CITY OF BARTLETT TENNESSEE

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

A. Keith McDonald, Mayor

FISCAL 2019 BUDGET

CITY OF BARTLETT
TENNESSEE

Fiscal Year 2019 Adopted Budget

June 12, 2018

A. Keith McDonald, Mayor

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Bartlett

Tennessee

For the Fiscal Year Beginning

July 1, 2017

Christopher P. Morrill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **City of Bartlett, Tennessee** for its annual budget for the fiscal year beginning **July 1, 2017**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

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

BARTLETT VISION 2020

VISION STATEMENT

Our vision of Bartlett is for a 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

A. Keith McDonald, Mayor

June 12, 2018

Board of Mayor and Aldermen
City of Bartlett, Tennessee

This letter transmits the Budget for the fiscal year beginning July 1, 2018. 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. The adopted FY18 General Fund budget projected a break even from operations (revenues less expenditures). The finance department now projects a small increase in fund balance as a result in operations for the budget year ending June 30, 2018.

The FY19 annual operating budget represents the City's plans, policies, and strategies for maintaining a level of service to meet the needs and expectations of the citizens in the community. Bartlett is a corporation established in 1866 and has a population, according the 2010 federal census and adjusted for 2012 annexation results, of 56,488. A more recent U.S. Census projection of the population in 2018 is close to 60,000. 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, both population and commercial and residential development, has remained steady from the 1970's through the 2010's. While the City is home to many companies with regional and international operations it continues to maintain its small town atmosphere. Historic Bartlett Station, the Gotten House Museum, the Bartlett Performing Arts and Conference Center and thirty-one public parks provide year round cultural and recreational opportunities for the City's residents.

As required by the Bartlett City Charter this budget document is presented for your approval for the fiscal year 2019 operating and capital budgets. The State of Tennessee has rebounded as well from the 2008 recession which impacts cities across the state. One of the main revenue sources for the state is the state sales tax, an elastic tax which can vary substantially month to month and year to year depending upon consumers' discretionary income. Higher fuel and energy costs tend to lower sales tax revenue, a portion of which is shared with cities. However, the City experienced over 2.5% growth in the per capita state sales tax allocations from FY18 to FY18 and 27.3% growth for the five year period FY13 to FY18. This growth was partially due to increased economic activity in the state and partly due to increased population figures certified by the state in FY14. The FY19 budget projects a 3% growth in state sales tax revenue over the prior year. The local economy has seen an increase in economic activity as well in the last four years. Revenue from the local option sales tax was up over 11.5% in FY18 from FY13 levels. The FY18 budget anticipates an increase of 3.0% in local option sales tax over the prior year.

The housing market in Bartlett has remained strong since calendar year 2010 which was the low point in the last twelve years with only 81 permits issued; calendar year 2016 new house construction was 205 new units; calendar year 2017 new house construction was 177 units; calendar year 2018 is on track for about 90 housing permits. The sustained growth in recent years is due to interest in the City's municipal school system coupled with low crime rate, excellent recreational facilities and low cost of living. Commercial permits and valuation through May 2018 are well ahead of permits at the same time last year. Commercial permits in 2017 totaled $83.3 million, an almost three-fold increase over calendar year 2016 of $35 million. Permits thru May of 2018 totaled $11.7 million.

Significant Challenges

Reduction in State and Local Revenue

The Board of Mayor and Aldermen has been faced with challenges in planning for future growth and maintaining current services in the City. Property reappraisal in 2016 resulted in a 13% increase in property values. The City has taken advantage of increased assessments to provide adequate funding for both the FY2018 and FY2019 budgets. However, one of the challenges the board had to deal with included State legislation that reduced and will eventually phase out the state-shared Hall Income Tax on certain interest and dividends. This six percent (6%) tax levy will reduce to 0% in the fiscal year 2021 thereby reducing the City's portion of the tax revenue by over $500,000. Coupled with a reduction in the state sales tax on food, which is also shared with cities, the board will be faced with a total reduction of over $525,000 in General Fund resources. The second challenge in funding is that the local option sales tax revenues have been relatively flat in the past two fiscal years. The board did not budget any increase in state sales tax revenue for FY2019 and only a nominal increase in the local option sales tax for the same period. FY2019 budget priorities include three additional jailors and one additional construction inspector in the Codes department. We have also included a general 2% salary increase for all employees plus career ladder increases where appropriate.

New Bartlett High School

A major improvement to the city started in FY18 is the construction of a new Bartlett High School. The school will be located on the same site as the current high school but will be modernized for current and future enrollment. The cost is estimated to be $52 million with $44 million coming from a G.O. Bond issue and the remaining $8 million from city general fund reserves over a period of three years. The debt service for this bond issue is estimated to be $3.5 million per year for twenty years. The Bartlett Board of Education will contribute $1 million per year with the remainder coming from general fund revenues. To provide funds for this issue, the administration increased the property tax rate by 35 cents in FY18. The resulting $1.83 tax rate on 2018 assessed property will fund improvements, salary increases, and transfers to the Debt Service Fund to provide funding for debt retirement on the high school bonds and other existing debt of the City.

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 five municipal school systems in Shelby County. In an effort to mitigate the effects of rising costs, the Plan contracted in 2017 with a new third-party health provider to provide for the operation of the health insurance program. The competitive bid process and the establishment of a health insurance pool made up of the above mentioned employees has helped the City to maintain affordable premium levels for its employees while also saving several hundred thousand dollars in payments to its primary health insurance provider. The rising costs of insurance premiums and prescription drugs have outpaced the contributions from the plan participants in recent months. 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.

Services to Annexed Property Owners

The City annexed by ordinance on December 31, 2012, 3,315 acres containing 927 parcels with an assessed valuation of over $58 million. Approximately 850 households with a population of 1,875 residents are included in the annexed area. A key challenge for the City continues to be providing services to this annexed territory. The FY18 budget provided resources associated with the annexation area by the creation of a new police district, an additional fully staffed ambulance, and additional employees in the parks department. The current FY2019 Capital Improvement Program budget provides additional equipment and vehicles for police, fire, public works to service the annexed area as well as sewer upgrades where needed. The increased revenues from property tax assessments and state shared revenues based on population have provided needed resources to mitigate the costs of services to this area. The Board carefully considered these revenue streams and allocation of resources to provide needed services and has continued to support department heads in this effort. As noted above, the administration will be monitoring the reduction in revenue generated from the State of Tennessee Hall Income Tax. As this revenue stream is phased out in the next few years, the administration will look for ways to compensate for this loss.

Legacy Defined Benefit Pension Plan

Another challenge for the Board of Mayor and Aldermen in the budget process was to maintain the sustainability of the City's pension plan for future retirees. The City has administered a defined benefit plan since March 2001. The city's legacy pension plan was closed for all employees hired on or after July 1, 2014. As employees retire under the defined benefit plan, the pension trust will have fewer employee dollars that go toward the actuarially recommended contribution (ARC). The trust now has to remain viable with city contributions. The Board continues to contribute the ARC annually using surpluses and cost containment in departmental budgets.

Bartlett Vision Statement

The Board of Mayor and Aldermen met on January 15, 2015 to review the City's Vision and Mission Statements and to develop 3-5 year strategic goals for economic growth, provide superior services to its citizens, and maintain a clean and safe environment.

The City's long-term strategic goals were focused on general areas of

- Providing Superior Services
- Economic Growth in the Community
- Provide Clean and Safe Environment for Citizens
- Integrity in the Workplace

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

- Adopt a more complete bikeway plan through a multi-year capital improvement program. Plans are in place to improve the bikeways on major arteries throughout the city.
- Development of a master plan for Freeman Park with state of the art facilities for sports and entertainment venues. The FY19 CIP budget provided for an additional $500,000 toward this effort. The City plans to spend $3.2 million in the next four years to complete this project.
- 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 has 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. This facility will be partially funded by the state government to build a Tennessee College of Applied Technology (TCAT) to promote this educational opportunity.
- 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 Retail Strategies, a consulting group which works to bring commercial business to the area.
- 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 $44.9 million bond issue in FY2018.
- Limit debt to manageable levels each year. With demand for improved services and new infrastructure requirements, the city is looking to issue over $24 million in debt over the next four years. Debt service requirements will increase in the near term; however, the

administration is confident that resources will be available for these projects. An increase in the city's property tax rate for FY18 ensures resources will be provided for future debt retirement.

Budget Overview

The Fiscal Year 2019 proposed budget for all funds, including Bartlett School Fund, is $164.5 million. Excluding Bartlett School Fund, the Fiscal Year 2019 proposed budget for all funds is $84.6 million, which represents a 6.49% increase compared to Fiscal Year 2018 Projections. The proposed General Fund budget is $54.2 million which represents a 2.2% increase compared to the General Fund budget for Fiscal Year 2018.

Highlights of the FY2019 budget include:

- Figures from the Shelby County Assessor indicate a 2.5% increase in assessments over FY17.
- Local Sales Tax budgeted reflects an estimated 3.0% increase over FY2018.
- No use of reserves in General Fund operating budget resulting in a "balanced budget" in the General Fund. A balanced budget is defined as budgeted revenues plus use of reserves equal budgeted expenditures.
- Additional three jailer positions in Police and one new construction inspector in Engineering and Inspection.
- Half-cent Sales Tax budgeted to reimburse costs for School Ground Maintenance, School Resource Officers, School Officers Overtime, Crossing Guards, Health and Safety Officer, and DARE Program. Additional budgeted amounts from half-cent sales tax for city support of Bartlett Municipal School System in FY2019 include the maintenance of effort requirement for FY19 of $1.7 million and Shelby County Board of Education buildings contribution of $608,000.
- Current service levels are maintained for all funds with planned use of fund balances as necessary in State Street Aid, Solid Waste, General Improvement, Drug Funds and Parks.
- City-wide general salary increase of 2% is included in appropriations; career ladder increases are also included for scheduled and approved personnel and general 2% increase in entry level hourly rate of pay.

General Fund

General fund revenues are projected at $54.26 million. Funds are provided for the new positions noted above plus contribution to the city's Debt Service Fund to service existing and future debt issues. Budgeted expenditures include maintenance of effort appropriation of $1,737,826 to Bartlett City Schools plus $608,000 to Shelby County Board of Education for school buildings. Additional budgeted transfers include $3.555 million to Debt Service Fund, $100,000 to the Drainage Fund; and $500,000 appropriation for CIP funding.

Special Revenue Funds

Gas tax revenue is used to pay for street lighting in the State Street Aid Fund. We included $200,000 in subdivision paving which will be paid from developer fees. State legislation increased funding in the State Street Aid Fund by $260,000 in FY18. We anticipate over $300,000 in additional revenue from this source in FY19. Solid Waste fund is intended to be self-supporting; fees will be unchanged from the prior year. We are proposing a balanced budget for FY19 in the Solid Waste Fund, using fund balance of $507,777. Approximately $1,036,000 in solid waste vehicles and equipment will be funded in Solid Waste Fund in FY19. The General-Improvement fund is used to fund city wide improvements and contribute to general fund balance. Its budget is also balanced for FY19; using $98,800 in fund balance. Drug funds are used to support drug education and enforcement throughout city. Drainage fund supports efforts to monitor drainage and storm water and forestry. We are again proposing a $100,000 transfer from the General Fund for FY19 to cover projected expenditures in the Drainage Fund. 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 $79.8 million for FY2019.

Water/Wastewater Fund

The fund's revenues and expenses are budgeted to provide sufficient operating income to comply with state regulations and maintain operations and capital improvements. The FY19 budget will use cash reserves of $2.55 million to pay for CIP projects including water line improvements and sewer relocation on Old Brownsville Road.

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 $3.55 million from the General Fund and a $1 million transfer from the General Purpose School Fund to service the annual debt obligation.

The City expects to issue $5.7 million in general obligation bonds in FY2019 with the possibility of refunding some older debt to saving money on interest costs. Additionally, the

City plans to issue $1,355,000 in capital outlay notes to fund the purchase of vehicles and equipment as contained in the City's Capital Improvement Plan this year.

Capital Improvements Fund

We are requesting $12,296,936 for capital improvement projects in FY19. Funding sources include $5.7 million in G.O. bonds, $1.35 million in capital notes, $5.96 million in TDOT matching funds, $150,000 in other grants, and $500,000 from the General Fund. Major projects and capital acquisitions include BPACC improvements, city hall renovations, street and bridge improvements, W.J. Freeman Park master plan, and equipment purchases for fire and police, and other recreation maintenance projects. Water and sewer projects include Old Brownsville water lines, water and sewer improvements on Woodlawn Street, and Covington Pike sewer projects.

Budget Projections

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 municipal school system in operation this year will also provide incentive for families to locate within Bartlett. To position the City for this expected growth we believe controlling costs along with a prudent use of reserve funds will allow us to continue to improve service levels for the citizens of Bartlett. During the last few years, with the support of the Board, we have built up our reserve funds to a level that has favorably positioned the City as economic conditions improve.

REVENUES & EXPENDITURES PROJECTIONS

	FY 2017 Actual	FY 2018 Projection	FY 2019 Adopted	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
General Fund Revenues	$47,385,068	$53,114,522	$54,261,098	$55,888,931	$57,565,599	$59,292,567
General Fund Expenditures	47,741,101	53,082,596	54,261,098	55,346,320	57,006,710	58,716,911
Special Revenue Funds Revenue	$90,661,149	$86,500,872	$89,113,402	$90,895,670	$91,804,627	$93,181,696
Special Revenue Funds Expenditures	82,416,011	86,796,655	90,596,415	91,049,397	91,504,644	92,877,214
Utility Fund Revenues	$ 8,690,758	$ 8,489,000	$ 8,738,000	$ 9,087,520	$ 9,223,833	$ 9,362,190
Utility Fund Expenditures	9,839,886	9,065,933	11,168,744	8,934,995	9,069,020	9,205,055
Debt Service Fund Revenues	$ 5,170,067	$11,402,416	$ 8,286,400	$ 8,353,800	$ 8,363,200	$ 8,420,700
Debt Service Expenditures	5,465,928	8,119,171	8,471,401	8,652,706	8,994,000	9,250,215

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 objective is to develop a balanced budget without the use of reserves. 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 FY19 budget, the Board of Mayor and Aldermen adopts a property tax rate. As previously noted, the budget provides for a property tax rate of $1.83. Property tax revenues account for approximately 48% of the total revenue in the General Fund with local taxes (sales, business, etc.) accounting for an additional 25% 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 2020 which is presented later in this budget document.

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

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

Dick Phebus
Director of Finance

ORDINANCE 18-02

AN ORDINANCE TO ADOPT THE 2018-2019 GENERAL FUND, STREET AID FUND, SOLID WASTE FUND, GENERAL IMPROVEMENT FUND, DRUG ENFORCEMENT FUND, DEA ENFORCEMENT FUND, DRAINAGE FUND, PARKS IMPROVEMENT FUND, BARTLETT CITY SCHOOL FUND, UTILITY FUND, DEBT SERVICE FUND AND CAPITAL IMPROVEMENTS FUND BUDGETS.

SECTION 1: BE IT ORDAINED by the Board of Mayor and Aldermen of the City of Bartlett that the following appropriations for the 2018-2019 Fiscal Year for the City of Bartlett are as follows:

GENERAL FUND EXPENDITURES:		**Fiscal Year 18/19**
ADMINISTRATIVE:		
Legislative Board	$	833,373
Mayor's Office	$	771,760
Community Affairs	$	315,859
Building and Grounds	$	353,519
Bartlett Station Municipal Center	$	424,472
Library	$	1,241,297
Finance and Administration	$	1,649,462
City Court	$	1,111,700
Personnel	$	535,742
Planning and Economic Development	$	487,931
Total Administrative	**$**	**7,725,115**
PUBLIC SAFETY:		
Police Department	$	15,737,595
Fire Department	$	7,617,020
Ambulance Department	$	3,588,010
Code Enforcement	$	1,013,266
Total Public Safety	**$**	**27,955,891**
PUBLIC WORKS:		
Administration	$	581,072
City Shop	$	1,036,853
General Maintenance	$	1,557,406
General Services	$	369,087
Grounds Maintenance	$	1,480,513
Animal Control	$	760,170
Engineering Administration	$	409,394
Engineering & Inspection	$	614,039
Total Public Works	**$**	**6,808,534**
PARKS AND RECREATION:		
Administration	$	371,693
Community Center	$	944,034
Athletics	$	806,993
Maintenance	$	1,579,898
School Ground Maintenance	$	243,529
Senior Citizen Center	$	406,455
Recreation Center	$	1,665,971
Total Parks and Recreation	**$**	**6,018,573**

PERFORMING ARTS:		
Performing Arts Center	$	692,073
Total Performing Arts	**$**	**692,073**
OTHER GENERAL FUND ITEMS /TRANSFERS OUT		
Transfer Out Debt Service	$	1,000,000
Transfer Out Bartlett City School	$	1,737,826
Transfer Out Shelby County Board of Education	$	608,193
Transfer Out Bartlett City School Debt Service	$	2,555,000
Transfer Out DARE Program	$	33,000
Transfer Out Drainage Fund	$	100,000
Transfer Out CIP	$	500,000
Total Transfers Out	**$**	**6,534,019**

TOTAL GENERAL FUND EXPENDITURES	**$**	**55,734,205**

GENERAL FUND REVENUES/TRANSFERS:				
Property Taxes	$	26,095,000		
Local Taxes	$	13,565,418		
Licenses & Privileges	$	1,816,700		
Intergovernmental	$	6,141,000		
General Charges for Services	$	4,238,830		
Department Revenues	$	1,473,107		
Court Charges	$	1,965,000		
Other Revenue	$	271,650		
Transfer In from General Improvement Fund	$	167,500		
TOTAL GENERAL FUND REVENUES/TRANSFERS			**$**	**55,734,205**
SPECIAL REVENUE FUNDS EXPENDITURES				
Street Aid Fund	$	2,475,000		
Solid Waste Fund	$	6,614,577		
General Improvement Fund	$	768,800		
Drug Enforcement Fund	$	473,500		
DEA Enforcement Fund	$	279,200		
Drainage Control Fund	$	120,526		
Park Improvement Fund	$	16,936		
Bartlett City School Fund	$	79,847,876		
TOTAL SPECIAL REVENUE FUNDS EXPENDITURES			**$**	**90,596,415**
SPECIAL REVENUE FUNDS REVENUES/SOURCES				
Special Revenue Funds Revenue	$	89,113,402		
Use of Fund Balance	$	1,483,013		
TOTAL SPECIAL REVENUE FUNDS REV./SOURCES			**$**	**90,596,415**
UTILITY FUND EXPENDITURES				
Administration	$	2,453,481		
Water & Wastewater Services	$	1,890,339		
Plant Operations	$	1,929,468		
Sewer Treatment	$	998,437		
Total Utility Operation Expenditures	**$**	**7,271,725**		

Utility Debt -- Principal	$ 1,087,000	
Utility Debt -- Interest & Charges	$ 269,519	
Total Utility Debt Expenditures	**$ 1,356,519**	
Transfer to Capital Improvement Fund	**$ 2,550,000**	
TOTAL UTILITY FUND EXPENDITURES		**$ 11,178,244**

UTILITY FUND REVENUES/SOURCES		
Utility Fund Revenues	$ 8,738,000	
Department Revenues	$ 9,500	
Use of Fund Balance	$ 2,430,744	
TOTAL UTILITY FUND REVENUES/SOURCES		**$ 11,178,244**

GENERAL DEBT SERVICE FUND EXPENDITURES		
Principal	$ 5,515,150	
Interest and Other Charges	$ 2,956,251	
TOTAL GENERAL DEBT SERVICE EXPENDITURES		**$ 8,471,401**

GENERAL DEBT SERVICE REVENUES/SOURCES		
Debt Service Revenues	$ 8,286,400	
Use of Fund Balance	$ 185,001	
TOTAL GENERAL DEBT SERVICE REV./SOURCES		**$ 8,471,401**

SECTION 2: CAPITAL IMPROVEMENT PLAN -- BE IT FURTHER ORDAINED that "Exhibit A" represents the capital improvements plan for the City of Bartlett, Tennessee. The items listed as 2018-2019 are to be included in the budget, while new projects in future years represent "Planned" expenditures, and will require formal appropriation in future years. Unexpended project revenues and expenditures/expenses for existing projects may be administratively transferred to other CIP projects by the Finance Director with the approval of the Mayor and/or the Chief Administrative Officer.

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

SECTION 4: The CITY WATER RATE -- BE IT FURTHER ORDAINED the City Water Rates be assessed according to the following schedule:

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

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

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

SECTION 6: WATER/SEWER IN LIEU OF AD VALOREM TAX PAYMENTS -- BE IT FURTHER ORDAINED, that the Treasurer is directed to transfer and deliver to the general fund from the Water/Sewer Department, revenues equivalent to the property tax rate per each $100 of Net Book Value of assets of the Bartlett Water/Sewer Department in lieu of property taxes on the day and date regularly that property taxes are collected.

SECTION 7: CITY FEES SCHEDULE -- BE IT FURTHER ORDAINED, that "Exhibit B" represents the fiscal year 2018-2019 comprehensive fees schedule for the City of Bartlett, Tennessee and establishes the rates for fiscal year 2018-2019. Any rate or fee not included in the attached 2018-2019 schedule established by previous resolution, ordinance or administrative action will remain in effect.

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

SECTION 9: OPERATING BUDGETS EXPIRE AT JUNE 30 -- BE IT FURTHER ORDAINED, that Operating budgets not spent or formally encumbered expire at June 30, 2019. Capital Projects are authorized on a "project" basis -- and the appropriation expires on completion of the project.

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

SECTION 11: AFTER THE FISCAL YEAR-END -- BE IT FURTHER ORDAINED, that the Mayor is authorized to transfer appropriations within funds as needed to balance the budget after all year-end entries have been recorded in the fiscal year 2019 budget. All transfers will be reported to the Board of Mayor and Aldermen at the time of the reporting of the year-end financial results in the Comprehensive Annual Financial Report for the year ended June 30, 2019.

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

SECTION 13: GENERAL FUND OPERATING RESERVES AT JUNE 30 -- BE IT FURTHER ORDAINED, that the policy of the Board of Mayor and Aldermen establishes at 20%, the General Fund Balance as a percent of the next year's operations, and $1,000,000 established as an emergency fund. Below this level, unspent budgets will accrue toward this. Amounts above this level may be used as directed by the Board.

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

SECTION 15: EFFECTIVE DATE -- BE IT FURTHER ORDAINED, that this Ordinance becomes effective July 1, 2018.

FIRST READING:	May 8, 2018
SECOND READING:	May 22, 2018
THIRD READING:	June 12, 2018

W.C. Pleasant

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

A. Keith McDonald

A. Keith McDonald, Mayor

Attest: ______________________

Stefanie McGee, City Clerk

ORDINANCE 18-03

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 2018

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 2018 Tax Rate shall be levied as follows:

SECTION 1: TAX RATE -- There is hereby levied upon all real property in the City of Bartlett pursuant to TCA 67-5-101 et sec., a tax calculated upon a rate of $1.83 for each $100.00 of assessed valuation and there is hereby levied upon all taxable personal property a tax calculated upon a rate of $1.83 for each $100.00 of assessed valuation.

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

SECTION 3: EFFECTIVE DATE -- Be it further ordained that this Ordinance take effect July 1, 2018.

FIRST READING:	May 8, 2018
SECOND READING:	May 22, 2018
THIRD READING:	June 12, 2018

W. C. Pleasant

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

A. Keith McDonald

A. Keith McDonald, Mayor

Attest: ______________________

Stefanie McGee, City Clerk

THE BUDGET DOCUMENT

The City of Bartlett Fiscal 2019 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 and B are located in the appendix), tax rate ordinance, the budget document, budget process, budget calendar, financial policies, operating policies and the Bartlett organization chart.

Summary

The summary section of the budget includes an all funds summary by function, 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 each FY 2019 notable operating and capital expense line item. Also presented are staffing levels, explanation of the increases in each budget, descriptions of each cost center and performance measures.

Special Revenue Funds

This section includes the budgets for the City's Special Revenue Funds. The revenues for these funds are restricted in use to the function they are collected for. Functions include street aid, solid waste, general improvement, drug enforcement, drainage, park improvements and Bartlett school.

Utility Fund

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

Debt Service Fund

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

Capital Improvement Plan

This section includes a summary of the five-year capital plan and project detail for each project in the Fiscal Year 2019 capital budget. Sources of funds, expenditures and project start and completion dates are included.

Appendix

The appendix includes a Bartlett community profile, Exhibit A, Exhibit B and a Glossary.

THE BUDGET PROCESS

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

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. 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. After the administration has reviewed all departments' requests, budget decisions are then made based on the departments' requests in respect to the City's goals.

Budget Guidelines

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

Revenue Forecasting

General revenues are based upon growth assumptions based on trend analysis by month for the last ten year period. Each revenue item is evaluated based on monthly collection for the last ten years and growth assumptions are developed to forecast future years' revenues. FY 2019 property tax revenues include growth, new constructions and assessment appeals. All sales taxes are based on growth estimates used by the State of Tennessee and modified according to Bartlett sales tax payers. Sales taxes are budgeted to grow 3% over FY 2018 projection. All revenues based on residential growth such as solid waste, water and sewer and other development fees are based on 200 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 20% of projected expenditures plus $1 million for emergencies. In addition to the ability to generate interest income, fund balance aids our credit ratings which directly affect our cost of borrowing, provides stable property tax rate which allows for cash flow needs. With certain limitations, fund balance may be used to balance the subsequent year's budget.

Budget Adoption

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

Budget Document

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

Budget Ordinance

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

Budget Basis

The basis of budgeting and basis of accounting for the governmental fund types are presented on a modified accrual basis, which means that expenditures, other than accrued interest on long-term debt, are recorded at the time liabilities are incurred and revenues are recognized only when they are received. The modified accrual basis of accounting recognizes revenues when they are earned, measurable *and available to finance current fiscal period expenditures*. Enterprise fund (utility fund in our case) is presented on a modified accrual basis for budgeting and on an accrual basis for accounting. The accrual basis recognizes transactions when they occur, regardless of when the actual cash flow related to these transactions occurs. Under this method of accounting, revenues are recognized in the accounting period when they are earned and become measurable.

Budget Monitoring and Management

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

City of Bartlett

Budget Calendar

Fiscal 2018-2019

Day	Date	Activity
Month	November	Meet with all departments to go over community issues, goals, expectations for the current year, and long-term plan
Friday	January 12	Budget Instruction Memo Distributed to Departments
Friday	February 2	Operating & CIP budgets Forecasts/Requests Due (The budget coordinator met with each department and went over their budget)
Month	Beginning February 26	Meet with Departments to Discuss Operating/CIP Budget Forecasts/Requests (The Mayor, the CAO, the Finance Director and the Budget Coordinator went over the budget with each department, examined each line item)
Tuesday	Mar - May	Board Work Sessions as needed (The Mayor presented a summary to the Board of Aldermen and addressed any concerns the Aldermen may have)
Tuesday	May 8	Board Meeting – Budget First Reading (Proposed budget copies were presented to the Board of Mayor and Aldermen). *The public hearing is set for June 12, 2018 @7:00pm.
Tuesday	May 22	Board Meeting – Budget Second Reading. *The public hearing is set for June 12, 2018 @7:00pm.
Tuesday	June 12	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.
Tuesday	June 26	Board Meeting – Approve the Minutes – Final Approval
Friday	June 30	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.
- 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 20% of projected General Fund expenditures with a goal of building an additional balance of $1,000,000 designated for emergencies in the future.
- Fund balances will be used prudently and conservatively to fund one time expenditures and stabilize the property tax rate.

Financial Reporting Policies

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

OPERATING POLICIES

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

Quality of Life Policies

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

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

In order to promote the arts $11,400 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 second year of operation. Bartlett City Schools is comprised of eleven schools and approximately 8,000 students located in Bartlett, Tennessee. The Bartlett School Fund will be presented as a special revenue fund. The school fund budget totaled $79.85 million for FY 2019 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.

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.

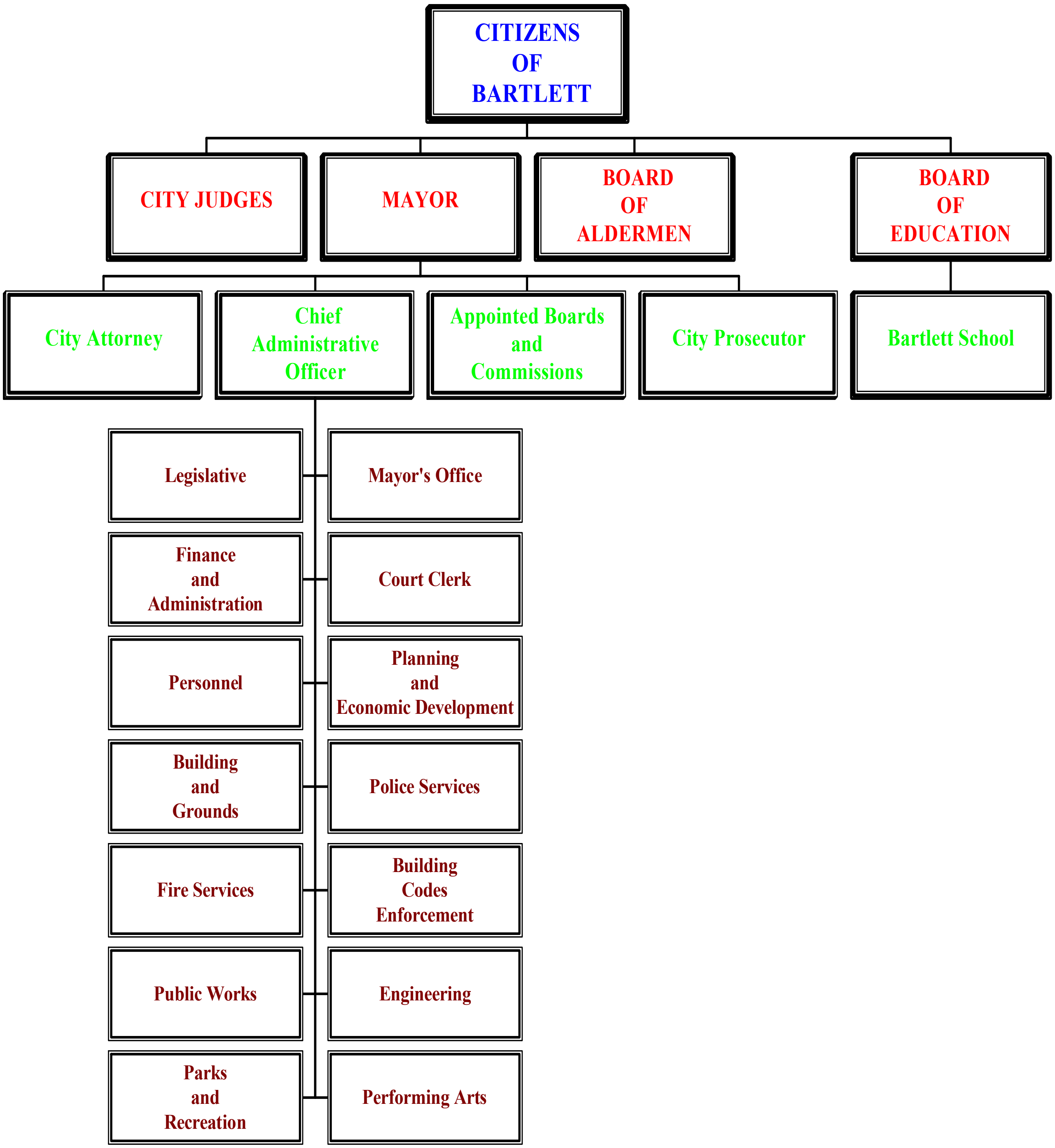
General Government

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.

The Police Department will provide matching funds for a grant to provide officers in middle and high schools in Bartlett. We will continue to provide crossing guards at schools, both public and private, and enforce speed lanes in school zones.

CITY OF BARTLETT
ORGANIZATION CHART



City of Bartlett

City Officials

Fiscal 2018-2019

MAYOR

A. Keith McDonald (2018*)

ALDERMEN

Jack Young, Vice Mayor (2020*)
W.C. (Bubba) Pleasant, Register (2018*)
David Parsons (2018*)
Emily Elliott (2018*)
Bobby Simmons (2020*)
Paula Sedgwick (2020*)

CITY OFFICIALS

Chief Administrative Officer	Mark S. Brown
City Attorney	Edward McKenney Jr.
Director of Finance	Dick Phebus**
Director of Personnel	Ted Archdeacon
Director of Planning and Economic Development	Terry Emerick
Director of Police Services	Gary Rikard
Director of Fire Services	Terry Wiggins
Director of Code Enforcement	Jim Brown
Director of Public Works	Bill Yearwood
Director of Engineering/City Engineer	Rick McClanahan
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	Jeff Norris
Vice-Chairman	Bryan Woodruff
Board Member	Erin Berry
Board Member	David Cook
Board Member	Shirley Jackson

* Date elected term expires
** Designated CMFO

CITY OF BARTLETT

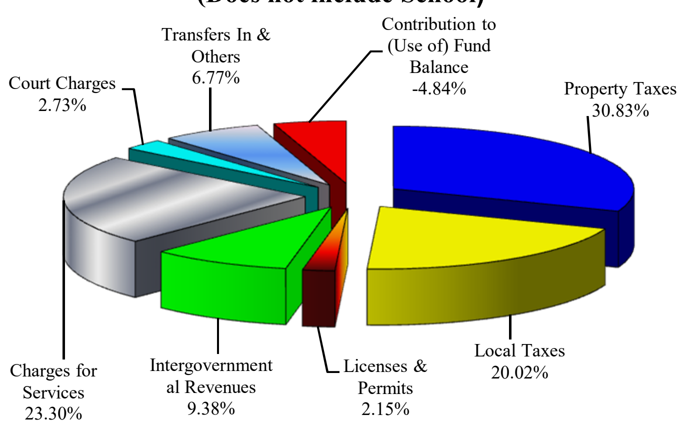
TENNESSEE

SUMMARY

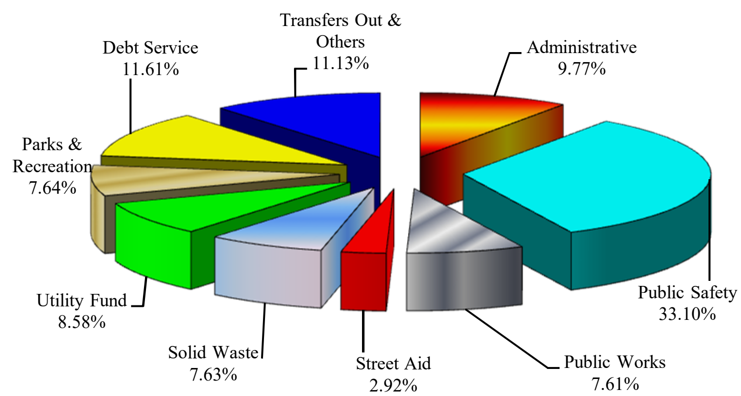
CITY OF BARTLETT
ALL FUNDS - FUNCTION SUMMARY
FY 2019 Adopted Budget

Description	General Fund	Special Revenue Funds	Utility Fund	Debt Service Fund	Total All Funds
Revenues					
Property Taxes	$ 26,095,000	$ 0	$ 0	$ 0	$ 26,095,000
Local Taxes	13,565,418	0	0	3,378,400	16,943,818
Licenses & Permits	1,816,700	0	0	0	1,816,700
Intergovernmental Revenues	6,141,000	1,800,000	0	0	7,941,000
Charges for Services	4,238,830	6,997,800	8,483,000	0	19,719,630
Court Charges	1,965,000	342,000	0	0	2,307,000
Transfers In & Others	439,150	125,726	255,000	4,908,000	5,727,876
Bartlett School Fund Revenues	0	79,847,876	0	0	79,847,876
Total Revenues	**$ 54,261,098**	**$ 89,113,402**	**$ 8,738,000**	**$ 8,286,400**	**$ 160,398,900**
Expenditures					
Administrative	$ 7,671,514	$ 601,300	$ 0	$ 0	$ 8,272,814
Public Safety	27,266,139	752,700	0	0	28,018,839
Public Works	6,322,309	120,526	0	0	6,442,835
Street Aid	0	2,475,000	0	0	2,475,000
Solid Waste	0	6,461,577	0	0	6,461,577
Utility Fund	0	0	7,262,225	0	7,262,225
Parks & Recreation	6,467,117	0	0	0	6,467,117
Debt Service	0	0	1,356,519	8,471,401	9,827,920
Transfers Out & Others	6,534,019	337,436	2,550,000	0	9,421,455
Bartlett School Fund Expenditures	0	79,847,876	0	0	79,847,876
Total Expenditures	**$ 54,261,098**	**$ 90,596,415**	**$ 11,168,744**	**$ 8,471,401**	**$ 164,497,658**
Contribution to (Use of) Fund Balance	**$ 0**	**$ (1,483,013)**	**$ (2,430,744)**	**$ (185,001)**	**$ (4,098,758)**
Beginning Fund Balance	**$ 28,539,523**	**$ 3,858,539**	**$ 13,981,250**	**$ 3,450,217**	**$ 49,829,529**
Ending Fund Balance	**$ 28,539,523**	**$ 2,375,526**	**$ 11,550,506**	**$ 3,265,216**	**$ 45,730,771**

WHERE THE $ COMES FROM
(Does not include School)



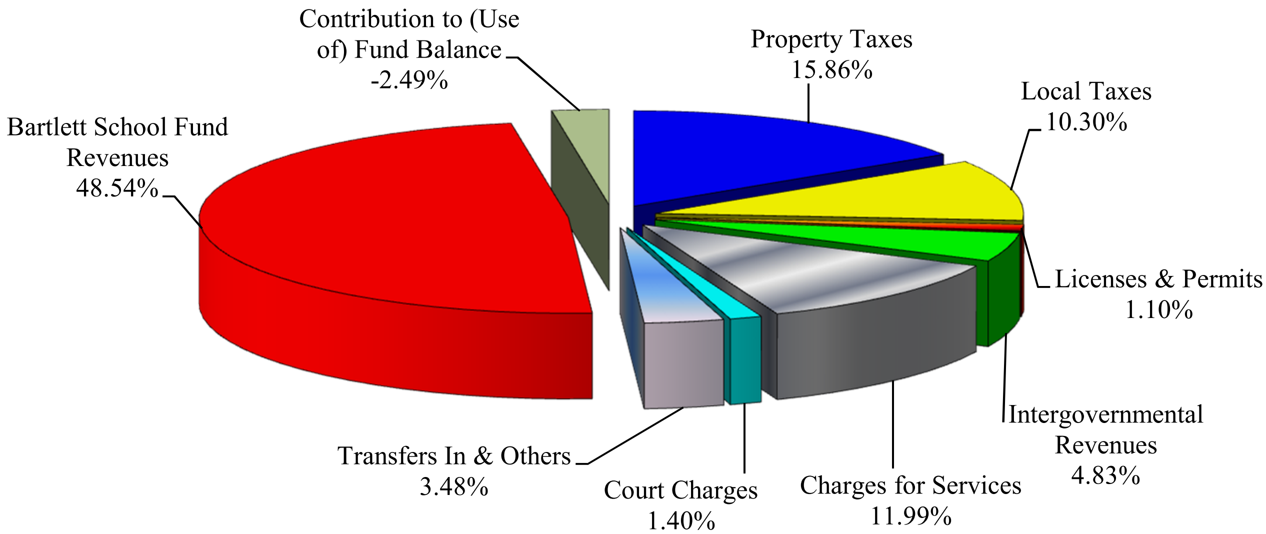
WHERE THE $ GOES
(Does not include School)



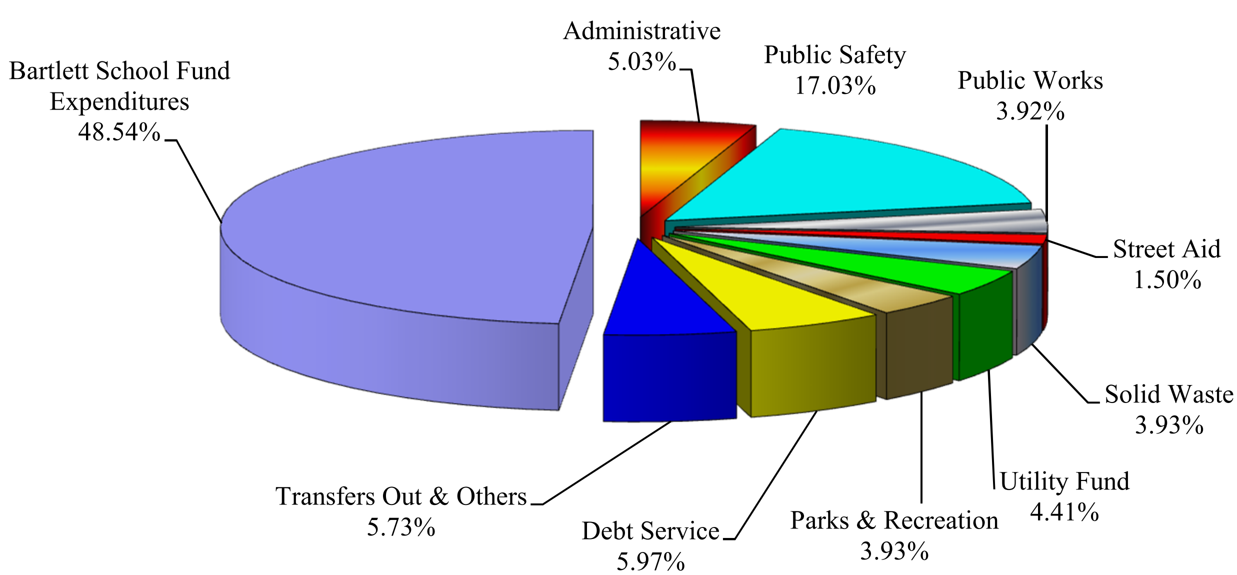
CITY OF BARTLETT
ALL FUNDS
FY 2019 Adopted Budget

Bartlett Municipal School Fund alone (48.54%) is almost half of all the other funds combined.

