$ 0****Future Years and explanations:** No impact on the operating budget.**Source of Funds****FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL**

Utility Bonds \$ 0 \$ 10,000,000 \$ 10,000,000 \$ 10,000,000 \$ 0 \$ 30,000,000

Utility Retained Earnings 4,000,000 0 0 0 0 4,000,000

FD312 Transfers-unspent projects 0 0 0 0 0 0

FD312 Use of Fund Balance 0 0 0 0 0 0

Total Source **\$ 4,000,000** **\$ 10,000,000** **\$ 10,000,000** **\$ 10,000,000** **\$ 0** **\$ 34,000,000****Project Costs**

Land/Right of Way \$ 0 \$ 0 \$ 0 \$ 0 \$ 0 \$ 0

Design/Engineering 500,000 3,400,000 0 0 0 3,900,000

Utility Relocation 0 0 0 0 0 0

Construction 3,500,000 6,600,000 10,000,000 10,000,000 0 30,100,000

Landscaping 0 0 0 0 0 0

Equipment/Furnishings 0 0 0 0 0 0

Other 0 0 0 0 0 0

Total Project Costs **\$ 4,000,000** **\$ 10,000,000** **\$ 10,000,000** **\$ 10,000,000** **\$ 0** **\$ 34,000,000**

Department: ENGINEERING - SEWER**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 808****FY 2024 - FY 2028****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 various projects around the city such as emergency generators for sewer pump stations, sewer line rehabilitation, and pump station rehabilitation. Sewer holding tanks may be constructed contingent on coordination with the City of Memphis.

Project Schedule**Start****Finish**

Land/Right of Way

07/22

06/26

Design/Engineering

07/22

06/26

Utility Relocation

N/A

N/A

Construction

07/22

06/26

Total Project**07/22****06/26****Location**

These projects are located at various locations around the City.

Location Map**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel \$ 0 \$ 0 \$ 0

Operations 0 0 0

Capital 0 0 0

Total Impact Oper. Budget **\$ 0** **\$ 0** **\$ 0****Future Years and explanations:** No impact on operating budget.**Source of Funds****FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL**

Utility Bonds \$ 0 \$ 0 \$ 0 \$ 0 \$ 0 \$ 0

Utility Retained Earnings 532,446 532,446 0 0 0 1,064,892

FD312 Transfers-unspent projects 0 0 0 0 0 0

American Rescue Plan Grant 1,521,273 1,521,273 0 0 0 3,042,546

Total Source **\$ 2,053,719** **\$ 2,053,719** **\$ 0** **\$ 0** **\$ 0** **\$ 4,107,438****Project Costs**

Land/Right of Way \$ 0 \$ 0 \$ 0 \$ 0 \$ 0 \$ 0

Design/Engineering 0 0 0 0 0 0

Utility Relocation 0 0 0 0 0 0

Construction 2,053,719 2,053,719 0 0 0 4,107,438

Landscaping 0 0 0 0 0 0

Equipment/Furnishings 0 0 0 0 0 0

Other 0 0 0 0 0 0

Total Project Costs **\$ 2,053,719** **\$ 2,053,719** **\$ 0** **\$ 0** **\$ 0** **\$ 4,107,438**

Department: ENGINEERING - SEWER**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 72524****FY 2024 - FY 2028****Project Name: Water and Sewer Plant Upgrades****Project Description**

In the coming years, our water treatment and sewer treatment plans are in need of the following upgrades: electrical motor control centers, pumps, valves, aerators, and filters.

Project Schedule**Start****Finish**

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Utility Relocation

N/A

N/A

Construction

07/24

06/25

Total Project**07/24****06/25****Location**

Various plants around the City.

Location Map**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

Personnel

\$

0

\$

0

\$

0

Operations

0

0

0

Capital

0

0

0

Total Impact Oper. Budget

\$

0

\$

0

\$

0

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

Source of Funds**FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL**

Utility Bonds

\$

0

\$

0

\$

0

\$

0

\$

0

Utility Retained Earnings

200,000

550,000

550,000

550,000

550,000

2,400,000

FD312 Transfers-unspent projects

0

0

0

0

0

0

FD312 Use of Fund Balance

0

0

0

0

0

0

Total Source

\$

200,000

\$

550,000

\$

550,000

\$

550,000

\$

550,000

\$

2,400,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

50,000

50,000

50,000

50,000

50,000

250,000

Utility Relocation

0

0

0

0

0

0

Construction

150,000

500,000

500,000

500,000

500,000

2,150,000

Landscaping

0

0

0

0

0

0

Equipment/Furnishings

0

0

0

0

0

0

Other

0

0

0

0

0

0

Total Project Costs

\$

200,000

\$

550,000

\$

550,000

\$

550,000

\$

550,000

\$

2,400,000

Department: ENGINEERING - SEWER**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 72624****FY 2024 - FY 2028****Project Name: Water and Sewer Pipe Upgrades****Project Description**

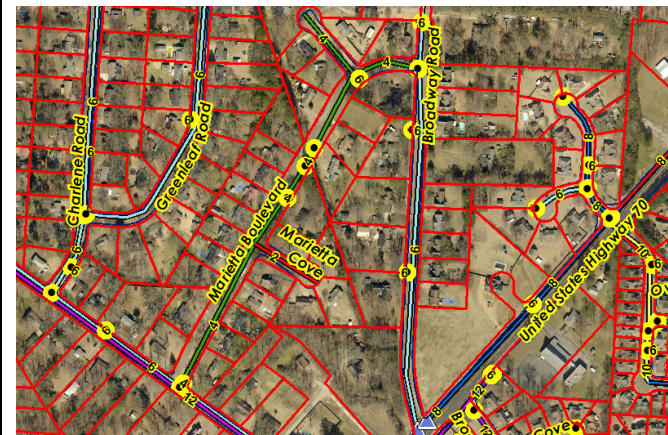
Our water distribution system and sewer collection system will require upgrades and replacements. These upgrades are needed because: 1) There are a number of water lines in the city made of obsolete AC pipe. 2) Some waterlines in the city are undersized, along HWY 70 there are several 6" and 8" lines that should be upgraded to 12". 3) There are a number of sewer manholes that are corroded and need of rehab. 4) There are sewer lines under creeks allowing infiltration that are in need of repair.

Location

Various pipes around the City.

Project Schedule**Start****Finish**

Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/24	06/25
Total Project	07/24	06/25

Location Map**Impact on Operating Budget****FY 2024****FY 2025****FY 2026**

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

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

Source of Funds**FY 2024****FY 2025****FY 2026****FY 2027****FY 2028****TOTAL**

Utility Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Utility Retained Earnings	200,000	550,000	550,000	550,000	550,000	2,400,000
FD312 Transfers-unspent projects	0	0	0	0	0	0
FD312 Use of Fund Balance	0	0	0	0	0	0
Total Source	\$ 200,000	\$ 550,000	\$ 550,000	\$ 550,000	\$ 550,000	\$ 2,400,000

Project Costs

Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	50,000	50,000	50,000	50,000	50,000	250,000
Utility Relocation	0	0	0	0	0	0
Construction	150,000	500,000	500,000	500,000	500,000	2,150,000
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 200,000	\$ 550,000	\$ 550,000	\$ 550,000	\$ 550,000	\$ 2,400,000



Bartlett

T E N N E S S E E

HOMETOWN PROUD

CITY OF BARTLETT

T E N N E S S E E

APPENDIX



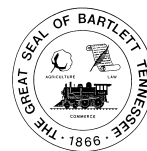
Date of Incorporation – 1866
Date Charter Adopted – April 14, 1993
Form of Government – Mayor and Aldermen

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 2023 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.

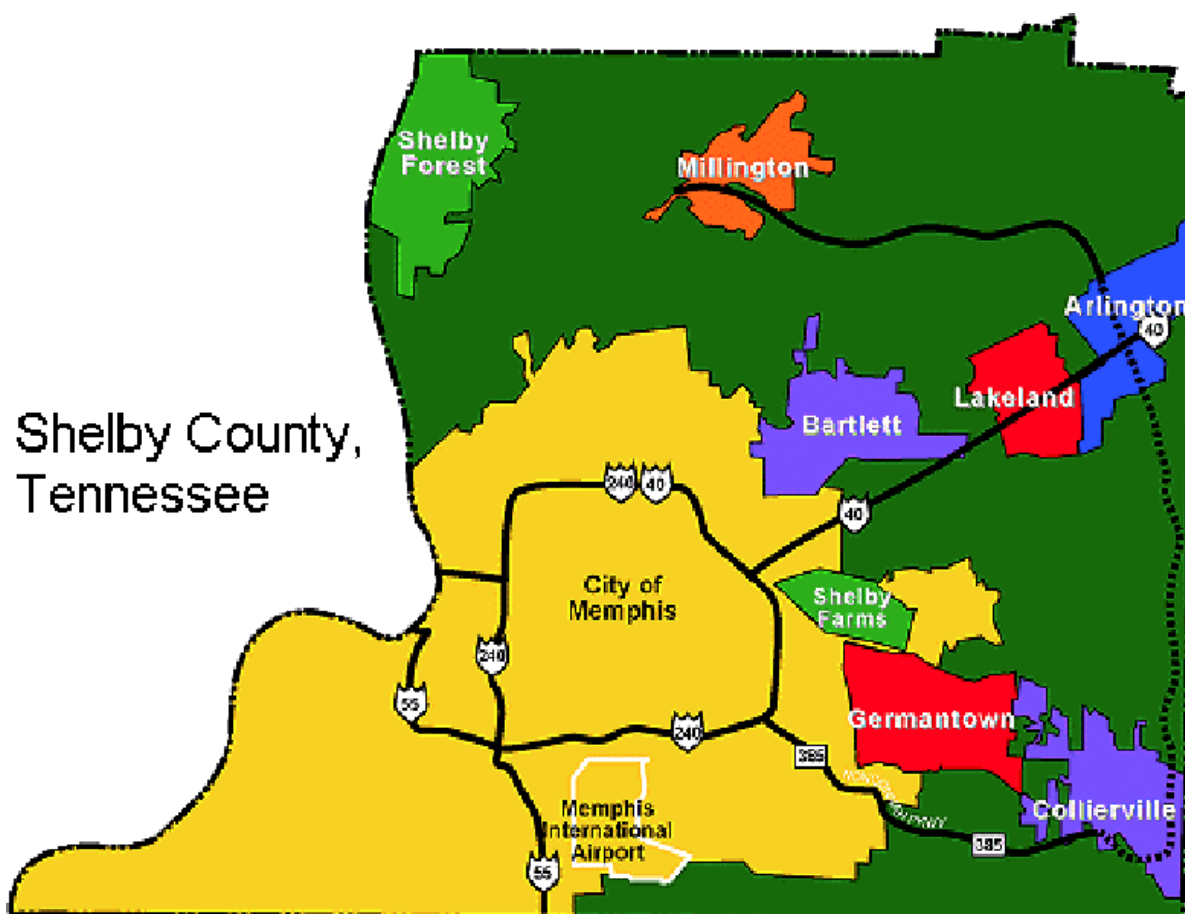
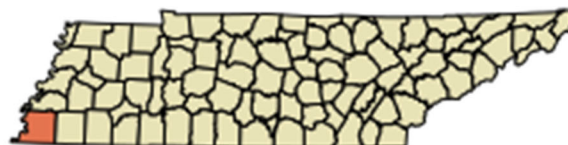
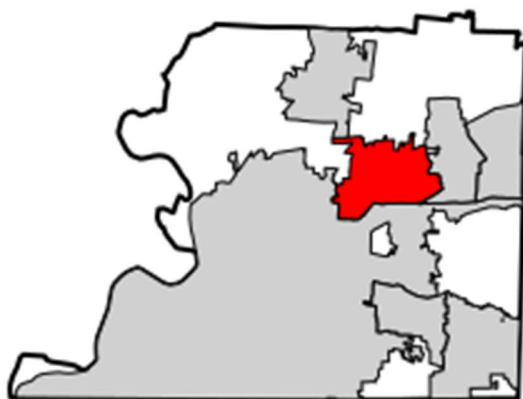
Bartlett's industrial area is home to many companies including Brother Industries USA, Brother International Corporation, Gyrus ENT, Brimhall Foods Company and the USDA Cotton Classing Plant. While home for many industries, Bartlett continues to maintain its small town atmosphere. Historic Bartlett Station, 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.