WHERE THE $ COMES FROM



WHERE THE $ GOES



CITY OF BARTLETT
ALL FUNDS COMBINED SUMMARY - BY CATEGORY
FY 2019 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 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues				
Property Taxes	$ 20,243,942	$ 25,269,603	$ 25,474,962	$ 26,095,000
Local Taxes	16,259,457	16,767,018	16,413,903	16,943,818
License & Permits	1,820,952	1,806,700	1,752,200	1,816,700
Intergovernmental	7,576,137	7,644,500	7,842,000	7,941,000
Charges for Services	19,147,246	19,569,384	19,185,380	19,708,830
Court Charges	2,012,187	2,083,000	2,096,000	2,274,000
Transfers In & Others	2,800,315	9,488,966	9,171,490	5,771,676
Bartlett School Fund Revenues	82,046,806	77,570,875	77,570,875	79,847,876
Total Revenues	**$ 151,907,042**	**$ 160,200,046**	**$ 159,506,810**	**$ 160,398,900**
Expenditures				
Department Revenues/Recoveries	*$ 1,604,026*	*$ 1,583,636*	*$ 1,500,430*	*$ 1,482,607*
Salaries	27,576,167	29,500,093	28,971,047	30,241,753
Benefits	14,506,262	14,546,244	14,634,690	15,755,738
Other Personnel	1,021,096	1,108,450	1,151,454	1,164,800
Operations	13,799,712	16,070,681	15,422,714	16,500,153
Capital	1,620,282	3,230,290	3,019,701	3,314,070
Debt Service	6,945,768	9,308,198	9,247,402	9,734,420
Transfer Out	8,260,609	8,684,818	8,546,903	9,421,455
Bartlett School Fund Expenditures	73,337,057	77,570,875	77,570,875	79,847,876
Total Expenditures	**$ 145,462,926**	**$ 158,436,014**	**$ 157,064,355.43**	**$ 164,497,658**
Net From Operations	**$ 6,444,116**	**$ 1,764,032**	**$ 2,442,455**	**$ (4,098,758)**
***Bartlett School Fund Balance**	**$ 23,998,026**	**$ 23,998,026**	**$ 23,998,026**	**$ 23,998,026**
Total Beginning Fund Balance	**$ 49,488,131**	**$ 47,387,074**	**$ 47,387,074**	**$ 49,829,529**
Reserves/Encumbrances	164,577			
Total Ending Fund Balance	**$ 47,387,074**	**$ 49,151,106**	**$ 49,829,529**	**$ 45,730,771**

CITY OF BARTLETT

ALL FUNDS SUMMARY - SUMMARY BY CATEGORY

FY 2019 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 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
General Fund				
Revenues	$ 47,385,068	$ 52,880,620	$ 53,114,522	$ 54,261,098
Expenditures	47,741,101	53,480,620	53,082,596	54,261,098
Total General Fund	**$ (356,033)**	**$ (600,000)**	**$ 31,926**	**$ 0**
Undesignated Beginning Fund Balance	**$ 28,699,053**	**$ 28,507,597**	**$ 28,507,597**	**$ 28,539,523**
Reserves/Encumbrances	164,577			
Undesignated Ending Fund Balance	**$ 28,507,597**	**$ 27,907,597**	**$ 28,539,523**	**$ 28,539,523**
Special Revenue Funds				
Revenues	$ 90,661,149	$ 86,622,081	$ 86,500,872	$ 89,113,402
Expenditures	82,416,011	87,163,529	86,796,655	90,596,415
Total Special Revenue Funds	**$ 8,245,138**	**$ (541,448)**	**$ (295,783)**	**$ (1,483,013)**
***Bartlett School Fund Balance**	**$ 23,998,026**	**$ 23,998,026**	**$ 23,998,026**	**$ 23,998,026**
Beginning Fund Balance (W/out School FB)	**$ 4,618,933**	**$ 4,154,322**	**$ 4,154,322**	**$ 3,858,539**
Ending Fund Balance (W/out School FB)	**$ 4,154,322**	**$ 3,612,874**	**$ 3,858,539**	**$ 2,375,526**
Utility Fund				
Revenues	$ 8,690,758	$ 8,886,000	$ 8,489,000	$ 8,738,000
Expenditures	9,839,886	9,336,139	9,065,933	11,168,744
Total Utility Fund	**$ (1,149,128)**	**$ (450,139)**	**$ (576,933)**	**$ (2,430,744)**
Beginning Cash Balance	**$ 15,707,311**	**$ 14,558,183**	**$ 14,558,183**	**$ 13,981,250**
Ending Cash Balance	**$ 14,558,183**	**$ 14,108,044**	**$ 13,981,250**	**$ 11,550,506**
Debt Service Fund				
Revenues	$ 5,170,067	$ 11,811,345	$ 11,402,416	$ 8,286,400
Expenditures	5,465,928	8,455,726	8,119,171	8,471,401
Total Debt Service Fund	**$ (295,861)**	**$ 3,355,619**	**$ 3,283,245**	**$ (185,001)**
Undesignated Beginning Fund Balance	**$ 462,834**	**$ 166,973**	**$ 166,973**	**$ 3,450,217**
Undesignated Ending Fund Balance	**$ 166,973**	**$ 3,522,592**	**$ 3,450,217**	**$ 3,265,216**
All Operating Funds				
Revenues	$ 151,907,042	$ 160,200,046	$ 159,506,810	$ 160,398,900
Expenditures	145,462,926	158,436,014	157,064,355	164,497,658
Total All Operating Funds	**$ 6,444,116**	**$ 1,764,032**	**$ 2,442,455**	**$ (4,098,758)**
Total Beginning Fund Balance	**$ 49,488,131**	**$ 47,387,074**	**$ 47,387,074**	**$ 49,829,529**
Total Ending Fund Balance	**$ 47,387,074**	**$ 49,151,106**	**$ 49,829,529**	**$ 45,730,771**

CITY OF BARTLETT
GENERAL FUND - SUMMARY BY CATEGORY
FY 2019 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 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues				
Property Taxes	$ 20,243,942	$ 25,269,603	$ 25,474,962	$ 26,095,000
Local Taxes	13,026,438	13,388,618	13,133,903	13,565,418
License & Permits	1,820,952	1,806,700	1,752,200	1,816,700
Intergovernmental	6,012,640	6,024,500	6,062,000	6,141,000
Charges for Services	4,067,276	4,006,884	4,114,880	4,238,830
Court Charges	1,772,482	1,770,000	1,893,000	1,965,000
Other Revenue	441,337	614,315	683,577	439,150
Total Revenues	**$ 47,385,068**	**$ 52,880,620**	**$ 53,114,522**	**$ 54,261,098**
Expenditures				
Department Revenues/Recoveries	*$ 1,592,517*	*$ 1,583,636*	*$ 1,490,930*	*$ 1,473,107*
Salaries	24,021,657	25,703,602	25,329,298	26,377,404
Benefits	12,210,175	12,676,406	12,822,257	13,785,550
Other Personnel	857,936	923,038	968,242	971,300
Operations	6,872,337	7,868,801	7,750,358	7,820,962
Capital	391,904	418,091	366,968	244,970
Transfer Out	4,979,609	7,474,318	7,336,403	6,534,019
Total Expenditures	**$ 47,741,101.10**	**$ 53,480,620**	**$ 53,082,596**	**$ 54,261,098**
Net From Operations	**$ (356,033)**	**$ (600,000)**	**$ 31,926**	**$ 0**
Undesignated Beginning Fund Balance	**$ 28,699,053**	**$ 28,507,597**	**$ 28,507,597**	**$ 28,539,523**
Reserves/Encumbrances	164,577			
Undesignated Ending Fund Balance	**$ 28,507,597**	**$ 27,907,597**	**$ 28,539,523**	**$ 28,539,523**

CITY OF BARTLETT
SPECIAL REVENUE FUNDS - SUMMARY BY CATEGORY
FY 2019 Adopted Budget

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

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues				
Intergovernmental Revenues	$ 1,563,497	$ 1,620,000	$ 1,780,000	$ 1,800,000
Charges for Services	6,663,703	6,958,500	6,772,500	6,987,000
Court Charges	239,705	313,000	203,000	309,000
Transfers In & Others	147,438	159,706	174,497	169,526
Bartlett School Fund Revenues	82,046,806	77,570,875	77,570,875	79,847,876
Total Revenues	**$ 90,661,149**	**$ 86,622,081**	**$ 86,500,872**	**$ 89,113,402**
Expenditures				
Salaries	$ 1,921,083	$ 2,058,395	$ 1,958,397	$ 2,084,727
Benefits	993,183	1,036,951	979,904	1,058,135
Other Personnel	163,160	185,412	183,212	193,500
Operations	3,669,416	4,153,296	4,071,123	4,984,441
Capital	1,041,113	1,617,100	1,491,644	2,090,300
Tranfer Out	1,291,000	541,500	541,500	337,436
Bartlett School Fund Expenditures	73,337,057	77,570,875	77,570,875	79,847,876
Total Expenditures	**82,416,011**	**87,163,529**	**86,796,655**	**90,596,415**
Net from Operations	**$ 8,245,138**	**$ (541,448)**	**$ (295,783)**	**$ (1,483,013)**
Bartlett School Fund Balance	**$ 23,998,026**	**$ 23,998,026**	**$ 23,998,026**	**$ 23,998,026**
Beginning Fund Balance (W/out School FB)	**$ 4,618,933**	**$ 4,154,322**	**$ 4,154,322**	**$ 3,858,539**
Ending Fund Balance (W/out School FB)	**$ 4,154,322**	**$ 3,612,874**	**$ 3,858,539**	**$ 2,375,526**

CITY OF BARTLETT
UTILITY FUND - SUMMARY BY CATEGORY
FY 2019 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 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues				
Operating Revenues	$ 8,416,266	$ 8,604,000	$ 8,298,000	$ 8,483,000
Other Revenues	57,084	37,000	66,000	65,000
Non-Operating Revenues	217,408	245,000	125,000	190,000
Total Revenues	**$ 8,690,758**	**$ 8,886,000**	**$ 8,489,000**	**$ 8,738,000**
Expenditures				
Department Revenues/Recoveries	*$ 11,509*	*$ 0*	*$ 9,500*	*$ 9,500*
Salaries	1,633,427	1,738,096	1,683,352	1,779,622
Benefits	1,302,904	832,887	832,529	912,053
Operations	3,170,657	3,544,555	3,413,461	3,601,250
Capital	187,265	1,195,099	1,161,089	978,800
Total Expenditures	**$ 6,282,744**	**$ 7,310,637**	**$ 7,080,931**	**$ 7,262,225**
Cash Flow	**$ 2,408,014**	**$ 1,575,363**	**$ 1,408,069**	**$ 1,475,775**
Less:				
Debt Service	$ 1,567,142	$ 1,356,502	$ 1,316,002	$ 1,356,519
Transfer to Capital Improvement Fund	1,990,000	669,000	669,000	2,550,000
Total	**$ 3,557,142**	**$ 2,025,502**	**$ 1,985,002**	**$ 3,906,519**
Net Cash Flow	**$ (1,149,128)**	**$ (450,139)**	**$ (576,933)**	**$ (2,430,744)**
Beginning Cash Balance	**$ 15,707,311**	**$ 14,558,183**	**$ 14,558,183**	**$ 13,981,250**
Ending Cash Balance	**$ 14,558,183**	**$ 14,108,044**	**$ 13,981,250**	**$ 11,550,506**

CITY OF BARTLETT
GENERAL DEBT SERVICE FUND - SUMMARY BY CATEGORY
FY 2019 Adopted Budget

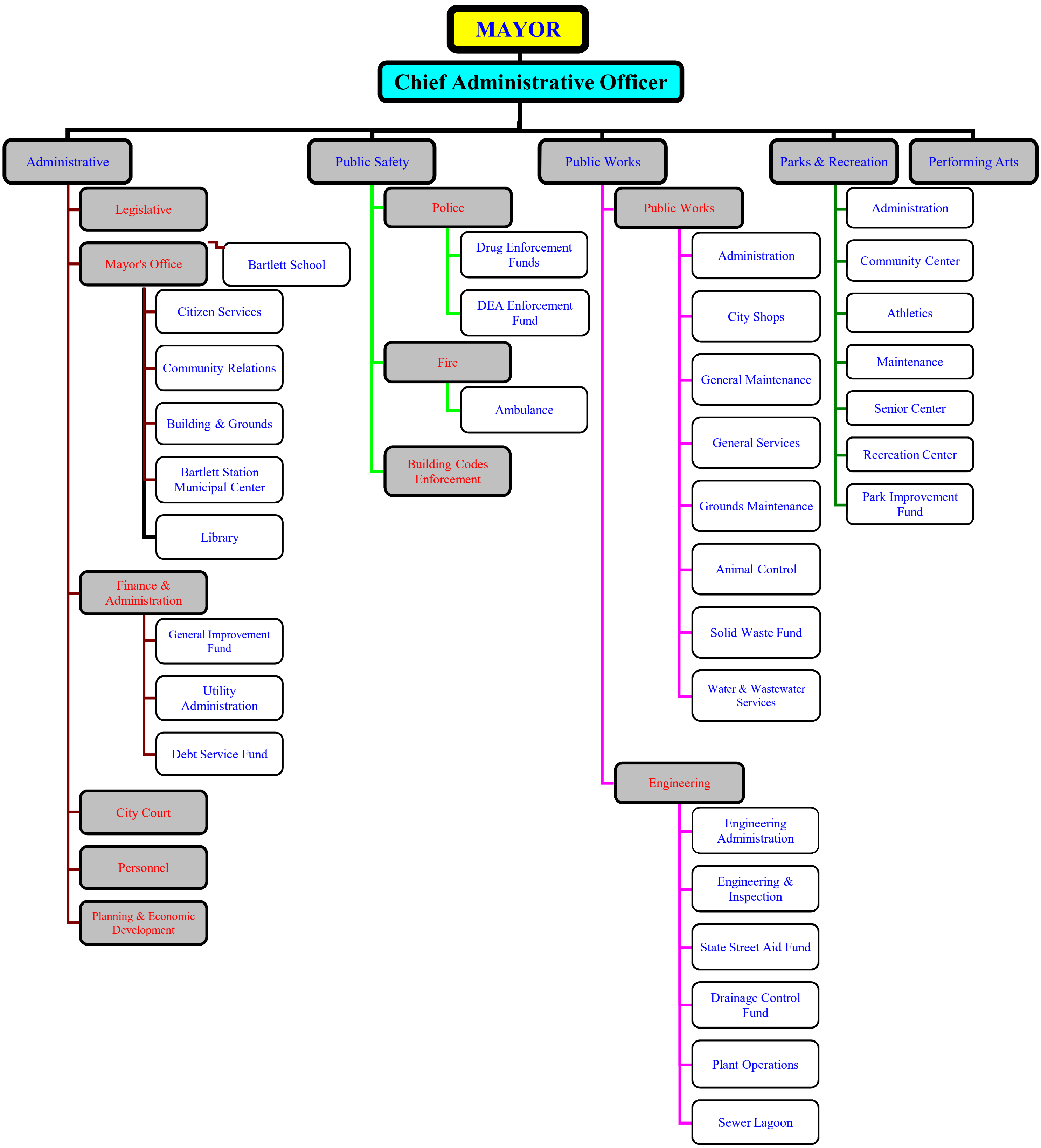
This fund is used for the accumulation of resources for, and the payment of interest and principle on the City's outstanding general obligation debt. Revenues for this fund consist of one third of the local sales tax and transfers from the Solid Waste Fund, Street Aid Fund and General Fund. This is a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

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues				
Local Sales Tax	$ 3,233,019	$ 3,378,400	$ 3,280,000	$ 3,378,400
Transfers & Others	1,937,048	8,432,945	8,122,416	4,908,000
Total Revenues	**$ 5,170,067**	**$ 11,811,345**	**$ 11,402,416**	**$ 8,286,400**
Expenditures				
Agent Fees	$ 2,650	$ 3,500	$ 3,500	$ 3,500
Issuance Cost	84,652	500,529	184,272	90,000
Bond Principal	3,477,000	3,885,500	3,885,500	5,515,150
Interest	1,901,626	4,066,196	4,045,900	2,862,751
Total Expenditures	**$ 5,465,928**	**$ 8,455,726**	**$ 8,119,171**	**$ 8,471,401**
Net from Operations	**$ (295,861)**	**$ 3,355,619**	**$ 3,283,245**	**$ (185,001)**
Beginning Fund Balance	**$ 462,834**	**$ 166,973**	**$ 166,973**	**$ 3,450,217**
Ending Fund Balance	**$ 166,973**	**$ 3,522,592**	**$ 3,450,217**	**$ 3,265,216**

CITY OF BARTLETT
FY 2019-2023 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Revenues						
Source of Funds						
G.O. Bonds	$ 5,715,000	$ 7,140,000	$ 7,635,000	$ 6,220,000	$ 3,630,000	**$ 30,340,000**
Capital Note	1,355,000	1,710,000	875,000	1,105,000	845,000	**5,890,000**
Transfer In from General Fund	500,000	0	0	0	0	**500,000**
FD311 Use of Fund Balance	50,000	0	0	0	0	**50,000**
Transfer In from Park Imp. Fund	16,936	19,683	0	150,000	0	**186,619**
Grant Funds	150,000	0	0	0	0	**150,000**
TDOT 80% match	5,960,000	9,600,000	0	800,000	0	**16,360,000**
Utility Bonds	0	1,000,000	400,000	900,000	400,000	**2,700,000**
Utility Retained Earnings	2,550,000	0	0	0	0	**2,550,000**
Total Revenues	**$ 16,296,936**	**$ 19,469,683**	**$ 8,910,000**	**$ 9,175,000**	**$ 4,875,000**	**$ 58,726,619**
Expenditures						
G.O. Bond/Other Funded						
Administrative	$ 215,000	$ 280,000	$ 250,000	$ 30,000	$ 0	**$ 775,000**
Public Safety	510,000	1,350,000	620,000	1,615,000	620,000	**4,715,000**
Public Works	680,000	250,000	2,750,000	1,750,000	250,000	**5,680,000**
Engineering	10,275,000	15,130,000	2,870,000	3,730,000	2,630,000	**34,635,000**
Parks & Recreation/BPACC	2,066,936	1,459,683	2,020,000	1,150,000	975,000	**7,671,619**
Total G.O. Bond/Other Funded	**$ 13,746,936**	**$ 18,469,683**	**$ 8,510,000**	**$ 8,275,000**	**$ 4,475,000**	**$ 53,476,619**
Utility Bond/Other Funded						
Water	$ 550,000	$ 600,000	$ 0	$ 250,000	$ 0	**$ 1,400,000**
Sewer	2,000,000	400,000	400,000	650,000	400,000	**3,850,000**
Total Utility Bond/Other Funded	**$ 2,550,000**	**$ 1,000,000**	**$ 400,000**	**$ 900,000**	**$ 400,000**	**$ 5,250,000**
Total Expenditures	**$ 16,296,936**	**$ 19,469,683**	**$ 8,910,000**	**$ 9,175,000**	**$ 4,875,000**	**$ 58,726,619**

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

CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2019 Adopted Budget

Fiscal Year 2019 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 presented as a special revenue fund but their staffing level will not include in the City's staffing level schedule. The City, without Bartlett School, added a net of 5.5 new full time positions. In Administrative, the Mayor's Office added a custodial in the Building and Grounds cost center while Finance intended to hire a deputy director for the full year instead only for the second half of the year (15.5 full time positions to 16 full time positions). Police department added 3 jailers in Public Safety. Engineering & Inspections, in the Public Works/Engineering Function, added a construction inspector.

Description	FY 2017 Actual	FY 2018 Revised Budget	FY 2018 Projection	FY 2019 Adopted
GENERAL FUND				
Administrative				
Legislative Board				
Full Time	*7.00*	*7.00*	*7.00*	*7.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Legislative Board FTE	***7.00***	***7.00***	***7.00***	***7.00***
Mayor's Office				
Full Time	*5.48*	*5.00*	*5.00*	*5.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.18*	*0.26*
Total Mayor's Office FTE	***5.48***	***5.00***	***5.18***	***5.26***
Community Relations				
Full Time	*1.00*	*1.00*	*1.00*	*1.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Community Affairs FTE	***1.00***	***1.00***	***1.00***	***1.00***
Buildings and Grounds				
Full Time	*2.00*	*2.00*	*2.33*	*3.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.15*	*0.00*
Total Buildings and Grounds FTE	***2.00***	***2.00***	***2.48***	***3.00***
Bartlett Station Community Center				
Full Time	*2.71*	*3.00*	*3.00*	*3.00*
Part Time (converted to FTE)	*3.18*	*2.84*	*2.24*	*2.67*
Total B.S. Community Center FTE	***5.89***	***5.84***	***5.24***	***5.67***
Finance and Administration				
Full Time	*14.76*	*15.50*	*14.62*	*16.00*
Part Time (converted to FTE)	*0.88*	*1.45*	*0.77*	*1.45*
Total Finance & Administration FTE	***15.64***	***16.95***	***15.39***	***17.45***
City Court				
Full Time	*11.00*	*12.00*	*11.48*	*12.00*
Part Time (converted to FTE)	*0.86*	*0.85*	*0.82*	*0.00*
Total City Court FTE	***11.86***	***12.85***	***12.30***	***12.00***

STAFFING LEVEL SCHEDULE

FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised Budget	FY 2018 Projection	FY 2019 Adopted
Personnel				
Full Time	5.00	5.00	5.00	5.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Personnel FTE	**5.00**	**5.00**	**5.00**	**5.00**
Planning & Economic Development				
Full Time	4.00	5.00	4.48	5.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Planning & Eco Devpmnt FTE	**4.00**	**5.00**	**4.48**	**5.00**
Full Time	**52.95**	**55.50**	**53.91**	**57.00**
Part Time (converted to FTE)	**4.92**	**5.14**	**4.16**	**4.38**
Total Administrative FTE	**57.87**	**60.64**	**58.07**	**61.38**
Public Safety				
Police				
Full Time	153.99	163.00	158.63	166.00
Part Time (converted to FTE)	6.47	6.95	6.01	6.97
Total Police FTE	***160.46***	***169.95***	***164.64***	***172.97***
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	27.86	34.00	32.00	34.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Ambulance Service FTE	***27.86***	***34.00***	***32.00***	***34.00***
Building Codes Enforcement				
Full Time	9.81	10.00	10.00	10.00
Part Time (converted to FTE)	0.99	1.50	1.74	1.95
Total Bldg. Codes Enforcement FTE	***10.80***	***11.50***	***11.74***	***11.95***
Full Time	**263.66**	**279.00**	**272.63**	**282.00**
Part Time (converted to FTE)	**7.46**	**8.45**	**7.75**	**8.92**
Total Public Safety FTE	**271.12**	**287.45**	**280.38**	**290.92**
Public Works				
Administration				
Full Time	4.41	5.00	5.00	5.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Administration FTE	**4.41**	**5.00**	**5.00**	**5.00**
City Shops				
Full Time	11.57	12.00	11.47	12.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total City Shops FTE	***11.57***	***12.00***	***11.47***	***12.00***

CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised Budget	FY 2018 Projection	FY 2019 Adopted
General Maintenance				
Full Time	*17.78*	*18.00*	*17.73*	*18.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total General Maintenance FTE	***17.78***	***18.00***	***17.73***	***18.00***
General Services				
Full Time	*4.00*	*4.00*	*4.00*	*4.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total General Services FTE	***4.00***	***4.00***	***4.00***	***4.00***
Grounds Maintenance				
Full Time	*13.68*	*14.00*	*13.75*	*14.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Grounds Maintenance FTE	***13.68***	***14.00***	***13.75***	***14.00***
Animal Control				
Full Time	*8.00*	*8.00*	*7.29*	*8.00*
Part Time (converted to FTE)	*0.88*	*1.50*	*1.29*	*1.50*
Total Animal Control FTE	***8.88***	***9.50***	***8.58***	***9.50***
Engineering Administration				
Full Time	*3.00*	*3.00*	*3.00*	*3.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Engineering Administration FTE	***3.00***	***3.00***	***3.00***	***3.00***
Engineering & Inspection				
Full Time	*4.90*	*5.00*	*4.62*	*6.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Engineering & Inspection FTE	***4.90***	***5.00***	***4.62***	***6.00***
Full Time	**67.34**	**69.00**	**66.86**	**70.00**
Part Time (converted to FTE)	**0.88**	**1.50**	**1.29**	**1.50**
Total Public Works FTE	**68.22**	**70.50**	**68.15**	**71.50**
Parks & Recreation				
Administration				
Full Time	*3.12*	*3.50*	*3.00*	*3.50*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Administration FTE	***3.12***	***3.50***	***3.00***	***3.50***
Community Center				
Full Time	*5.00*	*5.00*	*5.00*	*5.00*
Part Time (converted to FTE)	*9.50*	*10.44*	*9.51*	*10.44*
Total Community Center FTE	***14.50***	***15.44***	***14.51***	***15.44***
Athletics				
Full Time	*3.00*	*3.00*	*3.00*	*3.00*
Part Time (converted to FTE)	*6.38*	*6.43*	*5.97*	*6.43*
Total Athletics FTE	***9.38***	***9.43***	***8.97***	***9.43***

CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised Budget	FY 2018 Projection	FY 2019 Adopted
Maintenance				
Full Time	*12.84*	*17.00*	*16.33*	*17.00*
Part Time (converted to FTE)	*1.49*	*0.00*	*0.23*	*0.00*
Total Maintenance FTE	***14.33***	***17.00***	***16.56***	***17.00***
School Ground Maintenance				
Full Time	*1.00*	*1.00*	*1.00*	*1.00*
Part Time (converted to FTE)	*0.00*	*0.69*	*0.00*	*0.69*
Total School Ground Maintenance FTE	***1.00***	***1.69***	***1.00***	***1.69***
Senior Center				
Full Time	*4.00*	*4.00*	*4.00*	*4.00*
Part Time (converted to FTE)	*0.07*	*0.24*	*0.00*	*0.24*
Total Senior Center FTE	***4.07***	***4.24***	***4.00***	***4.24***
Recreation Center				
Full Time	*10.76*	*11.00*	*11.19*	*11.00*
Part Time (converted to FTE)	*16.93*	*17.50*	*17.01*	*17.34*
Total Recreation Center FTE	***27.69***	***28.50***	***28.20***	***28.34***
Full Time	**39.72**	**44.50**	**43.52**	**44.50**
Part Time (converted to FTE)	**34.37**	**35.30**	**32.72**	**35.14**
Total Parks FTE	**74.09**	**79.80**	**76.24**	**79.64**
Performing Arts				
Full Time	**2.71**	**3.00**	**2.86**	**3.00**
Part Time (converted to FTE)	**1.02**	**1.30**	**0.96**	**1.21**
Total Performing Arts FTE	**3.73**	**4.30**	**3.82**	**4.21**
FULL TIME	**426.38**	**451.00**	**439.78**	**456.50**
PART TIME (converted to FTE)	**48.65**	**51.69**	**46.88**	**51.15**
TOTAL GENERAL FUND FTE	**475.03**	**502.69**	**486.66**	**507.65**
SPECIAL REVENUE FUNDS				
Solid Waste Fund				
Full Time	*39.71*	*41.00*	*39.33*	*41.00*
Part Time (converted to FTE)	*1.43*	*1.85*	*1.81*	*1.85*
Total Solid Waste Fund FTE	***41.14***	***42.85***	***41.14***	***42.85***
Drainage Control Fund				
Full Time	*1.00*	*1.00*	*1.00*	*1.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Drainage Control Fund FTE	***1.00***	***1.00***	***1.00***	***1.00***
FULL TIME	**40.71**	**42.00**	**40.33**	**42.00**
PART TIME (converted to FTE)	**1.43**	**1.85**	**1.81**	**1.85**
TOTAL SPECIAL REVENUE FUNDS FTE	**42.14**	**43.85**	**42.14**	**43.85**

CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised Budget	FY 2018 Projection	FY 2019 Adopted
UTILITY				
Administration				
Full Time	6.00	6.00	6.00	6.00
Part Time (converted to FTE)	0.20	0.74	0.63	0.74
Total Administration FTE	**6.20**	**6.74**	**6.63**	**6.74**
Water & Wastewater Services				
Full Time	19.71	21.00	21.00	21.00
Part Time (converted to FTE)	0.53	0.70	0.57	0.70
Total Water & Wastewater Services FTE	**20.24**	**21.70**	**21.57**	**21.70**
Plant Operations				
Full Time	5.00	6.00	5.00	6.00
Part Time (converted to FTE)	0.50	0.58	0.51	0.58
Total Plant Operations FTE	**5.50**	**6.58**	**5.51**	**6.58**
Sewer Lagoon				
Full Time	4.00	4.00	3.38	4.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Sewer Lagoon FTE	**4.00**	**4.00**	**3.38**	**4.00**
FULL TIME	**34.71**	**37.00**	**35.38**	**37.00**
PART TIME (converted to FTE)	**1.23**	**2.02**	**1.71**	**2.02**
TOTAL UTILITY FTE	**35.94**	**39.02**	**37.09**	**39.02**

Description	FY 2017 Actual	FY 2018 Revised Budget	FY 2018 Projection	FY 2019 Adopted
ALL FUNDS				
FULL TIME	**501.80**	**530.00**	**515.49**	**535.50**
PART TIME (converted to FTE)	**51.31**	**55.56**	**50.40**	**55.02**
TOTAL ALL FUNDS FTE	**553.11**	**585.56**	**565.89**	**590.52**

CITY OF BARTLETT

TENNESSEE

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 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues				
Property Taxes	$ 20,243,942	$ 25,269,603	$ 25,474,962	$ 26,095,000
Local Taxes	13,026,438	13,388,618	13,133,903	13,565,418
License & Permits	1,820,952	1,806,700	1,752,200	1,816,700
Intergovernmental	6,012,640	6,024,500	6,062,000	6,141,000
Charges for Services	4,067,276	4,006,884	4,114,880	4,238,830
Court Charges	1,772,482	1,770,000	1,893,000	1,965,000
Other Revenue/Transfers	441,337	614,315	683,577	439,150
Total Revenues	**$ 47,385,068**	**$ 52,880,620**	**$ 53,114,522**	**$ 54,261,098**
Expenditures				
Legislative	$ 577,080	$ 1,010,247	$ 967,035	$ 833,373
Mayor's Office	724,752	730,150	740,380	769,260
Community Relations	317,948	290,112	283,044	300,859
Building & Grounds	261,452	305,540	321,834	353,519
Bartlett Station Municipal Center	382,279	393,548	397,856	424,472
Library	1,172,747	1,179,307	1,206,309	1,241,297
Finance	1,452,806	1,555,127	1,514,967	1,649,462
City Court	967,635	1,083,058	1,064,136	1,111,700
Personnel	455,856	466,567	465,063	499,641
Planning	418,553	463,547	436,556	487,931
Police	13,544,514	14,369,333	14,361,198	15,047,843
Fire Services and Ambulance	10,086,290	10,911,109	10,801,227	11,205,030
Codes Enforcement	849,205	950,529	949,634	1,013,266
Public Works	4,816,699	5,018,689	5,118,708	5,298,876
Engineering	896,117	920,715	868,203	1,023,433
Parks & Recreation	5,249,695	5,659,119	5,583,161	5,775,044
Performing Arts	587,864	699,606	666,882	692,073
Expenditures	**$ 42,761,492**	**$ 46,006,302**	**$ 45,746,193**	**$ 47,727,079**
Transfers Out				
Trfr. Out Debt Service	$ 0	$ 1,500,000	$ 1,500,000	$ 1,000,000
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 Balance of Sales Tax Half Cent	0	381,299	254,534	0
Trfr. Out Bartlett City School Capital Projects	1,301,000	0	0	0
Trfr. Out Bartlett City School Debt Service	0	2,505,000	2,505,000	2,555,000
Trfr. Out DARE Program	21,000	42,000	30,850	33,000
Trfr. Out Drainage Fund	100,000	100,000	100,000	100,000
Trfr. Out CIP	1,111,590	600,000	600,000	500,000
Trfr. Out Bartlett Station	100,000	0	0	0
Total Transfers Out	**$ 4,979,609**	**$ 7,474,318**	**$ 7,336,403**	**$ 6,534,019**
Total Expenditures	**$ 47,741,101**	**$ 53,480,620**	**$ 53,082,596**	**$ 54,261,098**
Net From Operations	**(356,033)**	**(600,000)**	**31,926**	**0**
Beginning Fund Balance	**$ 28,699,053**	**$ 28,507,597**	**$ 28,507,597**	**$ 28,539,523**
Reserves/Encumbrances	164,577			
Ending Fund Balance	**$ 28,507,597**	**$ 27,907,597**	**$ 28,539,523**	**$ 28,539,523**

CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Property Taxes				
Real Property Tax	$ 17,652,427	$ 22,350,000	$ 22,400,000	$ 22,960,000
Personalty Tax	713,191	800,000	930,000	930,000
Property Tax - Utility	188,983	215,000	215,000	215,000
In-Lieu Of Tax - Utility	562,842	674,603	669,962	680,000
In-Lieu Of Tax - Industry	545,112	610,000	610,000	610,000
In-Lieu Of Tax - MLG&W	252,887	270,000	350,000	350,000
Delinquent Tax	211,836	250,000	200,000	250,000
Interest & Penalty	116,665	100,000	100,000	100,000
Total Property Taxes	**$ 20,243,942**	**$ 25,269,603**	**$ 25,474,962**	**$ 26,095,000**
Local Taxes				
Local Sales Tax	$ 6,466,039	$ 6,756,800	$ 6,560,000	$ 6,756,800
Sales Tax Half Cent	3,537,461	3,719,318	3,581,403	3,685,618
Wholesale Beer Tax	810,246	800,000	820,000	840,000
Wholesale Liquor Tax	325,265	330,000	330,000	340,000
Beer Permits Application	3,500	2,500	2,000	2,000
Retail Liquor Licenses	17,970	18,000	18,000	18,000
Beer Privilege Tax	7,925	7,500	7,500	7,500
Liquor Compliance Fee	1,500	1,500	1,500	1,500
Gross Receipts Business	1,005,156	900,000	1,000,000	1,100,000
Business Licenses	3,525	3,000	3,500	4,000
Return Fee-Business License	13,139	10,000	10,000	10,000
Collection Fees - Business Tax	93,293	70,000	80,000	80,000
Catv Franchise Fees	360,264	360,000	360,000	360,000
AT&T Franchise Fee	198,975	230,000	180,000	180,000
Hotel/Motel Tax	182,180	180,000	180,000	180,000
Total Local Taxes	**$ 13,026,438**	**$ 13,388,618**	**$ 13,133,903**	**$ 13,565,418**
License & Permits				
Issuing Fees	$ 16,416	$ 18,000	$ 17,000	$ 18,000
New Building Permits	175,621	165,000	210,000	220,000
New Electrical Permits	71,210	65,000	75,000	75,000
New Plumbing Permits	54,700	55,000	55,000	55,000
New Mechanical Permits	100,732	85,000	110,000	110,000
Zoning Application Fees	2,250	2,000	2,000	2,000
Planning Fees	2,800	3,000	6,000	5,000
S/D Application Fees	3,800	3,000	8,000	7,000
Miscellaneous Building Permits	13,270	15,000	16,000	16,000
Board Of Zoning Appeals	2,700	3,500	2,000	2,500
Subdivision Inspection Fees	55,946	60,000	35,000	35,000
Subdivision Engineering Fees	34,767	30,000	15,000	20,000
Subdivision Sewer Review Fees	300	200	200	200
Road Cut & Boring Permit	4,865	6,000	2,000	2,000
Site Plan Review	41,577	40,000	20,000	20,000
Sign Review	9,000	8,000	10,000	10,000
Building Plan Review	14,304	14,000	15,000	15,000

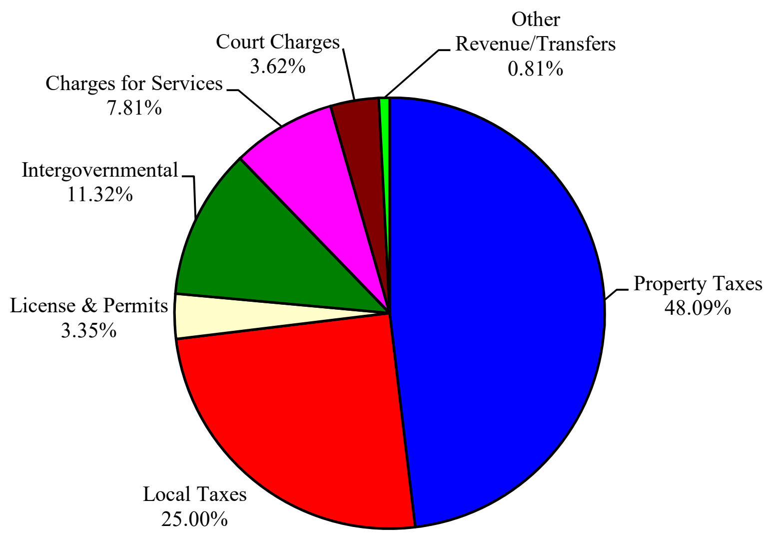
CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Sign Inspection	4,954	4,000	4,000	4,000
Auto Reg Fee	1,211,620	1,230,000	1,150,000	1,200,000
Total License & Permits	**$ 1,820,952**	**$ 1,806,700**	**$ 1,752,200**	**$ 1,816,700**
Intergovernmental Revenues				
State Sales Tax	$ 4,681,624	$ 4,825,500	$ 4,820,000	$ 4,964,000
State Income Tax	423,711	280,000	320,000	240,000
State Beer Tax	27,275	28,000	28,000	28,000
State Liquor Tax	81,990	85,000	85,000	90,000
State Excise Tax	14,501	7,000	10,000	10,000
State Petroleum Tax	114,164	114,000	114,000	114,000
State TVA In Lieu Of Tax	665,165	680,000	680,000	690,000
STG Telecom Sales Tax	4,210	5,000	5,000	5,000
Total Intergovernmental Revenues	**$ 6,012,640**	**$ 6,024,500**	**$ 6,062,000**	**$ 6,141,000**
Misc Charges For Services				
City Service Fees	$ 5,094	$ 4,000	$ 0	$ 0
Ambulance Fees	1,171,258	1,200,000	1,250,000	1,300,000
Tow-In Fees	5,250	5,000	5,000	5,000
Publication Fees	1,400	1,000	1,000	1,000
Police Background Check	22,869	22,000	22,000	25,000
Bartlett Station Municipal Center Fees	167,522	161,500	166,375	166,400
Community Relations	31,126	28,300	24,990	25,300
Library Fees	67,878	69,500	52,400	52,400
Total Misc Charges For Services	**$ 1,472,398**	**$ 1,491,300**	**$ 1,521,765**	**$ 1,575,100**
Parks & Rec Charges				
Senior Citizens Center	$ 72,342	$ 73,400	$ 73,900	$ 72,000
Community Center	488,393	445,500	436,500	447,500
Athletics	279,557	328,100	320,280	321,130
Recreation Center	1,579,734	1,460,884	1,554,300	1,583,500
Total Parks & Rec Charges	**$ 2,420,027**	**$ 2,307,884**	**$ 2,384,980**	**$ 2,424,130**
BPACC Revenues	**$ 174,852**	**$ 207,700**	**$ 208,135**	**$ 239,600**
Court Fines & Costs				
City Court Fines	$ 1,647,631	$ 1,750,000	$ 1,880,000	$ 1,950,000
Fines Greater Than Cash	106,889	0	0	0
Other Court Costs	17,963	20,000	13,000	15,000
Total Court Fines & Costs	**$ 1,772,482**	**$ 1,770,000**	**$ 1,893,000**	**$ 1,965,000**
Other Revenues				
Interest	$ 42,665	$ 25,000	$ 88,000	$ 108,000
Sale Of Equipment	52,727	50,000	80,000	70,000
Other Revenues	84,945	113,738	90,000	93,650
Transfer In	261,000	261,000	261,000	167,500
Reserves/Encumbrances	0	164,577	164,577	0
Total Other Revenues	**$ 441,337**	**$ 614,315**	**$ 683,577**	**$ 439,150**
TOTAL GENERAL FUND REVENUES	**$ 47,385,068**	**$ 52,880,620**	**$ 53,114,522**	**$ 54,261,098**

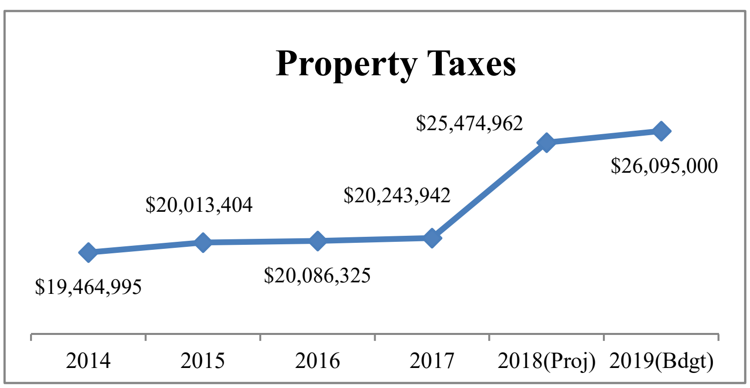
ANALYSIS OF GENERAL FUND REVENUE SOURCES

FY 2019 Adopted Budget

FY 2019 GENERAL FUND REVENUES



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 73.09% of all General Fund Revenues in FY 2019. The anticipated revenue growth in the 2019 budget is 2.48% (does not include reserves from previous year). The overall economy has improved in the last few years but it seems steady this year.



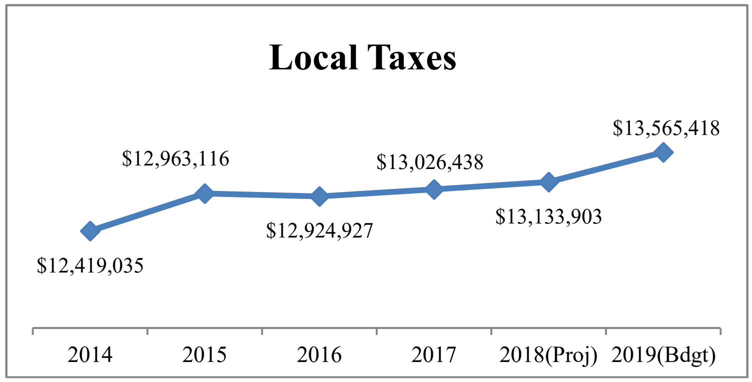
Property Taxes represent the largest percentage (48.09%) of all GF Revenues. The FY19 budget has a 2.43% increase based on growth, which is high compared to the normal growth of 1%. The economy has been good in the last few years bringing in more residential and commercial developments. In the last 20 years, the property tax rate increased in 2017 (35 cent increase), in 2007 (a 23 cent increase), and in 2003 (a 15 cent increase). Taxes are due on February 28, 2019 and become delinquent March 1, 2019.

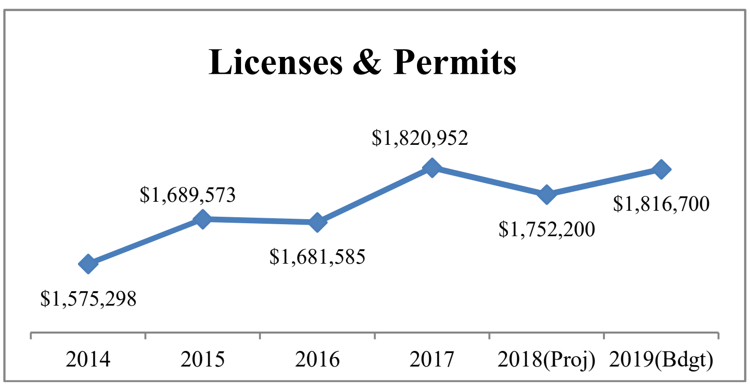
Property assessments are made by the Shelby County Tax Assessor based on the estimated appraised value and the following classifications:

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 2019 Adopted Budget

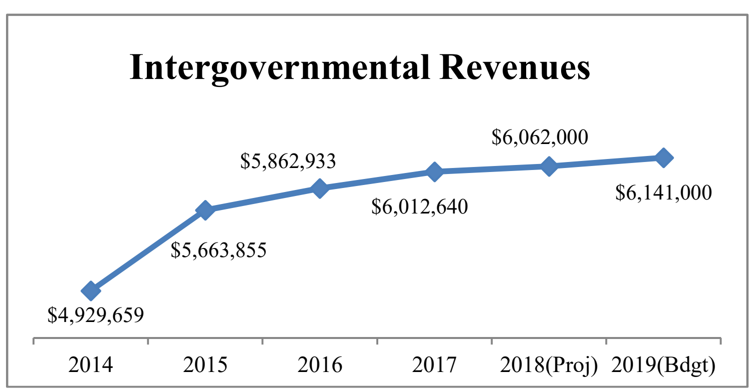
Local Taxes is the second largest source of revenue and represent 25.00% of all GF Revenues. They are comprised primarily of Local Sales Taxes ($6,756,800), almost half of all local taxes, Sales Tax School Reimbursement ($3,685,618), Wholesale Beer Taxes ($840,000), and Gross Receipts Business ($1,100,000). The current local sales taxes rate is 2.75% of the first $1,600 of the gross proceeds. However, 0.50% is designated for Bartlett Municipal School System. The Sales Tax School Reimbursement budgeted for city support of Bartlett Municipal School System in FY 2019 include 15 cent equivalent tax rate, school debt service transfer, Dare program, Appling Road improvements and Shelby County Board of Education buildings. FY19 budget has a 3.29% increase over FY18 projected.

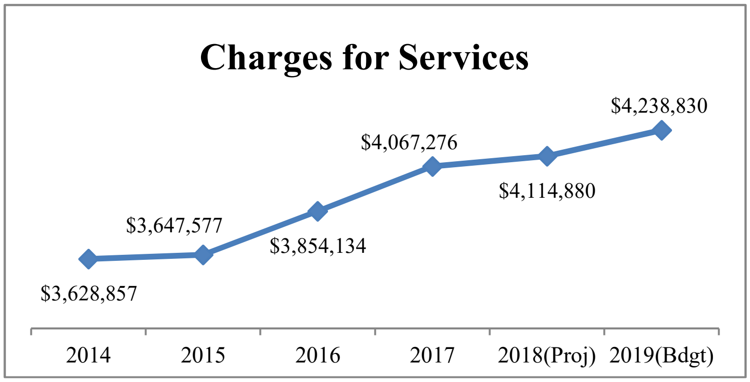




The Office of Code Enforcement sets, monitors and collects most of the **License and Permit** fees. FY 2019 budget for subdivision and new construction permit fees are based on 100 commercial constructions and 200 residential constructions. The biggest revenue in License and Permits is the $25 Wheel Tax that generates almost 2/3 of the total revenues.

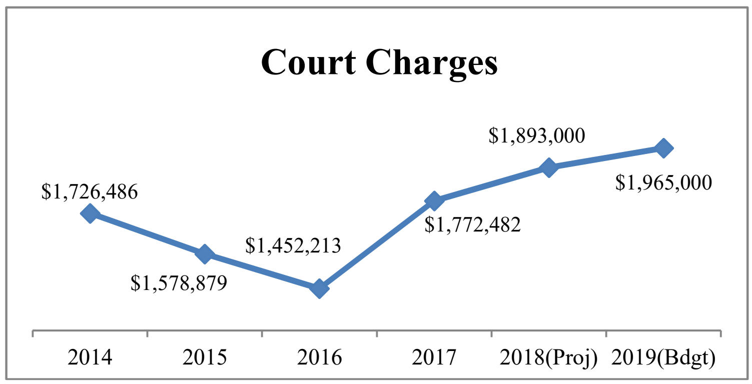
Intergovernmental Revenues are state shared revenues, the largest being Bartlett's share of the State Sales Tax, 80.83%. The big increase was in FY 2015 based on a higher state per capita amount allocation, an increase in population (to 56,488) through special census. FY 2019 budgeted an overall 1.3% increase.

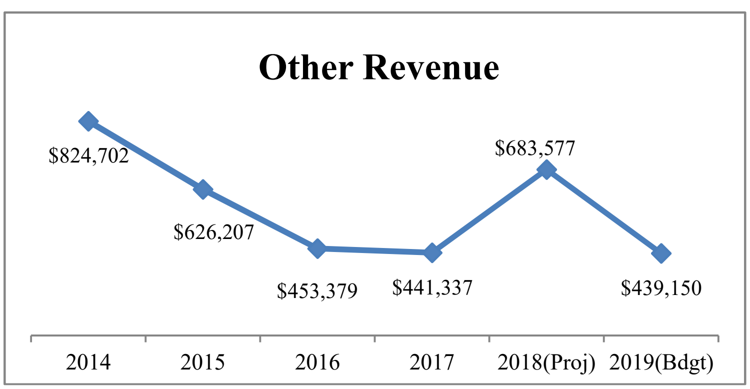




Parks and Recreation fees account for the largest share (37.36%) of **Charges for Services**. The second largest share of Charges for Services is the ambulance fees ($1,300,000). The ambulance transport fees were increased to match surrounding Cities and the market rates, a net 21% increase for FY 2016 .

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





Sales of Equipment and a transfer from the General Improvement Fund make up the majority of the **Other Revenues**. The transfer from the General Improvement Fund to the General Fund (based on Bartlett's Ordinance and General Improvement Fund balance) is $167,500 for FY 2019. Without the reserves (carry-forward encumbrances), there would be little changes from year to year. Carry-forward encumbrances are previous year expenditure commitments.

CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Department Revenues				
Shop Expense Allocation	$ 333,590	$ 325,325	$ 325,325	$ 325,325
Local Sales Tax .5% Reimbursement	814,309	830,711	836,455	864,382
State Police Training Grant	67,800	67,200	67,200	0
State Fire Training Grant	50,400	0	0	0
Weed Cutting Fees	31,224	125,000	35,000	35,000
Insurance Recoveries-Police	34,131	25,000	15,000	25,000
Transfer from Grants Fund	10,902	20,000	20,000	20,000
Intergovernment Reimbursement	133,856	60,000	50,000	60,000
Donations	10,978	7,500	16,050	17,500
Animal Shelter Donations	12,042	9,000	12,000	12,000
Animal Shelter Boarding	869	1,400	1,400	1,400
Animal Shelter Capture Fee	7,398	7,500	7,500	7,500
Animal Shelter Adoption	35,977	40,000	40,000	40,000
Animal Shelter City License	36,262	40,000	40,000	40,000
Animal Shelter Misc Revenues	12,780	25,000	25,000	25,000
Total Department Revenues	**$ 1,592,517**	**$ 1,583,636**	**$ 1,490,930**	**$ 1,473,107**
Personnel				
Supervisor Salaries	$ 4,472,659	$ 4,545,873	$ 4,423,720	$ 4,625,313
Employee Wages	17,828,871	19,115,545	18,974,294	19,709,866
Overtime Wages	623,946	742,900	737,323	766,650
Special Hours	151,991	181,100	179,304	182,900
Holiday Pay	493,566	574,589	544,415	578,560
Contracted Services	792,420	855,038	889,842	888,000
Part-Time	933,244	1,118,184	1,014,657	1,092,675
Instructional Expense	4,125	9,500	10,012	11,500
Vacation Pay	122,707	65,000	89,576	65,000
Educational Bonus	149,540	158,780	162,500	172,760
Sick Pay	97,854	60,000	37,990	50,000
Longevity Pay	509,118	588,603	545,185	599,951
FLSA Wages	61,837	74,500	71,147	75,000
Bonus	47,280	52,431	49,008	51,943
Employee Incentive	7,572	11,136	11,136	12,136
Employee Testing	54,738	47,500	56,000	57,000
Other Personnel Costs	6,761	11,000	12,388	14,800
Employee Health Insurance	3,944,231	4,194,479	4,364,557	5,197,788
Employee Life Insurance	63,711	75,106	67,928	77,260
Worker's Compensation Insurance	665,192	708,851	708,851	726,750
Unemployment Compensation	2,928	10,000	1,723	10,000
Retiree Health Insurance	1,105,679	1,183,071	1,164,906	1,216,760
FICA	1,876,845	1,997,627	1,952,526	2,041,827
Pension Contribution	2,905,812	2,705,364	2,799,366	2,633,649
Contributory Retirement Plan	167,142	216,869	251,443	276,166
Total Personnel	**$ 37,089,768**	**$ 39,303,046**	**$ 39,119,797**	**$ 41,134,254**
Staffing Level				
Full-Time	*426.38*	*451.00*	*439.78*	*456.50*
Part-Time (converted to FTE)	*48.65*	*51.69*	*46.88*	*51.15*
Total Full-Time Equivalent (FTE)	***475.03***	***502.69***	***486.66***	***507.65***

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Operations				
Training	$ 98,610	$ 181,550	$ 185,544	$ 191,550
State Training Salary Supplement	118,200	67,200	67,200	0
Firearms Training	25,717	53,500	53,500	40,000
Volunteer Expense	10,975	16,000	14,385	23,250
Travel	84,076	133,850	108,993	131,550
Legal Fees	45,411	140,000	118,000	140,000
Mayor's Youth Council	4,471	10,000	10,000	10,000
Professional Services	144,588	146,550	138,245	146,300
Contracted Services	89,321	74,000	113,300	113,560
Advertising & Promotional Expenses	0	500	500	500
Other Professional Service	144,530	151,090	162,692	175,800
Boards & Commissions	48,305	84,400	60,900	84,500
DUI Testing Fees	2,980	4,000	6,000	6,500
Sexual Offender Register	1,836	2,000	2,000	2,000
Criminal Seizure Expense	0	500	500	500
Postage & Freight	47,243	65,000	57,540	63,300
Notice Publication	32,684	40,500	40,100	40,100
Dues & Subscriptions	62,430	91,885	90,890	88,145
Meetings	9,111	12,250	11,600	12,650
Employee Appreciation	4,250	4,200	4,300	4,700
Utilities	608,083	658,600	632,736	655,300
Phones-Local	54,391	59,521	61,794	62,449
Cellular Phones	94,780	92,728	91,876	92,986
Data Processing - Software	1,647	0	1,854	0
Telecommunication Link	81,352	92,000	88,662	95,000
Library Charge-Shelby Co.	1,072,936	1,080,000	1,080,000	1,110,000
Reappraisal Charge from County	0	200,000	201,935	0
Shop Allocation	208,990	209,040	209,040	209,040
Vehicle Maintenance	321,768	339,600	336,490	341,100
Equipment Maintenance	213,322	206,830	196,551	201,550
Radio Maintenance	45,532	18,600	20,801	21,000
Computer Maintenance	12,431	0	1,142	0
Grounds Maintenance	346,365	391,100	393,509	442,600
Building Maintenance	211,574	227,450	236,483	272,150
Pool Maintenance	27,231	36,000	28,000	28,000
Swim Competitions	36,907	30,000	56,446	55,000
Fuel System Maintenance	8,698	0	0	0
Street Painting & Signs	32,187	32,000	35,000	35,000
Automobile Allowance	7,483	7,400	7,400	7,400
Office Supplies	86,120	104,950	99,102	98,500
Printing	80,757	101,700	95,599	103,150
Christmas Expenses	2,264	3,000	2,145	2,900
Medical Supplies	146,681	168,700	167,700	154,000
Special Designation Expend	775	2,500	2,500	2,500
Ticket Sales Expenditures-BPAC	0	1,000	0	12,500
Petroleum Supplies	394,218	530,400	483,827	518,150
Special Events	55,000	13,200	22,200	23,200
Concession Supplies Client	886	2,100	900	1,400
Preschool Supplies	4,833	4,600	4,600	4,600
Recreation Supplies	71,850	72,909	72,400	70,200

CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Concession Supplies	70,564	76,500	76,400	76,750
Field Trips	13,023	16,000	16,000	16,000
Tournament Expenses	15	500	500	500
Cost of Goods Sold	3,603	4,000	3,500	2,000
Clothing & Uniforms	201,093	277,597	282,888	290,875
Operating Supplies	266,300	278,850	262,336	284,525
Cleaning Supplies	60,552	69,700	71,050	69,100
Chemical Supplies	804	2,700	2,600	2,600
Air Service	6,278	7,300	7,300	7,100
Film & Developing	175	620	815	915
Fill Sand, Dirt & Gravel	21,348	28,000	28,000	28,000
Asphalt/Street Repairs	100,996	160,000	175,000	175,000
Concrete & Brick	5,210	12,000	7,000	10,000
Miscellaneous Shop Parts	2,861	2,400	2,400	2,400
Small Tools	29,964	34,941	32,479	36,250
Tournament Awards	4,069	12,200	8,200	8,200
Fire Hose	6,270	6,000	6,000	6,000
Pipe & Materials-System Maintenance	9,322	12,000	10,000	12,000
Miscellaneous Supplies	2,907	5,500	5,400	5,500
Jail Operations	34,345	30,000	40,000	40,000
CERT Training Supplies	954	1,500	1,200	1,400
Public Awareness	48,389	47,000	47,000	47,000
Fire Prevention	5,521	6,000	6,000	6,000
Community Promotions	14,362	10,000	10,000	10,000
Travel Club	8,748	10,000	6,500	9,000
Equipment Rental	23,467	31,300	31,150	30,300
Street Barricade & Equip Rental	346	1,800	0	1,800
Equipment Leasing	25,865	34,840	35,315	33,940
Property Insurance	87,361	89,628	89,904	90,858
Vehicle & Equip Insurance	150,155	150,107	141,001	143,342
General Liability Insurance	229,300	237,921	225,765	228,112
Other Insurance	8,095	8,450	9,950	9,950
Landfill Fees	150	444	444	150
Bank Charges	60	500	100	500
Credit Card Vendor Fees	55,277	51,900	59,400	59,415
Interest Refund	0	500	500	500
State Fees	4,030	6,000	4,000	4,000
Cash Over/Short	(44)	900	958	900
Tow-In Fees	8,180	11,900	6,700	9,300
License Fees	140	700	560	700
Animal Control Fees	1,668	1,800	1,800	1,800
Storage Fees	39	100	164	250
Contingency	82,114	100,000	100,000	100,000
Damage Claims	27,269	27,500	24,384	29,500
Miscellaneous Other Expenses	31,412	36,300	32,814	33,950
Transfer to Grants Fund	15,981	0	0	0
Total Operations	**$ 6,872,337**	**$ 7,868,801**	**$ 7,750,358**	**$ 7,820,962**
Capital				
Fencing & Landscaping	$ 590	$ 800	$ 800	$ 800
Building Improvements	178,632	145,514	161,317	97,000

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Park Improvements Misc	3,022	0	0	0
General Capital Improvements	0	25,000	0	0
Communications Equipment	2,400	6,650	1,464	7,195
Data Processing Equipment	10,272	0	6,188	0
Office Equipment	2,455	6,000	1,500	6,000
Vehicles	24,644	0	0	0
Furniture	34,302	42,784	43,523	14,775
Other Equipment	135,587	191,344	152,176	119,200
Total Capital	**$ 391,904**	**$ 418,091**	**$ 366,968**	**$ 244,970**
TOTAL GENERAL FUND EXPEND'S	**$ 42,761,492**	**$ 46,006,302**	**$ 45,746,193**	**$ 47,727,079**

City of Bartlett

ADMINISTRATIVE
FY 2019 Adopted Budget

Full-Time Authorized Personnel Positions

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

Mayor's Office	
Mayor	1
Chief Administrative/Financial Officer	1
Administrative Assistant	1
City Clerk	1
Administrative Secretary	1
Community Relations Director	1
BSMC Manager	1
Senior Clerk	1
Building Service	*3*
Custodial	1
Total Mayor's Office	**12**

Finance and Administration	
Finance Director	1
Assistant Finance Director	1
Finance Manager	1
MIS Coordinator	1
Budget/Financial Coordinator	1
Purchasing Agent	1
Senior Financial Analyst	1
Clerk	6
Computer Analyst	1
Computer Support Tech	2
Total Finance and Administration	**16**

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, Community Relations, Building and Grounds, Bartlett Station Municipal Center and the Library), Finance and Administration, Court Clerk, Personnel, and Planning and Economic Development. The Administrative function budget had a net increase of $274,334 (3.71%) over the FY 2018 Projection. The Mayor Office added a custodial position in the Building and Grounds cost center while Finance intended to hire a deputy director for the full year instead only for the second half of the year (15.5 full time positions to 16 full time positions). There were no other staffing changes. FY 2019 budget included a career ladder pay increase and a general 2% salary increase for full-time employees.

Summary Revenue/Expenditure Type

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues	*57,267*	*41,260*	*49,810*	*53,601*
Salaries	3,088,630	3,290,465	3,242,463	3,459,823
Benefits	1,277,233	1,347,616	1,364,325	1,478,274
Other Personnel	60,052	55,300	61,388	62,700
Operations	2,328,040	2,807,584	2,767,606	2,710,918
Capital	34,419	17,498	11,208	13,400
Total	**6,731,107**	**7,477,203**	**7,397,180**	**7,671,514**

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

TOTAL ADMINISTRATIVE	**57**

CITY OF BARTLETT
ADMINISTRATIVE BUDGET SUMMARY
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	$ 46,290	$ 33,760	$ 33,760	$ 36,101
Donations	10,978	7,500	16,050	17,500
Total Department Revenues/Grants	**$ 57,267**	**$ 41,260**	**$ 49,810**	**$ 53,601**
Personnel				
Supervisor Salaries	$ 1,604,816	$ 1,586,202	$ 1,544,738	$ 1,675,653
Employee Wages	1,381,527	1,593,816	1,588,979	1,662,432
Overtime Wages	12,036	16,000	22,074	23,500
Special Hours	5,200	5,200	5,200	5,200
Part-Time	85,052	89,247	81,472	93,038
Vacation Pay	18,547	10,000	9,020	0
Educational Bonus	2,880	2,880	2,880	2,880
Sick Pay	1,078	10,000	12,990	0
Longevity Pay	51,051	52,923	50,624	51,341
Bonus	4,995	5,379	4,738	5,214
Employee Incentives	7,572	11,136	11,136	12,136
Employee Testing	54,738	47,500	56,000	57,000
Other Personnel Costs	5,315	7,800	5,388	5,700
Employee Health Insurance	387,822	436,664	454,301	557,067
Employee Life Insurance	7,516	9,565	8,341	10,071
Worker's Compensation Insurance	18,528	18,939	18,939	19,560
Retiree Health Insurance	147,820	159,001	155,851	166,904
FICA	234,443	253,520	244,642	264,585
Pension Contribution	365,568	340,056	349,722	344,730
Contributory Retirement Plan	29,412	37,553	41,141	43,786
Total Personnel	**$ 4,425,915**	**$ 4,693,381**	**$ 4,668,176**	**$ 5,000,797**
Staffing Level				
Full-Time	*52.95*	*55.50*	*53.91*	*57.00*
Part-Time (converted to FTE)	*4.92*	*5.14*	*4.16*	*4.38*
Total Full-Time Equivalent (FTE)	***57.87***	***60.64***	***58.07***	***61.38***
Operations				
Training	$ 16,281	$ 37,700	$ 36,650	$ 38,800
Travel	37,204	70,400	51,500	70,600
Legal Fees	45,411	140,000	118,000	140,000
Mayor's Youth Council	4,471	10,000	10,000	10,000
Professional Service	104,572	97,550	98,200	100,300
Contracted Services	23,001	14,000	53,300	48,560
Advertising & Promotional Expenses	0	500	500	500
Other Professional Service	97,550	110,240	116,092	127,100
Boards & Commissions	48,305	84,400	60,900	84,500
Postage & Freight	26,518	33,500	29,855	33,250
Notice Publication	32,684	40,000	40,000	40,000
Dues & Subscriptions	24,761	45,550	44,395	45,250
Meetings	3,912	6,700	5,800	6,650
Utilities	154,835	167,000	158,500	162,000
Phones - Local	13,952	16,287	17,244	17,708
Cellular Phones	22,622	24,200	21,913	22,800

CITY OF BARTLETT
ADMINISTRATIVE BUDGET SUMMARY
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Telecommunication Link	30,996	37,000	33,662	40,000
Library Charge-Shelby Co.	1,072,936	1,080,000	1,080,000	1,110,000
Reappraisal Charge from County	0	200,000	201,935	0
Shop Allocation	6,300	6,300	6,300	6,300
Vehicle Maintenance	2,649	6,550	7,275	7,650
Equipment Maintenance	14,690	18,700	19,801	21,300
Computer Maintenance	639	0	12	0
Computer Maintenance	14,257	27,000	27,500	32,500
Building Maintenance	39,171	40,000	43,500	50,000
Automobile Allowance	7,483	7,400	7,400	7,400
Office Supplies	35,565	36,800	35,400	36,500
Printing	41,625	57,200	56,200	60,000
Petroleum Supplies	7,605	10,900	10,200	10,700
Special Events	41,791	5,000	14,000	15,000
Concession Supplies Client	403	600	400	400
Clothing & Uniforms	966	3,100	1,900	3,275
Operating Supplies	70,807	68,000	57,101	57,875
Cleaning Supplies	10,593	11,500	9,850	10,300
Film & Developing	22	150	350	550
Small Tools	381	550	550	550
Tournament Awards	1,620	1,500	1,500	1,500
Community Promotions	13,819	10,000	10,000	10,000
Equipment Rental	18,421	21,000	21,000	21,000
Equipment Leasing	5,668	6,900	6,625	6,700
Property Insurance	28,021	28,225	28,377	28,577
Vehicle & Equip Insurance	3,528	2,854	3,132	3,232
General Liability Insurance	95,404	96,228	96,157	96,491
Other Insurance	50	50	50	50
Bank Charges	60	500	100	500
Credit Card Vendor Fee	2,259	1,500	3,000	2,000
Interest Refund	0	500	500	500
State Fees	400	400	400	400
Cash Over/Short	160	550	600	550
Storage Fees	39	100	20	100
Contingency	82,114	100,000	100,000	100,000
Damage Claims	0	1,000	500	1,000
Miscellaneous Other Expenses	21,516	21,500	19,460	20,000
Total Operations	**$ 2,328,040**	**$ 2,807,584**	**$ 2,767,606**	**$ 2,710,918**
Capital				
Building Improvements	$ 6,305	$ 10,000	$ 7,410	$ 10,000
Data Processing Equipment	7,009	0	300	0
Office Equipment	0	3,000	0	3,000
Furniture	21,105	4,498	3,498	400
Total Capital	**$ 34,419**	**$ 17,498**	**$ 11,208**	**$ 13,400**
TOTAL ADMINISTRATIVE	**$ 6,731,107**	**$ 7,477,203**	**$ 7,397,180**	**$ 7,671,514**

Legislative Board

City of Bartlett

FY 2019 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. The City of Bartlett elects a Mayor and six Aldermen in non-partisan at-large positions. The Board enacts legislation necessary to protect the health, safety and welfare of our citizens; approves policies; approves a balanced budget that meets the needs of Bartlett; plan for the orderly development of the community; and approves the appointment of department directors and professional staff who manage service delivery.

Summary Revenue/Expenditure Type

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues	*12,330*	*0*	*0*	*0*
Salaries	176,271	216,180	213,300	216,000
Benefits	73,802	88,867	88,062	94,873
Operations	322,277	705,200	665,673	522,500
Capital	17,060	0	0	0
Total	**577,080**	**1,010,247**	**967,035**	**833,373**

FY 2018 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 2017 Actual	FY 2018 Forecast	FY 2019 Projected
Meet 2nd and 4th Tuesday each month	# of meetings held	23	23	23
Review and adopt balanced operating budget by June 30	Budget approved by June 30	Approved	Approved	Approved
Review and adopt Capital Plan by June 30	Budget approved by June 30	Approved	Approved	Approved

CITY OF BARTLETT
LEGISLATIVE BOARD
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	$ 12,330	$ 0	$ 0	$ 0
Total Department Revenues/Grants	**$ 12,330**	**$ 0**	**$ 0**	**$ 0**
Personnel				
Supervisor Salaries	$ 60,900	$ 69,300	$ 69,300	$ 72,000
Employee Wages	115,371	146,880	144,000	144,000
Bonus	86	87	87	83
Employee Health Insurance	27,034	27,012	28,214	32,928
Employee Life Insurance	48	81	46	81
Worker's Compensation Insurance	4,129	4,664	4,664	4,832
Retiree Health Insurance	7,316	10,809	9,833	10,800
FICA	12,830	15,949	15,703	15,909
Pension Contribution	22,358	30,265	29,515	30,240
Total Personnel	**$ 250,073**	**$ 305,047**	**$ 301,362**	**$ 310,873**
Staffing Level				
Full-Time	*7.00*	*7.00*	*7.00*	*7.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***7.00***	***7.00***	***7.00***	***7.00***
Operations				
Training	$ 1,570	$ 6,000	$ 6,000	$ 6,000
Travel	7,099	20,000	10,000	20,000
Legal Fees	17,361	100,000	80,000	100,000
Other Professional Service	26,300	33,000	45,000	50,000
Boards & Commissions	47,540	83,500	60,000	83,500
Chamber of Commerce $35k, Bartlett Arts Council $11.4k, Shelby County Books from Birth and others.				
Postage & Freight	676	2,500	2,500	2,500
Notice Publication	32,684	40,000	40,000	40,000
Dues & Subscriptions	11,007	24,000	24,000	24,000
Meetings	561	2,000	2,000	2,000
Cellular Phones	4,044	4,200	4,200	4,200
Reappraisal Charge from County	0	200,000	201,935	0
Computer Maintenance	378	0	12	0
Office Supplies	565	500	500	500
Printing	383	1,000	1,000	1,000
Operating Supplies	233	500	500	500
General Liability Insurance	83,247	83,000	83,026	83,300
Contingency	82,114	100,000	100,000	100,000
Miscellaneous Other Expenses	6,514	5,000	5,000	5,000
Total Operations	**$ 322,277**	**$ 705,200**	**$ 665,673**	**$ 522,500**
Capital				
Funiture	$ 17,060	$ 0	$ 0	$ 0
Total Capital	**$ 17,060**	**$ 0**	**$ 0**	**$ 0**
Total Legislative Board	**$ 577,080**	**$ 1,010,247**	**$ 967,035**	**$ 833,373**

Mayor's Office

City of Bartlett

FY 2019 Request

*Summary Revenue/Expenditure Type**

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues	*10,978*	*7,500*	*16,050*	*17,500*
Salaries	763,007	766,677	783,625	827,346
Benefits	340,501	312,148	344,754	369,141
Operations	1,761,619	1,812,734	1,828,086	1,897,420
Capital	5,028	14,598	9,008	13,000
Total	**2,859,178**	**2,898,657**	**2,949,423**	**3,089,407**

What We Do

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

FY 2018 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 2017 Actual	FY 2018 Forecast	FY 2019 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 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Department Revenues/Grants				
Youth Council Donations	$ 600	$ 2,500	$ 4,305	$ 2,500
Total Department Revenues/Grants	**$ 600**	**$ 2,500**	**$ 4,305**	**$ 2,500**
Personnel				
Supervisor Salaries	$ 357,461	$ 365,285	$ 368,215	$ 379,173
Employee Wages	73,366	47,759	48,694	50,620
Overtime Wages	0	1,000	500	1,000
Part-Time	119	0	7,038	8,000
Vacation Pay	7,654	0	0	0
Longevity Pay	11,129	12,104	11,911	12,687
Bonus	344	435	344	498
Employee Health Insurance	45,045	41,046	43,822	50,602
Employee Life Insurance	1,264	1,322	1,240	1,375
Worker's Compensation Insurance	1,944	1,874	1,874	1,948
Retiree Health Insurance	21,541	20,652	20,845	21,490
FICA	34,211	31,399	32,976	33,646
Pension Contribution	65,408	57,826	63,647	60,171
Total Personnel	**$ 619,487**	**$ 580,702**	**$ 601,106**	**$ 621,210**
Staffing Level				
Full-Time	*5.48*	*5.00*	*5.00*	*5.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.18*	*0.26*
Total Full-Time Equivalent (FTE)	***5.48***	***5.00***	***5.18***	***5.26***
Operations				
Training	$ 3,353	$ 11,000	$ 11,000	$ 11,000
Travel	16,743	25,000	20,000	25,000
Mayor's Youth Council	4,471	10,000	10,000	10,000
Other Professional Service	35,750	40,000	39,000	40,000
Tyler Marketing charges for recording of Board of Mayor & Aldermen meetings, Planning Commission meetings and FYI show.				
Postage & Freight	1,331	3,500	1,500	3,500
Dues & Subscriptions	3,222	10,000	10,000	10,000
Meetings	914	1,200	1,200	1,200
Phones - Local	2,339	2,700	3,100	3,100
Cellular Phones	5,121	7,500	7,500	7,500
Shop Allocation	1,000	1,000	1,000	1,000
Vehicle Maintenance	829	1,700	1,700	1,700
Equipment Maintenance	0	300	300	300
Automobile Allowance	6,000	6,000	6,000	6,000
Office Supplies	1,803	4,000	4,000	4,000
Printing	2,834	3,500	3,500	3,500
Petroleum Supplies	2,154	2,500	2,500	2,500
Clothing & Uniforms	0	500	0	500
Operating Supplies	3,970	6,000	6,000	6,000
Film & Developing	0	50	50	50
Small Tools	0	100	100	100
Equipment Leasing	937	1,200	1,200	1,200
Vehicle & Equip Insurance	345	350	302	350
General Liability Insurance	1,541	1,700	1,479	1,500

MAYOR'S OFFICE

FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Other Insurance	50	50	50	50
Damage Claims	0	500	500	500
Miscellaneous Other Expenses	10,059	10,000	10,000	10,000
Total Operations	**$ 104,767**	**$ 150,350**	**$ 141,981**	**$ 150,550**
Capital				
Funiture	$ 1,098	$ 1,598	$ 1,598	$ 0
Total Capital	**$ 1,098**	**$ 1,598**	**$ 1,598**	**$ 0**
Total Mayor's Office	**$ 724,752**	**$ 730,150**	**$ 740,380**	**$ 769,260**

CITY OF BARTLETT
COMMUNITY RELATIONS
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Department Revenues/Grants				
BBQ Cooking Context Revenues	$ 10,378	$ 5,000	$ 11,745	$ 15,000
Total Department Revenues/Grants	**$ 10,378**	**$ 5,000**	**$ 11,745**	**$ 15,000**
Personnel				
Supervisor Salaries	$ 70,234	$ 71,639	$ 73,404	$ 76,670
Longevity Pay	2,809	2,923	4,404	4,693
Bonus	86	87	87	83
Employee Health Insurance	9,066	9,038	10,098	11,794
Employee Life Insurance	208	229	219	245
Worker's Compensation Insurance	120	122	122	134
Retiree Health Insurance	3,512	3,582	3,670	3,834
FICA	5,380	5,415	5,850	6,224
Pension Contribution	10,732	10,029	11,195	10,734
Total Personnel	**$ 102,146**	**$ 103,064**	**$ 109,049**	**$ 114,411**
Staffing Level				
Full-Time	*1.00*	*1.00*	*1.00*	*1.00*
Total Full-Time Equivalent (FTE)	***1.00***	***1.00***	***1.00***	***1.00***
Operations				
Training	$ 1,690	$ 2,000	$ 2,000	$ 2,000
Travel	2,766	3,000	3,000	3,000
Professional Services	20,000	20,000	20,000	20,000
Fireworks contract.				
Other Professional Service	29,406	30,000	25,000	30,000
Christmas parade, festivals & picnic contracts.				
Postage & Freight	548	2,000	1,000	2,000
Dues & Subscriptions	165	500	300	500
Meetings	410	500	400	500
Phones - Local	150	148	148	148
Cellular Phones	1,495	1,700	1,500	1,700
Shop Allocation	700	700	700	700
Vehicle Maintenance	74	500	500	500
Grounds Maintenance	4,205	15,000	15,000	20,000
Electrical power to W.J. Freeman Park.				
Office Supplies	9,441	6,000	5,000	5,000
Printing	28,481	40,000	40,000	43,000
Petrolium Supplies	715	1,500	1,500	1,500
BBQ Cooking Context Expenditures	41,791	5,000	14,000	15,000
Operating Supplies	56,176	38,000	30,000	30,000
Film & Developing	22	100	300	500
Tournament Awards	1,620	1,500	1,500	1,500
Community Promotions	13,819	10,000	10,000	10,000
Equipment Rental	11,581	13,000	13,000	13,000
Vehicle & Equip Insurance	332	300	295	300
General Liability Insurance	593	600	597	600
Total Operations	**$ 226,179**	**$ 192,048**	**$ 185,740**	**$ 201,448**
Total Community Relations	**$ 317,948**	**$ 290,112**	**$ 283,044**	**$ 300,859**

CITY OF BARTLETT
BUILDINGS AND GROUNDS
FY 2019 Adopted Budget

Description		FY 2017 Actual		FY 2018 Revised		FY 2018 Projection		FY 2019 Adopted
Personnel								
Employee Wages	$	66,070	$	70,067	$	80,941	$	98,106
Overtime Wages		1,529		5,000		4,185		5,000
Part-Time		0		0		2,020		0
Longevity Pay		2,341		2,437		2,388		2,485
Bonus		172		174		172		249
Employee Health Insurance		18,011		18,502		18,340		22,344
Employee Life Insurance		198		224		241		314
Worker's Compensation Insurance		2,828		2,890		2,890		2,970
Retiree Health Insurance		3,304		3,503		4,047		4,905
FICA		4,973		5,551		6,438		7,661
Pension Contribution		10,216		9,809		12,223		13,735
Total Personnel	**$**	**109,642**	**$**	**118,157**	**$**	**133,885**	**$**	**157,769**
Staffing Level								
Full-Time		*2.00*		*2.00*		*2.33*		*3.00*
Part-Time (converted to FTE)		*0.00*		*0.00*		*0.15*		*0.00*
Total Full-Time Equivalent (FTE)		***2.00***		***2.00***		***2.48***		***3.00***
Operations								
Training	$	0	$	500	$	500	$	500
Dues & Subscriptions		45		100		45		100
Utilities		68,736		70,000		70,000		70,000
Phones - Local		355		1,033		1,060		1,100
Telecommunication Link		27,289		33,000		33,000		40,000
Shop Allocation		3,000		3,000		3,000		3,000
Vehicle Maintenance		1,676		3,000		3,000		3,000
Equipment Maintenance		804		3,500		3,500		3,500
Grounds Maintenance		8,456		10,000		10,000		10,000
Building Maintenance		13,167		22,000		22,000		22,000
Office Supplies		64		0		0		0
Petroleum Supplies		1,744		2,500		2,500		2,500
Clothing & Uniforms		629		1,000		1,000		1,500
Operating Supplies		6,899		16,000		16,000		16,000
Cleaning Supplies		1,936		2,800		2,800		2,800
Small Tools		0		200		200		200
Equipment Rental		6,840		8,000		8,000		8,000
Property Insurance		7,839		8,000		8,356		8,500
Vehicle & Equip Insurance		1,760		1,300		1,570		1,600
General Liability Insurance		571		650		618		650
Miscellaneous Other Expenses		0		800		800		800
Total Operations	**$**	**151,810**	**$**	**187,383**	**$**	**187,949**	**$**	**195,750**
Total Building & Grounds	**$**	**261,452**	**$**	**305,540**	**$**	**321,834**	**$**	**353,519**