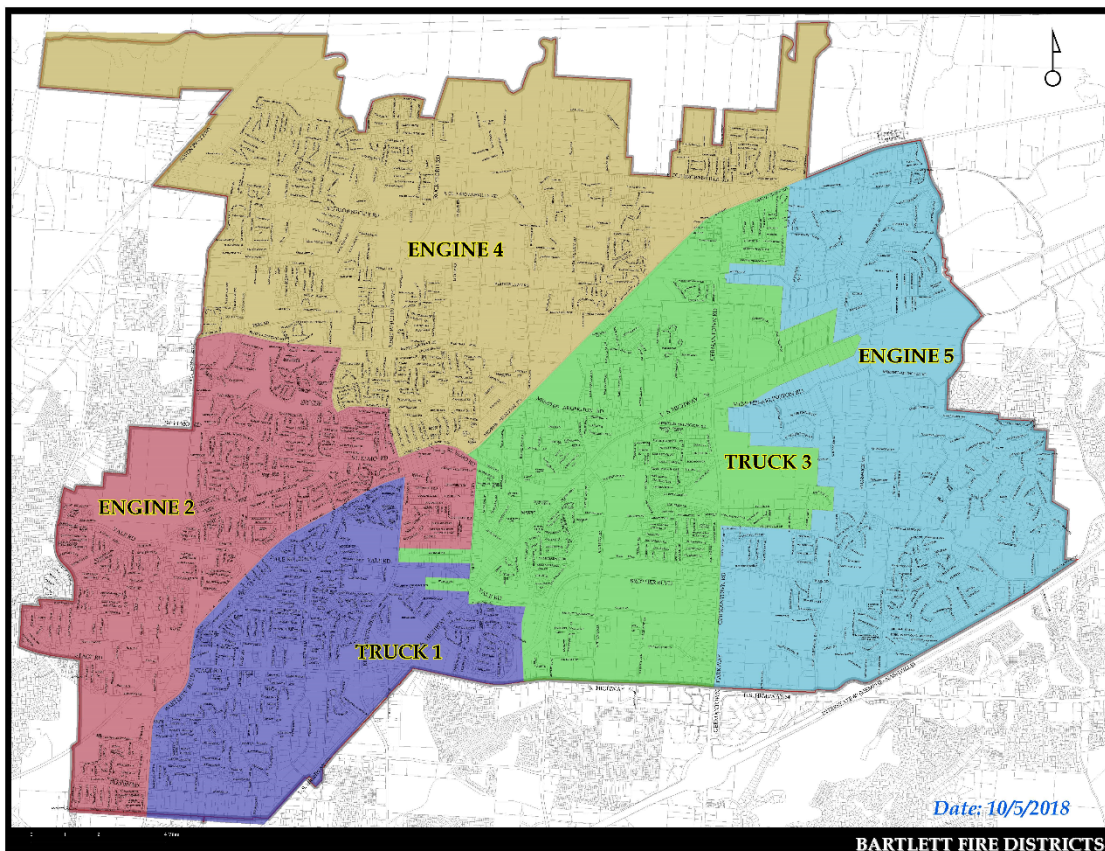
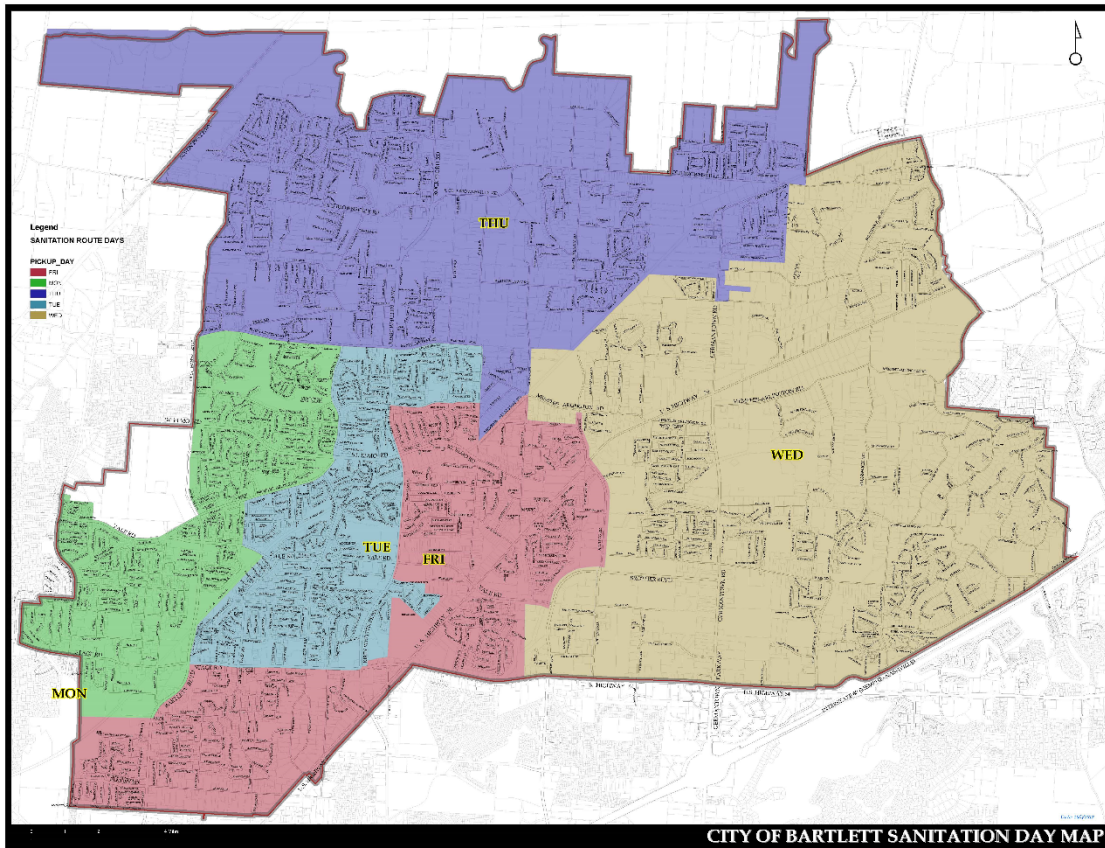
Those residents who settled in Bartlett in the 1800's did so for its rich soil and long growing season. Shelby County was the leading cotton-growing county in Tennessee at the time. One of its early settlers purchased 3,000 acres of prime farmland along what is now known as Stage Road. From the early 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	20,505
Pump Stations	25
Capacity of Bartlett System (Gallons/day)	2,700,000

WATER SYSTEM

Miles of Water Lines	372
Number of Water Connections	21,669
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 (2022)

Customer Name	Assessed Value
Brother International	\$ 39,405,080
Tenet Healthcare/St. Francis	33,814,320
Walmart Real Estate Trust	14,605,630
UHS of Lakeland Inc	13,443,000
Passco Wolfchase DST	13,085,840
Gyros AMCI Inc	11,945,400

POPULATION (US Census)

1980	17,170
1990	26,989
2000	40,543
2010	54,613
2020	57,786

Age

Under 5 years	3,120
5 to 17 years	10,344
18 to 64 years	34,036
65 years and over	10,286

Race

White	39,666
Black and African America	11,601
Hispanic or Latino	2,504
Asian	1,931
American Indian & Alaskan	147
Other Race(s)	1,937

HOUSING STARTS

2020	26
2021	38
2022	65
2023	39

COMMERCIAL INDUSTRIAL/PERMITS

2020	91
2021	87
2022	74
2023	97

HOUSING UNITS

Owner Occupied	18,001
Renter Occupied	3,077
Average Family Size	2.74

2023 TAX YEAR

Property Tax Rate	1.73
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 2024 - FY 2028

PROJECT	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
<u>FUNDING SOURCES</u>						
General Obligation Bonds	\$ 4,000,000	\$ 4,804,000	\$ 5,053,000	\$ 2,832,000	\$ 3,874,500	\$ 20,563,500
Capital Note	0	1,411,000	895,000	969,000	1,063,200	4,338,200
Transfer from Debt Service Fund	2,500,000	0	0	0	0	2,500,000
Transfer In from Park Imp. Fund	0	25,000	0	50,000	0	75,000
Grant Funds	0	750,000	0	750,000	400,000	1,900,000
TDOT 80% match	0	3,040,000	5,532,000	148,000	5,018,000	13,738,000
Utility Bonds	0	10,000,000	10,500,000	11,500,000	1,500,000	33,500,000
Utility Retained Earnings	4,932,446	1,632,446	1,100,000	1,100,000	1,100,000	9,864,892
American Rescue Plan Grant	1,521,273	1,521,273	0	0	0	3,042,546
Total Funding Sources	\$ 12,953,719	\$ 23,183,719	\$ 23,080,000	\$ 17,349,000	\$ 12,955,700	\$ 89,522,138
<u>PROJECT COST</u>						
<u>Administrative</u>						
Vehicles & Equipment	\$ 0	\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 50,000
Street Lights Replacement Project	4,000,000	0	0	0	0	4,000,000
Transfer from Debt Service Fund	2,500,000	0	0	0	0	2,500,000
Total Administrative	\$ 6,500,000	\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 6,550,000
<u>Police</u>						
Police Vehicles & Equipment	\$ 0	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,200,000
Justice Center Maintenance	0	120,000	120,000	120,000	120,000	480,000
Total Police	\$ 0	\$ 420,000	\$ 420,000	\$ 420,000	\$ 420,000	\$ 1,680,000
<u>Fire</u>						
Fire Vehicles	\$ 0	\$ 52,000	\$ 0	\$ 52,000	\$ 0	\$ 104,000
Fire Ambulances	0	311,000	0	0	376,200	687,200
Fire Truck	0	1,200,000	0	0	0	1,200,000
Total Fire	\$ 0	\$ 1,563,000	\$ 0	\$ 52,000	\$ 376,200	\$ 1,991,200
<u>Codes Enforcement</u>						
Codes Enforcement Vehicles	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000
Total Code Inspection	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2024 - FY 2028

PROJECT	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
Public Works						
Public Works Vehicles & Equip	\$ 0	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 800,000
Total Public Works	\$ 0	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 800,000
Engineering						
Engineering Vehicle	\$ 0	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 220,000
City Wide Overlay	0	1,000,000	1,000,000	1,000,000	1,000,000	4,000,000
STP Overlay of Elmore, St. Elmo, & Brunswick Roa	0	760,000	0	0	0	760,000
TDOT-STP Overlay of Elmore, St. Elmo, & Brun	0	3,040,000	0	0	0	3,040,000
Fletcher Creek Greenway Ph4	0	0	396,000	0	0	396,000
Fletcher Creek Ph4 TDOT	0	0	1,584,000	0	0	1,584,000
ADA Transition	0	0	363,000	37,000	363,000	763,000
TDOT-ADA Transition	0	0	1,452,000	148,000	1,452,000	3,052,000
STP Overlay of Elmore Park Road, Old Brownsville	0	0	624,000	0	891,500	1,515,500
TDOT-STP Overlay of Elmore Park Road, Old Br	0	0	2,496,000	0	3,566,000	6,062,000
Total Engineering	\$ 0	\$ 4,855,000	\$ 7,970,000	\$ 1,240,000	\$ 7,327,500	\$ 21,392,500
Parks						
Parks Vehicles & Equipment	\$ 0	\$ 157,000	\$ 140,000	\$ 142,000	\$ 0	\$ 439,000
Recreation Ctr Equipment/Repairs	0	203,000	160,000	196,000	114,000	673,000
Singleton CC Equipment/Repairs	0	180,000	400,000	155,000	400,000	1,135,000
Senior Center Equipment/Repairs	0	43,000	40,000	24,000	18,000	125,000
Parks Maintenances	0	494,000	850,000	770,000	1,100,000	3,214,000
Transfer In from Park Imp. Fund	0	25,000	0	50,000	0	75,000
Parks Restroom Renovations-ADA	0	0	400,000	0	0	400,000
Grant Fund Parks Restroom Renovation-ADA	0	0	0	0	400,000	400,000
W.J. Freeman Park	0	750,000	0	750,000	0	1,500,000
Grant Fund W.J. Freeman Park	0	750,000	0	750,000	0	1,500,000
BSMC Equipment/Repairs	0	300,000	900,000	0	0	1,200,000
Total Parks	\$ 0	\$ 2,902,000	\$ 2,890,000	\$ 2,837,000	\$ 2,032,000	\$ 10,661,000