CITY OF BARTLETT

BARTLETT STATION MUNICIPAL CENTER

FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Personnel				
Supervisor Salaries	$ 60,566	$ 61,777	$ 61,777	$ 63,013
Employee Wages	69,575	84,903	84,903	91,248
Part-Time	64,086	59,247	51,948	54,516
Vacation Pay	3,422	0	0	0
Longevity Pay	2,322	2,471	2,471	2,520
Bonus	1,120	1,120	861	996
Employee Health Insurance	30,378	27,012	42,400	49,392
Employee Life Insurance	387	469	431	494
Worker's Compensation Insurance	4,176	4,154	4,154	4,090
Retiree Health Insurance	6,507	7,334	7,303	7,713
FICA	14,758	15,521	14,492	15,313
Pension Contribution	12,545	8,649	9,354	9,472
Contributory Retirement Plan	2,392	4,245	4,245	4,330
Total Personnel	**$ 272,233**	**$ 276,902**	**$ 284,339**	**$ 303,097**
Staffing Level				
Full-Time	*2.71*	*3.00*	*3.00*	*3.00*
Part-Time (converted to FTE)	*3.18*	*2.84*	*2.24*	*2.67*
Total Full-Time Equivalent (FTE)	***5.89***	***5.84***	***5.24***	***5.67***
Operations				
Advertising & Promotional Expenses	$ 0	$ 500	$ 500	$ 500
Other Professional Service	1,175	1,240	1,092	1,100
Postage & Freight	280	250	205	250
Dues & Subscriptions	96	50	50	50
Meetings	223	500	500	650
Utilities	48,489	57,000	50,000	52,000
Phones - Local	1,135	1,200	1,100	1,200
Cell Phone	1,128	800	700	700
Vehicle Maintenance	0	0	1,100	1,100
Equipment Maintenance	13,685	12,000	15,000	15,000
Grounds Maintenance	1,596	2,000	2,500	2,500
Building Maintenance	13,190	10,000	15,000	20,000
Automobile Allowance	0	200	200	200
Office Supplies	1,853	2,000	1,300	1,400
Printing	336	500	300	500
Concession Supplies Client	403	600	400	400
Clothing & Uniforms	337	500	300	275
Operating Supplies	327	3,000	600	1,000
Cleaning Supplies	8,657	8,700	7,050	7,500
Small Tools	381	250	250	250
Property Insurance	7,922	8,000	8,454	8,500
General Liability Insurance	739	856	796	800
Credit Card Vendor Fees	2,259	1,500	3,000	2,000
Damage Claims	0	0	0	0
Miscellaneous Other Expenses	4,852	5,000	3,120	3,500
Total Operations	**$ 109,064**	**$ 116,646**	**$ 113,517**	**$ 121,375**

BARTLETT STATION MUNICIPAL CENTER

FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Capital				
Data Processing Equipment	983	0	0	0
Total Capital	**$ 983**	**$ 0**	**$ 0**	**$ 0**
Total Bartlett Station Municipal Center	**$ 382,279**	**$ 393,548**	**$ 397,856**	**$ 424,472**

CITY OF BARTLETT
LIBRARY
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Operations				
Contracted Services	$ 23,001	$ 14,000	$ 53,300	$ 48,560
Guard Services.				
Utilities	37,610	40,000	38,500	40,000
Phones - Local	3,140	3,800	3,500	3,800
Telecommunication Link	3,707	4,000	662	0
Library Charge-City of Memphis	1,072,936	1,080,000	1,080,000	1,110,000
Equipment Maintenance	201	1,000	0	1,000
Building Maintenance	12,814	8,000	6,500	8,000
Office Supplies	5,140	3,000	4,000	4,000
Operating Supplies	1,472	2,000	2,000	2,000
Property Insurance	7,625	7,625	8,077	8,077
General Liability Insurance	2,182	2,382	2,360	2,360
Cash Over/Short	(29)	0	0	0
Damage Claims	0	500	0	500
Total Operations	**$ 1,169,800**	**$ 1,166,307**	**$ 1,198,899**	**$ 1,228,297**
Capital				
Building Improvements	$ 0	$ 10,000	$ 7,410	$ 10,000
Office Equipment	0	3,000	0	3,000
Furniture	2,948	0	0	0
Total Capital	**$ 2,948**	**$ 13,000**	**$ 7,410**	**$ 13,000**
Total Library	**$ 1,172,747**	**$ 1,179,307**	**$ 1,206,309**	**$ 1,241,297**

Finance and Administration

City of Bartlett

FY 2019 Request

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 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Salaries	928,418	984,436	948,489	1,050,145
Benefits	369,126	409,139	409,008	437,822
Operations	155,263	161,152	157,070	161,095
Capital	0	400	400	400
Total	**1,452,806**	**1,555,127**	**1,514,967**	**1,649,462**

FY 2018 Performance Highlights

Awarded the Fiscal Year 2018 GFOA Distinguished Budget Presentation Award for the 16th straight year and the Certificate of Achievement for Excellence in Financial Reporting for the 27th 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 2017 Actual	FY 2018 Forecast	FY 2019 Projected
Increase Property taxes collections	Tax collection rate	99%	99%	99%
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

Description		FY 2017 Actual		FY 2018 Revised		FY 2018 Projection		FY 2019 Adopted
Personnel								
Supervisor Salaries	$	328,650	$	324,638	$	294,608	$	375,405
Employee Wages		578,922		629,498		628,165		639,218
Overtime Wages		0		300		5,250		5,000
Part-Time		20,846		30,000		20,466		30,522
Vacation Pay		0		10,000		9,020		0
Education Bonus		1,440		1,440		1,440		1,440
Sick Pay		0		10,000		12,990		0
Longevity Pay		15,841		15,789		14,300		12,344
Bonus		1,464		1,566		1,292		1,479
Employee Health Insurance		115,826		130,840		137,086		174,629
Employee Life Insurance		2,651		3,053		2,680		3,247
Worker's Compensation Insurance		2,089		2,119		2,119		2,365
Retiree Health Insurance		45,379		47,707		46,167		50,731
FICA		69,591		75,590		72,271		78,345
Pension Contribution		101,287		98,510		94,239		97,239
Contributory Retirement Plan		13,559		12,525		15,404		16,003
Total Personnel	**$**	**1,297,544**	**$**	**1,393,575**	**$**	**1,357,497**	**$**	**1,487,967**
Staffing Level								
Full-Time		*14.76*		*15.50*		*14.62*		*16.00*
Part-Time (converted to FTE)		*0.88*		*1.45*		*0.77*		*1.45*
Total Full-Time Equivalent (FTE)		***15.64***		***16.95***		***15.39***		***17.45***
Operations								
Training	$	4,885	$	6,000	$	6,750	$	6,000
Registration for Tyler Connect Conference - $3,000; GFOA - $800; Watkins - $400; Acctg/Fraud - $1,800.								
Travel		5,137		10,000		8,000		10,000
Professional Services		81,100		74,250		74,250		76,000
Watkins - $62,250; Trustee - $12,000.								
Postage & Freight		17,448		18,000		18,000		18,000
Dues & Subscriptions		6,690		6,700		6,800		6,800
Phones - Local		3,560		4,000		4,280		4,300
Cellular Phones		6,884		6,000		4,830		5,000
Equipment Maintenance		0		400		400		400
Computer Maintenance		261		0		0		0
Automobile Allowance		1,483		1,200		1,200		1,200
Office Supplies		9,733		11,000		11,000		11,000
Printing		7,358		10,000		10,000		10,000
Clothing & Uniforms		0		1,100		600		1,000
Operating Supplies		1,078		1,500		1,500		1,500
Equipment Leasing		1,688		1,800		1,725		1,800
Property Insurance		4,635		4,600		3,490		3,500
General Liability Insurance		2,854		3,152		3,145		3,145
Bank Charges		60		500		100		500
Interest Refund		0		500		500		500
State Fees		400		400		400		400
Cash Over/Short		8		50		100		50
Total Operations	**$**	**155,263**	**$**	**161,152**	**$**	**157,070**	**$**	**161,095**

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Capital				
Furniture	$ 0	$ 400	$ 400	$ 400
Total Capital	**$ 0**	**$ 400**	**$ 400**	**$ 400**
Total Finance and Administration	**$ 1,452,806**	**$ 1,555,127**	**$ 1,514,967**	**$ 1,649,462**

City Court

FY 2019 Request

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 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Salaries	651,025	727,690	711,370	740,845
Benefits	255,980	284,086	282,988	298,377
Operations	51,731	71,282	69,778	72,478
Capital	8,898	0	0	0
Total	**967,635**	**1,083,058**	**1,064,136**	**1,111,700**

FY 2018 Performance Highlights

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

Objective	Performance Measures	FY 2017 Actual	FY 2018 Forecast	FY 2019 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 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Personnel				
Supervisor Salaries	$ 391,184	$ 439,145	$ 421,344	$ 443,108
Employee Wages	246,711	278,345	276,128	284,537
Overtime Wages	7,930	5,000	8,698	8,000
Special Hours	5,200	5,200	5,200	5,200
Educational Bonus	1,440	1,440	1,440	1,440
Longevity Pay	7,437	7,864	7,716	8,696
Bonus	947	1,044	1,033	996
Employee Health Insurance	71,483	87,088	86,859	101,170
Employee Life Insurance	1,350	2,296	1,818	2,328
Worker's Compensation Insurance	1,405	1,514	1,514	1,541
Retiree Health Insurance	31,895	35,875	34,874	36,382
FICA	48,790	54,886	53,328	55,649
Pension Contribution	88,028	87,429	88,614	83,678
Contributory Retirement Plan	3,205	4,650	5,792	6,497
Total Personnel	**$ 907,005**	**$ 1,011,776**	**$ 994,358**	**$ 1,039,222**
Staffing Level				
Full-Time	*11.00*	*12.00*	*11.48*	*12.00*
Part-Time (converted to FTE)	*0.86*	*0.85*	*0.82*	*0.00*
Total Full-Time Equivalent (FTE)	***11.86***	***12.85***	***12.30***	***12.00***
Operations				
Training	$ 0	$ 0	$ 200	$ 500
Travel	0	3,000	3,000	3,000
Legal Fees	28,050	40,000	38,000	40,000
Public Defender.				
Other Professional Service	4,920	6,000	6,000	6,000
Postage & Freight	4,237	5,000	5,000	5,000
Dues & Subscriptions	732	1,000	1,000	1,000
Phones - Local	1,519	1,520	2,000	2,000
Cellular Phones	711	700	700	700
Shop Allocation	700	700	700	700
Vehicle Maintenance	0	500	500	500
Equipment Maintenance	0	600	600	600
Office Supplies	4,000	4,000	4,000	4,000
Printing	1,218	1,000	800	1,000
Petroleum Supplies	1,651	2,200	2,000	2,200
Operating Supplies	398	500	500	500
Equipment Leasing	993	1,200	1,200	1,200
Vehicle & Equip Insurance	438	298	387	387
General Liability Insurance	1,891	2,064	2,191	2,191
Cash Over/Short	182	500	500	500
Miscellaneous Other Expenses	91	500	500	500
Total Operations	**$ 51,731**	**$ 71,282**	**$ 69,778**	**$ 72,478**
Capital				
Building Improvements	$ 6,305	$ 0	$ 0	$ 0

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Data Processing Equipment	2,593	0	0	0
Total Capital	**$ 8,898**	**$ 0**	**$ 0**	**$ 0**
Total City Court	**$ 967,635**	**$ 1,083,058**	**$ 1,064,136**	**$ 1,111,700**

Personnel

City of Bartlett

FY 2019 Request

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 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues	*33,960*	*33,760*	*33,760*	*36,101*
Salaries	284,864	284,334	286,745	300,265
Benefits	117,004	116,357	115,474	131,535
Other Personnel	60,052	55,300	61,388	62,700
Operations	27,896	41,836	33,716	41,242
Capital	0	2,500	1,500	0
Total	**455,856**	**466,567**	**465,063**	**499,641**

FY 2018 Performance Highlights

Self-funded Health Trust may have issues that require significate premium increases. We began offering the Copay plan which is finacialy sound and continue to offer 4 other health insurance plan options. Through the efforts of the Central and Departmental Safety Committees our workers' compensation claims have remianed stable. Continued our EAP with Concern. FT Employee turnover rate increased to approximatley 4.8%.

Objective	Performance Measures	FY 2017 Actual	FY 2018 Forecast	FY 2019 Projected
Maintain full-time employee turnover rate at 10% or below.	Actual turnover rate	5%	7%	8%
Revise/update job descriptions for all City positions.	Complete revisions of all job descriptions.	2%	10%	40%
Implement the E-verify system to verify employment eligibility of all City employees.	All Personnel Dept. employees trained and the E-verify system implemented and in operation.	50%	100%	100%
Implement the Employee Actions software within the MUNIS system.	Complete training of Pers. Dept. employees and use Emp. Actions for all entries in HR system.	N/A	0%	15%

CITY OF BARTLETT

PERSONNEL

FY 2019 Adopted Budget

Description		FY 2017 Actual		FY 2018 Revised		FY 2018 Projection		FY 2019 Adopted
Department Revenues/Grants								
Local Sales Tax .5% Reimbursement	$	33,960	$	33,760	$	33,760	$	36,101
Total Department Revenues/Grants	**$**	**33,960**	**$**	**33,760**	**$**	**33,760**	**$**	**36,101**
Personnel								
Supervisor Salaries	$	152,518	$	156,273	$	159,243	$	166,176
Employee Wages		131,903		127,361		127,252		133,589
Overtime Wages		442		700		250		500
Vacation Pay		1,733		0		0		0
Sick Pay		1,078		0		0		0
Longevity Pay		2,583		2,297		2,326		2,401
Bonus		431		431		431		415
Employee Incentives		7,572		11,136		11,136		12,136
Employee Testing		54,738		47,500		56,000		57,000
Other Personnel Costs		5,315		7,800		5,388		5,700
Employee Health Insurance		43,389		41,574		44,116		51,812
Employee Life Insurance		823		908		845		959
Worker's Compensation Insurance		808		776		776		827
Retiree Health Insurance		14,221		14,182		14,325		14,988
FICA		21,733		25,444		21,207		27,416
Pension Contribution		12,378		8,442		8,905		8,700
Contributory Retirement Plan		10,255		11,167		11,407		11,881
Total Personnel	**$**	**461,920**	**$**	**455,991**	**$**	**463,607**	**$**	**494,500**
Staffing Level								
Full-Time		*5.00*		*5.00*		*5.00*		*5.00*
Part-Time (converted to FTE)		*0.00*		*0.00*		*0.00*		*0.00*
Total Full-Time Equivalent (FTE)		***5.00***		***5.00***		***5.00***		***5.00***
Operations								
Training	$	4,233	$	11,000	$	9,200	$	11,000
Travel		4,789		7,600		6,800		7,600
Professional Services		3,472		3,300		3,950		4,300
Postage & Freight		1,997		2,250		1,650		2,000
Dues & Subscriptions		1,823		2,000		1,000		1,500
Meetings		1,483		2,000		1,200		1,800
Phones - Local		878		886		1,056		1,060
Cellular Phones		1,699		1,700		1,283		1,400
Shop Allocation		500		500		500		500
Vehicle Maintenance		51		500		125		500
Equipment Maintenance		0		500		1		500
Office Supplies		2,422		3,800		2,600		3,600
Printing		1,015		1,200		600		1,000
Petroleum Supplies		727		1,000		900		1,000
Operating Supplies		255		500		1		375
Equipment Leasing		1,179		1,500		1,500		1,500
Vehicle & Equip Insurance		322		300		283		300
General Liability Insurance		1,013		1,000		1,007		1,007
Storage Fees		39		100		20		100

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Miscellaneous Other Expenses	0	200	40	200
Total Operations	**$ 27,896**	**$ 41,836**	**$ 33,716**	**$ 41,242**
Capital				
Furniture	0	2,500	1,500	0
Total Capital	**$ 0**	**$ 2,500**	**$ 1,500**	**$ 0**
Total Personnel	**$ 455,856**	**$ 466,567**	**$ 465,063**	**$ 499,641**

Planning & Economic Development

City of Bartlett

FY 2019 Request

Summary Revenue/Expenditure Type

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Salaries	285,046	311,148	298,934	325,222
Benefits	120,819	137,019	124,039	146,526
Operations	9,255	15,380	13,283	16,183
Capital	3,433	0	300	0
Total	**418,553**	**463,547**	**436,556**	**487,931**

What We Do

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

FY 2018 Performance Highlights

Processed 1 sign DRC/78 Admin Approval Signs/29 Admin Approval Site Plans/13 Planning Commission Site Plans and 18 Design Review Commission Site Plans; 5 BZA applications and 0 Industrial Development Board PILOT; worked 1 Bartlett Station Façade Grants; updated Foreclosure Report, updated population records; arranged required training for commission members; assisted other departments with ordinance related issues; provided zoning information and approval for approximately 210 business licenses, zoning letters, reviewed 3 PC construction plans, miscellaneous research; coordinated economic development and local business assistance with the BACC.

Objective	Performance Measures	FY 2017 Actual	FY 2018 Forecast	FY 2019 Projected
Improve Regulations through Amendments	Submit Ordinance Amendments	5	2	4
Improve the Development Review Process	Maximum 10 day review of Construction Plans by Planning Implementation of the administrative review process.	Done	Monitor for Accomplishment	Monitor for Accomplishment
Improve Staff Support for Boards and Commissions	Improve Staff Report Content; increase Historic Commission Activity; maintain required level of training.	Fulfilled	Fulfilled	Improved

CITY OF BARTLETT
PLANNING & ECONOMIC DEVELOPMENT
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Personnel				
Supervisor Salaries	$ 183,303	$ 98,145	$ 96,847	$ 100,108
Employee Wages	99,608	209,003	198,896	221,114
Overtime Wages	2,134	4,000	3,191	4,000
Vacation Pay	5,738	0	0	0
Longevity Pay	6,588	7,038	5,108	5,515
Bonus	344	435	431	415
Employee Health Insurance	27,592	54,552	43,366	62,396
Employee Life Insurance	588	983	821	1,028
Worker's Compensation Insurance	1,029	826	826	853
Retiree Health Insurance	14,146	15,357	14,787	16,061
FICA	22,177	23,765	22,377	24,422
Pension Contribution	42,616	29,097	32,030	30,761
Contributory Retirement Plan	0	4,966	4,293	5,075
Total Personnel	**$ 405,865**	**$ 448,167**	**$ 422,973**	**$ 471,748**
Staffing Level				
Full-Time	*4.00*	*5.00*	*4.48*	*5.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.00***	***5.00***	***4.48***	***5.00***
Operations				
Training	$ 550	$ 1,200	$ 1,000	$ 1,800
Travel	672	1,800	700	2,000
Boards & Commissions	765	900	900	1,000
Dues & Subscriptions	981	1,200	1,200	1,300
Meetings	320	500	500	500
Phones - Local	878	1,000	1,000	1,000
Cellular Phones	1,539	1,600	1,200	1,600
Shop Allocation	400	400	400	400
Vehicle Maintenance	19	350	350	350
Equipment Maintenance	0	400	0	0
Office Supplies	544	2,500	3,000	3,000
Petroleum Supplies	613	1,200	800	1,000
Equipment Rental	871	1,200	1,000	1,000
Vehicle & Equip Insurance	331	306	295	295
General Liability Insurance	773	824	938	938
Total Operations	**$ 9,255**	**$ 15,380**	**$ 13,283**	**$ 16,183**
Capital				
Data Processing Equipment	3,433	0	300	0
Total Capital	**$ 3,433**	**$ 0**	**$ 300**	**$ 0**
Total Planning & Economic Development	**$ 418,553**	**$ 463,547**	**$ 436,556**	**$ 487,931**

City of Bartlett

PUBLIC SAFETY
FY 2019 Adopted Budget

The Public Safety function includes Police, Fire & Ambulance, and Building Codes Enforcement. The Public Safety Function budget increased by $1,154,080 (4.42%) over the FY 2018 Projection. A total of 3 jailer positions were added in the Police department. There were no other staffing changes. FY 2019 budget included a career ladder pay increase and a general 2% salary increase for full-time employees.

Full-Time Authorized Personnel Positions

Police	
Police Director	1
Assistant Police Director	1
Police Inspector	3
Admin Secretary	1
Building Service	2
Dispatcher	18
Jailer	*13*
Patrolman	89
Captain	6
Detective	15
Lieutenant	11
Skill clerk	5
Supervisor of Records	1
Total Police	**166**
Fire	
Assistant Chief	1
Director	1
Fire Commander	3
Battalion Commander	3
Admin Secretary	1
Fire Driver	15
Firefighter	33
Fire Lieutenant	15
Total Fire	**72**
Ambulance Service	
EMS Coordinator	1
Paramedic Lieutenant	3
Paramedic	30
Total Ambulance Service	**34**
Building Codes Enforcement	
Director	1
Admin Secretary	2
Building Inspector	5
Building Coordinator	1
Skill Clerk	1
Total Building Codes Enforcement	**10**
TOTAL PUBLIC SAFETY	**282**

Summary Revenue/Expenditure Type

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues	*820,728*	*728,842*	*709,200*	*689,752*
Salaries	14,920,656	15,935,858	15,761,733	16,352,760
Benefits	8,153,028	8,456,803	8,572,656	9,209,821
Other Personnel	1,447	3,200	7,000	9,100
Operations	2,106,731	2,331,266	2,252,239	2,233,065
Capital	118,876	232,686	227,631	151,145
Total	**24,480,010**	**26,230,971**	**26,112,059**	**27,266,139**

CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	$ 523,638	$ 556,642	$ 557,000	$ 584,752
State Police Training Grant	67,800	67,200	67,200	0
State Fire Training Grant	50,400	0	0	0
Insurance Recoveries-Police	34,131	25,000	15,000	25,000
Transfer From Grants Fund	10,902	20,000	20,000	20,000
Intergovernment Reimbursement	133,856	60,000	50,000	60,000
Total Department Revenues/Grants	**$ 820,728**	**$ 728,842**	**$ 709,200**	**$ 689,752**
Personnel				
Supervisor Salaries	$ 1,298,359	$ 1,305,360	$ 1,325,554	$ 1,328,630
Employee Wages	12,924,268	13,764,754	13,611,118	14,149,948
Overtime Wages	472,793	585,400	569,118	590,400
Special Hours	38,537	43,300	40,254	45,100
Holiday Pay	493,566	574,589	544,415	578,560
Contract Services	108	0	0	0
Part-Time	186,592	237,044	215,689	238,682
Vacation Pay	56,077	55,000	50,010	65,000
Educational Bonus	137,540	140,280	145,380	152,840
Sick Pay	83,692	50,000	25,000	50,000
Longevity Pay	333,787	397,347	359,982	404,723
FLSA Wages	61,837	74,500	71,147	75,000
Bonus	25,061	27,967	26,009	26,145
Other Personnel Costs	1,447	3,200	7,000	9,100
Employee Health Insurance	2,575,652	2,689,194	2,851,674	3,352,518
Employee Life Insurance	41,666	48,224	44,078	49,531
Worker's Compensation Insurance	461,930	498,007	498,007	511,122
Unemployment Compensation	1,332	10,000	1,688	10,000
Retiree Health Insurance	707,590	753,506	745,665	773,930
FICA	1,186,982	1,259,395	1,231,660	1,286,037
Pension Contribution	1,890,119	1,750,449	1,830,229	1,711,871
Contributory Retirement Plan	96,197	128,345	147,712	162,544
Total Personnel	**$ 23,075,131**	**$ 24,395,861**	**$ 24,341,389**	**$ 25,571,681**
Staffing Level				
Full-Time	*263.66*	*279.00*	*272.63*	*282.00*
Part-Time (converted to FTE)	*7.46*	*8.45*	*7.75*	*8.92*
Total Full-Time Equivalent (FTE)	***271.12***	***287.45***	***280.38***	***290.92***
Operations				
Training	$ 66,902	$ 121,000	$ 131,000	$ 134,000
State Training Salary Supp	118,200	67,200	67,200	0
Firearms Training	25,717	53,500	53,500	40,000
Volunteer Expense	10,486	15,500	14,000	22,500
Travel	40,206	46,400	44,100	44,300
Contracted Services	66,320	60,000	60,000	65,000
Other Professional Service	19,150	12,800	11,800	12,800
Dui Testing Fees	2,980	4,000	6,000	6,500
Sexual Offender Reg.	1,836	2,000	2,000	2,000

CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Criminal Seizure Expense	0	500	500	500
Postage & Freight	10,833	16,000	14,850	15,850
Notice Publication	0	500	100	100
Dues & Subscriptions	10,698	18,000	17,740	12,800
Meetings	5,200	5,350	5,300	5,300
Utilities	138,378	160,000	150,000	155,000
Phones - Local	21,005	22,904	24,220	24,220
Cellular Phones	51,027	49,259	49,268	49,268
Data Processing - Software	0	0	200	0
Telecommunication Link	50,356	55,000	55,000	55,000
Shop Allocation	82,700	82,700	82,700	82,700
Vehicle Maintenance	221,435	224,000	220,000	220,000
Equipment Maintenance	88,040	50,500	46,500	48,400
Radio Maintenance	45,532	18,600	20,100	21,000
Computer Maintenance	2,092	0	1,000	0
Grounds Maintenance	23,477	15,500	15,000	15,300
Building Maintenance	59,699	64,000	67,500	70,000
Office Supplies	19,620	35,400	30,200	30,200
Printing	19,493	20,200	14,700	17,200
Christmas Expenses	2,264	3,000	2,145	2,900
Medical Supplies	98,396	117,500	116,200	102,500
Petroleum Supplies	249,644	356,000	303,500	336,000
Clothing & Uniforms	160,977	226,597	234,250	240,050
Operating Supplies	39,115	46,500	48,300	48,300
Cleaning Supplies	6,151	8,000	8,000	8,000
Chemical Supplies	804	700	600	600
Air Service	6,278	7,300	7,300	7,100
Film & Developing	150	270	265	265
Small Tools	10,337	12,300	10,800	12,300
Fire Hose	6,270	6,000	6,000	6,000
Jail Operations	34,345	30,000	40,000	40,000
CERT Training Supplies	954	1,500	1,200	1,400
Public Awareness	6,984	8,000	8,000	8,000
Fire Prevention	5,521	6,000	6,000	6,000
Community Promotions	543	0	0	0
Equipment Rental	0	500	500	500
Equipment Leasing	6,345	13,500	12,500	12,500
Property Insurance	16,638	17,500	17,682	17,781
Vehicle & Equip Insurance	109,522	110,665	103,460	104,960
General Liability Insurance	99,324	103,721	94,315	95,621
Other Insurance	1,900	1,900	1,900	1,900
Tow-In Fees	8,180	11,900	6,700	9,300
Storage Fees	0	0	144	150
Damage Claims	18,343	18,900	15,900	18,900
Miscellaneous Other Expenses	384	2,200	2,100	2,100
Transfer to Grants Fund	15,981	0	0	0
Total Operations	**$ 2,106,731**	**$ 2,331,266**	**$ 2,252,239**	**$ 2,233,065**

CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Capital				
Building Improvements	$ 51,328	$ 65,000	$ 81,200	$ 65,000
Communications Equipment	2,400	5,750	964	6,145
Data Processing Equipment	1,966	0	3,967	0
Office Equipment	0	3,000	1,500	3,000
Furniture	6,858	23,686	27,000	12,000
Other Equipment	56,325	135,250	113,000	65,000
Total Capital	**$ 118,876**	**$ 232,686**	**$ 227,631**	**$ 151,145**
TOTAL PUBLIC SAFETY	**$ 24,480,010**	**$ 26,230,971**	**$ 26,112,059**	**$ 27,266,139**

Police Department

City of Bartlett

FY 2019 Request

What We Do

The Bartlett Police Department is a state accredited department with one hundred twenty-six sworn officers providing service to the approximately sixty thousand citizens of Bartlett, TN. The department maintains a high visibility and zero tolerance approach to minimize the impact of serious crime. 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 that frequent the city. The department will continually train, implement and re-evaluate itself to further a professional image. We will implement the latest trends in law enforcement to reduce the likelihood that crime will negatively impact the citizens of Bartlett, TN. and there quality of life.

Summary Revenue/Expenditure Type

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues	*770,328*	*728,842*	*709,200*	*689,752*
Salaries	8,551,273	9,047,043	9,017,206	9,361,287
Benefits	4,479,208	4,625,202	4,695,331	5,062,227
Other Personnel	1,447	2,000	6,000	8,000
Operations	1,260,277	1,388,276	1,311,861	1,280,581
Capital	22,637	35,654	40,000	25,500
Total	**13,544,514**	**14,369,333**	**14,361,198**	**15,047,843**

FY 2018 Performance Highlights

During the calendar year 2017; Calls for service increased from 74,625 to 75,514. Traffic crashes decreased from 1358 to 1260 with three fatalities. Traffic citations increased from 11010 to 12395 and warning citations increased from 27997 to 29082. Arrests increased from 4530 to 5465. The department now has a sworn compliment of one hundred twenty-six officers. The department continues to participate in federal regional task force operations having officers assigned to the Drug Enforcement Administration, Federal Bureau of Investigation and the United States Secret Service. CopStops continues to be a very popular community event and helps build positive bonds between officers and the citizens they serve. The P25 city wide communications upgrade is complete and provides redundancy in emergency radio communications. The overall radio coverage has been greatly increased by the addition of a northern based radio tower. The transmission of calls is now microwave based from the dispatch center to both the northern and southern radio towers with no single points of failure. The department has transitioned to the SIG 320 9mm as the departmental issued sidearm.

Objective	Performance Measures	FY 2017 Actual	FY 2018 Forecast	FY 2019 Projected
Reduce the # of total moving violations through enforcement and education	Number of moving violations for the year	11,062	10,509 5% Decrease	9984 5% Decrease
Reduce the # of auto thefts using special enforcement techniques	Number of auto thefts & percentage reduced	70	66 5% Decrease	63 5% Decrease
Continue to monitor domestic violence arrests and calls	Number of domestic violence reports	247	222 10% Decrease	200 10% Decrease

CITY OF BARTLETT
POLICE DEPARTMENT
FY 2019 Adopted Budget

Description		FY 2017 Actual		FY 2018 Revised		FY 2018 Projection		FY 2019 Adopted
Department Revenues/Grants								
Local Sales Tax .5% Reimbursement	$	523,638	$	556,642	$	557,000	$	584,752
State Police Training Grant		67,800		67,200		67,200		0
Insurance Recoveries-Police		34,131		25,000		15,000		25,000
Transfer from Grants Fund		10,902		20,000		20,000		20,000
Intergovernmental Reimbursement		133,856		60,000		50,000		60,000
Total Department Revenues/Grants	**$**	**770,328**	**$**	**728,842**	**$**	**709,200**	**$**	**689,752**
Personnel								
Supervisor Salaries	$	454,201	$	447,357	$	466,076	$	455,614
Employee Wages		7,537,870		7,933,066		7,908,130		8,223,223
Overtime Wages		394,886		474,000		466,000		482,000
Special Hours		5,878		12,000		7,000		12,000
Holiday Pay		282,603		331,000		315,000		330,000
Part-Time		158,438		180,620		170,000		188,450
Vacation Pay		25,328		25,000		5,108		25,000
Educational Bonus		50,700		51,480		57,000		65,000
Sick Pay		38,836		25,000		0		25,000
Longevity Pay		169,513		213,174		189,580		219,300
Bonus		15,760		16,791		15,760		16,268
Other Personnel Costs		1,447		2,000		6,000		8,000
Employee Health Insurance		1,431,707		1,467,779		1,574,600		1,830,572
Employee Life Insurance		23,547		26,817		24,723		27,772
Worker's Compensation Insurance		266,216		283,578		283,578		293,362
Unemployment Compensation		1,332		10,000		1,688		10,000
Retiree Health Insurance		396,475		419,021		417,700		433,942
FICA		668,972		708,835		698,398		730,692
Pension Contribution		1,049,064		976,432		1,030,774		966,587
Contributory Retirement Plan		59,157		70,295		81,422		88,732
Total Personnel	**$**	**13,031,928**	**$**	**13,674,245**	**$**	**13,718,537**	**$**	**14,431,514**
Staffing Level								
Full-Time		*153.99*		*163.00*		*158.63*		*166.00*
Part-Time (converted to FTE)		*6.47*		*6.95*		*6.01*		*6.97*
Total Full-Time Equivalent (FTE)		***160.46***		***169.95***		***164.64***		***172.97***
Operations								
Training	$	44,759	$	68,000	$	68,000	$	68,000
State Training Salary Supp		67,800		67,200		67,200		0
Firearms Training		25,717		53,500		53,500		40,000
Volunteer Expense		1,373		7,500		6,000		7,500
Travel		36,697		37,500		35,000		35,000
Other Professional Service		11,620		5,000		4,000		5,000
DUI Testing Fees		2,980		4,000		6,000		6,500
Sexual Offender Reg.		1,836		2,000		2,000		2,000
Criminal Seizure Expense		0		500		500		500
Postage & Freight		1,783		3,000		3,000		3,000
Notice Publication		0		500		100		100
Dues & Subscriptions		7,454		15,000		15,000		10,000
Meetings		4,041		4,000		4,000		4,000

CITY OF BARTLETT
POLICE DEPARTMENT
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Utilities	83,690	95,000	90,000	95,000
Phones - Local	11,437	12,000	13,000	13,000
Cellular Phones	31,779	28,000	28,000	28,000
Data Processing - Software	0	0	200	0
Telecommunication Link	50,356	55,000	55,000	55,000
Shop Allocation	50,000	50,000	50,000	50,000
Vehicle Maintenance	139,598	125,000	125,000	125,000
Equipment Maintenance	57,911	12,000	8,000	10,000
Radio Maintenance	32,498	5,000	6,500	7,500
Computer Maintenance	2,092	0	1,000	0
Grounds Maintenance	3,669	5,500	5,500	5,500
Building Maintenance	29,291	35,000	38,500	40,000
Office Supplies	10,918	25,000	20,000	20,000
Printing	14,996	15,000	10,000	12,000
Medical Supplies	2,025	2,500	1,200	2,500
Petroleum Supplies	187,540	270,000	220,000	250,000
Clothing & Uniforms	90,184	117,576	117,000	118,800
Operating Supplies	18,611	25,000	25,000	25,000
Cleaning Supplies	6,151	8,000	8,000	8,000
Small Tools	6,375	8,000	6,500	8,000
Jail Operations	34,345	30,000	40,000	40,000
Public Awareness	6,984	8,000	8,000	8,000
Community Promotions	543	0	0	0
Equipment Leasing	4,380	7,500	7,500	7,500
Property Insurance	9,599	10,000	10,181	10,181
Vehicle & Equip Insurance	73,185	70,000	69,626	70,000
General Liability Insurance	71,731	75,000	65,354	66,000
Tow-In Fees	8,180	10,000	5,000	7,500
Damage Claims	15,765	15,000	12,000	15,000
Miscellaneous Other Expenses	384	1,500	1,500	1,500
Total Operations	**$ 1,260,277**	**$ 1,388,276**	**$ 1,311,861**	**$ 1,280,581**
Capital				
Communications Equipment	$ 2,400	$ 5,000	$ 0	$ 5,000
Data Processing Equipment	0	0	3,000	0
Office Equipment	0	3,000	1,500	3,000
Furniture	5,276	14,660	22,500	7,500
Other Equipment	14,961	12,994	13,000	10,000
Metal Detector for Court.				
Total Capital	**$ 22,637**	**$ 35,654**	**$ 40,000**	**$ 25,500**
Total Police Department	**$ 13,544,514**	**$ 14,369,333**	**$ 14,361,198**	**$ 15,047,843**

Fire & Ambulance Department

City of Bartlett

FY 2019 Request

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 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues	*50,400*	*0*	*0*	*0*
Salaries	5,815,103	6,270,752	6,140,083	6,360,083
Benefits	3,432,652	3,566,655	3,602,962	3,836,532
Other Personnel	0	1,200	1,000	1,100
Operations	792,846	876,720	877,215	883,315
Capital	96,089	195,782	179,967	124,000
Total	**10,086,290**	**10,911,109**	**10,801,227**	**11,205,030**

FY 2018 Performance Highlights

In FY 2018, the fire department continued to build on the development of personnel, training opportunities, and firefighter safety. Driver and fire officer development continued throughout the year. More improvements were completed at the training center to facilitate live and simulated fire training. Additionally in FY 2018, great progress was made that will impact the health and wellness of personnel. In an attempt to combat the threat of cancer, an extractor/washer was purchased to clean personal protective equipment after structure fires. A maintenance program for personal protective equipment was researched and developed to promote firefighter wellness. Giving back to the community remained a priority. The department continued to raise money to financially impact those in need. Proceeds from the pancake breakfast and Pink Heals program were donated to worthy recipients.