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2024 - FY 2028

PROJECT	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL
<u>Sewers</u>						
Sewers in Annexation Area	\$ 0	\$ 0	\$ 500,000	\$ 1,500,000	\$ 1,500,000	\$ 3,500,000
Fletcher Creek Sewer Basin	4,000,000	10,000,000	10,000,000	10,000,000	0	34,000,000
American Rescue Plan Project	532,446	532,446	0	0	0	1,064,892
American Rescue Plan Grant - ARP Project	1,521,273	1,521,273	0	0	0	3,042,546
Water and Sewer Plant Upgrades	200,000	550,000	550,000	550,000	550,000	2,400,000
Water and Sewer Pipe Upgrades	200,000	550,000	550,000	550,000	550,000	2,400,000
Total Sewers	\$ 6,453,719	\$ 13,153,719	\$ 11,600,000	\$ 12,600,000	\$ 2,600,000	\$ 46,407,438
TOTAL CIP	\$ 12,953,719	\$ 23,183,719	\$ 23,080,000	\$ 17,349,000	\$ 12,955,700	\$ 89,522,138

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
Finance	Alcoholic Beverage Application Fee	\$ 500.00	
	Alcoholic Beverage Duplicate License Fee	\$ 10.00	Each
	Alcoholic Beverage Renewal Fee	\$ 500.00	Annual
	Auto Tag Renewal Fee	\$ 25.00	Annual
	Beer Permit Application Fee	\$ 250.00	Each
	Beer Privilege Tax	\$ 100.00	Annual
	City Service Fee	\$ 2.50	Monthly
	Copy fees	\$ 0.15	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	\$ 20.00	Each or Amt of check, whichever is less
	Taxicab Permit Fee, per cab	\$ 80.00	Annual
	Wholesale Beer Tax	17%	Reported Monthly
	Wholesale Liquor Tax	5%	Reported Monthly
	Wine Only Privilege Tax License	\$ 120.00	\$120 - \$200 Annual Based on Seating
	Cable Franchise Fee	5%	Annual(Applied to Gross Revenues)
	Cable Application/Bid Fee	\$ 5,000.00	Per Application
	Cable Bid Copy Fee	\$ 25.00	Per Cable Bid
City Court	Alcohol/Drug Treatment Fee	\$ 100.00	Set by State
	Breath Alcohol Test Charge	\$ 17.50	Set by State
	Cash Bond Forfeiture Fee	\$ 13.75	Set by State
	City Court Costs	\$ 102.50	Set by City
	City Litigation Tax	\$ 13.75	Can be no more that State Lit. Tax
	County Drug Treatment Fee	\$ 70.00	Set by State
	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
	DUI-Interlock Fee	\$ 40.00	Set by State
	DUI-Blood Test Charge	\$ 250.00	Set by State
	Drug Test Fee	\$ 10.00	Set by City
	E-Ticket Fee	\$ 5.00	Set by State
	Expungement Fee-City	\$ 100.00	Set by City
	Expungement Fee-State	\$ 350.00	Set by State
	Indigent Tax	\$ 12.50	Set by State
	Probation Fee	\$ 250.00	Set by City
	Reinstatement Fees From State	\$ 10.00	Per person when DL Reinstated
	Sexual Assault Fee	\$ 200.00	Set by State
	State Court Costs (Criminal Charge)	\$ 62.00	Set by State
	State Court Costs (Traffic Charge)	\$ 42.00	Set by State
	State Drug Treatment Fee	\$ 10.00	Set by State

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	State Impair Driv. Fund Fees	\$ 5.00	Set by State
	State Litigation Tax	\$ 13.75	Set by State
	State Tax On Crimes Against Person/Crim. Injury Fund	\$ 26.50	Or \$50.00 (Set by State)
	Traffic Privilege Tax on Litigation	\$ 17.75	Set by State
	Traumatic Brain Injury Fund	\$15 or \$30	Set by State
	No Drivers License Fee	\$ 15.00	Set by State
	Late Fee on Traffic Citation-(1st FTA Ord.3-406)	\$ 50.00	Set by City
Planning	11 X 17 COLOR MAPS Copy Fee	\$ 3.00	Each
	Article V – Schedule Of District Regulations Copy Fee	\$ 2.50	Each
	Handbook Copy Fee	\$ 6.00	Each
	Landscape/Tree Ordinance Copy Fee	\$ 3.50	Each
	Re-Record Plat Fees	\$ 50.00	Each
	Sign Ordinance Copy Fee	\$ 18.00	Each
	Sign Summary, Appendix 5 & Chart 1 Copy Fee	\$ 1.25	Each
	Subdivision Ordinance Copy Fee	\$ 7.00	Each
	Zoning Ordinance W/ New Ordinances Copy Fee	\$ 29.25	Each
	Board of Zoning Appeals		
	Variances	\$ 300.00	Each
	Design Review Fees		
	Sign Review	\$ 100.00	Each
	Sign Appeal Fee	\$ 100.00	Each
	Site Plan Review	\$ 400.00	Each
	Site Plan Appeal Fee	\$ 400.00	Each
	Minor Site Plan Review	\$ 50.00	Each
	Site Plan - Planning Commission		
	Site Plan Review (without contract)	\$ 400.00	Each
	Site Plan Review (with contract)	\$ 500.00	Each
	Subdivision		
	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
	Revocations	\$ 300.00	Each
	Street Name Change	\$ 300.00	Each
	Road, Street, Alley Closure	\$ 300.00	Each

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	Zoning		
	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	
		\$ 1.00	Five acres or less, \$15 per acre after first five and maximum fee of \$1,000
	Reprocessing of Applications	\$ 150.00	
	Rezoning	\$ 1,000.00	Five acres or less, \$100 per acre after first five and maximum fee of \$3,000
Police	Special Use Permits	\$ 500.00	Five acres or less, \$50 per acre after first five and maximum fee of \$3,000
	Background Checks	\$ 15.00	Each
	Beer Server Permits	\$ 10.00	Each
	DUI Tapes/Video	\$ 15.00	Each
	Fingerprints	\$ 15.00	Per card
	Sexual Offender Registry	\$ 150.00	Each
	Sexual Oriented Business Employee Permit Fee	\$ 15.00	Annual
	Sexual Oriented Business Permit Fee	\$ 500.00	Annual
	Tow fees (Each)		
	Passenger Vehicles	\$ 125.00	Each
Fire	Class "B" Vehicles	\$ 200.00	Trucks & Trailers 1.5 Tons
	Class "C" Vehicles	\$ 350.00	Large Trucks, Tractors & Trailers 3 Tons
	Ambulance Transport Fee for BLS	\$ 650.00	For BLS
	Ambulance Transport Fee for ALS I	\$ 750.00	For ALS I
	Ambulance Transport Fee for ALS II	\$ 850.00	For ALS II
	Plus a mileage fee	\$ 8.00	Per mile
	Copy fees	\$ 0.15	Only applies to 20 pages and more
	CPR Classes	\$ 20.00	Per person per class
Code Enf.	Building Fees		
	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	
	House for Sale Inspection	\$ 30.00	

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	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	
Electrical Permit Fees			
	0-150 amperes	\$ 70.00	
	151-400 amperes	\$ 125.00	
	Over 400 amperes	\$ 250.00	
	277 to 480 volt phase	\$ 2.00	Per Amp
	Amending Permit Fee	\$ 20.00	
	Circuits with capacity of more than 1 KW		
	For the first 5 KW	\$ 5.00	
	For each additional KW	\$ 3.00	
	Empty Conduits	\$ 10.00	For each 50' of conduit or bank of conduits

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	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 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	Service, Feeder, & Panel Replacement	\$ 50.00	Residential
	Signs and Decorative Circuits		
	1st circuit	\$ 6.00	
	Each additional circuit	\$ 4.00	
	Conduit installed for the sign circuit	\$ 15.00	
	Swimming Pools		
	Above Ground Pools	\$ 30.00	
	Inground Pools	\$ 100.00	
	Transformers & Capacitors		
	Installations-100 watts up to 5 KVA	\$ 15.00	
	Installations-each additional > 5 KVA	\$ 0.50	
	Replacement	\$ 20.00	
	Up to 240 volt phase	\$ 1.00	Per Amp
	Work commencing before permit issued	Double Fee	
	Voltage excess of 480 volts per KVA		
	First 10,000 KVA	\$ 1.50	Per KVA
	Additional KVA over 10,000 up to 50,000	\$ 0.50	Each
	Each additional KVA above 50,000	\$ 0.25	Each
	Gas Permit Fees		
	Fee for Amending Permits	\$ 20.00	
	Fees for issuing permits	\$ 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
	Mechanical Permit Fees		
	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	

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	Minimum Permit Fee	\$ 20.00	
	Work commencing before permit issued	Double Fee	
	Plan Review Fee		
	\$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	
	Plumbing Permit Fees		
	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	
Public Works	Adoption Fee		
	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 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	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
Solid Waste	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
Water/Wastewater			
	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	\$ 13.55	The first 2,000 gallons
	Residential -- City Customers	\$ 2.79	each additional 1,000 gallons
	Residential -- Rural Customers	\$ 17.83	The first 2,000 gallons
	Residential -- Rural Customers	\$ 3.01	each additional 1,000 gallons
	Commercial -- City Customers	\$ 26.38	The first 2,000 gallons
	Commercial -- City Customers	\$ 3.01	each additional 1,000 gallons
	Commercial -- Rural Customers	\$ 37.08	The first 2,000 gallons
	Commercial -- Rural Customers	\$ 3.22	each additional 1,000 gallons

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

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

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
Parks	Facility Rental		
	A. Keith McDonald Pavilion (\$500 Security Deposit)	\$ 310.00	Residents(1/2 day/\$600 all day)
		\$ 460.00	Non-Residents(1/2 day/\$900 all day)
	Dixon-Brewer Park Gazebo	\$ 50.00	Residents (1/2 day/\$80 all day)
		\$ 70.00	Non-Residents(1/2 day/\$120 all day)
	Ellendale Park Pavilion	\$ 60.00	Residents (1/2 day/\$90 all day)
		\$ 80.00	Non-Residents (1/2 day/\$140 all day)
	W. J. Freeman Park - Gazebo	\$ 40.00	Residents (1/2 day/\$60 all day)
		\$ 55.00	Non-Residents(1/2 day/\$90 all day)
	W. J. Freeman Park - Pavilion	\$ 60.00	Residents(1/2 day/\$100 all day)
		\$ 85.00	Non-Residents(1/2 day/\$150 all day)
	Adult Sports	\$ 560.00	Softball
		\$ 435.00	Fall Softball
Athletics		\$ 560.00	Basketball
		\$ 245.00	Volleyball
	Facility Rental		
	Deermont	\$ 510.00	Per day
	Ellendale	\$ 260.00	Per day (both fields)
	Appling	\$ 510.00	Per day (all four fields)
	W.J. Freeman Multipurpose Fields		
	11v11 field dimensions (3 fields available)	\$ 160.00	Per field/per game
	7v7 or 9v9 field dimensions (6 fields available)	\$ 85.00	Per field/per game
	Bartlett Pickleball Courts	\$ 260.00	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	\$ 210.00	Per team
	Youth Sports-per person	\$ 95.00	Baseball, Softball & Basketball
		\$ 65.00	Volleyball
	Plus Non-Resident fee	\$ 15.00	Per person
	Late Registration	\$ 25.00	Per person
	Youth Sports-per team		
	6 & u basketball	\$ 385.00	
	8 & u basketball	\$ 460.00	
	10 & u basketball	\$ 485.00	
	17 & u basketball	\$ 560.00	
	6 & u to 8 & u baseball	\$ 360.00	
	10 & u to 14 & u baseball	\$ 485.00	
	Per person fees for non BPRD Programs	\$ 20.00	per person
Singleton C.C.	Adult Classes		
	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

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	Chair Yoga	\$ 5.00	Per class or 8 classes for \$35.00
	Clogging	\$ 35.00	Resident per month, Add Fam \$10
		\$ 40.00	Nonresident per month, Add Fam \$10
	Pickleball Private Lessons	\$ 60.00	Per Session
	Pickleball Semi-Private Lessons	\$ 30.00	Per session
	Pickleball 101	\$ 25.00	Member Per Session
		\$ 45.00	Non-Member Per Session
	Pickleball 201	\$ 25.00	Member Per Session
		\$ 45.00	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	
	Art Programs		
	Children's Art Classes	\$ 350.00	Per session (Ages 10-18)
		\$ 250.00	Per session (Ages 5-9)
	Saturday Artists	\$ 250.00	Per Session (Ages 5-9)
		\$ 350.00	Per Session (Ages 10-18)
	After School Art Classes	\$ 250.00	Per Sessions (Ages 7-18)
	Summer Art Camp	\$ 125.00	Per Session (Ages 5-9)
		\$ 150.00	Per Session (Ages 10-16)
	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
	Recital Ticket	\$ 20.00	Per ticket
	Camp Singleton		
	Fall Break Camp	\$ 136.00	Resident per week
	Fall Break Camp	\$ 146.00	Non-Resident per week
	Spring Break Camp	\$ 136.00	Resident per week
	Spring Break Camp	\$ 146.00	Non-Resident per week
	Summer Day Camp		
	Full Summer tuition, Resident	\$ 1,090.00	Resident, full summer
	Full Summer tuition, Non-Resident	\$ 1,170.00	Non-Resident, full summer
	Camp 1 wk, Resident	\$ 136.00	Resident, per week
	Camp 1 wk, Resident, 1st sibling	\$ 131.00	Resident, 1st sibling, per week
	Camp 1 wk, Resident, 2nd sibling	\$ 126.00	Resident, 2nd sibling, per week

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	Camp 1 wk, Non-Resident	\$ 146.00	Non-Resident, per week
	Camp 1 wk, Non-Resident, 1st sibling	\$ 141.00	Non-Resident, 1st sibling, per week
	Camp 1 wk, Non-Resident, 2nd sibling	\$ 136.00	Non-Resident, 2nd sibling, per week
	Teen Camp, Resident	\$ 146.00	Resident, per week
	Teen Camp, Non-Resident	\$ 156.00	Non-Resident, per week
Facility Rental			
	Regular Hours		
	Classroom	\$ 30.00	Resident per hour
		\$ 40.00	Non-resident per hour
	Stage Room	\$ 40.00	Resident per hour
		\$ 50.00	Non-resident per hour
	Auditorium	\$ 60.00	Resident per hour
		\$ 70.00	Non-resident per hour
	Kitchen, with Auditorium	\$ 60.00	Resident Flat Fee
		\$ 70.00	Non-Resident Flat Fee
	Gymnasium, one side only	\$ 65.00	Resident per hour
		\$ 75.00	Non-resident per hour
	Gymnasium, whole gym	\$ 130.00	Resident per hour
		\$ 150.00	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	\$ 1,750.00	
	2 Day, Non-Resident	\$ 1,900.00	
After Hours (2 Hour Minimum)			
	Classroom	\$ 65.00	Resident per hour
		\$ 75.00	Non-resident per hour
	Stage Room	\$ 80.00	Resident per hour
		\$ 90.00	Non-resident per hour
	Auditorium	\$ 125.00	Resident per hour
		\$ 145.00	Non-resident per hour
	Kitchen, with Auditorium	\$ 80.00	Resident Flat Fee
		\$ 90.00	Non-resident Flat Fee
	Gymnasium, one side only	\$ 145.00	Resident per hour
		\$ 165.00	Non-resident per hour
	Gymnasium, whole gym	\$ 290.00	Resident per hour
		\$ 350.00	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 Teen Parties	\$ 500.00	Cash
	Rectangle Tables	\$ 6.00	Employees Only

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	Metal Chairs	\$ 0.75	Employees Only
	IDs	\$ 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
	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	\$ 91.00	Resident per month
	Two days per week, non-resident	\$ 101.00	Non-resident per month
	Four days per week, resident	\$ 181.00	Resident per month
	Four days per week, non-resident	\$ 191.00	Non-resident per month
	Pre-K Camp- 3 & 4 yrs old	\$ 81.00	Resident per session - 3 wks
		\$ 91.00	Non-resident per session - 3 wks
	Stay N' Play	\$ 8.00	Per day
	Late Fee	\$ 15.00	Applied after the 5th of the month
	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		
	Acrobatics & Tumbling	\$ 15.00	Resident Per class
		\$ 20.00	Nonresident per class
	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

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	Piano Lessons - Private	\$ 305.00	Resident per session - 12 weeks
		\$ 330.00	Non-Resident per session - 12 weeks
		\$ 280.00	Resident, additional sibling per session
		\$ 305.00	Non-Res, additional sibling per session
	Piano Lessons - Group	\$ 205.00	Resident per session - 12 weeks
		\$ 230.00	Non-Resident per session - 12 weeks
		\$ 180.00	Resident, additional sibling per session
		\$ 205.00	Non-Resident, additional sibling per session
	Homeschool Piano Lessons	\$ 80.00	Per session - 12 weeks
		\$ 55.00	Additional sibling per session
	Piano Virtual	\$ 205.00	Resident per session - 12 weeks
		\$ 230.00	Non-resident per session - 12 weeks
	Fantast Flutes & Royal Reeds	\$ 205.00	Resident per session - 12 weeks
		\$ 230.00	Non-resident per session - 12 weeks
	Windstars 1 & 2	\$ 255.00	Resident per session - 12 weeks
		\$ 280.00	Non-Resident per session - 12 weeks
	Percussion & Bring Your Own Bells	\$ 80.00	Resident per session - 12 weeks
		\$ 90.00	Non-Resident per session - 12 weeks
	Tennis (Ages 7-17)	\$ 105.00	Resident - 1 Lesson Per Week
		\$ 115.00	Non Resident - 1 Lesson Per Week
	Theatre	\$ 185.00	Resident per session - 12 weeks
		\$ 195.00	Non-Resident per session - 12 weeks
	Drum Lessons	\$ 30.00	Resident - per lesson
		\$ 40.00	Non-Resident - per lesson
BSMC	Municipal Center Rental Fee		
	Weekday, M-F (8:00am-5:00pm)		
	Auditorium (hourly; 4 hour min.)	\$ 110.00	Resident Rate
		\$ 135.00	Non Resident Rate
	Banquet Hall (hourly; 4 hour min.)	\$ 145.00	Resident Rate
		\$ 160.00	Non Resident Rate
	Boardroom (hourly; 3 hour min.)	\$ 50.00	Resident Rate
		\$ 55.00	Non Resident Rate
	Chapel (hourly; 4 hour min.)	\$ 90.00	Resident Rate
		\$ 100.00	Non Resident Rate
	Reception Hall (hourly; 4 hour min.)	\$ 80.00	Resident Rate
		\$ 90.00	Non Resident Rate
	Community Room A (hourly; 3 hour min.)	\$ 55.00	Resident Rate
		\$ 60.00	Non Resident Rate
	Community Room B (hourly; 3 hour min.)	\$ 50.00	Resident Rate
		\$ 55.00	Non Resident Rate
	Weekend and Evening Rates		
	Auditorium (hourly; 4 hour min.)	\$ 135.00	Resident Rate
		\$ 160.00	Non Resident Rate

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	Banquet Hall (hourly; 4 hour min.)	\$ 185.00	Resident Rate
		\$ 210.00	Non Resident Rate
	Boardroom (hourly; 3 hour min.)	\$ 60.00	Resident Rate
		\$ 65.00	Non Resident Rate
	Chapel (hourly; 4 hour min.)	\$ 105.00	Resident Rate
		\$ 115.00	Non Resident Rate
	Reception Hall (hourly; 4 hour min.)	\$ 95.00	Resident Rate
		\$ 105.00	Non Resident Rate
	Community Room A (hourly; 3 hour min.)	\$ 60.00	Resident Rate
		\$ 65.00	Non Resident Rate
	Community Room B (hourly; 3 hour min.)	\$ 55.00	Resident Rate
		\$ 60.00	Non Resident Rate
Equipment Rental			
	Sound Tech and Sound Equipment (\$50/hr, 4 hr min)	\$ 55.00	Resident Rate
		\$ 60.00	Non Resident Rate
	Podium	\$ 15.00	Resident Rate
		\$ 20.00	Non Resident Rate
	Banquet Hall Wall Screen	\$ 25.00	Resident Rate
		\$ 30.00	Non Resident Rate
	Auditorium Wall Screen	\$ 25.00	Resident Rate
		\$ 30.00	Non Resident Rate
Princess Tea Fee Schedule			
	Adult	\$ 10.00	Each; max 2 adults per child
	Children	\$ 35.00	Each
Wedding and Reception Packages			
	Reception only		
	Banquet Hall (8 hours day of)	\$ 1,415.00	Resident Rate
		\$ 1,555.00	Non Resident Rate
	Reception Hall (8 hours day of)	\$ 695.00	Resident Rate
		\$ 760.00	Non Resident Rate
	Wedding only		
	Auditorium (Sound Tech included, 6 hours)	\$ 1,010.00	Resident Rate
		\$ 1,105.00	Non Resident Rate
	Chapel (Sound Tech included, 6 hours)	\$ 800.00	Resident Rate
		\$ 880.00	Non Resident Rate
Wedding & Reception (Sound Tech Included)			
	Auditorium & Banquet Hall (2 hrs. night before	\$ 2,430.00	Resident Rate
	+ 10 hours day of)	\$ 2,675.00	Non Resident Rate
	Auditorium & Reception Hall (2 hrs. night before	\$ 2,430.00	Resident Rate
	+ 10 hours day of)	\$ 2,675.00	Non Resident Rate
	Chapel & Banquet Hall (2 hrs. night before	\$ 2,430.00	Resident Rate
	+ 10 hours day of)	\$ 2,675.00	Non Resident Rate
	Chapel & Reception Hall (2 hrs. night before	\$ 1,530.00	Resident Rate
	+ 10 hours day of)	\$ 1,680.00	Non Resident Rate