Objective	Performance Measures	FY 2017 Actual	FY 2018 Forecast	FY 2019 Projected
Strengthen firefighter knowledge through education, certifications, and training.	Provide for personnel to receive updated training in new methods of fire attack. 3 phases(classes)	Determin e need/ Evaluatio	Public Life Safety	Safety Officer
Further develop the Bartlett Fire Department Training Facility	Increase usable functions of training center by adding props and equipment storage/portable	Live burn containers connected	Maze Trailer Built	Ventilation prop added
Revision and updating of Fire Department Rules and Regulations	Revise and update Fire Department Rules and Regulations to reflect current operational needs.	Research and review	Final review and roll out	Implimentat ion and application
Ensure performance evaluations are measurable and align with job descriptions	Performance metrics are tied to written standards and clearly communicated to personnel.	Determin e Effective- ness	Evaluatio n of metrics	Creation of new performanc e evaluation

CITY OF BARTLETT
FIRE DEPARTMENT
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Department Revenues/Grants				
State Fire Training Grant	$ 39,000	$ 0	$ 0	$ 0
Total Department Revenues/Grants	**$ 39,000**	**$ 0**	**$ 0**	**$ 0**
Personnel				
Supervisor Salaries	$ 671,548	$ 683,131	$ 683,783	$ 694,646
Employee Wages	3,473,915	3,538,707	3,455,397	3,579,446
Overtime Wages	68,879	80,000	71,394	78,000
Special Hours	31,533	28,000	30,256	30,000
Holiday Pay	145,731	156,663	148,161	158,928
Vacation Pay	24,559	15,000	30,000	25,000
Educational Bonus	76,040	77,760	77,340	77,520
Sick Pay	44,856	15,000	25,000	15,000
Longevity Pay	137,541	150,148	139,092	148,854
FLSA Wages	39,551	50,000	47,364	50,000
Bonus	6,115	7,000	6,201	5,976
Other Personnel Costs	0	700	500	600
Employee Health Insurance	773,732	765,760	817,449	954,212
Employee Life Insurance	12,120	13,510	12,228	13,677
Worker's Compensation Insurance	107,420	108,372	108,372	109,683
Retiree Health Insurance	206,860	211,092	206,801	213,705
FICA	350,131	349,011	340,224	352,312
Pension Contribution	594,971	545,798	561,772	528,356
Contributory Retirement Plan	12,846	16,164	22,960	25,005
Total Personnel	**$ 6,778,347**	**$ 6,811,816**	**$ 6,784,294**	**$ 7,060,920**
Staffing Level				
Full-Time	*72.00*	*72.00*	*72.00*	*72.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***72.00***	***72.00***	***72.00***	***72.00***
Operations				
Training	$ 14,393	$ 30,000	$ 30,000	$ 30,000
State Training Salary Supp	39,000	0	0	0
Volunteer Expense	9,114	8,000	8,000	15,000
Travel	851	5,000	4,800	4,800
Postage & Freight	468	600	550	550
Dues & Subscriptions	2,379	2,000	1,800	1,800
Meetings	676	700	650	650
Utilities	54,688	65,000	60,000	60,000
Phones - Local	6,918	8,000	8,000	8,000
Cellular Phones	6,519	7,800	7,800	7,800
Shop Allocation	19,000	19,000	19,000	19,000
Vehicle Maintenance	57,998	51,000	51,000	51,000
Equipment Maintenance	10,859	8,500	8,500	8,400
Radio Maintenance	10,872	10,000	10,000	10,000
Grounds Maintenance	19,807	10,000	9,500	9,800
Building Maintenance	30,408	29,000	29,000	30,000
Office Supplies	5,740	5,600	5,500	5,500
Printing	436	800	800	800

FIRE DEPARTMENT

FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Christmas Expenses	2,264	3,000	2,145	2,900
Petroleum Supplies	33,982	43,000	44,000	44,000
Clothing & Uniforms	52,201	61,700	70,000	75,000
Operating Supplies	19,822	20,000	22,000	22,000
Chemical Supplies	804	700	600	600
Air Service	877	2,300	2,300	2,300
Film & Developing	150	200	200	200
Small Tools	3,824	3,800	3,800	3,800
Fire Hose	6,270	6,000	6,000	6,000
CERT Training Supplies	954	1,500	1,200	1,400
Fire Prevention	5,156	6,000	6,000	6,000
Equipment Leasing	1,041	4,000	4,000	4,000
Property Insurance	7,039	7,500	7,501	7,600
Vehicle & Equip Insurance	27,322	28,000	25,461	26,000
General Liability Insurance.	18,619	20,000	18,388	19,000
Other Insurance	1,900	1,900	1,900	1,900
Tow-In Fees	0	1,400	1,200	1,300
Damage Claims	1,485	1,400	1,400	1,400
Miscellaneous Other Expenses	0	700	600	600
Transfer to Grants Fund	15,981	0	0	0
Total Operations	**$ 489,818**	**$ 474,100**	**$ 473,595**	**$ 489,100**
Capital				
Building Improvements	$ 51,328	$ 65,000	$ 75,000	$ 65,000
Roof replacement on station 1 & station 3.				
Data Processing Equipment	1,966	0	967	0
Furniture	1,432	6,526	2,000	2,000
Other Equipment	11,675	62,256	40,000	0
Total Capital	**$ 66,401**	**$ 133,782**	**$ 117,967**	**$ 67,000**
Total Fire Department	**$ 7,295,566**	**$ 7,419,698**	**$ 7,375,856**	**$ 7,617,020**

CITY OF BARTLETT

AMBULANCE

FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Department Revenues/Grants				
State Fire Training Grant	$ 11,400	$ 0	$ 0	$ 0
Total Department Revenues/Grants	**$ 11,400**	**$ 0**	**$ 0**	**$ 0**
Personnel				
Supervisor Salaries	$ 77,549	$ 76,727	$ 77,550	$ 78,262
Employee Wages	1,481,526	1,830,187	1,787,681	1,866,929
Overtime Wages	9,028	31,000	31,324	30,000
Special Hours	1,126	3,000	2,698	2,800
Holiday Pay	65,232	86,926	81,254	89,632
Vacation Pay	5,861	15,000	14,902	15,000
Educational Bonus	7,920	8,160	8,160	7,440
Sick Pay	0	10,000	0	10,000
Longevity Pay	16,828	22,309	19,646	22,499
FLSA Wages	22,285	24,500	23,783	25,000
Bonus	2,239	2,958	2,928	2,822
Other Personnel Costs	0	500	500	500
Employee Health Insurance	294,633	364,951	362,100	437,028
Employee Life Insurance	4,565	6,102	5,544	6,225
Worker's Compensation Insurance	75,031	91,660	91,660	93,427
Retiree Health Insurance	77,955	95,346	93,261	97,260
FICA	126,505	154,697	147,917	155,716
Pension Contribution	182,595	167,101	171,868	153,995
Contributory Retirement Plan	18,530	35,667	36,975	42,260
Total Personnel	**$ 2,469,408**	**$ 3,026,791**	**$ 2,959,751**	**$ 3,136,795**
Staffing Level				
Full-Time	*27.86*	*34.00*	*32.00*	*34.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***27.86***	***34.00***	***32.00***	***34.00***
Operations				
Training	$ 4,556	$ 20,000	$ 30,000	$ 30,000
State Training Salary Supp	11,400	0	0	0
Travel	1,359	2,400	2,800	3,000
Contracted Services	66,320	60,000	60,000	65,000
Ambulance billing service.				
Other Professional Services	7,500	7,500	7,500	7,500
Postage & Freight	252	900	800	800
Dues & Subscriptions	465	400	340	400
Meetings	0	150	150	150
Cellular Phones	8,772	8,500	8,500	8,500
Shop Allocation	10,000	10,000	10,000	10,000
Vehicle Maintenance	20,100	44,000	40,000	40,000
Equipment Maintenance	19,126	30,000	30,000	30,000
Radio Maintenance	2,162	3,100	3,100	3,000
Office Supplies	84	800	700	700
Printing	0	400	400	400
Medical Supplies	96,371	115,000	115,000	100,000
Petroleum Supplies	16,351	29,000	27,000	28,000

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Clothing & Uniforms	17,298	45,000	45,000	44,000
Operating Supplies	579	1,200	1,000	1,000
Air Service	5,401	5,000	5,000	4,800
Film & Developing	0	70	65	65
Small Tools	0	200	200	200
Fire Prevention	365	0	0	0
Vehicle & Equip Insurance	6,182	10,000	5,413	6,000
General Liability Insurance	7,292	7,000	8,652	8,700
Tow-In Fee	0	500	500	500
Damage Claims	1,093	1,500	1,500	1,500
Total Operations	**$ 303,028**	**$ 402,620**	**$ 403,620**	**$ 394,215**
Capital				
Furniture	$ 0	$ 2,000	$ 2,000	$ 2,000
Other Equipment	29,689	60,000	60,000	55,000
Lucas Mechanical CPR Machines & Life Pak.				
Total Capital	**$ 29,689**	**$ 62,000**	**$ 62,000**	**$ 57,000**
Total Ambulance	**$ 2,790,724**	**$ 3,491,411**	**$ 3,425,371**	**$ 3,588,010**

Building Codes Enforcement

City of Bartlett

FY 2019 Request

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 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Salaries	554,280	618,063	604,444	631,390
Benefits	241,167	264,946	274,363	311,062
Operations	53,608	66,270	63,163	69,169
Capital	151	1,250	7,664	1,645
Total	**849,205**	**950,529**	**949,634**	**1,013,266**

FY 2018 Performance Highlights

Code Enforcement issued 177 new house permits in 2017. As of the first week of January 2018, there have been 2 new house permits issued. Some commercial permits issued during 2017 were an addition to Olympus, Tabor Orthopedics, Kangaroo Convenience Store, Resource Label Group, LA Fitness, Red Wing Shoes, Chick-fil-A, Christian Life Tabernacle, Walmart Learning Academy, and Youth Villages Bill's Place. Code Enforcement personnel are maintaining their certifications in each of their respected fields through the International Code Council. We have 3 new employees who are working toward their ICC certification.

Objective	Performance Measures	FY 2017 Actual	FY 2018 Forecast	FY 2019 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 2019 Adopted Budget

Description		FY 2017 Actual		FY 2018 Revised		FY 2018 Projection		FY 2019 Adopted
Personnel								
Supervisor Salaries	$	95,060	$	98,145	$	98,145	$	100,108
Employee Wages		430,958		462,794		459,910		480,350
Overtime Wages		0		400		400		400
Special Hours		0		300		300		300
Contracted Services		108		0		0		0
Part-Time		28,154		56,424		45,689		50,232
Vacation Pay		329		0		0		0
Educational Bonus		2,880		2,880		2,880		2,880
Longevity Pay		9,905		11,716		11,664		14,070
Bonus		947		1,218		1,120		1,079
Employee Health Insurance		75,580		90,704		97,525		130,706
Employee Life Insurance		1,434		1,795		1,583		1,857
Worker's Compensation Insurance		13,263		14,397		14,397		14,650
Retiree Health Insurance		26,301		28,047		27,903		29,023
FICA		41,374		46,852		45,121		47,317
Pension Contribution		63,489		61,118		65,815		62,933
Pension Contribution		5,664		6,219		6,355		6,547
Total Personnel	**$**	**795,447**	**$**	**883,009**	**$**	**878,807**	**$**	**942,452**
Staffing Level								
Full-Time		*9.81*		*10.00*		*10.00*		*10.00*
Part-Time (converted to FTE)		*0.99*		*1.50*		*1.74*		*1.95*
Total Full-Time Equivalent (FTE)		***10.80***		***11.50***		***11.74***		***11.95***
Operations								
Training	$	3,193	$	3,000	$	3,000	$	6,000
Travel		1,299		1,500		1,500		1,500
Other Professional Service		30		300		300		300
Postage & Freight		8,330		11,500		10,500		11,500
Dues & Subscriptions		399		600		600		600
Meetings		482		500		500		500
Phones - Local		2,650		2,904		3,220		3,220
Cellular Phones		3,957		4,959		4,968		4,968
Shop Allocation		3,700		3,700		3,700		3,700
Vehicle Maintenance		3,738		4,000		4,000		4,000
Equipment Maintenance		145		0		0		0
Radio Maintenance		0		500		500		500
Office Supplies		2,878		4,000		4,000		4,000
Printing		4,060		4,000		3,500		4,000
Petroleum Supplies		11,772		14,000		12,500		14,000
Clothing & Uniforms		1,294		2,321		2,250		2,250
Operating Supplies		103		300		300		300
Small Tools		138		300		300		300
Equipment Rental		0		500		500		500
Equipment Leasing		923		2,000		1,000		1,000
Vehicle & Equip Insurance		2,833		2,665		2,960		2,960
General Liability Insurance		1,682		1,721		1,921		1,921
Storage Fees		0		0		144		150

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Damage Claims	0	1,000	1,000	1,000
Total Operations	**$ 53,608**	**$ 66,270**	**$ 63,163**	**$ 69,169**
Capital				
Building Improvements	$ 0	$ 0	$ 6,200	$ 0
Communications Equipment	0	750	964	1,145
Furniture	151	500	500	500
Total Capital	**$ 151**	**$ 1,250**	**$ 7,664**	**$ 1,645**
Total Building Codes Enforcement	**$ 849,205**	**$ 950,529**	**$ 949,634**	**$ 1,013,266**

THE GREAT SEAL OF BARTLETT TENNESSEE

* 1866 *

AGRICULTURE

LAW

COMMERCE

City of Bartlett

PUBLIC WORKS/ ENGINEERING
FY 2019 Adopted Budget

Full-Time Authorized Personnel Positions

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

Public Works City Shop	
Manager	1
Mechanic	8
Parts Manager	1
Skill Clerk	1
Senior Mechanic	1
Total P.W. City Shop	**12**

Public Works General Maintenance	
Supervisor	1
Custodial	1
Driver	8
Foreman	3
Sign Technician	1
Utility Worker	4
Total P.W. General Maintenance	**18**

Public Works General Services	
Manager	1
Building Tech.	2
Utility	1
Total P.W. General Services	**4**

Public Works Grounds Maintenance	
Manager	1
Driver	7
Foreman	5
Supervisor	1
Total P.W. Grounds Maintenance	**14**

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

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

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 $335,398 (5.60%) over the FY 2018 Projection. Engineering added a construction inspector position in Engineering & Inspection. There was no other staffing changes. FY 2019 budget included a career ladder pay increase and a general 2% salary increase for full-time employees.

Summary Revenue/Expenditure Type

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revs/Recvrs	*470,141*	*573,225*	*486,225*	*486,225*
Salaries	3,229,746	3,367,347	3,325,523	3,438,184
Benefits	1,718,675	1,714,050	1,741,910	1,883,984
Other Personnel	195,277	269,000	269,000	269,000
Operations	990,626	1,123,127	1,124,337	1,182,141
Capital	48,633	39,105	12,366	35,225
Total	**5,712,816**	**5,939,404**	**5,986,911**	**6,322,309**

Engineering and Inspection	
Engineer	1
Traffic Engineer	1
Construction Inspector	*3*
Manger GIS	1
Total Engin. and Inspection	**6**

TOTAL PUBLIC WORKS/ENGINEERING	**70**

Public
Works Summary

FY 2019 Request

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 distribition and wastewater collections. Other non-maintenance responsibilities include solid waste collection, recycling, meter reading and animal control.

Summary Revenue/Expenditure Type

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revs/Recvrs	*470,141*	*573,225*	*486,225*	*486,225*
Salaries	2,654,470	2,775,305	2,774,304	2,792,280
Benefits	1,466,146	1,458,167	1,493,849	1,580,645
Other Personnel	195,277	269,000	269,000	269,000
Operations	922,715	1,050,337	1,055,414	1,107,951
Capital	48,233	39,105	12,366	35,225
Total	**4,816,699**	**5,018,689**	**5,118,708**	**5,298,876**

FY 2018 Performance Highlights

The City purchased 13 acres of land off of Yale Road to be used for a new Fleet Services Complex. This tract of land will be home to a new 16 bay 16,000 square foot office and shop building that will be replacing our existing 11 bay 8,200 square foot building that is 35 years old. The City had back to back ice/snow events this year during which our General Maintenance Division used over 600 tons of deicing material while trying to keep the major roadways and intersection passable.

Objective	Performance Measures	FY 2017 Actual	FY 2018 Forecast	FY 2019 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	2604	2630	2660
To establish standards by cleaning streets and maintain right-of-ways	Lane miles of roadway in Bartlett	698	708	718
Maintain the City's street, drainage systems, and traffic signs.	# of repairs to Drainage structures, streets, and traffic signs.	1348	1370	1400
Provide a safe and harmonious coexistence for pets and residents.	# of animals adopted out or returned to their owners	726	1165	750

CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Department Revenues				
Shop Expense Allocation	$ 333,590	$ 325,325	$ 325,325	$ 325,325
Weed Cutting Fees	31,224	125,000	35,000	35,000
Animal Shelter Donations	12,042	9,000	12,000	12,000
Animal Shelter Boarding	869	1,400	1,400	1,400
Animal Shelter Capture Fee	7,398	7,500	7,500	7,500
Animal Shelter Adoption	35,977	40,000	40,000	40,000
Animal Shelter City License	36,262	40,000	40,000	40,000
Animal Shelter Miscellaneous Revenues	12,780	25,000	25,000	25,000
Total Department Revenues	**$ 470,141**	**$ 573,225**	**$ 486,225**	**$ 486,225**
Personnel				
Supervisor Salaries	$ 456,361	$ 464,508	$ 470,603	$ 471,388
Employee Wages	2,092,349	2,176,004	2,167,951	2,186,299
Overtime Wages	73,585	83,500	90,150	83,300
Special Hours	15,900	15,600	15,600	15,600
Contracted Services	195,277	269,000	269,000	269,000
Part-Time	16,275	35,693	30,000	35,693
Vacation Pay	13,298	0	19,565	0
Educational Bonus	7,200	13,700	12,320	15,120
Sick Pay	13,084	0	0	0
Longevity Pay	51,399	57,066	55,270	60,091
Bonus	5,081	5,433	5,255	5,229
Employee Health Insurance	576,885	584,026	590,054	711,701
Employee Life Insurance	7,417	8,450	7,737	8,505
Worker's Compensation Insurance	119,315	122,571	122,571	124,793
Retiree Health Insurance	127,268	132,025	131,829	132,884
FICA	194,488	203,686	204,965	205,760
Pension Contribution	329,697	309,843	315,925	285,722
Contributory Retirement Plan	21,013	21,367	28,358	30,840
Total Personnel	**$ 4,315,892**	**$ 4,502,472**	**$ 4,537,153**	**$ 4,641,925**
Staffing Level				
Full-Time	*59.44*	*61.00*	*59.24*	*61.00*
Part-Time (converted to FTE)	*0.88*	*1.50*	*1.29*	*1.50*
Total Full-Time Equivalent (FTE)	***60.32***	***62.50***	***60.53***	***62.50***
Operations				
Training	$ 4,216	$ 6,850	$ 5,764	$ 7,450
Travel	1,156	3,150	2,393	2,450
Professional Services	26,600	29,000	27,000	29,000
Other Professional Service	7,390	8,250	10,500	10,000
Postage & Freight	174	300	250	300
Dues & Subscriptions	13,585	13,785	15,190	16,345
Employee Appreciation	4,250	4,200	4,300	4,700
Utilities	38,580	37,800	33,500	37,300
Phones - Local	7,039	7,166	7,166	7,166
Cellular Phones	8,726	8,420	9,000	9,620
Data Processing Software	1,570	0	1,500	0
Shop Allocation	97,500	97,500	97,500	97,500

CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Vehicle Maintenance	78,709	86,300	87,000	91,300
Equipment Maintenance	59,592	68,310	63,150	63,250
Radio Maintenance	0	0	701	0
Grounds Maintenance	92,519	109,100	109,100	117,300
Building Maintenance	15,143	12,550	12,613	29,750
Fuel System Maintenance	8,698	0	0	0
Street Painting & Signs	32,187	32,000	35,000	35,000
Office Supplies	6,688	6,450	6,691	6,650
Printing	1,931	1,400	1,250	1,400
Medical Supplies	48,285	50,000	50,000	50,000
Petroleum Supplies	102,732	114,700	121,900	123,700
Clothing & Uniforms	20,156	19,300	20,100	20,400
Operating Supplies	42,378	49,400	47,190	49,400
Cleaning Supplies	6,945	8,200	8,200	8,200
Fill Sand, Dirt & Gravel	6,209	10,000	10,000	10,000
Asphalt	100,996	160,000	175,000	175,000
Concrete & Brick	5,210	12,000	7,000	10,000
Miscellaneous Shop Parts	2,861	2,400	2,400	2,400
Small Tools	12,998	13,300	13,354	15,300
Pipe & Materials-System Ma	9,322	12,000	10,000	12,000
Miscellaneous Supplies	2,907	5,500	5,400	5,500
Equipment Rental	0	500	0	500
Street Barricade & Equip. Rental	346	1,800	0	1,800
Equipment Leasing	3,702	3,820	3,720	3,820
Property Insurance	6,050	6,265	4,775	5,000
Vehicle & Equip Insurance	26,499	25,200	24,588	24,950
General Liability Insurance	10,174	11,721	11,235	11,400
Credit Card Vendor Fees	2,593	2,300	2,700	2,700
State Fees	630	3,500	1,500	1,500
Cash Over/Short	(80)	100	100	100
Animal Control Fees	1,668	1,800	1,800	1,800
Damage Claims	3,421	3,000	3,884	5,000
Miscellaneous Other Expenses	465	1,000	1,000	1,000
Total Operations	**$ 922,715**	**$ 1,050,337**	**$ 1,055,414**	**$ 1,107,951**
Capital				
Fencing & Landscaping	$ 590	$ 800	$ 800	$ 800
Building Improvements	40,020	26,307	0	0
Communications Equipment	0	900	500	1,050
Data Processing Equipment	90	0	0	0
Furniture	929	3,500	3,500	875
Other Equipment	6,602	7,598	7,566	32,500
Total Capital	**$ 48,233**	**$ 39,105**	**$ 12,366**	**$ 35,225**
TOTAL PUBLIC WORKS	**$ 4,816,699**	**$ 5,018,689**	**$ 5,118,708**	**$ 5,298,876**

CITY OF BARTLETT

PUBLIC WORKS ADMINISTRATION

FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Personnel				
Supervisor Salaries	$ 193,964	$ 197,843	$ 200,037	$ 195,380
Employee Wages	110,852	117,970	117,505	104,184
Overtime Wages	75	500	150	300
Longevity Pay	14,916	15,247	15,247	15,820
Bonus	344	431	431	415
Employee Health Insurance	38,214	41,046	43,398	50,602
Employee Life Insurance	895	1,011	942	959
Worker's Compensation Insurance	1,183	1,206	1,206	1,174
Retiree Health Insurance	15,241	15,791	15,877	14,978
FICA	23,749	24,456	24,496	23,134
Pension Contribution	44,765	40,688	44,732	38,342
Contributory Retirement Plan	592	1,259	1,229	1,284
Total Personnel	**$ 444,792**	**$ 457,448**	**$ 465,250**	**$ 446,572**
Staffing Level				
Full-Time	*4.41*	*5.00*	*5.00*	*5.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.41***	***5.00***	***5.00***	***5.00***
Operations				
Training	$ 590	$ 500	$ 300	$ 500
Travel	472	900	950	1,000
Postage & Freight	174	300	250	300
Dues & Subscriptions	569	500	600	700
Employee Appreciation	4,250	4,200	4,300	4,700
Utilities	12,401	11,000	9,500	10,500
Phones - Local	1,569	1,500	1,500	1,500
Cellular Phones	2,363	2,200	2,400	2,500
Shop Allocation	97,500	97,500	97,500	97,500
Vehicle Maintenance	1,362	1,300	1,000	1,300
Equipment Maintenance	0	310	150	250
Grounds Maintenance	13	1,600	1,600	800
Building Maintenance	534	350	350	350
Office Supplies	1,548	1,500	1,500	1,500
Printing	470	400	250	400
Petroleum Supplies	2,854	3,200	4,000	4,000
Clothing & Uniforms	371	300	300	400
Operating Supplies	222	400	1,190	400
Equipment Leasing	845	825	825	825
Property Insurance	2,630	2,700	1,144	1,200
Vehicle & Equip Insurance	1,112	700	922	950
General Liability Insurance	1,103	1,165	1,198	1,200
Miscellaneous Other Expenses	465	1,000	1,000	1,000
Total Operations	**$ 133,417**	**$ 134,350**	**$ 132,729**	**$ 133,775**
Capital				
Communications Equipment	$ 0	$ 200	$ 350	$ 350

CITY OF BARTLETT
PUBLIC WORKS ADMINISTRATION
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Furniture	0	0	0	375
Total Capital	**$ 0**	**$ 200**	**$ 350**	**$ 725**
Total Public Works Administration	**$ 578,209**	**$ 591,998**	**$ 598,329**	**$ 581,072**

CITY OF BARTLETT
CITY SHOP
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Department Revenues				
Shop Expense Allocation	$ 333,590	$ 325,325	$ 325,325	$ 325,325
Total Department Revenues	**$ 333,590**	**$ 325,325**	**$ 325,325**	**$ 325,325**
Personnel				
Supervisor Salaries	$ 63,285	$ 63,523	$ 65,488	$ 64,794
Employee Wages	452,631	497,184	468,117	486,221
Overtime Wages	36,177	40,000	38,000	40,000
Special Hours	5,300	5,200	5,200	5,200
Contracted Services	21,784	28,000	28,000	28,000
Vacation Pay	11,896	0	3,570	0
Educational Bonus	7,200	13,700	11,000	13,680
Sick Pay	13,084	0	0	0
Longevity Pay	3,799	5,076	5,076	7,083
Bonus	947	1,035	948	996
Employee Health Insurance	119,272	127,699	116,668	136,985
Employee Life Insurance	1,506	1,794	1,568	1,763
Worker's Compensation Insurance	19,112	19,969	19,969	19,606
Retiree Health Insurance	25,796	28,035	26,680	27,551
FICA	42,199	44,503	42,865	44,398
Pension Contribution	58,235	57,053	48,125	43,077
Contributory Retirement Plan	7,751	7,659	10,941	12,166
Total Personnel	**$ 889,972**	**$ 940,430**	**$ 892,215**	**$ 931,520**
Staffing Level				
Full-Time	*11.57*	*12.00*	*11.47*	*12.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***11.57***	***12.00***	***11.47***	***12.00***
Operations				
Training	$ 403	$ 2,000	$ 1,600	$ 1,800
Dues & Subscriptions	12,801	12,885	14,080	15,000
Annual subscriptions for diagnostic software for Ford & Dodge, All Data, Identifix, Diamond Iris.				
Utilities	9,646	9,000	8,500	9,000
Local Phones	1,144	1,033	1,033	1,033
Cellular Phones	1,283	1,000	1,000	1,000
Data Processing Software	1,570	0	1,500	0
Vehicle Maintenance	7,054	7,000	5,000	5,000
Equipment Maintenance	4,042	4,000	4,000	4,000
Building Maintenance	4,539	4,500	4,500	11,700
Fuel System Maintenance	8,698	0	0	0
Office Supplies	2,033	2,000	2,000	2,000
Petroleum Supplies	7,766	5,500	5,000	5,300
Clothing & Uniforms	5,748	5,000	6,000	6,000
Operating Supplies	8,907	10,000	8,000	10,000
Cleaning Supplies	2,641	2,000	2,000	2,000
Miscellaneous Shop Parts	2,861	2,400	2,400	2,400
Small Tools	2,711	2,700	2,700	2,700
Miscellaneous Supplies	2,750	5,200	5,200	5,200
Equipment Leasing	1,555	1,800	1,700	1,800

CITY OF BARTLETT
CITY SHOP
FY 2019 Adopted Budget

Description		FY 2017 Actual		FY 2018 Revised		FY 2018 Projection		FY 2019 Adopted
Property Insurance		1,917		2,000		2,030		2,100
Vehicle & Equip Insurance		2,596		3,000		2,671		2,700
General Liability Insurance		1,873		2,200		2,075		2,100
Total Operations	**$**	**94,538**	**$**	**85,218**	**$**	**82,989**	**$**	**92,833**
Capital								
Data Processing Equipment	$	90	$	0	$	0	$	0
Furniture		479		500		500		500
Other Equipment		0		0		0		12,000
Fleet Services - Freon Recovery Unit - (6.5k), Basket for Fork Lift - (2.5k), 40'Shipping Container - (3k).								
Total Capital	**$**	**570**	**$**	**500**	**$**	**500**	**$**	**12,500**
Total City Shop	**$**	**651,490**	**$**	**700,823**	**$**	**650,379**	**$**	**711,528**

CITY OF BARTLETT
GENERAL MAINTENANCE
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Personnel				
Employee Wages	$ 654,917	$ 661,568	$ 687,459	$ 683,937
Overtime Wages	18,600	17,000	30,000	19,000
Special Hours	5,300	5,200	5,200	5,200
Vacation Pay	1,041	0	4,842	0
Longevity Pay	12,364	13,721	13,721	15,271
Bonus	1,550	1,552	1,550	1,494
Employee Health Insurance	177,070	176,792	176,792	203,246
Employee Life Insurance	1,911	2,117	2,021	2,189
Worker's Compensation Insurance	41,967	42,493	42,493	44,040
Retiree Health Insurance	32,746	33,078	34,373	34,197
FICA	48,306	49,644	52,435	51,448
Pension Contribution	95,718	88,950	96,536	88,024
Contributory Retirement Plan	1,330	1,311	2,766	2,760
Total Personnel	**$ 1,092,820**	**$ 1,093,426**	**$ 1,150,188**	**$ 1,150,806**
Staffing Level				
Full-Time	*17.78*	*18.00*	*17.73*	*18.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***17.78***	***18.00***	***17.73***	***18.00***
Operations				
Training	$ 1,745	$ 1,250	$ 1,250	$ 1,000
Travel	87	800	450	450
Other Professional Service	5,693	6,000	9,500	8,000
Dues & Subscriptions	170	200	200	200
Phones - Local	2,481	2,700	2,700	2,700
Cellular Phones	730	700	1,000	900
Vehicle Maintenance	34,622	42,000	42,000	42,000
Equipment Maintenance	20,141	22,000	22,000	22,000
Radio Maintenance	0	0	126	0
Building Maintenance	2,986	3,200	3,200	3,200
Street Painting & Signs	32,187	32,000	35,000	35,000
Office Supplies	662	650	650	650
Printing	131	0	0	0
Petroleum Supplies	32,631	42,000	38,500	40,000
Clothing & Uniforms	6,177	5,500	5,500	5,500
Operating Supplies	14,959	16,000	16,000	16,000
Cleaning Supplies	1,065	1,200	1,200	1,200
Fill Sand, Dirt & Gravel	6,209	10,000	10,000	10,000
Asphalt	100,996	160,000	175,000	175,000
Concrete & Brick	5,210	12,000	7,000	10,000
Small Tools	1,016	1,500	1,500	1,500
Pipe & Materials-System Maintenance	9,322	12,000	10,000	12,000
Equipment Rental	0	500	0	500
Street Barricade & Equip. Rental	346	1,800	0	1,800
Equipment Leasing	176	200	200	200
Vehicle & Equip Insurance	11,187	10,000	10,109	10,200
General Liability Insurance	2,691	3,000	2,999	3,000

GENERAL MAINTENANCE

FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Damage Claims	1,798	1,500	2,284	2,500
Total Operations	**$ 295,417**	**$ 388,700**	**$ 398,368**	**$ 405,500**
Capital				
Fencing & Landscaping	$ 590	$ 800	$ 800	$ 800
Communications Equipment	0	300	0	300
Total Capital	**$ 590**	**$ 1,100**	**$ 800**	**$ 1,100**
Total General Maintenance	**$ 1,388,827**	**$ 1,483,226**	**$ 1,549,356**	**$ 1,557,406**

CITY OF BARTLETT
GENERAL SERVICES
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Personnel				
Supervisor Salaries	$ 81,708	$ 83,864	$ 83,864	$ 86,260
Employee Wages	123,406	128,312	128,313	132,849
Overtime Wages	6,552	8,000	7,000	8,000
Contracted Services	0	1,000	1,000	1,000
Longevity Pay	5,737	6,062	6,062	6,226
Bonus	344	345	345	332
Employee Health Insurance	32,578	32,536	34,304	40,018
Employee Life Insurance	600	679	625	701
Worker's Compensation Insurance	10,967	11,471	11,471	11,848
Retiree Health Insurance	10,256	10,609	10,609	10,955
FICA	15,943	16,572	16,573	17,128
Pension Contribution	27,366	25,921	28,155	26,631
Contributory Retirement Plan	1,387	1,351	1,394	1,444
Total Personnel	**$ 316,844**	**$ 326,722**	**$ 329,715**	**$ 343,392**
Staffing Level				
Full-Time	*4.00*	*4.00*	*4.00*	*4.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.00***	***4.00***	***4.00***	***4.00***
Operations				
Training	$ 900	$ 2,250	$ 1,800	$ 2,250
Dues & Subscriptions	45	0	45	45
Cellular Phones	1,946	1,800	2,100	2,100
Vehicle Maintenance	1,743	4,000	3,000	4,000
Building Maintenance	0	0	63	0
Office Supplies	550	300	541	500
Petroleum Supplies	5,400	6,000	5,400	5,400
Clothing & Uniforms	1,029	1,200	1,000	1,200
Operating Supplies	4,053	4,000	4,000	4,000
Small Tools	2,486	2,100	2,154	3,300
Vehicle & Equip Insurance	2,022	1,000	1,341	1,400
General Liability Insurance	642	800	708	800
Damage Claims	624	0	0	0
Total Operations	**$ 21,439**	**$ 23,450**	**$ 22,152**	**$ 24,995**
Capital				
Communications Equipment	$ 0	$ 200	$ 150	$ 200
Other Equipment	267	500	468	500
Total Capital	**$ 267**	**$ 700**	**$ 618**	**$ 700**
Total General Services	**$ 338,551**	**$ 350,872**	**$ 352,485**	**$ 369,087**

CITY OF BARTLETT
GROUND MAINTENANCE
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Department Revenues				
Weed Cutting Fees	$ 31,224	$ 125,000	$ 35,000	$ 35,000
Total Department Revenues	**$ 31,224**	**$ 125,000**	**$ 35,000**	**$ 35,000**
Personnel				
Supervisor Salaries	$ 62,365	$ 62,614	$ 64,550	$ 64,794
Employee Wages	492,661	504,336	505,189	513,170
Overtime Wages	3,003	4,000	4,000	4,000
Contracted Services	173,493	240,000	240,000	240,000
Vacation Pay	362	0	7,421	0
Education Bonus	0	0	1,320	1,440
Longevity Pay	11,676	12,238	10,442	11,432
Bonus	1,206	1,207	1,206	1,162
Employee Health Insurance	127,856	124,389	130,816	165,602
Employee Life Insurance	1,600	1,814	1,654	1,849
Worker's Compensation Insurance	35,328	36,114	36,114	36,833
Retiree Health Insurance	27,752	28,347	28,487	28,898
FICA	39,832	41,259	42,105	42,309
Pension Contribution	66,353	61,397	60,616	53,936
Contributory Retirement Plan	6,419	6,420	8,595	9,635
Total Personnel	**$ 1,049,905**	**$ 1,124,135**	**$ 1,142,515**	**$ 1,175,060**
Staffing Level				
Full-Time	*13.68*	*14.00*	*13.75*	*14.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***13.68***	***14.00***	***13.75***	***14.00***
Operations				
Training	$ 403	$ 500	$ 464	$ 1,500
Travel	0	250	44	0
Other Professional Services	0	250	0	0
Dues & Subscriptions	0	0	45	0
Utilities	6,224	6,000	5,500	6,000
Phones-Local	927	1,033	1,033	1,033
Cellular Phones	1,304	1,620	1,400	1,600
Vehicle Maintenance	31,294	28,000	32,000	35,000
Equipment Maintenance	34,664	38,000	33,000	34,000
Radio Maintenance	0	0	575	0
Grounds Maintenance	91,365	106,000	106,000	115,000
Building Maintenance	2,894	2,500	2,500	12,500
Office Supplies	574	500	500	500
Petroleum Supplies	33,958	38,000	48,000	48,000
Clothing &Uniforms	4,783	4,500	4,500	4,500
Operating Supplies	7,519	10,000	9,000	10,000
Small Tools	6,786	7,000	7,000	7,000
Equipment Leasing	373	220	220	220
Property Insurance	636	665	677	700
Vehicle & Equip Insurance	7,104	7,000	7,011	7,100
General Liability Insurance	2,518	2,900	2,792	2,800

GROUND MAINTENANCE

FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Damage Claims	999	1,000	1,600	2,000
Total Operations	**$ 234,323**	**$ 255,938**	**$ 263,861**	**$ 289,453**
Capital				
Other Equipment	$ 0	$ 0	$ 0	$ 16,000
Finishing Mower - (3.7k), 16' V-nose Enclosed Trailer - (6.5k), 80 Gallon AirCompressor - (2.2k), 18' Open Trailer - (3.5k).				
Total Capital	**$ 0**	**$ 0**	**$ 0**	**$ 16,000**
Total Ground Maintenance	**$ 1,253,004**	**$ 1,255,073**	**$ 1,371,376**	**$ 1,445,513**

CITY OF BARTLETT
ANIMAL CONTROL
FY 2019 Adopted Budget

Description		FY 2017 Actual		FY 2018 Revised		FY 2018 Projection		FY 2019 Adopted
Department Revenues								
Animal Shelter Donations	$	12,042	$	9,000	$	12,000	$	12,000
Animal Shelter Boarding		869		1,400		1,400		1,400
Animal Shelter Capture Fee		7,398		7,500		7,500		7,500
Animal Shelter Adoption		35,977		40,000		40,000		40,000
Animal Shelter City License		36,262		40,000		40,000		40,000
Animal Shelter Miscellaneous Revenues		12,780		25,000		25,000		25,000
Total Department Revenues	**$**	**105,327**	**$**	**122,900**	**$**	**125,900**	**$**	**125,900**
Personnel								
Supervisor Salaries	$	55,039	$	56,664	$	56,664	$	60,160
Employee Wages		257,883		266,634		261,368		265,938
Overtime Wages		9,178		14,000		11,000		12,000
Special Hours		5,300		5,200		5,200		5,200
Part-Time		16,275		35,693		30,000		35,693
Vacation Pay		0		0		3,732		0
Longevity Pay		2,906		4,722		4,722		4,259
Bonus		689		863		775		830
Employee Health Insurance		81,895		81,564		88,076		115,248
Employee Life Insurance		905		1,035		927		1,044
Worker's Compensation Insurance		10,758		11,318		11,318		11,292
Retiree Health Insurance		15,478		16,165		15,803		16,305
FICA		24,458		27,252		26,491		27,343
Pension Contribution		37,261		35,834		37,761		35,712
Contributory Retirement Plan		3,535		3,367		3,433		3,551
Total Personnel	**$**	**521,558**	**$**	**560,311**	**$**	**557,270**	**$**	**594,575**
Staffing Level								
Full-Time		*8.00*		*8.00*		*7.29*		*8.00*
Part-Time (converted to FTE)		*0.88*		*1.50*		*1.29*		*1.50*
Total Full-Time Equivalent (FTE)		***8.88***		***9.50***		***8.58***		***9.50***
Operations								
Training	$	175	$	350	$	350	$	400
Travel		597		1,200		949		1,000
Professional Services		26,600		29,000		27,000		29,000
Other Professional Service		1,697		2,000		1,000		2,000
Dues & Subscriptions		0		200		220		400
Utilities		10,309		11,800		10,000		11,800
Phones - Local		918		900		900		900
Cellular Phones		1,100		1,100		1,100		1,520
Vehicle Maintenance		2,634		4,000		4,000		4,000
Equipment Maintenance		745		4,000		4,000		3,000
Grounds Maintenance		1,141		1,500		1,500		1,500
Building Maintenance		4,190		2,000		2,000		2,000
Office Supplies		1,320		1,500		1,500		1,500
Printing		1,330		1,000		1,000		1,000
Medical Supplies		48,285		50,000		50,000		50,000
Petroleum Supplies		20,124		20,000		21,000		21,000
Clothing & Uniforms		2,048		2,800		2,800		2,800

CITY OF BARTLETT
ANIMAL CONTROL
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Operating Supplies	6,718	9,000	9,000	9,000
Cleaning Supplies	3,238	5,000	5,000	5,000
Small Tools	0	0	0	800
Miscellaneous Supplies	157	300	200	300
Equipment Leasing	754	775	775	775
Property Insurance	867	900	924	1,000
Vehicle & Equip Insurance	2,478	3,500	2,534	2,600
General Liability Insurance	1,347	1,656	1,463	1,500
Credit Card Vendor Fees	2,593	2,300	2,700	2,700
State Fees	630	3,500	1,500	1,500
Cash Over/Short	(80)	100	100	100
Animal Control Fees	1,668	1,800	1,800	1,800
Damage Claims	0	500	0	500
Total Operations	**$ 143,581**	**$ 162,681**	**$ 155,315**	**$ 161,395**
Capital				
Building Improvements	$ 40,020	$ 26,307	$ 0	$ 0
Communications Equipment	0	200	0	200
Furniture	450	3,000	3,000	0
Other Equipment	6,335	7,098	7,098	4,000
Washer & drier, Cameras for dog park area.				
Total Capital	**$ 46,806**	**$ 36,605**	**$ 10,098**	**$ 4,200**
Total Animal Control	**$ 606,618**	**$ 636,697**	**$ 596,783**	**$ 634,270**

Engineering
Summary

FY 2019 Request

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 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Salaries	575,276	592,042	551,219	645,904
Benefits	252,529	255,883	248,061	303,339
Operations	67,911	72,790	68,923	74,190
Capital	400	0	0	0
Total	**896,117**	**920,715**	**868,203**	**1,023,433**

FY 2018 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 2017 Actual	FY 2018 Forecast	FY 2019 Projected
Provide engineering inspection oversight of City capital projects.	Percentage of projects completed on time and within the budget.	85%	83%	90%
Administer developer projects within the city and reserve area	Percentage of projects meet or exceed standards of the city.	80%	82%	85%
Continue to install sewers in annexed areas	Completion of projects outlined in Plans of Service	On time	Not on time	On time
Oversee repaving of various streets in the city limits	Percentage of completed projects on time and in budget.	90%	87%	87%