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
Senior Center	AM Stretch Exercise Class	\$ 4.00	Per Class
		\$ 6.00	Non-Member Per Class
	Ballroom Dance Day Class	\$ 4.00	Per class
		\$ 6.00	Non-Member Per Class
	Ballroom Dance Night Class	\$ 10.00	Per Class
		\$ 12.00	Non-Member Per Class
	Belly Dancing	\$ 4.00	Per Class
		\$ 6.00	Non-Member Per Class
	Bridge Lessons	\$ 6.00	Per Class
		\$ 8.00	Non-Member Per Class
	Calligraphy Workshops	\$ 35.00	Per Session
		\$ 40.00	Non-Member Per Session
	Ceramics	\$ 10.00	Per month
		\$ 15.00	Non-Member Per Month
	Computer Class	\$ 50.00	Per Session
		\$ 55.00	Non-Member Per Session
	Computer Workshop	\$ 40.00	4-8 hours
		\$ 45.00	Non-Member (4-8 hours)
	Computer Workshop	\$ 25.00	4 hours or less
		\$ 30.00	Non-Member (4 hours or less)
	Dance - Afternoon	\$ 4.00	Members Per Dance
		\$ 6.00	Non-Members Per Dance
	Dance - Evening	\$ 6.00	Members Per Dance
		\$ 7.00	Non-Members Per Dance
	Duplicate Bridge	\$ 1.00	Per session
	Duplicate Bridge Additional Fee	\$ 1.50	Non-Members per Session
	Exercise Punch Card	\$ 40.00	Per Punch Card
		\$ 55.00	Non-Member per Punch Card
	Facility Rental		
	Classroom (except #2)	\$ 40.00	Resident Per Hour / Two Hour Min.
		\$ 50.00	Non-Resident Per Hour / 2 Hr Min.
	Classroom # 2	\$ 45.00	Resident Per Hour / Two Hour Min.
		\$ 55.00	Non-Resident Per Hour / 2 Hr Min.
	Auditorium	\$ 90.00	Resident Per Hour / Two Hour Min.
		\$ 100.00	Non-Resident Per Hour / 2 Hr Min.
	Auditorium Deposit	\$ 200.00	Per Auditorium Rental
	Classroom & Room 2 Deposit	\$ 50.00	Per Classroom or Room 2 Rental
	Kitchen (Type-Catering)	\$ 75.00	Additional Flat Fee for Rental
	For Profit Rentals	\$ 5.00	Per Hour Added to Standard Rental Fee
	Equipment - Podium	\$ 25.00	Additional Flat Fee for Rental
	Equipmt - Mic over PA	\$ 25.00	Additional Flat Fee for Rental (Aud. Only)
	Equipmt - TV w/ DVD	\$ 50.00	Additional Flat Fee for Rental
	Rental Cleanup - Classroom	\$ 25.00	Additional Flat Fee Per Classroom Rental
	Rental Cleanup - Room 2	\$ 50.00	Additional Flat Fee Per Rm 2 Rental

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	Rental Cleanup - Auditorium	\$ 95.00	Additional Flat Fee Per Auditorium Rental
	Tablecloths - 60"x120" or 108" Round	\$ 17.50	Per Table Cloth
	Tablecloths - 90"x132" or 132" Round	\$ 22.50	Per Table Cloth
	Tablecloths - 120"	\$ 20.00	Per Table Cloth
	Tablecloth Overlay - 72"x72" or 90"x90"	\$ 15.00	Per Overlay with Table Cloth Rental
	Chair Cover with Sash	\$ 4.00	Per Chair
	Group Fitness Class	\$ 4.00	Per Class
		\$ 6.00	Non-Member Per Class
	Jewelry Class	\$ 4.00	Per class
		\$ 6.00	Non-Member Per Class
	Language Classes	\$ 30.00	Per Session
		\$ 35.00	Non-Member Per Session
	Leather Class	\$ 4.00	Per class
		\$ 6.00	Non-Member Per Class
	Line Dance Class	\$ 4.00	Per class
		\$ 6.00	Non-Member Per Class
	Language Classes	\$ 30.00	Per Session
		\$ 35.00	Non-Member Per Session
	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
		\$ 30.00	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
	Oil Painting Class	\$ 10.00	Per Month
		\$ 15.00	Non-Member Per Month
	Photography Workshop	\$ 35.00	Per Session
		\$ 40.00	Non-Member Per Session
	Piano/Music Lessons	\$ 80.00	Per Month
		\$ 85.00	Non-Member Per Month
	Pottery Class	\$ 15.00	Per Month
		\$ 20.00	Non-Member Per Month

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	Sketching/Art Class	\$ 10.00	Per Month
		\$ 15.00	Non-Member Per Month
	Sewing Class	\$ 10.00	Per Month
		\$ 15.00	Non-Member Per Month
	Tai Chi	\$ 4.00	Per class
		\$ 6.00	Non-Member Per Class
	Yoga	\$ 4.00	Per class
		\$ 6.00	Non-Member Per Class
	Zumba Class	\$ 4.00	Per class
		\$ 6.00	Non-Member Per Class
Recreation Center			
	Corporate Household	\$ 690.00	Yearly
	Corporate Senior Household	\$ 580.00	Yearly
	Corporate Senior Single	\$ 382.00	Yearly
	Corporate Single	\$ 456.00	Yearly
	Corporate Household	\$ 64.00	Monthly
	Corporate Senior Household	\$ 54.00	Monthly
	Corporate Senior Single	\$ 35.00	Monthly
	Corporate Single	\$ 42.00	Monthly
	Employee Household	\$ 384.00	Yearly
	Employee Senior Household	\$ 276.00	Yearly
	Employee Senior Single	\$ 192.00	Yearly
	Employee Single	\$ 252.00	Yearly
	Non-Resident Day Pass Daily	\$ 20.00	Daily
	Non-Resident Day Pass Weekly	\$ 40.00	Weekly
	Non-Resident Household	\$ 837.00	Yearly
	Non-Resident Senior Household	\$ 752.00	Yearly
	Non-Resident Senior Single	\$ 493.00	Yearly
	Non-Resident Single	\$ 555.00	Yearly
	Resident Day Pass Daily	\$ 10.00	Daily
	Resident Day Pass Weekly	\$ 26.00	Weekly
	Resident Household	\$ 555.00	Yearly
	Resident Senior Household	\$ 406.00	Yearly
	Resident Senior Single	\$ 272.00	Yearly
	Resident Single	\$ 357.00	Yearly
	Resident Single - Monthly	\$ 33.00	Monthly
	Resident Household - Monthly	\$ 52.00	Monthly
	Resident Senior Single - Monthly	\$ 25.00	Monthly
	Resident Senior Household - Monthly	\$ 38.00	Monthly
	Non-Resident Single	\$ 178.00	3-Month
	Non-Resident Household	\$ 267.00	3-Month
	Non-Resident Senior Single	\$ 158.00	3-Month
	Non-Resident Senior Household	\$ 240.00	3-Month
	Non-Resident Single	\$ 52.00	Monthly

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	Non-Resident Household	\$ 78.00	Monthly
	Non-Resident Senior Single	\$ 46.00	Monthly
	Non-Resident Senior Household	\$ 70.00	Monthly
	Resident Single	\$ 113.00	3-Month
	Resident Household	\$ 178.00	3-Month
	Resident Senior Single	\$ 86.00	3-Month
	Resident Senior Household	\$ 130.00	3-Month
	Non-Resident Single	\$ 178.00	3-Month
	Non-Resident Household	\$ 267.00	3-Month
	Non-Resident Senior Single	\$ 158.00	3-Month
	Non-Resident Senior Household	\$ 240.00	3-Month
	Corporate Single	\$ 148.00	3-Month
	Corporate Household	\$ 219.00	3-Month
	Corporate Senior Single	\$ 124.00	3-Month
	Corporate Senior Household	\$ 185.00	3-Month
	Premium Memberships (Add-On)		
	Corporate Household	\$ 207.00	Yearly
	Corporate Senior Household	\$ 174.00	Yearly
	Corporate Senior Single	\$ 115.00	Yearly
	Corporate Single	\$ 137.00	Yearly
	Corporate Household	\$ 20.00	Monthly
	Corporate Senior Household	\$ 17.00	Monthly
	Corporate Senior Single	\$ 11.00	Monthly
	Corporate Single	\$ 13.00	Monthly
	Employee Household	\$ 116.00	Yearly
	Employee Senior Household	\$ 83.00	Yearly
	Employee Senior Single	\$ 58.00	Yearly
	Employee Single	\$ 76.00	Yearly
	Non-Resident Household	\$ 252.00	Yearly
	Non-Resident Senior Household	\$ 226.00	Yearly
	Non-Resident Senior Single	\$ 148.00	Yearly
	Non-Resident Single	\$ 167.00	Yearly
	Resident Household	\$ 167.00	Yearly
	Resident Senior Household	\$ 122.00	Yearly
	Resident Senior Single	\$ 82.00	Yearly
	Resident Single	\$ 108.00	Yearly
	Resident Single - Monthly	\$ 10.00	Monthly
	Resident Household - Monthly	\$ 16.00	Monthly
	Resident Senior Single - Monthly	\$ 8.00	Monthly
	Resident Senior Household - Monthly	\$ 12.00	Monthly

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	Non-Resident Single	\$ 16.00	Monthly
	Non-Resident Household	\$ 24.00	Monthly
	Non-Resident Senior Single	\$ 14.00	Monthly
	Non-Resident Senior Household	\$ 21.00	Monthly
	Includes, but not limited to: Priority Registration; 12 Sessions of Childcare; 10% discount on apparel; 20% discount on rentals; 2 free tanning visits/month quarterly visits with a Personal Trainer; 12 additional guest passes/year; Third adult at the same address; 10% off of Personal Training packages; Free BRC towel.		
	Aquatics		
	Splash Pad Resident - Daily	\$ 5.00	Daily
	Splash Pad Non-Resident - Daily	\$ 15.00	Daily
	Splash Pad Resident - Yearly	\$ 90.00	Yearly
	1 student 4 lessons per mem	\$ 130.00	
	1 student 4 lessons per non-mem	\$ 160.00	
	Lifeguard Instructor mem	\$ 225.00	
	Lifeguard Instructor non- mem	\$ 250.00	
	Lifeguard recert mem fee	\$ 75.00	
	Lifeguard recert non-mem fee	\$ 100.00	
	Lifeguard training mem fee	\$ 230.00	
	Lifeguard training non-mem fee	\$ 275.00	
	Masters swim mem daily	\$ 50.00	Monthly
	Masters swim non-mem daily	\$ 60.00	Monthly
	Swim class member fee	\$ 110.00	
	Swim class non-member fee	\$ 140.00	
	Swim club registration	\$ 10.00	
	WSI class mem	\$ 225.00	
	WSI class non-mem	\$ 250.00	
	Daycare		
	Daycare mem 12 sessions	\$ 20.00	
	Daycare mem 6 sessions	\$ 10.00	
	Daycare mem daily	\$ 2.00	
	Daycare non-mem 12 sessions	\$ 20.00	
	Daycare non-mem 6 sessions	\$ 10.00	
	Daycare non-mem daily	\$ 2.00	
	Facility Rental		
	Basketball court rental	\$ 55.00	1/2 Court - 1 Hour Member
		\$ 75.00	1/2 Court - 2 Hour Member
		\$ 90.00	1/2 Court - 1 Hour Non-Member
		\$ 110.00	1/2 Court - 2 Hour Non-Member
		\$ 110.00	Full Court - 1 Hour Member
		\$ 165.00	Full Court - 2 Hour Member
		\$ 155.00	Full Court - 1 Hour Non-Member
		\$ 210.00	Full Court - 2 Hour Non-Member

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	Large Meeting Room Rental	\$ 125.00	2 hour Member
		\$ 155.00	3 hour Member
		\$ 185.00	4 hour Member
		\$ 155.00	2 hour Non-Member
		\$ 185.00	3 hour Non-Member
		\$ 215.00	4 hour Non-Member
	Meeting Room 2	\$ 95.00	2 hour Member
		\$ 125.00	3 hour Member
		\$ 155.00	4 hour Member
		\$ 125.00	2 hour Non-Member
		\$ 155.00	3 hour Non-Member
		\$ 185.00	4 hour Non-Member
	Choose 1 Package	\$ 115.00	Member
		\$ 150.00	Non-Member
	Choose 2 Package	\$ 150.00	Member
		\$ 200.00	Non-Member
	Home School Swim	\$ 3.00	
	Lock-In Rental Balance	\$ 800.00	
	Lock-In Rental Deposit	\$ 150.00	
	Pool Lane Rental member	\$ 15.00	
	Pool Lane Rental nonmember	\$ 20.00	
	Pool Play Area Rental member	\$ 50.00	1 Hour
	Pool Play Area Rental member	\$ 75.00	2 Hour
	Pool Play Area Rental nonmember	\$ 70.00	1 Hour
	Pool Play Area Rental nonmember	\$ 95.00	2 Hour
	Scuba	\$ 10.00	Per person
	Yearly locker rental	\$ 60.00	
	Inflatable - Giant Slide - Member	\$ 95.00	
	Inflatable - Castle - Member	\$ 70.00	
	Inflatable - Basketball Hoops - Member	\$ 60.00	
	Inflatable - Giant Slide - Non-Member	\$ 125.00	
	Inflatable - Castle - Non-Member	\$ 95.00	
	Inflatable - Basketball Hoops - Non-Member	\$ 65.00	
	Rental Security Deposit (Refundable)	\$ 150.00	
Fitness			
	Fire Workout - 4 Weeks - Member	\$ 120.00	
	Fire Workout - 4 Weeks - Non-Member	\$ 140.00	
	Fire Workout - 1 Class - Member	\$ 20.00	
	Fire Workout - 1 Class - Non-Member	\$ 30.00	
	1 Hr Personal Training Member	\$ 60.00	
	1 Hr Personal Training Non-Member	\$ 75.00	
	12 Hrs Personal Training Member	\$ 540.00	
	12 Hrs Personal Training Non-Member	\$ 700.00	
	20 Hrs Personal Training Member	\$ 850.00	

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	20 Hrs Personal Training Non-Member	\$ 1,050.00	
	3 Hr Personal Training Member	\$ 150.00	
	3 Hr Personal Training Non-Member	\$ 195.00	
	30 Hrs Personal Training Member	\$ 1,100.00	
	30 Hrs Personal Training Non-Member	\$ 1,400.00	
	6 Hrs Personal Training Member	\$ 300.00	
	6 Hrs Personal Training Non-Member	\$ 390.00	
	Fast Track	\$ 225.00	
	Fitness Assessment	\$ 25.00	
	Indoor Triathlon	\$ 20.00	
	Small Group Training Member	\$ 170.00	
	Small Group Training Non-Member	\$ 210.00	
	Team Training Member (6 Sessions)	\$ 250.00	
	Team Training Non-Member (6 Sessions)	\$ 300.00	
	Team Training Member (12 Sessions)	\$ 450.00	
	Team Training Non-Member (12 Sessions)	\$ 500.00	
	Quest 4 Fitness member	\$ 65.00	
	Quest 4 Fitness nonmember	\$ 85.00	
	Sports Conditioning member	\$ 65.00	
	Sports Conditioning nonmember	\$ 85.00	
	Team Training 1 Mem & 1 Non- Mem 1session	\$ 65.00	
	Team Training 1 Mem & 1 Non-Mem 8 sessions	\$ 440.00	
	Team Training 1 Mem & 1 Non-Mem 12 sessions	\$ 540.00	
	Team Training 2 Members 1 session	\$ 60.00	
	Team Training 2 Members 8 sessions	\$ 400.00	
	Team Training 2 Members 12 sessions	\$ 480.00	
	Team Training 2 Non-Mem 1 session	\$ 70.00	
	Team Training 2 Non-mem 8 sessions	\$ 480.00	
	Team Training 2 Non-mem 12 sessions	\$ 600.00	
	Next Level Training Member	\$ 35.00	
	Next Level Training Non-Member	\$ 45.00	
Other Recreation Center			
	Camp 1 wk mem	\$ 150.00	
	Camp 1 wk mem 1st sibling	\$ 140.00	
	Camp 1 wk mem 2nd sibling	\$ 125.00	
	Camp 1 wk non-mem	\$ 175.00	
	Camp 1 wk non-mem 1st sibling	\$ 165.00	
	Camp 1 wk non-mem 1nd sibling	\$ 145.00	
	Camp day rate member	\$ 40.00	
	Camp day rate non-member	\$ 50.00	
	Health Non-Profit Booth	\$ 30.00	
	Health Profit Booth	\$ 35.00	
	Junior Youth members	\$ 25.00	
	JYM special	\$ 50.00	

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	Kids Night Out mem	\$ 15.00	
	Kids Night Out Non-Mem	\$ 25.00	
	Lock-in Member	\$ 20.00	
	Lock-in member additional child	\$ 15.00	
	Lock-in non member	\$ 30.00	
	Lock-in non member additional child	\$ 25.00	
	Racquetball league mem	\$ 20.00	
	Racquetball league non-mem	\$ 30.00	
	Racquetball slam add level	\$ 10.00	
	Racquetball slam mem	\$ 20.00	
	Softball registration	\$ 45.00	
	Triathlon individual	\$ 25.00	
	Triathlon insurance individual	\$ 10.00	
	Triathlon late fee individual	\$ 5.00	
	Daddy Daughter Couple mem	\$ 35.00	
	Daddy Daughter additional child mem	\$ 10.00	
	Daddy Daughter Couple non-mem	\$ 45.00	
	Daddy Daughter additional child non-mem	\$ 20.00	
	Small Fry Tri (mem)	\$ 15.00	
	Small Fry Tri (non-mem)	\$ 25.00	
Swim Competition			
	BXST 101 Member	\$ 40.00	
	BXST 101 Member - 2nd	\$ 30.00	
	BXST 101 Non-Member	\$ 55.00	
	BXST 101 Non-Member - 2nd	\$ 45.00	
	Late fee	\$ 10.00	
	Black team mem	\$ 65.00	Monthly
	Black team non-mem	\$ 80.00	Monthly
	Black 2nd swimmer mem	\$ 55.00	Monthly
	Black 2nd swimmer non-mem	\$ 70.00	Monthly
	Red team mem	\$ 75.00	Monthly
	Red team non-mem	\$ 90.00	Monthly
	Red 2nd swimmer mem	\$ 65.00	Monthly
	Red 2nd swimmer non-mem	\$ 80.00	Monthly
	Senior member	\$ 85.00	Monthly
	Senior non-mem	\$ 100.00	Monthly
	Senior 2nd swimmer mem	\$ 75.00	Monthly
	Senior 2nd swimmer non-mem	\$ 90.00	Monthly
	USS transfer fee in LSC	\$ 10.00	
	USS transfer fee out of LSC	\$ 15.00	
	White team mem	\$ 55.00	Monthly
	White team non-mem	\$ 65.00	Monthly
	White 2nd swimmer mem	\$ 45.00	Monthly
	White 2nd swimmer non-mem	\$ 60.00	Monthly
	Yearly registration fee	\$ 110.00	

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	Yearly US reg fee	\$ 80.00	
	High School Swim Team mem	\$ 350.00	
	High School Swim Team non-mem	\$ 400.00	
	USAS High School Swim Team	\$ 300.00	
	Middle School Swim Team mem	\$ 250.00	
	Middle School Swim Team non-mem	\$ 300.00	
	USAS Middle School Swim Team	\$ 200.00	
Performing Arts	BOX OFFICE		
	Credit card processing - per subscription	\$ 3.00	On Total Order
	Credit card processing - per ticket	\$1.75/3.75/4.25	Depending on Ticket Price
	Tickets - Buy 5 or More Shows Subscription	\$7.50 / \$11.25	5 Shows - 25% off
		\$ 15.00	5 Shows - 25% off
		\$18.75 - \$26.25	5 Shows - 25% off
	Tickets - Subscribers - Headliner Series	\$40 / \$50	
	Theatre - Public - Headliner Series	\$ 50.00	
	Tickets - Public - Showcase Series	\$ 35.00	
	Theatre - Public - Live Theatre Series	\$ 20.00	
	Tickets - Subscriber - Family Series	\$10 / \$15	Youth & Adult
	CLASSES & INSTRUCTION		
	Summer camp - per participant	\$ 140.00	1/2 Day Camp
	Summer camp - per participant	\$ 200.00	Full Day Camp
	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 (BPACC receives 15% of Gross)
	EQUIPMENT RENTAL		
	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	
	Facility piano & bench - per event	\$ 150.00	
	Facility piano tuning - per event	\$ 125.00	
	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 -- \$20	
	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)	\$ 125.00	Includes House Manager
	Lobby (per hr, 4-hour minimum)	\$ 85.00	Includes House Manager

City of Bartlett
Fees Schedule
Fiscal Year 2023-2024

Department	Type	Amount	Frequency/Notes/Description
	Green Room (per hr, 4-hour minimum)	\$ 40.00	Includes House Manager
	Studio (per hr, 4-hour minimum)	\$ 60.00	Includes House Manager
	Conference Room (per hr, 4-hr minimum)	\$ 50.00	Includes House Manager
Sponsorship		\$ 1,000.00	& Up
Special Partnerships		\$ 500.00	\$500 to \$999



CITY OF BARTLETT

BARTLETT CITY SCHOOL FUND

FY 2024 Adopted Budget



Description	FY 2022 Actual	FY 2023 Revised	FY 2023 Projection	FY 2024 Adopted
Bartlett School Fund Revenues				
County Taxes	\$ 40,674,215	\$ 40,196,497	\$ 40,196,497	\$ 41,851,484
City of Bartlett Contributions		2,346,019	2,346,019	2,346,019
Charges for Services	103,665	110,200	110,200	60,200
Recurring Local Revenue	834,102	680,000	680,000	559,500
Nonrecurring Local Revenue		0	0	0
State Education Funds	46,716,232	46,787,349	46,787,349	52,086,789
Other State Revenue	137,119	104,000	104,000	104,000
Federal Funds thru the State	723,795	0	0	0
Capital Leases Issued		0	0	0
Other Sources	2,346,019	270,000	270,000	270,000
Total Bartlett School Fund Revenues	\$ 91,535,147	\$ 90,494,065	\$ 90,494,065	\$ 97,277,992
<u>Staffing Level</u>				
<i>Full-Time Equivalent (FTE)</i>	<i>865.00</i>	<i>856.00</i>	<i>856.00</i>	<i>888.00</i>
Bartlett School Fund Expenditures				
Regular Instruction Program	\$ 43,100,009	\$ 45,201,731	\$ 45,201,731	\$ 49,136,014
Alternative Education Program	445,857	525,656	525,656	555,245
Special Education	6,578,423	7,253,130	7,253,130	7,806,093
Career and Technical Education Program	1,462,937	1,613,771	1,613,771	1,756,448
Planning	129,332	140,219	140,219	142,635
Student Services	726,214	762,981	762,981	766,015
Health Services	462,063	1,039,488	1,039,488	1,165,468
Other Student Support	2,072,229	2,176,610	2,176,610	2,697,992
Regular Instruction Support	2,415,241	2,499,497	2,499,497	2,573,012
Special Education Support	1,203,851	1,444,090	1,444,090	1,560,300
Vocational Education Support	138,164	129,419	129,419	133,189
Board of Education	3,438,371	5,521,088	5,521,088	5,034,132
Director of Schools	548,324	598,384	598,384	1,048,299
Office of Principal	6,733,985	7,641,246	7,641,246	8,234,758
Fiscal Services	1,149,278	1,579,313	1,579,313	1,908,576
Human Resources	645,089	720,202	720,202	739,185
Operation of Plant	5,308,479	6,254,230	6,254,230	6,323,370
Maintenance of Plant	1,699,283	2,602,763	2,602,763	1,932,207
Transportation	3,058,217	4,047,774	4,047,774	4,579,221
Technology	2,102,838	2,592,473	2,592,473	2,685,833
Food Service	36,662	0	0	0
Capital Outlays	133	0	0	0
Transfers Out	6,485,188	0	0	0
Total Bartlett School Fund Expenditures	\$ 89,940,167	\$ 94,344,065	\$ 94,344,065	\$ 100,777,992
Net From Operations	1,594,980	(3,850,000)	(3,850,000)	(3,500,000)
School Beginning Fund Balance	\$ 39,651,694	\$ 41,246,674	\$ 41,246,674	\$ 37,396,674
School Ending Fund Balance	\$ 41,246,674	\$ 37,396,674	\$ 37,396,674	\$ 33,896,674