CITY OF BARTLETT
ENGINEERING BUDGET SUMMARY
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Personnel				
Supervisor Salaries	$ 270,343	$ 283,732	$ 243,876	$ 276,650
Employee Wages	290,151	302,010	301,627	362,954
Overtime Wages	3,944	6,300	5,716	6,300
Vacation Pay	10,838	0	0	0
Education Bonus	1,920	1,920	1,920	1,920
Longevity Pay	19,354	21,288	20,404	22,185
Bonus	689	691	690	747
Employee Health Insurance	73,394	74,008	80,495	116,424
Employee Life Insurance	1,552	1,875	1,571	2,046
Worker's Compensation Insurance	5,663	5,867	5,867	7,745
Retiree Health Insurance	28,025	29,287	27,275	31,980
FICA	44,468	45,924	42,379	49,528
Pension Contribution	73,672	71,145	59,597	60,330
Contributory Retirement Plan	3,794	3,878	7,863	10,434
Total Personnel	**$ 827,806**	**$ 847,925**	**$ 799,280**	**$ 949,243**
Staffing Level				
Full-Time	*7.90*	*8.00*	*7.62*	*9.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***7.90***	***8.00***	***7.62***	***9.00***
Operations				
Training	$ 1,715	$ 3,200	$ 3,200	$ 3,200
Travel	1,131	2,800	2,500	2,800
Other Professional Service	4,756	7,000	6,500	7,000
Postage & Freight	675	900	600	900
Dues & Subscriptions	1,838	2,400	2,300	2,400
Meetings	0	200	200	200
Phones - Local	2,913	3,200	3,500	3,600
Cellular Phones	4,565	4,800	4,800	5,000
Shop Allocation	3,840	3,890	3,890	3,890
Vehicle Maintenance	4,268	5,500	5,300	4,900
Equipment Maintenance	3,253	4,400	3,660	4,600
Computer Maintenance	9,700	0	0	0
Building Maintenance	2,102	3,500	3,300	3,500
Office Supplies	3,619	3,200	3,200	3,300
Printing	1,839	2,500	3,400	3,500
Petroleum Supplies	7,646	10,000	8,000	10,000
Clothing & Uniforms	486	1,100	1,112	1,150
Operating Supplies	1,659	1,850	1,850	1,850
Small Tools	0	0	75	100
Equipment Leasing	1,024	1,300	1,100	1,300
Property Insurance	2,913	3,000	3,111	3,200
Vehicle & Equip Insurance	3,109	3,500	2,803	2,900
General Liability Insurance	1,719	1,750	1,862	2,100
State Fees	3,000	2,100	2,100	2,100
License Fees	140	700	560	700
Total Operations	**$ 67,911**	**$ 72,790**	**$ 68,923**	**$ 74,190**

CITY OF BARTLETT
ENGINEERING BUDGET SUMMARY
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Capital				
Data Processing Equipment	$ 400	$ 0	$ 0	$ 0
Total Capital	**$ 400**	**$ 0**	**$ 0**	**$ 0**
TOTAL ENGINEERING	**$ 896,117**	**$ 920,715**	**$ 868,203**	**$ 1,023,433**

CITY OF BARTLETT
ENGINEERING ADMINISTRATION
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Personnel				
Supervisor Salaries	$ 194,300	$ 206,168	$ 192,480	$ 207,904
Employee Wages	46,823	48,694	47,760	50,620
Overtime Wages	0	300	0	300
Vacation Pay	10,838	0	0	0
Education Bonus	720	720	720	720
Longevity Pay	10,088	10,710	8,647	8,925
Bonus	258	260	259	249
Employee Health Insurance	22,816	23,498	30,956	38,808
Employee Life Insurance	692	816	666	827
Worker's Compensation Insurance	1,088	1,112	1,112	1,115
Retiree Health Insurance	12,056	12,743	12,012	12,926
FICA	19,930	19,962	18,508	19,831
Pension Contribution	36,245	35,681	24,178	23,415
Contributory Retirement Plan	0	0	4,101	4,564
Total Personnel	**$ 355,855**	**$ 360,664**	**$ 341,399**	**$ 370,204**
Staffing Level				
Full-Time	*3.00*	*3.00*	*3.00*	*3.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***3.00***	***3.00***	***3.00***	***3.00***
Operations				
Training	$ 1,385	$ 2,000	$ 2,000	$ 2,000
Travel	297	1,300	1,000	1,300
Other Professional Service	2,764	4,500	4,000	4,500
Postage & Freight	675	900	600	900
Dues & Subscriptions	819	1,400	1,200	1,200
Meetings	0	100	100	100
Phones - Local	267	1,000	1,200	1,200
Cellular Phones	1,550	2,000	1,900	2,000
Shop Allocation	840	890	890	890
Vehicle Maintenance	1,909	2,500	2,300	2,500
Equipment Maintenance	1,593	2,900	2,000	2,900
Building Maintenance	1,528	2,000	1,800	2,000
Office Supplies	592	600	700	800
Printing	368	500	500	500
Petroleum Supplies	7,646	10,000	8,000	10,000
Clothing & Uniforms	0	200	212	250
Operating Supplies	45	150	150	150
Equipment Leasing	1,024	1,300	1,100	1,300
Vehicle & Equip Insurance	716	2,500	958	1,000
General Liability Insurance	744	800	811	900
State Fees	3,000	2,100	2,100	2,100
License Fees	140	700	560	700
Total Operations	**$ 27,902**	**$ 40,340**	**$ 34,081**	**$ 39,190**
Total Engineering Administration	**$ 383,757**	**$ 401,004**	**$ 375,480**	**$ 409,394**

CITY OF BARTLETT
ENGINEERING & INSPECTION
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Personnel				
Supervisor Salaries	$ 76,043	$ 77,564	$ 51,396	$ 68,746
Employee Wages	243,328	253,316	253,867	312,334
Overtime Wages	3,944	6,000	5,716	6,000
Educational Bonus	1,200	1,200	1,200	1,200
Longevity Pay	9,266	10,578	11,757	13,260
Bonus	431	431	431	498
Employee Health Insurance	50,579	50,510	49,539	77,616
Employee Life Insurance	860	1,059	905	1,219
Worker's Compensation Insurance	4,575	4,755	4,755	6,630
Retiree Health Insurance	15,969	16,544	15,263	19,054
FICA	24,538	25,962	23,871	29,697
Pension Contribution	37,426	35,464	35,419	36,915
Contributory Retirement Plan	3,794	3,878	3,762	5,870
Total Personnel	**$ 471,951**	**$ 487,261**	**$ 457,881**	**$ 579,039**
Staffing Level				
Full-Time	*4.90*	*5.00*	*4.62*	*6.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.90***	***5.00***	***4.62***	***6.00***
Operations				
Training	$ 330	$ 1,200	$ 1,200	$ 1,200
Travel	834	1,500	1,500	1,500
Other Professional Service	1,992	2,500	2,500	2,500
Dues & Subscriptions	1,019	1,000	1,100	1,200
Meetings	0	100	100	100
Phones - Local	2,647	2,200	2,300	2,400
Cellular Phones	3,015	2,800	2,900	3,000
Shop Allocation	3,000	3,000	3,000	3,000
Vehicle Maintenance	2,358	3,000	3,000	2,400
Equipment Maintenance	1,660	1,500	1,660	1,700
Computer Maintenance	9,700	0	0	0
Building Maintenance	574	1,500	1,500	1,500
Office Supplies	3,027	2,600	2,500	2,500
Printing	1,471	2,000	2,900	3,000
Clothing & Uniforms	486	900	900	900
Operating Supplies	1,614	1,700	1,700	1,700
Small Tools	0	0	75	100
Property Insurance	2,913	3,000	3,111	3,200
Vehicle & Equip Insurance	2,393	1,000	1,845	1,900
General Liability Insurance	975	950	1,051	1,200
Total Operations	**$ 40,009**	**$ 32,450**	**$ 34,842**	**$ 35,000**
Capital				
Data Processing Equipment	$ 400	$ 0	$ 0	$ 0
Total Capital	**$ 400**	**$ 0**	**$ 0**	**$ 0**
Total Engineering & Inspection	**$ 512,360**	**$ 519,711**	**$ 492,723**	**$ 614,039**

City of Bartlett

PARKS & RECREATION

FY 2019 Adopted Budget

The Parks and Recreation function has seven cost centers; Administration, Singleton Community Center, Athletics, Parks Maintenance, School Ground Maintenance, Senior Center and Recreation Center. School Ground Maintenance cost center was added to maintain the school grounds for the Bartlett School System. The Parks and Recreation function budget increased by $191,883(3.44%) over the FY 2018 Projection. FY 2019 budget included a career ladder pay increase and a general 2% salary increase for full-time employees. There were no staffing changes.

Full-Time Authorized Personnel Positions

Parks & Rec Administration	
Parks & Recreation Director	1
Parks & Recreation Assistant Director	1
Administrative Secretary	1
Skill Clerk	1
Total P&R Administration	**4**
Parks & Rec Community Center	
Preschool Coordinator	1
Manager	1
Building Service	2
Assistant Manager	1
Total P&R Community Center	**5**
Parks & Rec Athletics	
Manager	1
Assistant Manager	1
Athletic Coordinator	1
Total P&R Athletics	**3**
Parks & Rec Maintenance	
Driver	2
Foreman	6
Supervisor	1
Utility Worker	7
Manager	1
Total P&R Maintenance	**17**
School Ground Maintenance	
Supervisor	1
Total School Ground Maintenance	**1**
Parks & Rec Senior Center	
General Clerk	1
Coordinator I	1
Custodial	1
Manager	1
Total P&R Senior Center	**4**
Parks & Rec Recreation Center	
Assistant Manager	1
Manager 1	1
Manager	4
Building Tech	1
Custodial	2
Personal Trainer	2
Total P&R Recreation Ctr	**11**

Summary Revenue/Expenditure Type

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues	*244,381*	*240,309*	*245,695*	*243,529*
Salaries	2,596,950	2,901,550	2,808,148	2,919,861
Benefits	1,001,697	1,087,759	1,086,814	1,159,024
Other Personnel	421,202	396,038	401,720	409,000
Operations	1,289,793	1,418,778	1,436,836	1,485,488
Capital	184,434	95,303	95,338	45,200
Total	**5,249,695**	**5,659,119**	**5,583,161**	**5,775,044**

TOTAL PARKS & REC **45**

Parks & Recreation Summary

City of Bartlett

FY 2019 Request

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, summer programs, youth and adult recreational sports leagues and also maintain all parks, fields and facilities.

Summary Revenue/Expenditure Type

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues	*244,381*	*240,309*	*245,695*	*243,529*
Salaries	2,596,950	2,901,550	2,808,148	2,919,861
Benefits	1,001,697	1,087,759	1,086,814	1,159,024
Other Personnel	421,202	396,038	401,720	409,000
Operations	1,289,793	1,418,778	1,436,836	1,485,488
Capital	184,434	95,303	95,338	45,200
Total	**5,249,695**	**5,659,119**	**5,583,161**	**5,775,044**

FY 2018 Performance Highlights

Parks and Recreation maintained 29 parks, 18 ballfields and 2 soccer complexes. Singleton Community Center offered over 300 classes and hosted 8 big special events;. The Recreation Center offered numerous fitness classes. They also offer youth programs and hosted 8 big special events. The Senior Center continues to offer classes and events for adults age 50+. The Athletic department provided sport/recreations opportunities for over 3,400 youth and 2,400 adults.

Objective	Performance Measures	FY 2017 Actual	FY 2018 Forecast	FY 2019 Projected
Enhance the Parks website. Add slide show of all Parks. Implement new software Program and add online registration.	Add slide show for each park and facility.	Not yet started	50%	100%
Increase landscaping in all Parks: Repair and paint all park signs. Continue to upgrade all park flowerbeds.	Percentage of 29 Parks maintained.	75%	95%	100%
Overlay 4 tennis courts. Replace ballfield irrigation at Appling. Install ballfield irrigation at Shadowlawn.Overlay Parking lots at Freeman Smith and Municipal.	Percentage of projects completed.	25%	75%	90%
Overlay the 6 following walking trails: Bartlett Grove, Municipal Park, Stoneridge, Freeman Smith, Sleepy Hollow, Elmore Civic	Percentage of projects completed.	Not yet started	Not yet started	20%

CITY OF BARTLETT

PARKS & RECREATION BUDGET SUMMARY

FY 2019 Adopted Budget

Description		FY 2017 Actual		FY 2018 Revised		FY 2018 Projection		FY 2019 Adopted
Department Revenues								
Local Sales Tax .5% Reimbursement	$	244,381	$	240,309	$	245,695	$	243,529
Total Department Revenues	**$**	**244,381**	**$**	**240,309**	**$**	**245,695**	**$**	**243,529**
Personnel								
Supervisor Salaries	$	717,997	$	768,967	$	737,735	$	788,515
Employee Wages		1,105,407		1,240,621		1,238,562		1,254,434
Overtime Wages		61,589		46,200		49,220		61,150
Special Hours		92,354		117,000		118,250		117,000
Contracted Services		421,202		396,038		401,720		409,000
Part-Time		619,603		728,762		664,381		698,762
Vacation Pay		19,923		0		4,120		0
Longevity Pay		53,526		58,823		58,905		61,611
Bonus		10,937		12,265		11,713		13,944
Employee Health Insurance		310,396		383,047		372,298		442,438
Employee Life Insurance		5,104		6,431		5,708		6,537
Worker's Compensation Insurance		58,512		61,989		61,989		62,192
Unemployment Compensation		1,596		0		35		0
Retiree Health Insurance		89,278		100,480		97,936		102,148
FICA		202,480		218,999		214,063		219,510
Pension Contribution		238,217		225,938		241,059		230,996
Contributory Retirement Plan		11,726		19,787		18,988		19,648
Total Personnel	**$**	**4,019,849**	**$**	**4,385,347**	**$**	**4,296,682**	**$**	**4,487,885**
Staffing Level								
Full-Time		*39.72*		*44.50*		*43.52*		*44.50*
Part-Time (converted to FTE)		*34.37*		*35.30*		*32.72*		*35.14*
Total Full-Time Equivalent (FTE)		***74.09***		***79.80***		***76.24***		***79.64***
Operations								
Training	$	7,746	$	9,800	$	7,960	$	6,100
Travel		351		6,100		5,000		6,400
Professional Services		11,343		12,000		11,000		11,000
Other Professional Service		15,685		12,800		12,800		12,800
Postage & Freight		5,844		6,300		5,485		5,000
Dues & Subscriptions		10,997		11,150		10,250		10,150
Utilities		236,818		251,800		252,336		259,000
Phones - Local		7,812		8,064		7,764		7,855
Cellular Phones		5,549		3,549		4,045		3,798
Shop Allocation		18,350		18,350		18,350		18,350
Vehicle Maintenance		14,240		16,250		16,250		16,250
Equipment Maintenance		45,132		59,920		58,340		58,500
Computer Maintenance		0		0		130		0
Grounds Maintenance		216,112		239,000		241,559		277,000
Building Maintenance		79,282		87,400		98,350		98,900
Pool Maintenance		27,231		36,000		28,000		28,000
Swim Competitions		36,907		30,000		56,446		55,000
Office Supplies		17,694		20,900		20,616		18,600
Printing		8,530		6,400		3,275		4,050
Medical Supplies		0		1,200		1,500		1,500

CITY OF BARTLETT
PARKS & RECREATION BUDGET SUMMARY
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Special Designation Expense	775	2,500	2,500	2,500
Petroleum Supplies	26,282	37,300	39,477	36,750
Special Events	13,210	8,200	8,200	8,200
Preschool Supplies	4,833	4,600	4,600	4,600
Recreation Supplies	71,850	72,909	72,400	70,200
Concession Supplies	70,094	75,500	75,500	75,500
Field Trips	13,023	16,000	16,000	16,000
Tournament Expenses	15	500	500	500
Cost of Goods Sold	3,603	4,000	3,500	2,000
Clothing & Uniforms	17,952	27,100	25,126	25,500
Operating Supplies	98,902	102,100	98,050	116,100
Cleaning Supplies	35,621	41,000	44,000	41,300
Chemical Supplies	0	2,000	2,000	2,000
Film & Developing	3	200	200	100
Fill Sand, Dirt & Gravel	15,139	18,000	18,000	18,000
Small Tools	6,248	8,791	7,700	8,000
Tournament Awards	2,448	10,700	6,700	6,700
Travel Club	8,748	10,000	6,500	9,000
Equipment Rental	5,047	9,300	9,300	7,300
Equipment Leasing	8,363	8,520	10,620	8,820
Property Insurance	25,474	26,373	27,168	27,500
Vehicle & Equip Insurance	7,175	7,588	6,735	7,000
General Liability Insurance	21,492	23,120	20,848	21,100
Other Insurance	6,145	6,500	8,000	8,000
Landfill Fees	150	444	444	150
Credit Card Vendor Fees	47,150	42,100	48,700	48,715
Cash Over (Short)	(124)	250	258	250
Damage Claims	5,505	4,600	4,100	4,600
Miscellaneous Other Expenses	9,048	11,600	10,254	10,850
Total Operations	**$ 1,289,793**	**$ 1,418,778**	**$ 1,436,836**	**$ 1,485,488**
Capital				
Building Improvements	$ 80,979	$ 41,207	$ 68,807	$ 22,000
Park Improvements Misc	3,022	0	0	0
General Capital Improvements	0	25,000	0	0
Data Processing Equipment	806	0	1,921	0
Office Equipment	2,455	0	0	0
Vehicles	24,644	0	0	0
Furniture	614	600	0	1,500
Other Equipment	71,913	28,496	24,610	21,700
Total Capital	**$ 184,434**	**$ 95,303**	**$ 95,338**	**$ 45,200**
TOTAL PARKS & RECREATION	**$ 5,249,695**	**$ 5,659,119**	**$ 5,583,161**	**$ 5,775,044**

CITY OF BARTLETT
PARKS ADMINISTRATION
FY 2019 Adopted Budget

Description		FY 2017 Actual		FY 2018 Revised		FY 2018 Projection		FY 2019 Adopted
Personnel								
Supervisor Salaries	$	106,758	$	142,925	$	102,086	$	149,008
Employee Wages		88,387		91,605		91,606		94,807
Vacation Pay		11,325		0		0		0
Longevity Pay		7,148		7,837		7,552		8,239
Bonus		258		258		258		332
Employee Health Insurance		19,294		24,829		20,230		31,820
Employee Life Insurance		542		750		552		780
Worker's Compensation Insurance		1,058		867		867		903
Retiree Health Insurance		9,757		11,727		9,685		12,191
FICA		15,899		17,730		14,872		18,700
Pension Contribution		29,818		32,834		29,575		34,134
Total Personnel	**$**	**290,246**	**$**	**331,362**	**$**	**277,283**	**$**	**350,914**
Staffing Level								
Full-Time		*3.12*		*3.50*		*3.00*		*3.50*
Part-Time (converted to FTE)		*0.00*		*0.00*		*0.00*		*0.00*
Total Full-Time Equivalent (FTE)		***3.12***		***3.50***		***3.00***		***3.50***
Operations								
Training	$	366	$	500	$	450	$	1,000
Travel		351		1,100		1,100		1,400
Postage & Freight		68		50		35		50
Dues & Subscriptions		145		1,500		1,500		1,500
Phones - Local		852		938		938		1,029
Cellular Phones		676		500		490		500
Shop Allocation		350		350		350		350
Vehicle Maintenance		1,912		250		250		250
Office Supplies		497		700		700		700
Printing		318		200		75		200
Petroleum Supplies		3,461		3,500		3,500		3,500
Clothing & Uniforms		0		0		0		250
Operating Supplies		724		1,000		950		1,000
Equipment Leasing		925		700		900		900
Property Insurance		4,978		5,000		5,313		5,400
Vehicle & Equip Insurance		654		1,700		585		600
General Liability Insurance		1,572		1,596		1,262		1,300
Miscellaneous Other Expenses		580		1,100		1,000		850
Total Operations	**$**	**18,427**	**$**	**20,684**	**$**	**19,398**	**$**	**20,779**
Total Parks Administration	**$**	**308,672**	**$**	**352,046**	**$**	**296,681**	**$**	**371,693**

CITY OF BARTLETT
SINGLETON COMMUNITY CENTER
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Personnel				
Supervisor Salaries	$ 116,753	$ 122,336	$ 122,336	$ 124,783
Employee Wages	134,995	120,981	122,522	125,041
Overtime Wages	180	0	0	0
Special Hours	4,275	3,000	3,000	3,000
Contracted Services	117,887	105,000	105,000	105,000
Part-Time	176,996	238,824	212,038	238,824
Longevity Pay	7,792	8,077	8,077	8,239
Bonus	1,981	2,175	2,067	3,984
Employee Health Insurance	50,140	50,084	53,542	62,396
Employee Life Insurance	692	779	723	799
Worker's Compensation Insurance	8,613	8,822	8,822	8,977
Retiree Health Insurance	11,768	12,166	12,262	12,491
FICA	32,676	37,061	34,690	37,322
Pension Contribution	29,764	28,271	30,819	28,836
Contributory Retirement Plan	2,055	2,069	2,165	2,192
Total Personnel	**$ 696,568**	**$ 739,645**	**$ 718,063**	**$ 761,884**
Staffing Level				
Full-Time	*5.00*	*5.00*	*5.00*	*5.00*
Part-Time (converted to FTE)	*9.50*	*10.44*	*9.51*	*10.44*
Total Full-Time Equivalent (FTE)	***14.50***	***15.44***	***14.51***	***15.44***
Operations				
Training	$ 235	$ 1,500	$ 500	$ 500
Travel	0	1,500	700	700
Other Professional Service	3,805	2,800	2,800	2,800
Postage & Freight	136	500	500	200
Dues & Subscriptions	562	600	600	600
Utilities	41,338	47,000	47,000	47,000
Phones - Local	1,429	1,650	1,650	1,650
Cellular Phones	245	0	0	0
Equipment Maintenance	4,132	5,000	5,000	5,000
Building Maintenance	16,639	20,000	20,000	20,000
Office Supplies	3,826	3,600	3,600	3,600
Printing	1,647	1,000	0	1,000
Preschool Supplies	4,833	4,600	4,600	4,600
Recreation Supplies	13,740	17,609	17,100	17,100
Concession Supplies	6,621	7,000	7,000	7,000
Field Trips	13,023	16,000	16,000	16,000
Clothing & Uniforms	7,962	10,500	10,500	10,500
Operating Supplies	4,904	8,000	8,000	8,000
Cleaning Supplies	2,737	4,000	4,000	4,000
Film & Developing	3	200	200	100
Tournament Awards	1,332	2,500	2,500	2,500
Equipment Leasing	1,874	4,000	4,000	4,000
Property Insurance	4,450	4,500	4,746	4,800
Vehicle & Equip Insurance	359	700	318	400
General Liability Insurance	3,590	4,200	3,355	3,400
Credit Card Vendor Fees	8,177	7,700	7,700	7,700

CITY OF BARTLETT

SINGLETON COMMUNITY CENTER

FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Miscellaneous Other Expenses	1,943	2,000	2,000	2,000
Total Operations	**$ 149,541**	**$ 178,659**	**$ 174,369**	**$ 175,150**
Capital				
Building Improvements	$ 80,979	$ 41,207	$ 41,208	$ 7,000
Security Cameras.				
Data Processing Equipment	220	0	0	0
Other Equipment	42,855	2,996	0	0
Total Capital	**$ 124,053**	**$ 44,203**	**$ 41,208**	**$ 7,000**
Total Singleton Community Center	**$ 970,162**	**$ 962,507**	**$ 933,640**	**$ 944,034**

CITY OF BARTLETT
ATHLETICS
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Personnel				
Supervisor Salaries	$ 65,152	$ 67,421	$ 68,250	$ 70,462
Employee Wages	94,203	99,166	98,632	101,810
Overtime Wages	87	200	144	150
Special Hours	84,820	109,000	109,000	109,000
Part-Time	104,966	117,000	117,000	117,000
Longevity Pay	6,793	7,128	8,036	8,197
Bonus	2,239	2,239	2,325	2,241
Employee Health Insurance	32,059	32,008	33,296	38,808
Employee Life Insurance	462	533	488	551
Worker's Compensation Insurance	9,504	9,604	9,604	9,744
Unemployment Compensation	0	0	35	0
Retiree Health Insurance	7,844	8,329	8,338	8,614
FICA	26,588	29,967	29,990	30,370
Pension Contribution	23,957	23,322	25,465	24,118
Contributory Retirement Plan	5	0	0	0
Total Personnel	**$ 458,678**	**$ 505,917**	**$ 510,603**	**$ 521,065**
Staffing Level				
Full-Time	*3.00*	*3.00*	*3.00*	*3.00*
Part-Time (converted to FTE)	*6.38*	*6.43*	*5.97*	*6.43*
Total Full-Time Equivalent (FTE)	***9.38***	***9.43***	***8.97***	***9.43***
Operations				
Training	$ 130	$ 1,200	$ 600	$ 500
Travel	0	1,000	700	700
Professional Services	4,100	5,000	5,000	5,000
Postage & Freight	23	50	50	50
Dues & Subscriptions	8,280	6,800	6,500	6,900
Utilities	58,486	55,000	58,000	62,000
Phones - Local	1,003	738	738	738
Cellular Phones	2,439	1,500	1,740	1,740
Equipment Maintenance	3,005	10,080	8,500	8,500
Grounds Maintenance	33,450	40,000	25,000	25,000
Building Maintenance	7,884	6,000	6,500	6,500
Office Supplies	78	2,000	2,200	2,200
Printing	879	500	500	650
Medical Supplies	0	1,200	1,500	1,500
Recreation Supplies	40,119	35,000	35,000	35,000
Concession Supplies	63,473	68,500	68,500	68,500
Clothing & Uniforms	1,274	1,500	1,500	1,500
Operating Supplies	11,105	9,000	9,000	9,000
Tournament Awards	1,018	8,000	4,000	4,000
Equipment Rental	0	3,400	3,400	3,400
Equipment Leasing	3,609	1,200	3,500	1,200
Property Insurance	2,011	2,100	2,145	2,200
General Liability Insurance	2,909	2,900	2,775	2,800
Other Insurance	6,145	6,500	8,000	8,000
Credit Card Vendor Fees	0	0	3,000	3,000
Cash Over (Short)	(137)	250	250	250

CITY OF BARTLETT
ATHLETICS
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Damage Claims	1,385	100	100	100
Miscellaneous Other Expenses	0	1,000	1,000	1,000
Total Operations	**$ 252,667**	**$ 270,518**	**$ 259,698**	**$ 261,928**
Capital				
Building Improvements	$ 0	$ 0	$ 27,599	$ 15,000
Pads in gymnasium and Cameras at Deermont.				
Data Processing Equipment	205	0	0	0
Furniture	614	600	0	1,500
Other Equipment	6,054	7,500	6,500	7,500
Replace concession equipment in concessions.				
Total Capital	**$ 6,873**	**$ 8,100**	**$ 34,099**	**$ 24,000**
Total Athletics	**$ 718,218**	**$ 784,535**	**$ 804,400**	**$ 806,993**

CITY OF BARTLETT
PARKS MAINTENANCE
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Personnel				
Supervisor Salaries	$ 69,277	$ 70,399	$ 70,806	$ 70,055
Employee Wages	457,784	599,240	591,566	609,004
Overtime Wages	60,427	45,000	47,000	59,000
Special Hours	2,073	3,000	3,000	3,000
Contracted Services	53,745	48,000	48,000	51,000
Part-Time	23,239	0	1,104	0
Vacation Pay	0	0	590	0
Longevity Pay	18,971	21,722	21,132	22,417
Bonus	1,206	1,479	1,464	1,411
Employee Health Insurance	87,664	146,571	117,325	136,919
Employee Life Insurance	1,465	2,143	1,915	2,173
Worker's Compensation Insurance	16,430	19,285	19,285	19,793
Retiree Health Insurance	26,353	33,482	33,119	33,953
FICA	46,385	54,339	53,652	55,574
Pension Contribution	71,669	65,598	74,206	68,348
Contributory Retirement Plan	3,076	10,054	8,832	9,543
Total Personnel	**$ 939,764**	**$ 1,120,312**	**$ 1,092,996**	**$ 1,142,190**
Staffing Level				
Full-Time	*12.84*	*17.00*	*16.33*	*17.00*
Part-Time (converted to FTE)	*1.49*	*0.00*	*0.23*	*0.00*
Total Full-Time Equivalent (FTE)	***14.33***	***17.00***	***16.56***	***17.00***
Operations				
Training	$ 340	$ 500	$ 2,410	$ 1,500
Travel	0	500	500	1,100
Dues & Subscriptions	510	500	400	400
Utilities	4,415	3,800	3,800	4,000
Phones - Local	751	738	738	738
Cellular Phones.	1,537	900	1,166	900
Shop Allocation	18,000	18,000	18,000	18,000
Vehicle Maintenance	11,128	15,000	15,000	15,000
Equipment Maintenance	15,561	22,000	22,000	22,000
Radio Maintenance				
Grounds Maintenance	142,396	159,000	160,050	195,000
Building Maintenance	2,734	15,000	15,000	18,000
Office Supplies	11	100	598	100
Petroleum Supplies	17,925	28,000	28,000	28,000
Clothing & Uniforms	6,273	10,000	10,000	10,000
Operating Supplies	54,641	50,000	50,000	65,000
Cleaning Supplies	7,987	12,000	12,000	12,000
Chemical Supplies	0	2,000	2,000	2,000
Fill Sand, Dirt & Gravel	15,139	18,000	18,000	18,000
Small Tools	3,154	6,000	6,000	6,000
Equipment Rental	4,238	4,900	4,900	2,900
Equipment Leasing	41	320	320	320
Property Insurance	610	628	649	700
Vehicle & Equip Insurance	5,210	4,838	4,902	5,000
General Liability Insurance	5,006	5,400	5,392	5,400

Description		FY 2017 Actual		FY 2018 Revised		FY 2018 Projection		FY 2019 Adopted
Landfill Fees		150		444		444		150
Damage Claims		2,252		3,000		3,000		3,000
Miscellaneous Other Expenses		3,065		2,500		2,500		2,500
Total Operations	**$**	**323,073**	**$**	**384,068**	**$**	**387,769**	**$**	**437,708**
Capital								
Park Improvements	$	3,022	$	0	$	0	$	0
Total Capital	**$**	**3,022**	**$**	**0**	**$**	**0**	**$**	**0**
Total Parks Maintenance	**$**	**1,265,860**	**$**	**1,504,380**	**$**	**1,480,765**	**$**	**1,579,898**

CITY OF BARTLETT
SCHOOL GROUND MAINTENANCE
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Department Revenues				
Local Sales Tax .5% Reimbursement	$ 244,381	$ 240,309	$ 245,695	$ 243,529
Total Department Revenues	**$ 244,381**	**$ 240,309**	**$ 245,695**	**$ 243,529**
Personnel				
Employee Wages	$ 45,451	$ 47,737	$ 47,737	$ 48,692
Overtime Wages	713	1,000	1,932	2,000
Contracted Srvcs	56,959	48,038	58,406	60,000
Part-Time	2,134	13,248	13,248	13,248
Longevity Pay	2,603	2,583	2,797	2,921
Bonus	86	172	87	166
Health Insurance	13,528	13,506	14,134	16,464
Life Insurance	122	153	136	156
Workman's Comp.	1,624	1,715	1,715	1,767
Retiree H.I.	2,206	2,387	2,376	2,435
FICA	3,538	4,589	4,667	4,755
Pension	6,743	6,683	7,236	6,817
Total Personnel	**$ 135,708**	**$ 141,811**	**$ 154,471**	**$ 159,421**
Staffing Level				
Full-Time	*1.00*	*1.00*	*1.00*	*1.00*
Part-Time (converted to FTE)	*0.00*	*0.69*	*0.00*	*0.69*
Total Full-Time Equivalent (FTE)	***1.00***	***1.69***	***1.00***	***1.69***
Operations				
Training	$ 90	$ 100	$ 0	$ 100
Cellular Phones	652	649	649	658
Vehicle Maintenance	1,200	1,000	1,000	1,000
Equipment Maintenance	5,621	4,000	4,000	4,000
Grounds Maintenance	39,900	40,000	56,489	57,000
Office Supplies	0	0	18	0
Petroleum Supplies	4,664	5,000	7,727	5,000
Clothing & Uniforms	330	100	126	250
Operating Supplies	1,091	1,500	1,500	2,500
Small Tools	3,014	2,000	1,000	1,300
Vehicle & Equip Insurance	342	0	664	700
General Liability Insurance	614	649	551	600
Damage Claims	1,868	1,000	1,000	1,000
Miscellaneous Other Expenses	1,564	2,500	1,500	2,000
Total Operations	**$ 60,951**	**$ 58,498**	**$ 76,224**	**$ 76,108**
Capital				
General Capital Improvements	$ 0	$ 25,000	$ 0	$ 0
Vehicles	24,644	0	0	0
Other Equipment	23,005	15,000	15,000	8,000
2019 - 2 trimmers, 1 edger, 2 blowers.				
Total Capital	**$ 47,649**	**$ 40,000**	**$ 15,000**	**$ 8,000**
Total School Ground Maintenance	**$ (72)**	**$ 0**	**$ 0**	**$ 0**

CITY OF BARTLETT
SENIOR CENTER
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Personnel				
Supervisor Salaries	$ 60,566	$ 63,612	$ 62,694	$ 64,884
Employee Wages	104,653	109,843	108,160	111,282
Overtime Wages	0	0	28	0
Contracted Services	25,170	30,000	21,200	25,000
Part-Time	2,329	5,000	5,000	5,000
Longevity Pay	1,812	2,817	2,810	2,893
Bonus	344	344	431	415
Employee Health Insurance	45,681	45,088	52,514	61,186
Employee Life Insurance	487	555	507	564
Worker's Compensation Insurance	1,653	1,824	1,824	1,835
Retiree Health Insurance	8,261	8,673	8,543	8,808
FICA	11,989	13,102	12,553	13,025
Pension Contribution	25,246	24,284	26,087	24,663
Total Personnel	**$ 288,191**	**$ 305,142**	**$ 302,351**	**$ 319,555**
Staffing Level				
Full-Time	*4.00*	*4.00*	*4.00*	*4.00*
Part-Time (converted to FTE)	*0.07*	*0.24*	*0.00*	*0.24*
Total Full-Time Equivalent (FTE)	***4.07***	***4.24***	***4.00***	***4.24***
Operations				
Training	$ 330	$ 2,000	$ 1,500	$ 2,000
Travel	0	1,000	1,000	1,500
Professional Services	25	0	0	0
Other Professional Services	11,880	10,000	10,000	10,000
Postage & Freight	3,763	3,700	3,700	3,700
Dues & Subscriptions	955	1,000	1,000	500
Utilities	14,196	16,000	16,000	16,000
Phones - Local	988	1,000	1,100	1,100
Equipment Maintenance	1,980	1,840	1,840	2,000
Grounds Maintenance	141	0	20	0
Building Maintenance	4,514	4,400	4,400	4,400
Office Supplies	6,766	6,500	6,500	6,500
Printing	0	200	200	200
Special Designation Expense	775	2,500	2,500	2,500
Recreation Supplies	946	1,300	1,300	1,100
Tournament Expenses	15	500	500	500
Clothing & Uniforms	240	500	500	500
Operating Supplies	4,988	5,600	5,600	5,600
Cleaning Supplies	2,881	3,000	3,000	3,300
Small Tools	0	200	200	200
Tournament Awards	99	200	200	200
Travels by Seniors	8,748	10,000	6,500	9,000
Equipment Leasing	800	800	800	900
Property Insurance	2,145	2,145	2,289	2,300
Vehicle & Equip Insurance	295	0	266	300
General Liability Insurance	1,407	1,375	1,383	1,400
Credit Card Vendor Fees	2,293	3,000	3,000	3,000

CITY OF BARTLETT
SENIOR CENTER
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Miscellaneous Other Expenses	1,896	2,000	2,004	2,000
Total Operations	**$ 73,063**	**$ 80,760**	**$ 77,302**	**$ 80,700**
Capital				
Data Processing Equipment	$ 0	$ 0	$ 615	$ 0
Office Equipment	2,455	0	0	0
Other Equipment	0	3,000	3,110	6,200
Replacement tables/chairs, Commercial grade coffee pot system with betterlongevity & Life Fitness Recumbent Bicycle - $3k.				
Total Capital	**$ 2,455**	**$ 3,000**	**$ 3,725**	**$ 6,200**
Total Senior Center	**$ 363,710**	**$ 388,902**	**$ 383,378**	**$ 406,455**

CITY OF BARTLETT
RECREATION CENTER
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Personnel				
Supervisor Salaries	$ 299,491	$ 302,274	$ 311,563	$ 309,323
Employee Wages	179,934	172,049	178,339	163,798
Overtime Wages	181	0	116	0
Special Hours	1,186	2,000	3,250	2,000
Contracted Services	167,440	165,000	169,114	168,000
Part-Time	309,938	354,690	315,991	324,690
Vacation Pay	8,598	0	3,530	0
Longevity Pay	8,408	8,659	8,501	8,705
Bonus	4,823	5,598	5,081	5,395
Employee Health Insurance	62,031	70,961	81,257	94,845
Employee Life Insurance	1,334	1,518	1,387	1,514
Worker's Compensation Insurance	19,630	19,872	19,872	19,173
Unemployment Compensation	1,596	0	0	0
Retiree Health Insurance	23,088	23,716	23,613	23,656
FICA	65,405	62,211	63,639	59,764
Pension Contribution	51,021	44,946	47,671	44,080
Contributory Retirement Plan	6,590	7,664	7,991	7,913
Total Personnel	**$ 1,210,694**	**$ 1,241,158**	**$ 1,240,915**	**$ 1,232,856**
Staffing Level				
Full-Time	*10.76*	*11.00*	*11.19*	*11.00*
Part-Time (converted to FTE)	*16.93*	*17.50*	*17.01*	*17.34*
Total Full-Time Equivalent (FTE)	***27.69***	***28.50***	***28.20***	***28.34***
Operations				
Training	$ 6,255	$ 4,000	$ 2,500	$ 500
Travel	0	1,000	1,000	1,000
Professional Services	7,219	7,000	6,000	6,000
Postage & Freight	1,854	2,000	1,200	1,000
Dues & Subscriptions	545	750	250	250
Utilities	118,384	130,000	127,536	130,000
Phones - Local	2,789	3,000	2,600	2,600
Cellular Phones	14,832	17,000	17,000	17,000
Shop Allocation	0	0	130	0
Equipment Maintenance	225	0	0	0
Building Maintenance	47,512	42,000	52,450	50,000
Pool Maintenance	27,231	36,000	28,000	28,000
Swim Competitions	36,907	30,000	56,446	55,000
Office Supplies	6,516	8,000	7,000	5,500
Printing	5,686	4,500	2,500	2,000
Petroleum Supplies	233	800	250	250
Special Events	13,210	8,200	8,200	8,200
Recreation Supplies	17,046	19,000	19,000	17,000
Cost of Goods Sold	3,603	4,000	3,500	2,000
Clothing & Uniforms	1,874	4,500	2,500	2,500
Operating Supplies	21,449	27,000	23,000	25,000
Cleaning Supplies	22,017	22,000	25,000	22,000
Small Tools	80	591	500	500
Equipment Rental	809	1,000	1,000	1,000

CITY OF BARTLETT
RECREATION CENTER
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Equipment Leasing	1,113	1,500	1,100	1,500
Property Insurance	11,280	12,000	12,026	12,100
Vehicle & Equip Insurance	315	350	0	0
General Liability Insurance	6,394	7,000	6,130	6,200
Credit Card Vendor Fees	36,680	31,400	35,000	35,015
Cash Over (Short)	13	0	8	0
Damage Claims	0	500	0	500
Miscellaneous Other Expenses	0	500	250	500
Total Operations	**$ 412,071**	**$ 425,591**	**$ 442,076**	**$ 433,115**
Capital				
Data Processing Equipment	$ 381	$ 0	$ 1,306	$ 0
Total Capital	**$ 381**	**$ 0**	**$ 1,306**	**$ 0**
Total Recreation Center	**$ 1,623,145**	**$ 1,666,749**	**$ 1,684,297**	**$ 1,665,971**

City of Bartlett

PERFORMING ARTS
FY 2019 Adopted Budget

Full-Time Authorized Personnel Positions

Performing Arts

Performing Arts Director	1
Operation Manager	1
Sales & Marketing Coordinator	1
TOTAL PERFORMING ARTS	**3**

The Performing Arts Center budget had a net increase of $25,191 (3.78%) over the FY 2018 Projection. FY 2019 budget included a career ladder pay increase and a general 2% salary increase for full-time employees. There was no staffing change.