Bartlett City Schools



2023-2024

Proposed Special Revenue Fund Budget

Draft April 27, 2023

BARTLETT CITY SCHOOLS

Title Funds

Title Funds		2022-2023	2023-2024
Revenue			
<u>ACCT</u>	<u>Description</u>	<u>BUDGET</u>	<u>BUDGET</u>
142-47141	Title I-A	1,341,461	998,100
142-47141	Consolidated Administration	141,107	107,442
142-47141	Title I-Neglected	730,885	502,043
142-47141	Title I- Delinquent	61,759	28,967
142-47189	Title II-A	567,682	367,225
142-47141	Title III - ELA	4,278	4,111
142-47590	Title IV	141,591	176,097
Total Title Funds		2,988,763	2,183,985

BARTLETT CITY SCHOOLS

Title I-A

Title I-A

<u>ACCT</u>	<u>Description</u>	<u>2023-2024</u> <u>PERS</u>	<u>2023-2024</u> <u>BUDGET</u>
116	Teachers	6	140,125
169	Part Time Salaries	18	91,071
189	Other Salaries	5	156,851
195	Substitute Teachers		3,250
201	Social Security		33,066
204	State Retirement		23,123
206	Life insurance		1,037
207	Medical insurance		59,065
212	Medicare		6,307
355	Mileage		800
429	Instructional Supplies & Materials		56,519
471	Software		49,240
499	Other Supplies		926
524	Inservice/ Staff Development		23,224
599	Other Charges- 15% carryover		266,283
722	Instructional Equipment		48,666
790	Other Equipment		0
	Indirect Costs		38,547
	Total Title I-A		998,100

Informational Note:

Title I, Part A of the Every Student Succeeds Act (ESSA) provides financial assistance to schools with high numbers or high percentages of children from low-income families to help ensure that all children meet challenging state academic standards.

BARTLETT CITY SCHOOLS
Title I- Consolidated Administration

Title Consolidated Administration

<u>ACCT</u>	<u>Description</u>	2023-2024 <u>PERS</u>	2023-2024 <u>BUDGET</u>
105	Supervisor	2	34,607
138	Computer Instruction Personnel	1	16,264
162	Clerical Personnel	1	10,798
189	Other Salaries	0.5	13,260
201	Social Security		5,269
204	State Retirement		10,908
206	Life insurance		374
207	Medical insurance		893
212	Medicare		1,232
355	Mileage		2,804
499	Other Supplies & Materials		1,992
524	Inservice/ Staff Development		1,247
790	Other Equipment		4,000
	Indirect Costs		<u>3,794</u>
	Total Title Consolidated Administration		107,442

Informational Note:

Consolidated Administration reflects employees who spend 100% of their time administering their federally funded Title I-A, Title I-A Neglected, Title II-A, and Title III grants. Funded 52% by Title I-A, 34% by Title I-A Neglected, 2.6% by Title I-D, 11.3 by Title II-A, and .08% by Titles III and IV.

BARTLETT CITY SCHOOLS

Title I-A Neglected

Title I-A Neglected

<u>ACCT</u>	<u>Description</u>	2023-2024 <u>PERS</u>	2023-2024 <u>BUDGET</u>
189	Other Salaries & Wages	1	27,259
201	Social Security		2,010
204	State Retirement		3,428
206	Life Insurance		108
207	Medical Insurance		5,067
212	Medicare		470
355	Travel		1,825
399	Other Contracted Services		100,315
429	Instructional Supplies & Materials		88,518
471	Software		57,109
524	In-Service/Staff Development		7,271
722	Regular Instruction Equipment		194,858
	Indirect Costs		<u>13,805</u>
	Total Title I-A Neglected		502,043

Informational Note:

Title I-A, Neglected - funds are used to provide education and services for students placed in facilities by the courts due to abandonment, abuse, or parental neglect.

BARTLETT CITY SCHOOLS

Title I Part D

Title I Part D

<u>ACCT</u>	<u>Description</u>	2023-2024	2023-2024
		<u>PERS</u>	<u>BUDGET</u>
189	Other Salaries & Wages	1	3,053
201	Social Security		225
204	State Retirement		383
206	Life Insurance		12
207	Medical Insurance		563
212	Medicare		53
399	Other Contracted Services		9,600
429	Instructional Supplies & Materials		9,385
722	Regular Instructional Equipment		4,698
	Indirect Costs		<u>995</u>
	Total Title I Part D		28,967

Informational Note:

Title I, Part D funds are used to provide additional services, staff, programs or materials that are not provided with State or local resources absent federal funds.

BARTLETT CITY SCHOOLS

Title II-A

Title II-A

<u>ACCT</u>	<u>Description</u>	2023-2024 <u>PERS</u>	2023-2024 <u>BUDGET</u>
105	Supervisor/Director	1	6,771
189	Other Salaries (and Stipends)	4	103,670
195	Substitute Teachers		37,230
201	Social Security		9,553
204	State Retirement		14,470
206	Life insurance		504
207	Medical insurance		12,193
212	Medicare		2,225
399	Other Contracted Services		50,800
499	Other Supplies & Materials		7,392
524	Inservice/ Staff Development		126,299
	Indirect Costs		<u>2,889</u>
	Total Title II-A		367,225

Informational Note:

Title II, Part A funds are used to recruit, train, prepare and retain high quality teachers and to provide professional development. Includes cost of salaries, benefits, materials, supplies and services used in the Title II-A program. Title II funds are used to recruit, train, prepare, and retain high quality teachers and to provide professional development. Includes cost of salaries, benefits, materials, supplies, and services used in the Title II-A program.

BARTLETT CITY SCHOOLS
Title III -English Language Learners

Title III

<u>ACCT</u>	<u>Description</u>	2023-2024 <u>PERS</u>	2023-2024 <u>BUDGET</u>
429	Instructional Supplies & Materials		663
471	Software		786
499	Other Supplies & Materials		655
524	Inservice/ Staff Development		1,930
	Indirect Costs		77
	Total Title III - ELL		4,111

Informational Note:

Title III funds support instructional services for English Language Learners.

BARTLETT CITY SCHOOLS

Title IV

Title IV

<u>ACCT</u>	<u>Description</u>	2023-2024 <u>PERS</u>	2023-2024 <u>BUDGET</u>
130	Social Workers	1	93,882
189	Other Salaries & Wages		24,497
195	Substitute Teachers		0
201	Social Security		7,324
204	State Retirement		13,782
206	Life insurance		426
207	Medical insurance		19,604
212	Medicare		994
355	Mileage		579
524	In-Service/Staff Development		7,040
599	Other Charges		0
722	Equipment		6,842
	Indirect Costs		<u>1,127</u>
	Total Title IV		176,097

Informational Note:

Title IV, is used to fund Well-rounded Educational Opportunities to support STEM classes, supplies and materials; and student competitions; Safe and Healthy Students by use of a social worker to support schools to promote the attendance and graduation initiatives; and Effective Use of Technology to provide professional development to teachers on the use of technology in the classroom.

BARTLETT CITY SCHOOLS
CARES/ CRRSA ACT/ ARP ACT

CARES/CRRSA Act/ ARP Act - Revenue

<u>ACCT</u>	<u>Description</u>	2022-2023 <u>BUDGET</u>	2023-2024 <u>BUDGET</u>
47307	ESSER 2.0	1,441,667	0
47401	ESSER 3.0	11,776,287	6,946,218
47401	Tennessee All Corps	131,234	135,785
47402	ARP IDEA Part B	301,658	133,770
47403	ARP- IDEA Preschool	24,396	20,811
47590	Epidemiology and Laboratory	1,499,184	357,437
47307	Fiscal Pre-Monitoring Supports	46,200	46,200
Total CARES/CRRSA/ARP - Revenue		15,220,626	7,640,221

Informational Note: The Coronavirus Aid, Relief, and Economic Security (CARES) Act, The Coronavirus Repsonse and Relief Supplemental Appropriation Act (CRRSAA), and the American Rescue Plan (ARP) provide an economic stimulus to local education agencies (LEAs). These funds are to purchase and upgrade unique items in regards to COVID-19 needs and support for the schools through technology, supplies to sanitize, and other activities that are necessary to maintain the operation and continuity of services.

BARTLETT CITY SCHOOLS
ESSER 3.0

ESSER 3.0

<u>ACCT</u>	<u>Description</u>	2023-2024 <u>PERS</u>	2023-2024 <u>BUDGET</u>
105	Supervisor	1	49,757
116	Teachers	24	1,867,395
123	Guidance Personnel	1	24,279
131	Medical Personnel		17,000
139	Assistant Principal		30,000
162	Clerical Personnel		6,100
163	Educational Assistant	3	120,150
165	Cafeteria Personnel		15,000
189	Other Salaries	30	1,015,871
195	Substitute Teachers	60	23,170
201	Social Security		210,056
204	State Retirement		273,299
206	Life insurance		6,599
207	Medical insurance		183,705
212	Medicare		<u>48,800</u>
	SUBTOTAL SALARIES & FRINGES		3,891,183

BARTLETT CITY SCHOOLS
ESSER 3.0

ESSER 3.0

<u>ACCT</u>	<u>Description</u>	2023-2024 <u>PERS</u>	2023-2024 <u>BUDGET</u>
312	Contracts w Private Agencies		38,200
328	Janitorial Services		25,000
399	Other Contracted Services		53,000
412	Diesel Fuel		7,000
422	Food Supplies		40,000
429	Instructional Supplies & Materials		361,054
430	Textbooks-Electronic		16,900
449	Textbooks		9,385
471	Software		388,096
499	Other Supplies & Materials		404,199
524	Staff Development		151,975
706	Building Construction		598,763
722	Equipment		9,200
	Indirect Costs		952,262
	SUBTOTAL SERVICES		3,055,035
	Total ESSER 3.0		6,946,218

Informational Note: The American Rescue Plan Act (ARPA) funds available through this grant are one-time grant funds made available through the U.S. Department of Education. All funds are used for the unique needs during the COVID-19 pandemic. These funds are intended to support the academic and non-academic needs of students and schools prepare for re-entry and continuous

BARTLETT CITY SCHOOLS
Tennessee All Corps

Tennessee All Corps

<u>ACCT</u>	<u>Description</u>	2023-2024 <u>PERS</u>	2023-2024 <u>BUDGET</u>
189	Other Salaries (Stipends)	72	91,999
196	In-Service Training		5,000
201	Social Security		6,509
204	State Retirement		11,470
212	Medicare		1,485
429	Instructional Supplies & Materials		12,857
432	Library Books/Media		2,000
499	Other Supplies & Materials		4,466
	Total Tennessee All Corps		135,785

Informational Note: Tennessee All Corps Grant is offering structured tutoring program to increase proficiency in math and early reading. This program provides tutors, and materials to increase student achievement.

BARTLETT CITY SCHOOLS
ARP IDEA Part B

ARP IDEA Part B

<u>ACCT</u>	<u>Description</u>	2023-2024 <u>PERS</u>	2023-2024 <u>BUDGET</u>
131	Medical Personnel	2	62,357
189	Other Salaries	1	3,361
201	Social Security		4,011
204	State Retirement		6,834
206	Life insurance		224
207	Medical insurance		15,344
212	Medicare		938
312	Contracts with Private Agencies		22,155
322	Evaluation and Testing		0
429	Instructional Supplies & Materials		8,359
499	Other Supplies & Materials		0
524	Staff Development		0
725	Special Education Equipment		5,034
	Indirect Costs		5,153
	Total ARP IDEA Part B		133,770

Informational Note: The ARP IDEA Pt B Grant under the CARES Act provides supplemental funding for the two IDEA formula grant programs. These funds are to purchase and upgrade unique items in regards to COVID-19 needs to support the provision of special education and related services to children with disabilities.

BARTLETT CITY SCHOOLS
ARP IDEA Preschool

ARP IDEA Preschool

<u>ACCT</u>	<u>Description</u>	2023-2024 <u>PERS</u>	2023-2024 <u>BUDGET</u>
322	Evaluation and Testing		3,078
429	Instructional Supplies & Materials		1,199
499	Other Supplies & Materials		2,760
725	Special Education Equipment		13,481
	Indirect Costs		293
	Total ARP IDEA Preschool		20,811

Informational Note: The ARP IDEA Preschool Grant under the CARES Act provides supplemental funding for the two IDEA formula grant programs. These funds are to purchase and upgrade unique items in regards to COVID-19 needs to support the provision of special education and related services to children with disabilities.

BARTLETT CITY SCHOOLS
Epidemiology and Laboratory

Epidemiology and Laboratory

		2023-2024	2023-2024
<u>ACCT</u>	<u>Description</u>	<u>PERS</u>	<u>BUDGET</u>
130	Social Workers	2	52,939
131	Medical Personnel	14	165,643
162	Clerical Personnel	1	10,371
201	Social Security		21,267
204	State Retirement		28,901
206	Life insurance		1,142
207	Medical insurance		45,433
212	Medicare		4,177
355	Travel		2,705
413	Drug and Medical Supplies		14,723
790	Other Equipment		10,136
Total Epidemiology and Laboratory			357,437

Informational Note: The Epidemiology and Laboratory Testing Grant is intended to support the reopening and in-person instruction of K-12 schools through supporting comprehensive screening testing for K-12 schools for student and staff.

BARTLETT CITY SCHOOLS
Fiscal Pre-Monitoring Supports

Fiscal Pre-Monitoring Supports

<u>ACCT</u>	<u>Description</u>	2023-2024 <u>PERS</u>	2023-2024 <u>BUDGET</u>
399	Other Contracted Services		46,200
	Total Fiscal Pre-Monitoring Supports		46,200

Informational Note: The Fiscal Pre-Monitoring Supports Grant is intended to support financial planning, programming, and expenditure of funds in alignment with ESSER 2.0, and ESSER 3.0 funds. The grant funds will be awarded in February 2022 and expire on June 30, 2024.

BARTLETT CITY SCHOOLS
IDEA Pt. B

IDEA - Revenue

<u>ACCT</u>	<u>Description</u>	2023-2024 <u>BUDGET</u>	2023-2024 <u>BUDGET</u>
142-47143	IDEA Pt B	1,351,736	1,568,628
142-47143	IDEA Preschool	58,227	74,582
142-47143	IDEA Supplemental	<u>0</u>	<u>0</u>
Total IDEA Revenue		1,409,963	1,643,210

Informational Note:

IDEA Pt B funds provide for support of children eligible for special education between the ages of 3 and 21. Includes cost of salaries, benefits, materials, supplies, and services used in the IDEA program.

BARTLETT CITY SCHOOLS
IDEA Pt. B

IDEA Pt. B

<u>ACCT</u>	<u>Description</u>	2023-2024 <u>PERS</u>	2023-2024 <u>BUDGET</u>
131	Medical Personnel	6	163,394
163	Educational Assistants	21	242,260
171	Speech Pathologist	3	79,533
189	Other Salaries	7	336,060
195	Substitute Teachers		5,008
201	Social Security		55,934
204	State Retirement		78,287
206	Life insurance		2,605
207	Medical insurance		96,387
212	Medicare		12,872
312	Contracts with Parents		30,000
322	Evaluation & Testing		33,003
355	Mileage		3,369
429	Instructional Supplies & Materials		264,959
499	Other Supplies & Materials		6,000
524	Inservice/ Staff Development		44,733
599	Other Charges		1,221
725	Instructional Equipment		37,079
790	Other Equipment		15,159
	Indirect Costs		60,765
	Total IDEA Pt. B		1,568,628

Informational Note:

IDEA Pt B funds provide for support of children eligible for special education between the ages of 3 and

BARTLETT CITY SCHOOLS
IDEA Preschool

IDEA Preschool

<u>ACCT</u>	<u>Description</u>	2023-2024 <u>PERS</u>	2023-2024 <u>BUDGET</u>
322	Evaluation & Testing		5,283
429	Instructional Supplies & Materials		37,749
499	Other Supplies & Materials		7,016
524	In-Service/Staff Development		7,000
599	Other Charges		1,000
725	Special Education Equipment		7,038
790	Other Equipment		7,076
	Indirect Costs		2,420
	Total IDEA Preschool		74,582

Informational Note:

IDEA Preschool is for support of preschool children under the IDEA program. Includes cost of salaries, benefits, materials, supplies and services used in the IDEA Preschool program.

BARTLETT CITY SCHOOLS
CTE Perkins

CTE-Revenue		2022-2023	2023-2024
<u>ACCT</u>	<u>Description</u>	<u>BUDGET</u>	<u>BUDGET</u>
142-47131	CTE Perkins Basic	34,429	63,889
142-47131	CTE Perkins Reserve	0	3,802
Total Title Funds		34,429	67,691

BARTLETT CITY SCHOOLS

CTE-Perkins Basic

CTE-Perkins Basic

<u>ACCT</u>	<u>Description</u>	<u>2023-2024</u> <u>PERS</u>	<u>2023-2024</u> <u>BUDGET</u>
355	Mileage		8,990
399	Other Contracted Services		4,474
429	Instructional Supplies & Materials		2,189
524	In-Service/Staff Development		1,477
599	Other Charges		0
730	Vocational Equipment		46,211
	Indirect Costs		<u>570</u>
	Total CTE-Perkins Basic		63,911

Informational Note:

CTE-Perkins Grant is a principal sources of federal funding to states and discretionary grantees for the improvement of secondary and postsecondary career and technical education programs. It is also used for student examination fees to obtain industry certification in their respective field of study.

BARTLETT CITY SCHOOLS

Perkins Reserve

Perkins Reserve

<u>ACCT</u>	<u>Description</u>	<u>2023-2024</u> <u>PERS</u>	<u>2023-2024</u> <u>BUDGET</u>
429	Instructional Supplies & Materials		3,802
	Total Perkins Reserve		3,802

Informational Note:

The Perkins Reserve Grant is a competitive grant which provides funds to support career and technical education across the state. It provides STEM pathways in coding, cyber security, drones, engineering design and robotics.

BARTLETT CITY SCHOOLS
Discretionary Grants

Revenue

<u>ACCT</u>	<u>Description</u>	2023-2024 <u>BUDGET</u>
44990	First 8 Pre-K	132,000
46590	Voluntary Pre-K	78,915
46981	Safe Schools	130,793
46980	TN Arts Commission Arts 360	41,223
48990	Jobs for the Future	18,852
	TOTAL	401,782

BARTLETT CITY SCHOOLS

First 8 Pre-K

First 8 Pre-K

<u>ACCT</u>	<u>Description</u>	2023-2024	2023-2024
		<u>PERS</u>	<u>BUDGET</u>
116	Teachers	1	59,482
163	Educational Assistant	1	20,451
195	Substitute Teachers		360
201	Social Security		4,978
204	State Retirement		7,841
206	Life insurance		275
207	Medical insurance		20,797
212	Medicare		1,164
422	Food Supplies		100
429	Instructional Supplies & Materials		8,268
524	In-Service/Staff Development		2,000
599	Other Charges		1,000
	Indirect Costs		5,284
	Total First 8 Pre-K		132,000

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>	2023-2024 <u>PERS</u>	2023-2024 <u>BUDGET</u>
116	Teachers	2	53,215
195	Substitute Teachers		600
201	Social Security		3,952
204	State Retirement		4,624
206	Life insurance		189
207	Medical insurance		10,736
212	Medicare		924
422	Food Supplies		100
429	Instructional Supplies & Materials		114
524	In-Service/Staff Development		172
599	Other Charges		1,130
	Indirect Costs		3,159
	Total Voluntary Pre-K		78,915

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 SCS 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

Safe Schools

Safe Schools

<u>ACCT</u>	<u>Description</u>	<u>2023-2024</u> <u>PERS</u>	<u>2023-2024</u> <u>BUDGET</u>
399	Other Contracted Services		7,100
499	Other Supplies & Materials		21,939
790	Other Equipment		101,754
	Total Safe Schools		130,793

Informational Note:

Safe Schools Funds are provided to decrease the likelihood of violent or disruptive behavior and to protect students and staff from harm when such behavior may occur. BCS is using these funds to provide for a Schools Resource Office and security cameras.

BARTLETT CITY SCHOOLS
TN Arts Commission Arts 360

TAC Arts 360

<u>ACCT</u>	<u>Description</u>	2023-2024 <u>PERS</u>	2023-2024 <u>BUDGET</u>
399	Other Contracted Services		5,500
429	Instructional Supplies & Materials		7,073
524	In-Service/Staff Development		27,000
	Indirect Costs		1,649
	Total TAC Arts 360		41,223

Informational Note:

The Tennessee Arts Commission Arts 360 grant is used to integrate the arts into basic school curriculum and to provide arts activities and educational opportunities to under-served and

BARTLETT CITY SCHOOLS

Jobs for the Future

Jobs for the Future

<u>ACCT</u>	<u>Description</u>	<u>2023-2024</u> <u>PERS</u>	<u>2023-2024</u> <u>BUDGET</u>
189	Other Salaries & Wage	4	4,043
201	Social Security		897
204	State Retirement		457
212	Medicare		209
399	Other Contracted Services		10,250
449	Textbooks		2,796
524	In-Service/Staff Development		200
Total Jobs for the Future			18,852

Informational Note:

The 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 providing local educational agencies (LEAs) technical assistance and funds to design and deliver work-based courses (WBCs) in high schools across TN.

BARTLETT CITY SCHOOLS

School Nutrition

School Nutrition

Revenue

<u>ACCT</u>	<u>Description</u>	2022-23 <u>BUDGET</u>	2023-24 <u>BUDGET</u>
143-43521	Lunch Payments - Children	732,000	887,206
143-43522	Lunch Payments - Adults	41,000	49,693
143-43523	Income from Breakfast	72,000	87,266
143-43525	Ala Carte Sales	560,000	678,737
143-47111	USDA School Lunch Program	1,800,009	2,181,664
143-47113	USDA Breakfast	430,525	521,809
143-46520	State Matching	25,000	30,301
143-44165	Commodity Rebates	3,000	3,636
Total School Nutrition Revenue		3,663,534	4,440,312

BARTLETT CITY SCHOOLS

School Nutrition

School Nutrition			
Expenditures		2022-24	2023-24
<u>ACCT</u>	<u>Description</u>	<u>BUDGET</u>	<u>BUDGET</u>
143-73100-10500	Supervisor/Director	0	105,073
143-73100-16300	Clerical Personnel	0	44,213
143-73100-16501	Cafeteria Managers	469,163	380,698
143-73100-16502	School Nutrition Technicians	763,308	838,218
143-73100-18900	Other Salaries & Wages	126,837	17,491
143-73100-16506	Substitute Helpers	20,000	20,000
143-73100-20100	Social Security	85,517	77,897
143-73100-20400	State Retirement	55,249	36,912
143-73100-20600	Life insurance	4,672	4,762
143-73100-20700	Medical insurance	125,000	365,551
143-73100-21200	Medicare	20,000	18,218
143-73100-33600	Maintenance & Repair Equipment	20,000	25,000
143-73100-35400	Transportation- Food	15,000	15,000
143-73100-39900	Other Contracted Services	963,000	937,500
143-73100-42200	Food Supplies	808,988	1,323,804
143-73100-43500	Office Supplies	600	800
143-73100-49900	Other Supplies and Materials	125,000	162,975
143-73100-52400	In-Service/Staff Development	0	5,000
143-73100-59900	Other Charges	1,200	1,200
143-73100-71000	Food Service Equipment	60,000	60,000
Total School Nutrition Expenditures		3,663,534	4,440,312

Informational Note:

Includes cost of materials, supplies, and services used in the School Nutrition Program.



Bartlett

T E N N E S S E E

HOMETOWN PROUD