Summary Revenue/Expenditure Type

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Salaries	185,674	208,382	191,431	206,776
Benefits	59,542	70,178	56,552	54,447
Other Personnel	179,959	199,500	229,134	221,500
Operations	157,147	188,046	169,340	209,350
Capital	5,542	33,500	20,425	0
Total	**587,864**	**699,606**	**666,882**	**692,073**

Performing Arts Center

City of Bartlett

FY 2019 Request

What We Do

The Bartlett Performing Arts And Conference Center's mission is to enhance the cultural lives of the citizens, students and the economy of the City of Bartlett by providing a first-class performing arts center showcasing professional performing artists as well as community based artists and arts organizations. The Center is committed to offering quality, affordable event space, services and amenities for hosting a variety of business, civic and social gatherings.

Summary Revenue/Expenditure Type

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Salaries	185,674	208,382	191,431	206,776
Benefits	59,542	70,178	56,552	54,447
Other Personnel	179,959	199,500	229,134	221,500
Operations	157,147	188,046	169,340	209,350
Capital	5,542	33,500	20,425	0
Total	**587,864**	**699,606**	**666,882**	**692,073**

FY 2018 Performance Highlights

FY15 & FY16 – Seasons experienced significant changes in BPACC leadership. Center attendance declined. FY18 – Problem was addressed with the engagement of a new Director bringing new programs & new energy. FY19 season will continue to refresh interest in the Center. This will continue to be accomplished via: more popular and diverse PERFORMING ARTS SEASON of artists, as well as a better executed marketing effort. Started in FY18, LIVE THEATRE produced by BPACC, starring area youth and adults will continue. MUSIC BY THE LAKE is proposed to expand, from 1 outdoor concert in FY16 to 3 in FY19. YOUTH CAMPS continue. FAMILY SHOWS grew from 1 to 4, will continue. Partnership with Bartlett Public Schools, will continue to build our successful new ARTS IN EDUCATION PROGRAM.

Objective	Performance Measures	FY 2017 Actual	FY 2018 Forecast	FY 2019 Projected
Ticket revenue grew in FY18, will continue on that trajectgory.	Ticket Sales Camp Tuition	81,290	122,750	130,000
Sponsorship income grew in FY18. Will work to hold that gain, & hopefully secure a few add'l Sponsors.	Sponsorships FY18-Cash $45,000 FY18-In Kind $40,000	35,925	44,000	45,000
Work to maintain & increase BPACC's rental business.	Facility Rental Fees	23,789	$ 20,529	$25,000
Many new programs were launched in FY18 : MUSIC BY THE LAKE – ARTS IN EDUCATION in partnership with Bartlett Public Schools – expansion of FAMILY SHOWS – BPACC producing its own LIVE THEATRE.	Continue to elevate & grow new programs. – MUSIC BY LAKE & ARTS IN ED charge no fees to public nor students. FAMILY SERIES - In ticket sales. Add –3rd Music By the Lake in fall.	N/A	N/A	N/A

CITY OF BARTLETT
PERFOMING ARTS
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Personnel				
Supervisor Salaries	$ 124,783	$ 137,104	$ 101,214	$ 84,477
Employee Wages	35,169	38,340	66,057	93,799
Overtime Wages	0	5,500	1,045	2,000
Contracted Services	175,834	190,000	219,122	210,000
Part-Time	25,722	27,438	23,115	26,500
Instructional Expense	4,125	9,500	10,012	11,500
Vacation Pay	4,024	0	6,861	0
Longevity Pay	0	1,156	0	0
Bonus	517	696	603	664
Employee Health Insurance	20,081	27,540	15,735	17,640
Employee Life Insurance	456	561	493	570
Worker's Compensation Insurance	1,244	1,478	1,478	1,338
Retiree Health Insurance	5,697	8,772	6,350	8,914
FICA	13,985	16,103	14,817	16,407
Pension Contribution	8,538	7,933	2,834	0
Contributory Retirement Plan	5,002	5,939	7,381	8,914
Total Personnel	**$ 425,175**	**$ 478,060**	**$ 477,117**	**$ 482,723**

Staffing Level				
Full-Time	*2.71*	*3.00*	*2.86*	*3.00*
Part-Time (converted to FTE)	*1.02*	*1.30*	*0.96*	*1.21*
Total Full-Time Equivalent (FTE)	***3.73***	***4.30***	***3.82***	***4.21***

Operations				
Training	$ 1,750	$ 3,000	$ 970	$ 2,000
Volunteer Expense	489	500	385	750
Travel	4,027	5,000	3,500	5,000
Professional Services	2,073	8,000	2,045	6,000
Other Professional Services	0	0	5,000	6,100
Postage & Freight	3,199	8,000	6,500	8,000
Dues & Subscriptions	552	1,000	1,015	1,200
Meetings	0	0	300	500
Utilities	39,472	42,000	38,400	42,000
Phones - Local	1,670	1,900	1,900	1,900
Cellular Phones	2,292	2,500	2,850	2,500
Data Processing - Software	77	0	154	0
Shop Allocation	300	300	300	300
Vehicle Maintenance	468	1,000	665	1,000
Equipment Maintenance	2,615	5,000	5,100	5,500
Grounds Maintenance	0	500	350	500
Building Maintenance	16,177	20,000	11,220	20,000
Office Supplies	2,933	2,200	2,995	3,250
Printing	7,339	14,000	16,774	17,000
Ticket Sales Expenditures	0	1,000	0	12,500
Petroleum Supplies	308	1,500	750	1,000
Concession Supplies Client	483	1,500	500	1,000
Concession Supplies	471	1,000	900	1,250
Clothing & Uniforms	557	400	400	500
Operating Supplies	13,438	11,000	9,845	11,000

CITY OF BARTLETT
PERFOMING ARTS
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Cleaning Supplies	1,242	1,000	1,000	1,300
Public Awareness	41,405	39,000	39,000	39,000
Equipment Rental	0	0	350	1,000
Equipment Leasing	765	800	750	800
Property Insurance	8,265	8,265	8,791	8,800
Vehicle & Equip Insurance	322	300	283	300
General Liability Insurance	1,187	1,381	1,348	1,400
Credit Card Vendor Fees	3,275	6,000	5,000	6,000
Total Operations	**$ 157,147**	**$ 188,046**	**$ 169,340**	**$ 209,350**
Capital				
Building Improvements	$ 0	$ 3,000	$ 3,900	$ 0
Furniture	4,795	10,500	9,525	0
Other Equipment	747	20,000	7,000	0
Total Capital	**$ 5,542**	**$ 33,500**	**$ 20,425**	**$ 0**
TOTAL PERFORMING ARTS	**$ 587,864**	**$ 699,606**	**$ 666,882**	**$ 692,073**

CITY OF BARTLETT

TENNESSEE

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 2019 Adopted Budget

Full-Time Authorized Personnel Positions

Solid Waste Fund

Manager	1
Driver	33
Solid Waste Supervisor	3
Clerk	1
Sanitation Worker	3
Total Solid Waste Fund	**41**

Drainage Control Fund

Construction Inspector	1
Total Drainage Control Fund	**1**

TOTAL SPECIAL REVENUE FUNDS	**42**

The Special Revenue Funds includes State Street Aid, Solid Waste, General Improvement, Drug Enforcement, DEA Enforcement, Drainage Control, Park Improvement Fund, and Bartlett School Fund. The Special Revenue Funds are required by state law or city ordinance to be accounted for in separate funds. The revenues in each of these programs are collected to be used for each fund's specific purpose. Bartlett School Fund is a major fund. This budget included a career ladder pay increase and a general 2% salary increase for full-time employees. There was no staffing change.

Summary Revenue/Expenditure Type

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues	90,661,149	86,622,081	86,500,872	89,113,402
Salaries	1,921,083	2,058,395	1,958,397	2,084,727
Benefits	993,183	1,036,951	979,904	1,058,135
Other Personnel	163,160	185,412	183,212	193,500
Operations	3,669,416	4,153,296	4,071,123	4,984,441
Capital	1,041,113	1,617,100	1,491,644	2,090,300
Transfer Out	1,291,000	541,500	541,500	337,436
Bartlett School	73,337,057	77,570,875	77,570,875	79,847,876
Net Income	**8,245,138**	**(541,448)**	**(295,783)**	**(1,483,013)**
School Beg FB	**23,998,026**	**23,998,026**	**23,998,026**	**23,998,026**
Beg Fund Bal	**4,618,933**	**4,154,322**	**4,154,322**	**3,858,539**
End Fund Bal	**4,154,322**	**3,612,874**	**3,858,539**	**2,375,526**

CITY OF BARTLETT
SUMMARY OF ALL SPECIAL REVENUE FUNDS
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues				
State Street Aid Revenue	$ 1,604,304	$ 1,852,907	$ 1,853,357	$ 2,025,000
Solid Waste Revenue	5,959,515	6,061,000	6,062,300	6,106,800
General Improvement Revenue	653,657	663,500	663,000	670,000
Drug Enforcement Revenue	211,687	256,000	184,850	243,000
Federal Drug Enforcement Revenue	52,890	100,500	50,200	100,200
Drainage Control Revenue	132,290	117,299	116,290	120,526
Parks Improvement Revenue	0	0	0	0
Bartlett School Fund Revenues	82,046,806	77,570,875	77,570,875	79,847,876
Total Revenues	**$ 90,661,149**	**$ 86,622,081**	**$ 86,500,872**	**$ 89,113,402**
Expenditures				
Personnel				
Solid Waste Fund	$ 2,937,856	$ 3,112,809	$ 2,976,266	$ 3,163,186
Drug Enforcement Funds	56,845	78,000	54,000	78,000
Drainage Control Fund	82,724	89,949	91,247	95,176
Total Personnel	**$ 3,077,426**	**$ 3,280,758**	**$ 3,121,513**	**$ 3,336,362**
Staffing Level				
Full-Time	*40.71*	*42.00*	*40.33*	*42.00*
Part-Time (converted to FTE)	*1.43*	*1.85*	*1.81*	*1.85*
Total Full-Time Equivalent (FTE)	***42.14***	***43.85***	***42.14***	***43.85***
Bartlett School Full-Time Equivalent (FTE)	*813.00*	*846.00*	*846.00*	*864.00*
Operations				
State Street Aid Fund	$ 1,370,925	$ 1,525,000	$ 1,400,000	$ 2,080,000
Solid Waste Fund	1,914,175	2,003,301	2,116,653	2,177,191
General Improvement Fund	311,239	399,500	392,710	481,700
Drug Enforcement Funds	62,385	163,500	119,450	186,000
Federal Drug Enforcement Fund	2,909	34,400	15,000	34,200
Drainage Control Fund	7,782	27,595	27,310	25,350
Total Operations	**$ 3,669,416**	**$ 4,153,296**	**$ 4,071,123**	**$ 4,984,441**
Transfers Out				
Street Aid to Debt Service	$ 700,000	$ 0	$ 0	$ 0
Solid Waste to Debt Service	200,000	225,500	225,500	153,000
General Improvement Fund to General Fund	391,000	261,000	261,000	167,500
Park Improvements to CIP	0	55,000	55,000	16,936
Total Transfers Out	**$ 1,291,000**	**$ 541,500**	**$ 541,500**	**$ 337,436**
Capital				
State Street Aid Fund	$ 90,437	$ 205,417	$ 189,993	$ 395,000
Solid Waste Fund	803,428	1,094,292	1,021,760	1,121,200
General Improvement Fund	89,312	110,000	90,000	119,600
Drug Enforcement Funds	53,577	167,391	164,891	209,500
Federal Drug Enforcement Fund	0	40,000	25,000	245,000
Drainage Control Fund	4,359	0	0	0
Parks Improvement Fund	0	0	0	0
Total Capital	**$ 1,041,113**	**$ 1,617,100**	**$ 1,491,644**	**$ 2,090,300**

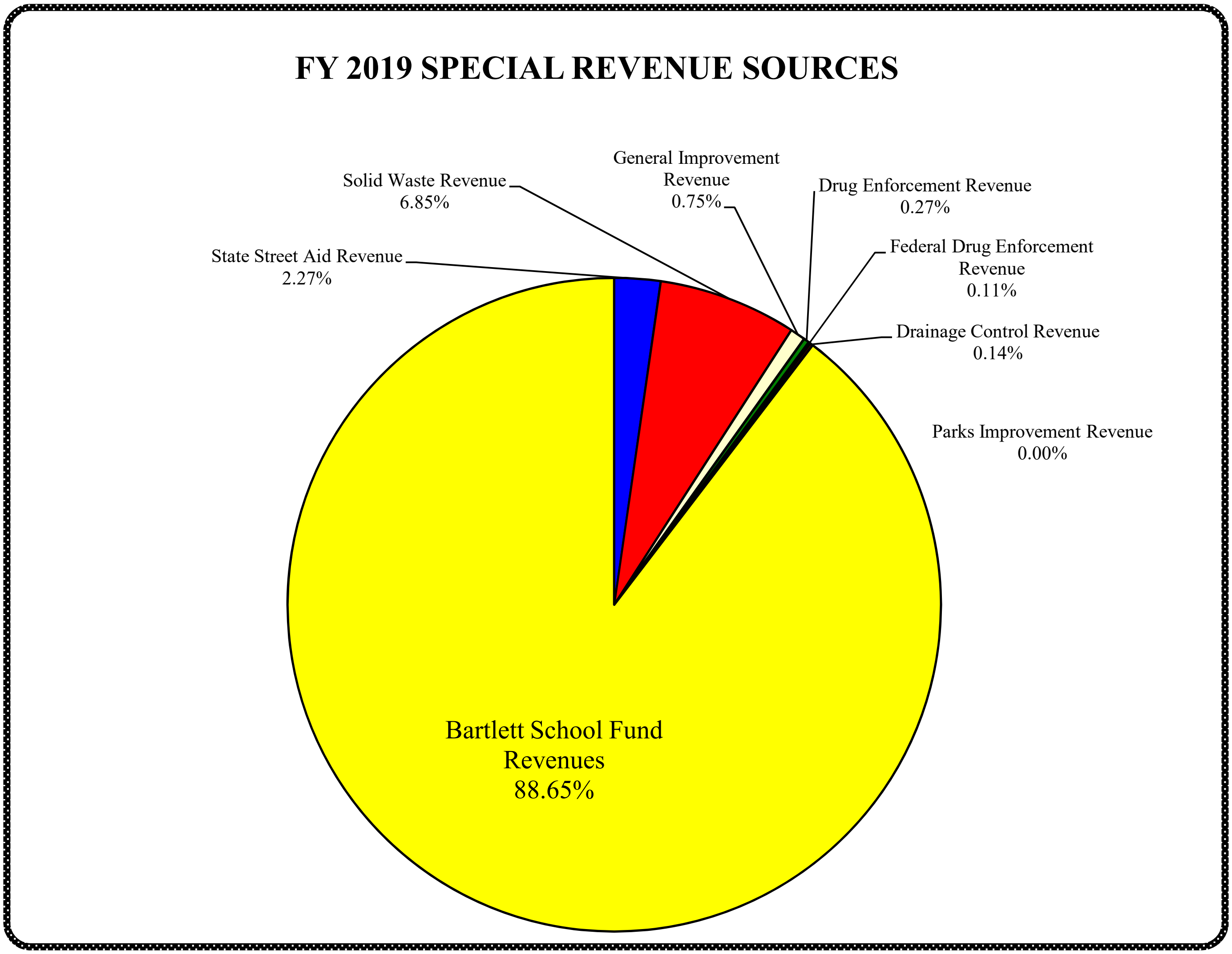
CITY OF BARTLETT

SUMMARY OF ALL SPECIAL REVENUE FUNDS

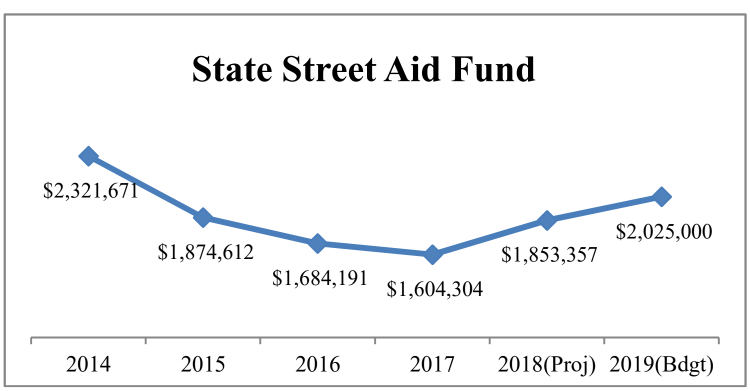
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Bartlett School Fund Expenditures	$ 73,337,057	$ 77,570,875	$ 77,570,875	$ 79,847,876
Total Expenditures	$ 82,416,011	$ 87,163,529	$ 86,796,655	$ 90,596,415
Net From Operations	8,245,138	(541,448)	(295,783)	(1,483,013)
Bartlett School Fund Balance	$ 23,998,026	$ 23,998,026	$ 23,998,026	$ 23,998,026
Beginning Fund Balance (W/out School FB)	$ 4,618,933	$ 4,154,322	$ 4,154,322	$ 3,858,539
Ending Fund Balance (W/out School FB)	$ 4,154,322	$ 3,612,874	$ 3,858,539	$ 2,375,526

CITY OF BARTLETT
ANALYSIS OF SPECIAL REVENUE SOURCES
FY 2019 Adopted Budget

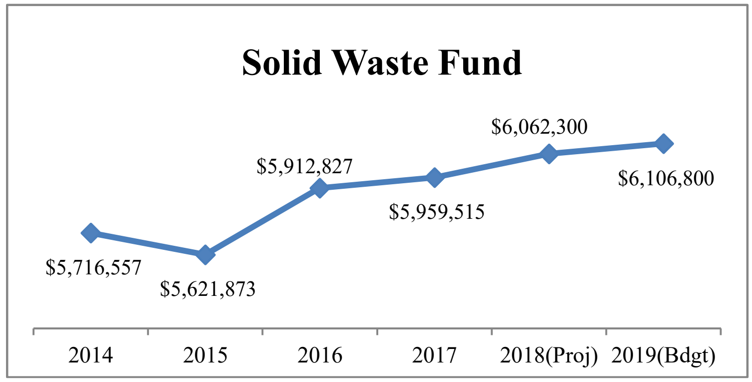


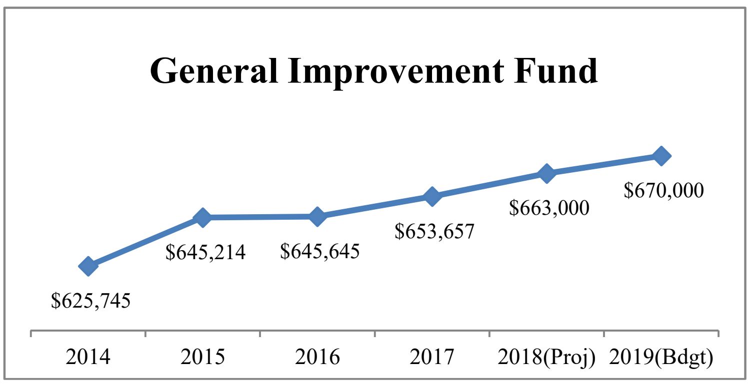
Special Revenue Funds are funds which are used to record transactions in which the funding source is legally restricted for a specific purpose. Included in the Special Revenue Funds are: State Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Funds, Federal Drug Enforcement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



This is the City's portion of the motor fuel and gasoline taxes collected by and distributed by the State, per capita basis, and some developer fees used for streetlights. State Petroleum Tax used to be allocated in this Fund but will now budgeted in the General Fund for street purposes starting in FY 2015. Street paving is also budgeted in the CIP using G.O. Bonds.

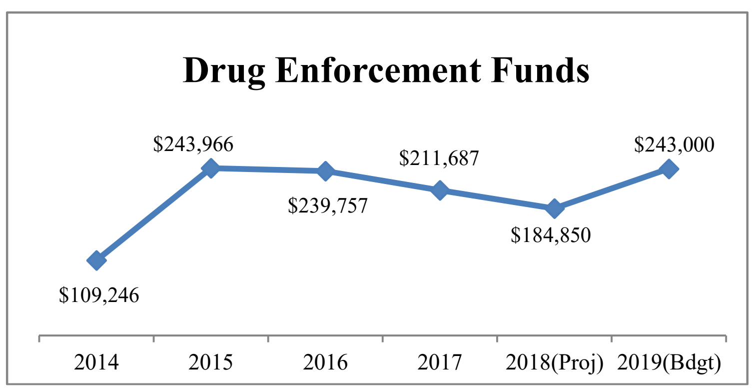
Solid Waste revenue is based on a monthly charge for collection and disposal. There was a solid waste fee increase of $1 per month starting FY 2016. Solid waste fee per month is $25 for residential pickup, $23 for 1 cart, $28 for 2 carts and $33 for 3 carts for commercial pickup. 0.72% increase in residential sanitation fee budgeted for FY 2019.

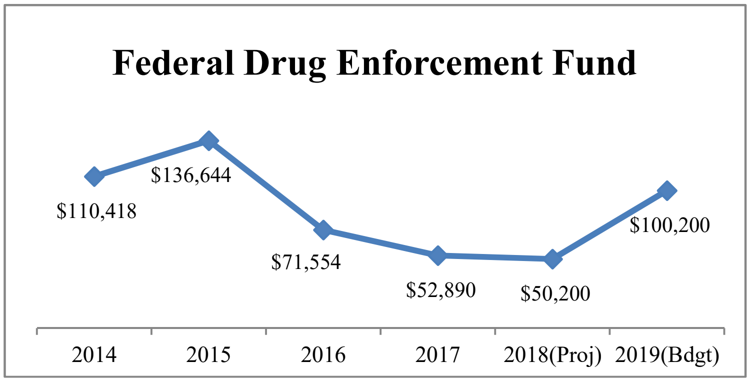




General Improvement revenue is derived from a $2.50 City Service fee charged to all utility and solid waste customers. $167,500 (25%) of this revenue is transferred to the General Fund per Bartlett's Ordinance and the balance is used for small capital purchases and improvements.

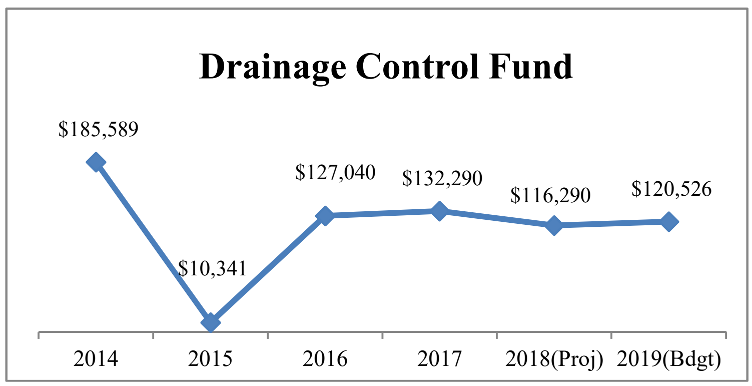
The Drug Enforcement Fund revenues are grant funds and seizure funds used for drug education and enforcement programs. Confiscated money and fines varies from year to year, based on enforcement activities.

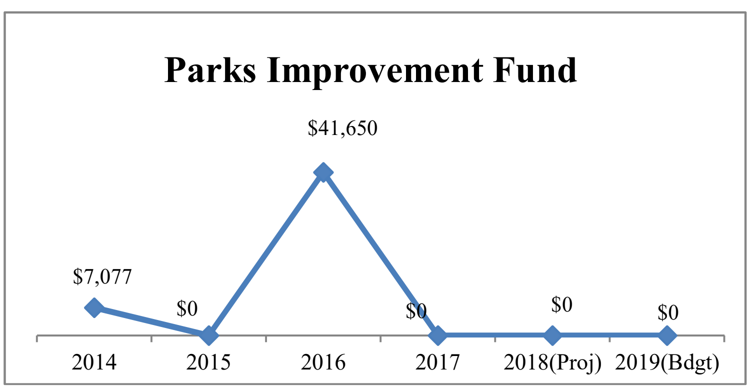




The Federal Drug Enforcement Fund revenues are federal grant funds and seizure funds that are used for drug education and enforcement programs. Federal grants and seizure funds can vary from year to year.

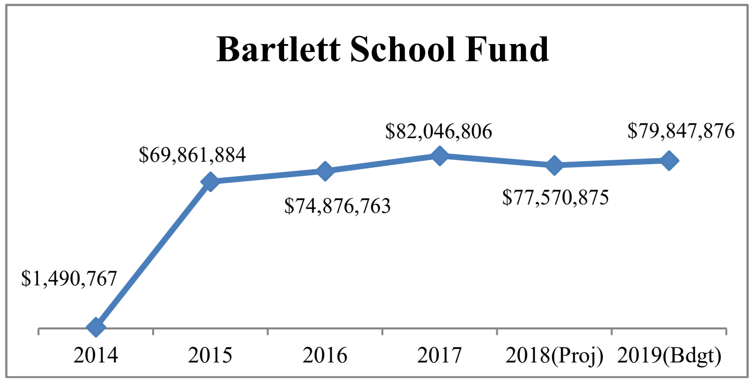
The Drainage Control revenue is a development fee of $500.00 per lot (half acre) for subdivision lots not served by a detention basin and $250.00 per lot for development served by a detention basin. The big increase in FY 2014 is from the reimbursed CIP fund allocated for Drainage projects. Transfer in from the General Fund is $100,000 for FY 2016, FY 2017, FY 2018 and for FY 2019.





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. Small donations to purchase equipment for Davies Park in FY 2014 and some development fees in FY 2016 are the only activities in the last 6 years.

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



CITY OF BARTLETT
STREET AID FUND
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Street Aid Fund Revenues				
Gas Taxes	$ 1,563,497	$ 1,620,000	$ 1,780,000	$ 1,800,000
Street Lighting Fee	18,642	26,000	15,000	25,000
S/D Paving Fee	21,898	200,000	50,000	200,000
Transfer From CIP	0	6,907	6,907	0
Other Revenues	267	0	1,450	0
Total Street Aid Revenues	**$ 1,604,304**	**$ 1,852,907**	**$ 1,853,357**	**$ 2,025,000**
Street Aid Expenditures				
Operations				
Street Lighting	$ 1,345,478	$ 1,300,000	$ 1,325,000	$ 1,350,000
Street Paving	25,447	25,000	25,000	530,000
Street S/D Paving	0	200,000	50,000	200,000
Total Operations	**$ 1,370,925**	**$ 1,525,000**	**$ 1,400,000**	**$ 2,080,000**
Transfers Out				
Transfer To Debt Service	$ 700,000	$ 0	$ 0	$ 0
Total Transfers Out	**$ 700,000**	**$ 0**	**$ 0**	**$ 0**
Capital				
Handicap Ramp At Curbs	$ 0	$ 35,529	$ 35,529	$ 35,000
Curb Replacement	9,682	73,464	73,464	50,000
Signal Maintenance	80,755	96,424	81,000	310,000
Flasher modifications, signal pole replacement.				
Total Capital	**$ 90,437**	**$ 205,417**	**$ 189,993**	**$ 395,000**
Total Street Aid Expenditures	**$ 2,161,362**	**$ 1,730,417**	**$ 1,589,993**	**$ 2,475,000**
Net From Operations	**(557,059)**	**122,490**	**263,364**	**(450,000)**
Beginning Fund Balance	**$ 1,367,161**	**$ 810,102**	**$ 810,102**	**$ 1,073,466**
Ending Fund Balance	**$ 810,102**	**$ 932,593**	**$ 1,073,466**	**$ 623,466**

Solid Waste Fund

City of Bartlett

FY 2019 Request

Solid Waste crews collect household and yard waste while trying to divert as much solid waste as possible from the landfill towards recycling. Waste is transported to either Browning Ferris Industries Landfill or the City's contracted mulch-processing site. This division is also responsible for the City's appliances, computers, televisions, and tires collection service and provides "special request" (for fee) yard waste collections. We have three recycling centers that accept newsprint, aluminum, cardboard, tin, plastic, and glass. Over 80% of Solid Waste Employees have worked there at least 10 years.

Summary Revenue/Expenditure Type

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues	*5,959,515*	*6,061,000*	*6,062,300*	*6,106,800*
Salaries	1,813,527	1,930,920	1,849,354	1,953,943
Benefits	961,559	1,001,477	946,500	1,019,243
Other Personnel	162,770	180,412	180,412	190,000
Operations	1,914,175	2,003,301	2,116,653	2,177,191
Capital	803,428	1,094,292	1,021,760	1,121,200
Transfer Out	200,000	225,500	225,500	153,000
Net Fr Opers	**104,056**	**(374,902)**	**(277,879)**	**(507,777)**
Beg Fund Bal	**1,141,926**	**1,245,982**	**1,245,982**	**968,103**
End Fund Bal	**1,245,982**	**871,080**	**968,103**	**460,326**

FY 2018 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. By leaving a leaf machine on each days route we hope to complete the City in a timely manner. We have continued the program to replace our aging garbage carts some which are over fifteen years old. The carts that we purchase come with a ten year warranty and we still have 24 year-old carts in use.

Objective	Performance Measures	FY 2017 Actual	FY 2018 Forecast	FY 2019 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.	5 to 6 weeks per cycle	5 to 6 weeks per cycle	6 to 7 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)	40%	41%	42%
Maintain the current level of household service.	# of complaints/services provided (# of customers x 52 = # of services provided)	1 per 13,936	1 per 14,300	1 per 15860

CITY OF BARTLETT

SOLID WASTE FUND

FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Solid Waste Revenues				
TN Recycling Rebate	$ 10,764	$ 5,000	$ 10,800	$ 10,800
Sanitation Fee-Residential	5,896,539	6,000,000	5,987,000	6,030,000
Sanitation Fee-Commercial	22,826	24,000	23,000	24,000
Recycling Fee	4,732	8,000	5,000	5,000
Carts Commercial	440	500	500	500
Special Sanitation Pick Up	630	500	500	500
Carts Residential	21,825	20,000	20,000	20,000
Appliances	3,975	3,000	3,500	4,000
Other Revenue	(2,216)	0	12,000	12,000
Total Solid Waste Revenues	**$ 5,959,515**	**$ 6,061,000**	**$ 6,062,300**	**$ 6,106,800**
Solid Waste Expenditures				
Personnel				
Supervisor Salaries	$ 77,214	$ 83,864	$ 71,640	$ 74,271
Employee Wages	1,455,787	1,582,831	1,493,980	1,580,447
Overtime Wages	254,045	225,000	250,000	260,000
Contracted Services	162,770	180,412	180,412	190,000
Part-Time	26,481	39,225	33,734	39,225
Vacation Pay	9,602	0	5,562	0
Sick Pay	8,096	0	0	0
Longevity Pay	39,291	45,751	40,857	41,514
Bonus	3,617	3,793	3,703	3,652
Employee Health Insurance	377,378	409,932	374,164	446,044
Employee Life Insurance	4,469	5,333	4,629	5,295
Worker's Compensation Insurance	89,607	92,287	92,287	92,621
Retiree Health Insurance	76,650	83,335	78,281	82,736
FICA	133,898	141,507	136,443	144,091
Pension Contribution	211,399	211,873	196,667	187,528
Contributory Retirement Plan	7,551	7,666	13,907	15,762
Total Personnel	**$ 2,937,856**	**$ 3,112,809**	**$ 2,976,266**	**$ 3,163,186**
Staffing Level				
Full-Time	*39.71*	*41.00*	*39.33*	*41.00*
Part-Time (converted to FTE)	*1.43*	*1.85*	*1.81*	*1.85*
Total Full-Time Equivalent (FTE)	***41.14***	***42.85***	***41.14***	***42.85***
Operations				
Other Professional Services	$ 834	$ 0	$ 564	$ 0
Dues & Subscriptions	215	220	180	200
Utilities	10,261	11,000	10,000	11,000
Phone-Local	1,426	1,350	1,350	1,350
Cellular Phones	2,071	1,500	1,500	1,500
Shop Allocation	100,000	100,000	100,000	100,000
Vehicle Maintenance	414,357	450,000	450,000	450,000
Equipment Maintenance	36,363	55,000	50,000	55,000
Building Maintenance	2,490	1,000	1,400	1,500
Office Supplies	896	1,000	1,200	1,200
Printing	542	750	1,250	750
Petroleum Supplies	271,337	275,000	340,000	360,000

CITY OF BARTLETT
SOLID WASTE FUND
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Clothing & Uniforms	20,411	15,000	15,000	15,000
Operating Supplies	21,516	28,000	25,000	28,000
Cleaning Supplies	1,901	2,000	2,000	2,000
Fill Sand, Dirt & Gravel	3,271	3,000	3,000	3,000
Small Tools	2,075	2,500	2,500	2,500
Equipment Leasing	224	300	250	250
Property Insurance	573	681	609	700
Vehicle & Equip Insurance	37,179	43,000	38,232	40,000
General Liability Insurance	12,827	14,000	12,996	13,000
Landfill Fees	935,650	962,000	1,022,122	1,050,741
State Fees	0	23,000	24,500	24,500
Damage Claims	11,427	10,000	12,000	12,000
Miscellaneous Other Expenses	26,328	3,000	1,000	3,000
Total Operations	**$ 1,914,175**	**$ 2,003,301**	**$ 2,116,653**	**$ 2,177,191**
Transfers Out				
Transfer To Debt Service	$ 200,000	$ 163,000	$ 163,000	$ 153,000
Transfer To CIP	0	62,500	62,500	0
Total Transfers Out	**$ 200,000**	**$ 225,500**	**$ 225,500**	**$ 153,000**
Capital				
Building Improvements	$ 0	$ 13,000	$ 13,000	$ 10,000
New building for recycling center on Stage Road.				
Communications Equipment	0	200	0	200
Vehicles	493,874	928,092	859,660	968,000
1 Roll-off Truck $152k; 1 Day Cab Tractor $102k; 2 Automated Packers $489k; 1 Knuckleboom $132k; 1 F550 Dump Truck $93k.				
Other Equipment	235,559	78,000	74,100	68,000
1 - 25yd Leaf Machine $48k; 2 - 40yd Recycling Containers $20k.				
Carts	73,995	75,000	75,000	75,000
Total Capital	**$ 803,428**	**$ 1,094,292**	**$ 1,021,760**	**$ 1,121,200**
Total Solid Waste Expenditures	**$ 5,855,458**	**$ 6,435,902**	**$ 6,340,179**	**$ 6,614,577**
Net From Operations	**104,056**	**(374,902)**	**(277,879)**	**(507,777)**
Beginning Fund Balance	**$ 1,141,926**	**$ 1,245,982**	**$ 1,245,982**	**$ 968,103**
Ending Fund Balance	**$ 1,245,982**	**$ 871,080**	**$ 968,103**	**$ 460,326**

CITY OF BARTLETT
GENERAL IMPROVEMENT FUND
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
General Improvement Revenues				
City Service Fee	$ 654,697	$ 663,500	$ 663,000	$ 670,000
Other Revenue	(1,040)	0	0	0
Total General Improvement Revenues	**$ 653,657**	**$ 663,500**	**$ 663,000**	**$ 670,000**
General Improvement Expenditures				
Operations				
Training	$ 0	$ 2,000	$ 2,560	$ 10,000
Rental	18,396	37,000	37,000	37,000
MLGW pole attaching for fiber, Vertical Bridge tower lease for radio.				
Software	12,624	10,000	3,750	70,200
Telecommucation Link	1,500	1,500	1,500	1,500
Equipment Maintenance	3,673	2,000	2,000	2,000
Computer Maintenance	273,865	345,000	345,000	360,000
Building Maintenance	900	1,000	900	1,000
Operating Supplies	281	1,000	0	0
Total Operations	**$ 311,239**	**$ 399,500**	**$ 392,710**	**$ 481,700**
Transfers Out				
Transfer To General Fund	$ 261,000	$ 261,000	$ 261,000	$ 167,500
Transfer To Capital Improvement Fund	130,000	0	0	0
Total Transfers Out	**$ 391,000**	**$ 261,000**	**$ 261,000**	**$ 167,500**
Capital				
Building Improvement	$ 4,809	$ 10,000	$ 0	$ 0
Data Equipment	84,504	100,000	90,000	119,600
Total Capital	**$ 89,312**	**$ 110,000**	**$ 90,000**	**$ 119,600**
Total Gen Improvement Expenditures	**$ 791,551**	**$ 770,500**	**$ 743,710**	**$ 768,800**
Net From Operations	**(137,894)**	**(107,000)**	**(80,710)**	**(98,800)**
Beginning Fund Balance	**$ 568,236**	**$ 430,342**	**$ 430,342**	**$ 349,632**
Ending Fund Balance	**$ 430,342**	**$ 323,342**	**$ 349,632**	**$ 250,832**

CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Drug Enforcement Funds Revenues				
Drug Arrest Fees	$ 3,160	$ 4,000	$ 2,000	$ 2,000
Drug Enforcement Fines	24,733	30,000	30,000	30,000
Restitution Payment	0	500	0	0
Other Court Fines	696	3,000	1,000	2,000
Sale Confiscated Property	29,549	25,000	20,000	25,000
Confiscated DEA Sales	225	500	0	0
Civil Settlement	128,651	150,000	100,000	150,000
Transfer In School Reimbursement	21,000	42,000	30,850	33,000
Other Revenues	3,674	1,000	1,000	1,000
Total Drug Enforcement Funds Revenues	**$ 211,687**	**$ 256,000**	**$ 184,850**	**$ 243,000**
Dare Program Expenditures				
Operations				
Training	$ 200	$ 2,000	$ 1,000	$ 1,500
Travel	0	3,000	2,350	2,500
Vehicle Maintenance	167	0	0	0
Office Supplies	0	500	500	500
Printing	333	1,000	500	1,000
Operating Supplies	12,833	15,000	10,000	10,000
Small Tools	0	5,000	2,000	2,000
Public Awareness	7,467	8,000	7,000	8,000
Total Operations	**$ 21,000**	**$ 34,500**	**$ 23,350**	**$ 25,500**
Capital				
Data Equipment	$ 0	$ 7,500	$ 7,500	$ 7,500
Total Capital	**$ 0**	**$ 7,500**	**$ 7,500**	**$ 7,500**
Total Dare Program Expenditures	**$ 21,000**	**$ 42,000**	**$ 30,850**	**$ 33,000**
Drug Enforcement Expenditures				
Personnel				
Overtime Wages	$ 52,973	$ 70,000	$ 50,000	$ 70,000
FICA	3,872	8,000	4,000	8,000
Total Personnel	**$ 56,845**	**$ 78,000**	**$ 54,000**	**$ 78,000**
Operations				
Training	$ 1,900	$ 10,000	$ 5,000	$ 5,000
Firearm Training	0	3,000	7,000	30,000
Travel	3,956	15,000	13,000	15,000
Professional Services	310	2,000	0	2,000
Contract Services	0	500	0	500
Notice Publication	0	1,000	0	500
Dues & Subscriptions	240	1,500	1,000	1,500
Phone-Local	891	1,000	1,000	1,000
Cell Phone	4,773	8,000	5,000	8,000
Software	0	20,000	10,000	30,000
Vigilant - License plate reader software, $7500 and DTC - tracker software/maintenance; ISSS Interface.				
Vehicle Maintenance	4,073	10,000	5,000	10,000

CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Equipment Maintenance	0	1,000	0	1,000
Office Supplies	1,625	3,000	2,000	3,000
Clothing	2,781	15,000	16,500	15,000
Operating Supplies	1,729	7,000	7,000	7,000
Small Tools	12,189	5,000	5,000	5,000
Public Awareness	606	2,000	1,000	2,000
Drug Prevention	306	1,000	0	1,000
Equipment Rental	0	1,000	0	1,000
Equipment Leasing	893	3,000	2,600	3,000
Tow-In Fee	1,500	4,000	3,000	4,000
Informant Payments	3,615	10,000	7,000	10,000
Miscellaneous Expense	0	5,000	5,000	5,000
Total Operations	**$ 41,386**	**$ 129,000**	**$ 96,100**	**$ 160,500**
Capital				
Communication Equipment	$ 2,994	$ 15,000	$ 15,000	$ 15,000
Data Equipment	16,669	20,000	22,000	20,000
Office Equipment	0	2,000	1,000	2,000
Vehicles	0	58,000	58,000	110,000
2 ISD unmarked vehicles & 1 equipped Dodge Chargers.				
Furniture	0	5,000	1,500	5,000
Other Equipment	33,914	59,891	59,891	50,000
Narcotic X-ray machine.				
Total Capital	**$ 53,577**	**$ 159,891**	**$ 157,391**	**$ 202,000**
Total Drug Enforcement Expenditures	**$ 151,808**	**$ 366,891**	**$ 307,491**	**$ 440,500**
Total Drug Enforcement Funds Expenditure	**$ 172,808**	**$ 408,891**	**$ 338,341**	**$ 473,500**
Net From Operations	**38,880**	**(152,891)**	**(153,491)**	**(230,500)**
Beginning Fund Balance	**$ 451,216**	**$ 490,096**	**$ 490,096**	**$ 336,605**
Ending Fund Balance	**$ 490,096**	**$ 337,205**	**$ 336,605**	**$ 106,105**

CITY OF BARTLETT
FEDERAL DRUG ENFORCEMENT FUND
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Fed Drug Enforcement Revenues				
DEA Funds	$ 52,691	$ 100,000	$ 50,000	$ 100,000
Interest/Other	200	500	200	200
Total Fed Drug Enforcement Revenues	**$ 52,890**	**$ 100,500**	**$ 50,200**	**$ 100,200**
Fed Drug Enforcement Expenditures				
Operations				
Training	$ 275	$ 10,000	$ 2,000	$ 10,000
Volunteer Expense	0	1,000	0	1,000
Travel	629	10,000	3,000	10,000
Dues & Subscription	1,590	2,000	0	2,000
Cell Phone	415	2,000	2,000	2,000
Vehicle Maintenance	0	2,000	1,000	2,000
Radio Maintenance	0	1,200	0	1,000
Office Supplies	0	1,000	0	1,000
Printing	0	200	0	200
Small Tools	0	5,000	7,000	5,000
Total Operations	**$ 2,909**	**$ 34,400**	**$ 15,000**	**$ 34,200**
Capital				
Data Equipment	$ 0	$ 5,000	$ 5,000	$ 5,000
Vehicles	0	15,000	0	160,000
K9, 1 equipped SUV & 2 equipped Dodge Chargers.				
Furniture	0	0	0	40,000
Lt./Squad room upgrade (desks, paint, flooring).				
Other Equipment	0	20,000	20,000	40,000
Night vision equipment.2 Narc trackers & mics ($15k) and 50 patrol shotguns ($25K).				
Total Capital	**$ 0**	**$ 40,000**	**$ 25,000**	**$ 245,000**
Total Fed Drug Enforcement Expenditures	**$ 2,909**	**$ 74,400**	**$ 40,000**	**$ 279,200**
Net From Operations	**49,981**	**26,100**	**10,200**	**(179,000)**
Beginning Fund Balance	**$ 263,386**	**$ 313,367**	**$ 313,367**	**$ 323,567**
Ending Fund Balance	**$ 313,367**	**$ 339,467**	**$ 323,567**	**$ 144,567**

CITY OF BARTLETT
DRAINAGE FUND
FY 2019 Adopted Budget

Description		FY 2017 Actual		FY 2018 Revised		FY 2018 Projection		FY 2019 Adopted
Drainage Control Revenues								
Drainage Fee Not Served Detention Basin	$	2,500	$	0	$	0	$	0
Drainage Fee Detention Basin		15,000		13,000		5,000		8,000
Transfer from General Fund		100,000		100,000		100,000		100,000
Interest/Other		14,790		4,299		11,290		12,526
Total Drainage Revenues	**$**	**132,290**	**$**	**117,299**	**$**	**116,290**	**$**	**120,526**
Drainage Control Expenditures								
Personnel								
Employee Wages	$	54,583	$	55,675	$	55,675	$	57,284
Overtime Wages		0		1,800		3,368		3,500
Contracted Services		390		5,000		2,800		3,500
Education Bonus		720		720		720		720
Longevity		2,183		2,227		2,227		2,272
Bonus		86		86		86		83
Employee Health Insurance		9,082		9,038		10,114		11,794
Employee Life Insurance		161		178		165		183
Worker's Compensation Insurance		231		234		234		277
Retiree Health Insurance		2,729		2,784		2,784		2,864
FICA		4,218		4,413		4,566		4,679
Pension Contribution		8,341		7,794		8,508		8,020
Total Personnel	**$**	**82,724**	**$**	**89,949**	**$**	**91,247**	**$**	**95,176**
Staffing Level								
Full-Time		*1.00*		*1.00*		*1.00*		*1.00*
Part-Time (converted to FTE)		*0.00*		*0.00*		*0.00*		*0.00*
Total Full-Time Equivalent (FTE)		***1.00***		***1.00***		***1.00***		***1.00***
Operations								
Training	$	145	$	750	$	750	$	750
Travel		219		1,400		1,400		1,400
Professional Services		1,755		5,245		4,960		5,000
Other Professional Services		1,200		10,000		10,000		8,000
Postage & Freight		28		100		100		100
Dues & Subscription		410		750		750		750
Printing		78		500		500		500
Operating Supplies		52		750		750		750
Public Awareness		434		4,500		4,500		4,500
State Fees		3,460		3,600		3,600		3,600
Total Operations	**$**	**7,782**	**$**	**27,595**	**$**	**27,310**	**$**	**25,350**
Capital								
Data Processing Equipment	$	400	$	0	$	0	$	0
Drain Pipe		3,959		0		0		0
Total Capital	**$**	**4,359**	**$**	**0**	**$**	**0**	**$**	**0**
Total Drainage Control Expenditures	**$**	**94,865**	**$**	**117,544**	**$**	**118,557**	**$**	**120,526**
Net From Operations		**37,425**		**(245)**		**(2,267)**		**0**

CITY OF BARTLETT
DRAINAGE FUND
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Beginning Fund Balance	**$ 124,270**	**$ 161,695**	**$ 161,695**	**$ 159,428**
Ending Fund Balance	**$ 161,695**	**$ 161,450**	**$ 159,428**	**$ 159,428**

CITY OF BARTLETT
PARK IMPROVEMENTS FUND
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Park Improvement Revenues				
Parks Dev Fee Dist1	$ 0	$ 0	$ 0	$ 0
Parks Dev Fee Dist2	0	0	0	0
Parks Dev Fee Dist3	0	0	0	0
Greenbelt	0	0	0	0
Interest/Other Revenues	0	0	0	0
Total Park Improvement Revenues	**$ 0**	**$ 0**	**$ 0**	**$ 0**
Transfers Out				
Transfer to Capital Improvement Fund	$ 0	$ 55,000	$ 55,000	$ 16,936
Parks maintenances.				
Total Transfers Out	**$ 0**	**$ 55,000**	**$ 55,000**	**$ 16,936**
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	0	0	0
Total Park Improvement Expenditures	**$ 0**	**$ 0**	**$ 0**	**$ 0**
Net From Operations	**0**	**(55,000)**	**(55,000)**	**(16,936)**
Beginning Fund Balance	**$ 702,738**	**$ 702,738**	**$ 702,738**	**$ 647,738**
Ending Fund Balance	**$ 702,738**	**$ 647,738**	**$ 647,738**	**$ 630,802**

CITY OF BARTLETT
BARTLETT CITY SCHOOL FUND
FY 2019 Adopted Budget

Description		FY 2017 Actual		FY 2018 Revised		FY 2018 Projection		FY 2019 Adopted
Bartlett School Fund Revenues								
County Taxes	$	35,113,993	$	33,473,752	$	33,473,752	$	34,733,379
City of Bartlett Contributions		2,846,019		2,378,193		2,378,193		2,346,018
Charges for Services		769,086		574,500		574,500		479,378
Recurring Local Revenue		150,298		418,750		418,750		468,750
Nonrecurring Local Revenue		767,859		1,000,000		1,000,000		0
State Education Funds		38,899,786		39,395,680		39,395,680		41,458,351
Other State Revenue		82,468		75,000		75,000		82,000
Federal Funds thru the State		175,385		175,000		175,000		96,000
Capital Leases Issued		3,020,800		0		0		0
Other Sources		221,112		80,000		80,000		184,000
Total Bartlett School Fund Revenues	**$**	**82,046,806**	**$**	**77,570,875**	**$**	**77,570,875**	**$**	**79,847,876**
Staffing Level								
Full-Time Equivalent (FTE)		*813*		*846*		*846*		*864*
Bartlett School Fund Expenditures								
Regular Instruction Program	$	34,297,740	$	38,037,591	$	38,037,591	$	39,912,672
Alternative Education Program		260,385		385,668		385,668		398,181
Special Education		5,339,937		7,068,526		7,068,526		6,288,984
Career and Technical Education Program		1,166,865		1,385,592		1,385,592		1,366,518
Planning		119,198		125,116		125,116		126,616
Student Services		444,507		484,402		484,402		503,021
Health Services		937,748		667,582		667,582		807,542
Other Student Support		1,808,207		1,930,852		1,930,852		2,425,220
Regular Instruction Support		1,453,028		1,519,664		1,519,664		2,004,511
Special Education Support		853,947		1,071,052		1,071,052		1,208,814
Vocational Education Support		24,852		25,860		25,860		120,996
Board of Education		2,407,356		3,133,227		3,133,227		2,659,274
Director of Schools		457,540		348,352		348,352		516,872
Office of Principal		5,343,653		6,186,291		6,186,291		6,538,409
Fiscal Services		886,831		1,124,313		1,124,313		1,393,265
Human Resoures		514,008		594,999		594,999		622,607
Operation of Plant		3,758,169		4,078,333		4,078,333		4,185,025
Maintenance of Plant		1,442,597		1,147,054		1,147,054		1,313,078
Transportation		2,429,798		3,122,326		3,122,326		3,102,726
Technology		3,943,038		3,712,918		3,712,918		4,353,545
School Safety		6,896		421,157		421,157		0
Capital Outlays		3,050,795		0		0		0
Transfers Out		2,389,962		1,000,000		1,000,000		0
Total Bartlett School Fund Expenditures	**$**	**73,337,057**	**$**	**77,570,875**	**$**	**77,570,875**	**$**	**79,847,876**
Net From Operations		**8,709,749**		**0**		**0**		**0**
School Beginning Fund Balance	**$**	**15,288,277**	**$**	**23,998,026**	**$**	**23,998,026**	**$**	**23,998,026**
School Ending Fund Balance	**$**	**23,998,026**	**$**	**23,998,026**	**$**	**23,998,026**	**$**	**23,998,026**

THE GREAT SEAL OF BARTLETT TENNESSEE

AGRICULTURE

LAW

COMMERCE

* 1866 *

CITY OF BARTLETT

TENNESSEE

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 2019 Adopted Budget

Full-Time Authorized Personnel Positions

Utility Administration	
Supervisor	1
General Clerk	2
Skill Clerk	2
Senior Clerk	1
Total Utility Administration	**6**
Water & Wastewater Services	
Manager	1
Driver	5
Foreman	4
Supervisor	1
Meter Reader	4
Sewer Tech	2
Utility Worker	3
Utility Location Technician	1
Total Water & Wastewater Svcs	**21**
Plant Operations	
Manager	1
Engineer	1
Driver	1
Watertreat Operator	3
Total Plant Operations	**6**
Sewer Lagoon	
Manager	1
Watertreat Operator	2
Plant Maintenance	1
Total Sewer Lagoon	**4**
TOTAL UTILITY FUND	**37**

The Utility Fund has four cost centers; Administration, Water & Wastewater Services, Plant Operations and Sewer Lagoon. The Utility Fund budget had a net increase of $2,102,811 (23.19%) over the FY 2018 Projection. In FY19, the Utility Fund will transfer $2.55 million to the CIP for water and sewer projects (a big increase in the transfer to the CIP of $675,000 for FY18). There was no staffing change. FY 2019 budget included a career ladder pay increase and a general 2% salary increase for full-time employees.

Summary Revenue/Expenditure Type

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revenues	*8,702,267*	*8,886,000*	*8,498,500*	*8,747,500*
Salaries	1,633,427	1,738,096	1,683,352	1,779,622
Benefits	1,302,904	832,887	832,529	912,053
Operations	3,170,657	3,544,555	3,413,461	3,601,250
Capital	187,265	1,195,099	1,161,089	978,800
Dbt Svc/Trfr Out	3,557,142	2,025,502	1,985,002	3,906,519
Net Income	**(1,149,128)**	**(450,139)**	**(576,933)**	**(2,430,744)**
Beg Cash Bal	**15,707,311**	**14,558,183**	**14,558,183**	**13,981,250**
End Cash Bal	**14,558,183**	**14,108,044**	**13,981,250**	**11,550,506**

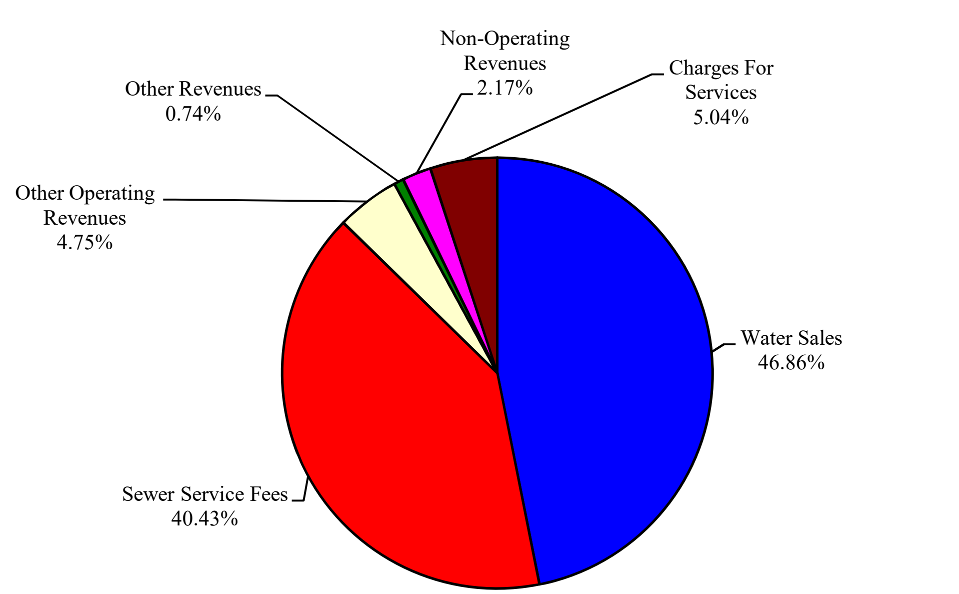
CITY OF BARTLETT
UTILITY FUND SUMMARY
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Utility Revenues				
Operating Revenues	$ 8,416,266	$ 8,604,000	$ 8,298,000	$ 8,483,000
Other Revenues	57,084	37,000	66,000	65,000
Non-Operating Revenues	217,408	245,000	125,000	190,000
Total Utility Revenues	**$ 8,690,758**	**$ 8,886,000**	**$ 8,489,000**	**$ 8,738,000**
Utility Expenditures				
Utility Administration	$ 2,180,366	$ 2,355,356	$ 2,288,780	$ 2,453,481
Water & Wastewater Services	1,917,088	2,019,204	1,927,096	1,890,339
Plant Operations	1,467,381	2,033,542	2,012,160	1,922,468
Sewer Treatment	717,908	902,535	852,895	995,937
Total Utility Expenditures	**$ 6,282,744**	**$ 7,310,637**	**$ 7,080,931**	**$ 7,262,225**
Projected Cash Flow	**$ 2,408,014**	**$ 1,575,363**	**$ 1,408,069**	**$ 1,475,775**
Less:				
Debt Service	$ 1,567,142	$ 1,356,502	$ 1,316,002	$ 1,356,519
Transfer to Capital Improvement Fund	1,990,000	669,000	669,000	2,550,000
Total	**$ 3,557,142**	**$ 2,025,502**	**$ 1,985,002**	**$ 3,906,519**
Net From Operations	**$ (1,149,128)**	**$ (450,139)**	**$ (576,933)**	**$ (2,430,744)**
Beginning Cash Balance	**$ 15,707,311**	**$ 14,558,183**	**$ 14,558,183**	**$ 13,981,250**
Ending Cash Balance	**$ 14,558,183**	**$ 14,108,044**	**$ 13,981,250**	**$ 11,550,506**

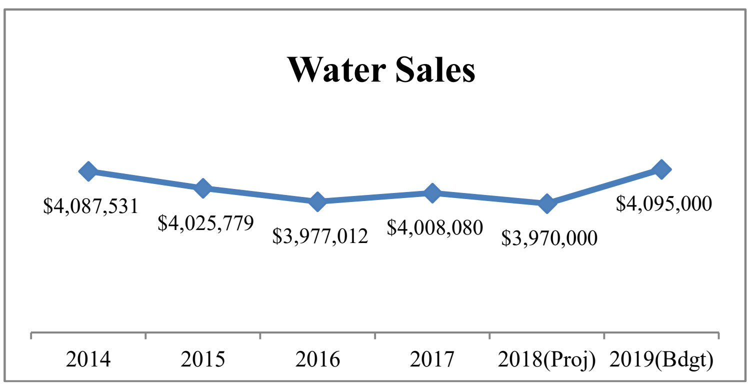
CITY OF BARTLETT
UTILITY FUND REVENUES
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Water Sales				
Metered Water Sales City Residential	$ 2,952,325	$ 3,050,000	$ 2,900,000	$ 3,000,000
Metered Water Sales City Commercial	888,653	920,000	875,000	900,000
Metered Water Sales Rural Residential	178,054	180,000	180,000	180,000
Metered Water Sales Rural Commercial	14,069	16,000	15,000	15,000
Uncollectable Revenue-Water	(25,021)	0	0	0
Total Water Sales	**$ 4,008,080**	**$ 4,166,000**	**$ 3,970,000**	**$ 4,095,000**
Sewer Service Fees				
Sewer Service Fees City Residential	$ 1,871,198	$ 1,900,000	$ 1,800,000	$ 1,850,000
Sewer Service Fees City Commercial	641,434	640,000	640,000	640,000
Sewer Service Fees Rural Commercial	3,798	4,000	4,000	4,000
North Sewer Service Fees City Res.	906,999	910,000	890,000	900,000
North Sewer Service Fees City Comm	44,962	50,000	45,000	45,000
North Sewer Service Fees Rural Res.	86,945	90,000	90,000	90,000
North Sewer Service Fees Rural Comm.	3,653	4,000	4,000	4,000
Uncollectable Revenue-Sewer	(5,922)	0	0	0
Total Sewer Service Fees	**$ 3,553,067**	**$ 3,598,000**	**$ 3,473,000**	**$ 3,533,000**
Other Operating Revenues				
Service Connection Fee	$ 76,655	$ 70,000	$ 70,000	$ 70,000
Disconnect/Reconnect Fee	35,340	35,000	35,000	35,000
Forfeited Discounts	303,738	300,000	305,000	310,000
Total Other Operating Revenues	**$ 415,733**	**$ 405,000**	**$ 410,000**	**$ 415,000**
Other Revenues				
Interest	$ 16,935	$ 7,000	$ 32,000	$ 32,000
Other Revenues	22,286	17,000	19,000	18,000
Reimbursements For Damage	17,863	13,000	15,000	15,000
Total Other Revenues	**$ 57,084**	**$ 37,000**	**$ 66,000**	**$ 65,000**
Non-Operating Revenues				
Water Tap Fees South	$ 66,000	$ 70,000	$ 30,000	$ 50,000
Water Tap Fees North	2,000	20,000	20,000	20,000
Sewer Tap South Basin	66,938	75,000	30,000	50,000
Sewer Tap North Basin	0	20,000	15,000	20,000
Subdivision Development	82,470	60,000	30,000	50,000
Total Non-Operating Revenues	**$ 217,408**	**$ 245,000**	**$ 125,000**	**$ 190,000**
Charges For Services				
Tower Lease Payments	$ 359,436	$ 360,000	$ 360,000	$ 360,000
Water Meter Installation	79,950	75,000	$ 85,000	$ 80,000
Total Charges For Services	**$ 439,386**	**$ 435,000**	**$ 445,000**	**$ 440,000**
TOTAL UTILITY FUND REVENUES	**$ 8,690,758**	**$ 8,886,000**	**$ 8,489,000**	**$ 8,738,000**

FY 2019 UTILITY FUND REVENUES



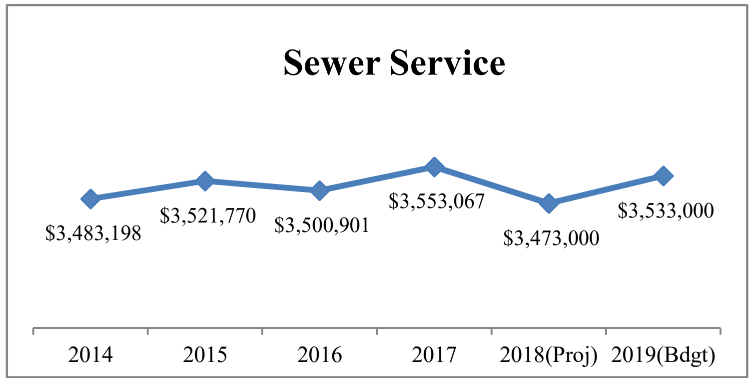
The Utility Revenues include charges for water and sewer usage and connection and development fees for the water and sewer system. We are required to make the Utility system self-sufficient per Tennessee Water and Wastewater Financing Board. No increase in the rates for FY 2019. Water and sewer rates were last increased in 2011. 2.93% increase budgeted for FY 2019.

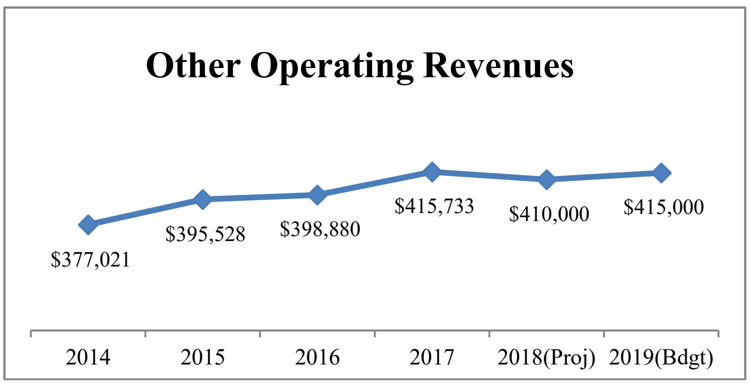


This revenue is based on the volume of water usage with a different rate for residential and commercial users. FY 2019 budget is based on 200 new additional users.

CITY OF BARTLETT
ANALYSIS OF UTILITY REVENUE SOURCES
FY 2019 Adopted Budget

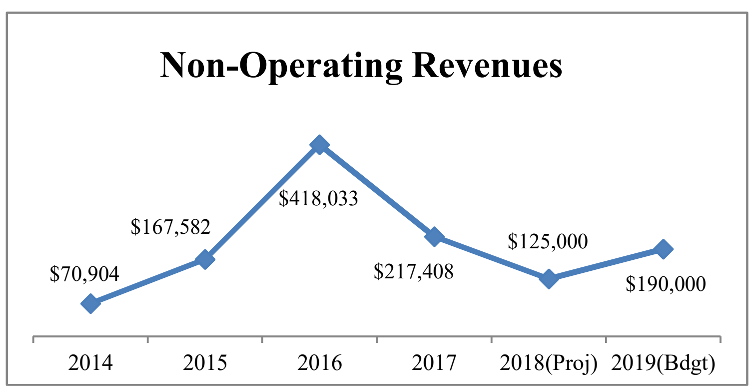
This revenue is based on the volume of water used and is a charge for the collection, treatment, and disposal of wastewater. Sewage in the North Basin is treated by the City and sewage in the South Basin is treated by the City of Memphis. FY 2019 budget is based on 200 new additional users.

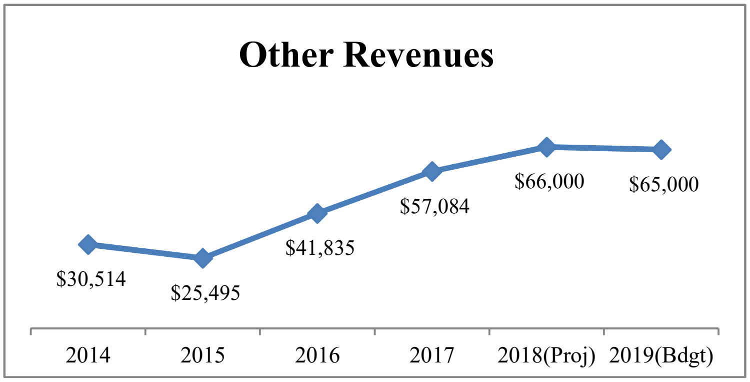




These are service fees and disconnect/reconnect fees for the water and sewer systems and the forfeited discounts.

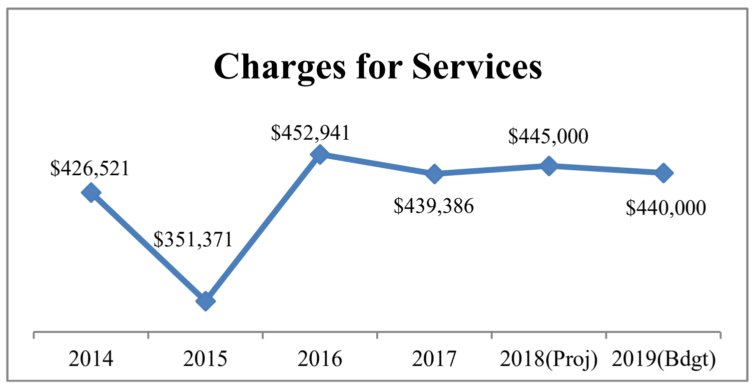
These are developer based tap and connection fees for the water and sewer systems. The Water Connection Fee is $2,000.00 per lot for residential connections and $3,000 per lot for commercial and industrial connections. The Sewer Connection Fee is $2,000.00 per lot for residential connections and the greater of $33 per front foot or $2,333 per acre for commercial and industrial connections.





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

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



UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY

FY 2019 Adopted Budget

Description		FY 2017 Actual		FY 2018 Revised		FY 2018 Projection		FY 2019 Adopted
Department Revenues								
Demand Response Program	$	11,509	$	0	$	9,500	$	9,500
Total Department Revenues	**$**	**11,509**	**$**	**0**	**$**	**9,500**	**$**	**9,500**
Personnel								
Supervisor Salaries	$	261,919	$	273,799	$	273,800	$	276,536
Employee Wages		1,261,849		1,322,474		1,279,121		1,363,763
Overtime Wages		63,648		67,500		70,701		71,000
Special Hours		20,600		23,100		23,100		22,100
Part-Time		25,410		51,223		36,630		46,223
Vacation Pay		14,720		0		6,987		0
Educational Bonus		2,040		2,160		2,280		2,400
Sick Pay		(499)		0		0		0
Longevity Pay		29,828		31,305		32,194		37,226
Bonus		3,100		3,366		3,188		3,342
Employee Health Insurance		322,286		333,892		323,088		396,686
Employee Life Insurance		4,459		5,107		4,568		5,249
Worker's Compensation Insurance		44,716		46,390		46,390		47,600
Retiree Health Insurance		401,911		79,814		77,469		82,015
FICA		119,347		127,879		124,428		131,754
Pension Contribution		349,983		191,582		199,860		192,525
Contributory Retirement Plan		11,014		11,392		12,077		13,256
Total Personnel	**$**	**2,936,331**	**$**	**2,570,983**	**$**	**2,515,881**	**$**	**2,691,675**
Staffing Level								
Full-Time		*34.71*		*37.00*		*35.38*		*37.00*
Part-Time (converted to FTE)		*1.23*		*2.02*		*1.71*		*2.02*
Total Full-Time Equivalent (FTE)		***35.94***		***39.02***		***37.09***		***39.02***
Operations								
Training	$	5,165	$	7,900	$	6,475	$	6,500
Travel		1,453		7,750		7,750		8,050
Professional Services		2,831		2,000		2,000		2,000
Other Professional Service		31,178		34,500		34,500		34,500
Postage & Freight		73,762		81,250		81,250		81,000
Notice Publication		437		1,100		1,095		850
Dues & Subscriptions		527		1,950		1,900		1,800
Utilities		601,282		607,000		607,000		615,000
Water Purchased For Resale		37,763		32,000		32,000		35,000
Phones - Local		3,790		5,550		5,550		5,650
Cellular Phones		7,408		7,000		6,800		7,000
Data Processing - Software		0		11,000		0		11,000
Telecommunication Link		250		1,200		1,200		750
Shop Allocation		24,600		24,600		24,600		24,600
Vehicle Maintenance		50,187		42,000		38,000		41,000
Equipment Maintenance		236,436		286,990		261,000		280,000
Computer Maintenance		3,586		20,000		0		20,000
Grounds Maintenance		5,182		4,700		4,700		5,000
Building Maintenance		22,972		19,000		19,000		19,000
Water & Sewer Line Maintenance		26,234		30,260		24,000		27,500

CITY OF BARTLETT
UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2019 Adopted Budget

Description		FY 2017 Actual		FY 2018 Revised		FY 2018 Projection		FY 2019 Adopted
Waste Refuse		33,387		43,000		38,000		38,000
Bad Debt Expense		4,105		3,000		3,000		3,000
Office Supplies		6,415		6,800		9,400		7,600
Printing		8,934		20,350		13,350		13,350
Petroleum Supplies		47,247		59,000		43,000		50,500
Clothing & Uniforms		9,956		10,700		10,700		10,700
Operating Supplies		16,695		24,500		22,500		24,000
Cleaning Supplies		3,308		5,700		5,700		5,700
Chemical Supplies		88,574		102,800		100,800		100,800
Fill Sand, Dirt & Gravel		15,471		20,000		15,000		20,000
Concrete & Brick		5,072		8,000		6,000		7,000
Small Tools		2,580		2,900		2,900		2,900
Pipe & Materials-System Maintenance		60,974		70,000		67,000		70,000
Meters & Meter Boxes		5,456		10,000		8,200		10,000
Equipment Rental		1,437		500		500		500
Street Barricade & Equip Re		420		400		400		400
Property Insurance		69,690		73,000		74,221		75,000
Vehicle & Equip Insurance		13,891		15,700		14,106		14,400
General Liability Insurance		21,574		21,352		20,952		21,200
Bank Charges		0		4,000		0		4,000
Lab Testing		46,446		58,000		58,000		58,000
CSX Leases		1,171		1,300		1,300		1,300
Cash Over Or Short		1		100		50		100
Pollution Control Fees		49,693		50,700		50,700		51,200
In Lieu Of Tax Payments		562,842		674,603		669,962		670,000
Storage Fees		372		400		400		400
Sewer Service Fees		959,212		1,008,000		1,008,000		1,093,000
State Fees		0		1,200		1,200		1,200
Damage Claims		57		19,000		9,000		19,000
Miscellaneous Other Expenses		638		1,800		300		1,800
Total Operations	**$**	**3,170,657**	**$**	**3,544,555**	**$**	**3,413,461**	**$**	**3,601,250**
Capital								
Communications Equipment	$	0	$	0	$	1,310	$	0
Communications Equipment		4,894		1,600		1,200		1,600
Data Processing Equipment		3,112		7,700		5,200		7,700
Office Equipment		650		1,500		0		1,500
Vehicles		0		83,000		69,080		53,000
Furniture		952		0		0		0
Other Equipment		0		79,200		67,700		16,200
Water/Sewer Mains & System Improvement		177,658		959,599		954,099		898,800
Land Purchase		0		62,500		62,500		0
Total Capital	**$**	**187,265**	**$**	**1,195,099**	**$**	**1,161,089**	**$**	**978,800**
TOTAL UTILITY FUND EXPENDITURES	**$**	**6,282,744**	**$**	**7,310,637**	**$**	**7,080,931**	**$**	**7,262,225**

Utility Administration

City of Bartlett

FY 2019 Request

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 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Salaries	235,591	258,972	254,743	269,220
Benefits	181,375	106,329	112,086	120,961
Operations	1,628,208	1,854,555	1,789,141	1,927,800
Capital	135,192	135,500	132,810	135,500
Total	**2,180,366**	**2,355,356**	**2,288,780**	**2,453,481**

FY 2018 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 2017 Actual	FY 2018 Forecast	FY 2019 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 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Personnel				
Supervisor Salaries	$ 53,497	$ 56,664	$ 56,664	$ 57,797
Employee Wages	178,072	183,748	183,985	192,863
Overtime Wages	296	3,000	653	3,000
Part-Time	3,726	15,560	13,441	15,560
Vacation Pay	4,120	0	0	0
Sick Pay	315	0	0	0
Longevity Pay	4,351	4,575	4,579	4,712
Bonus	517	604	603	603
Employee Health Insurance	41,325	41,148	45,484	53,056
Employee Life Insurance	664	769	696	802
Worker's Compensation Insurance	404	432	432	449
Retiree Health Insurance	65,835	12,021	11,946	12,533
FICA	17,304	19,214	18,790	19,927
Pension Contribution	42,891	24,182	26,172	25,427
Contributory Retirement Plan	3,650	3,384	3,384	3,452
Total Personnel	**$ 416,966**	**$ 365,301**	**$ 366,829**	**$ 390,181**
Staffing Level				
Full-Time	*6.00*	*6.00*	*6.00*	*6.00*
Part-Time (converted to FTE)	*0.20*	*0.74*	*0.63*	*0.74*
Total Full-Time Equivalent (FTE)	***6.20***	***6.74***	***6.63***	***6.74***
Operations				
Training	$ 949	$ 2,500	$ 925	$ 1,000
Travel	0	2,000	2,000	2,000
Postage & Freight	73,330	80,000	80,000	80,000
Dues & Subscriptions	0	100	100	100
Phones - Local	966	1,000	1,000	1,000
Data Processing - Software	0	11,000	0	11,000
Equipment Maintenance	2,337	20,000	1,000	20,000
Computer Maintenance	11	20,000	0	20,000
Bad Debt Expense	4,105	3,000	3,000	3,000
Office Supplies	5,186	4,000	6,600	5,000
Printing	8,920	20,000	13,000	13,000
Operating Supplies	479	1,000	1,000	1,000
General Liability Insurance	9,268	8,852	9,104	9,200
Bank Charges	0	4,000	0	4,000
Cash Over Or Short	1	100	50	100
In Lieu Of Tax Payments	562,842	674,603	669,962	670,000
Formula based on depreciated book value of assets.				
Storage Fees	372	400	400	400
Sewer Service Fees	959,212	1,000,000	1,000,000	1,085,000
Based on treated sewer by City of Memphis. Rate expected to increase in FY2019.				
Damage Claims	0	1,000	1,000	1,000
Miscellaneous Other Expenses	231	1,000	0	1,000
Total Operations	**$ 1,628,208**	**$ 1,854,555**	**$ 1,789,141**	**$ 1,927,800**
Capital				
Building Improvements	$ 0	$ 0	$ 1,310	$ 0

CITY OF BARTLETT
UTILITY ADMINISTRATION
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Communications Equipment	4,894	1,200	1,200	1,200
Data Processing Equipment	1,507	4,000	1,500	4,000
Office Equipment	650	1,500	0	1,500
Furniture	952	0	0	0
Water Mains & System Improvement	127,190	128,800	128,800	128,800
Total Capital	**$ 135,192**	**$ 135,500**	**$ 132,810**	**$ 135,500**
Total Utility Administration	**$ 2,180,366**	**$ 2,355,356**	**$ 2,288,780**	**$ 2,453,481**

Water &
Wastewater Services

City of Bartlett

FY 2019 Request

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 25,525 water meters.

Summary Revenue/Expenditure Type

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Salaries	875,412	928,685	908,557	937,361
Benefits	752,748	492,159	489,717	522,728
Operations	288,928	330,260	286,542	317,850
Capital	0	268,100	242,280	112,400
Total	**1,917,088**	**2,019,204**	**1,927,096**	**1,890,339**

FY 2018 Performance Highlights

Our Tennessee-One-Call locate person processed 11,895 requests for locations in the last 12 months. That's an average of more than 47 per day; The crews maintain: 334 miles of sewer main, 7,300 sewer manholes, 29 lift stations, 380 miles of water main, 3,520 fire hydrants, 7,100 water valves, 39,420 sewer and water services, and 19 miles of forcemains.

Objective	Performance Measures	FY 2017 Actual	FY 2018 Forecast	FY 2019 Projected
Reduce wastewater system inflow and infiltration problems in order to reduce system repair costs	Cost of lift station repairs	$27,500	$33,220	$34,750
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.	$13,200	$15,275	$16,250
Maintain City's sewer and water lines, valves, manholes, and meters	Number of work tickets completed	6854	7125	7200

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Personnel				
Supervisor Salaries	$ 70,522	$ 73,403	$ 73,404	$ 68,997
Employee Wages	755,731	799,419	784,912	812,501
Overtime Wages	35,174	35,000	35,000	35,000
Special Hours	5,200	5,200	5,200	5,200
Part-Time	8,785	15,663	10,041	15,663
Vacation Pay	4,135	0	2,397	0
Educational Bonus	1,320	1,440	1,560	1,680
Sick Pay	(390)	0	0	0
Longevity Pay	20,230	21,111	21,632	24,340
Bonus	1,722	1,897	1,809	1,826
Employee Health Insurance	198,989	209,698	201,562	236,546
Employee Life Insurance	2,438	2,793	2,543	2,821
Worker's Compensation Insurance	30,826	31,909	31,909	32,316
Retiree Health Insurance	231,286	43,641	42,825	44,075
FICA	64,071	68,096	67,061	69,147
Pension Contribution	193,179	105,673	109,492	102,514
Contributory Retirement Plan	4,943	5,901	6,927	7,463
Total Personnel	**$ 1,628,160**	**$ 1,420,844**	**$ 1,398,274**	**$ 1,460,089**
Staffing Level				
Full-Time	*19.71*	*21.00*	*21.00*	*21.00*
Part-Time (converted to FTE)	*0.53*	*0.70*	*0.57*	*0.70*
Total Full-Time Equivalent (FTE)	***20.24***	***21.70***	***21.57***	***21.70***
Operations				
Training	$ 1,255	$ 1,200	$ 1,350	$ 1,300
Travel	969	1,750	1,450	1,750
Other Professional Service	14,548	18,000	18,000	18,000
Postage & Freight	149	200	200	200
Notice Publication	150	0	0	0
Dues & Subscriptions	105	200	245	250
Phones - Local	0	1,350	1,350	1,350
Cellular Phones	2,545	2,500	2,500	2,500
Shop Allocation	14,000	14,000	14,000	14,000
Vehicle Maintenance	45,731	35,000	31,000	35,000
Equipment Maintenance	16,629	10,000	10,000	10,000
Building Maintenance	536	1,500	1,500	1,500
Water & Sewer Line Maintenance	26,234	30,260	24,000	27,500
Office Supplies	516	800	800	800
Petroleum Supplies	34,505	43,000	34,000	36,000
Clothing & Uniforms	8,221	8,500	8,500	8,500
Operating Supplies	12,743	13,000	13,000	13,000
Cleaning Supplies	1,247	1,800	1,800	1,800
Chemical Supplies	766	800	800	800
Fill Sand, Dirt & Gravel	15,471	20,000	15,000	20,000
Concrete & Brick	5,072	8,000	6,000	7,000
Small Tools	2,240	2,500	2,500	2,500
Pipe & Materials-System Maintenance	60,974	70,000	67,000	70,000
Meters & Meter Boxes	5,456	10,000	8,200	10,000

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Street Barricade & Equip Re	420	400	400	400
Vehicle & Equip Insurance	10,538	13,000	10,777	11,000
General Liability Insurance	7,444	7,000	7,170	7,200
Damage Claims	57	15,000	5,000	15,000
Miscellaneous Other Expenses	408	500	0	500
Total Operations	**$ 288,928**	**$ 330,260**	**$ 286,542**	**$ 317,850**
Capital				
Communications Equipment	$ 0	$ 400	$ 0	$ 400
Vehicles	0	83,000	69,080	53,000
1 - F-150 Crew Cab pickup truck $32,000; 1 - Stanley hydraulic power unit with tools $21,000.				
Other Equipment	0	77,200	65,700	14,000
1 - Off road utility vehicle.				
Water Mains & System Improvement	0	45,000	45,000	45,000
Land Purchase	0	62,500	62,500	0
Total Capital	**$ 0**	**$ 268,100**	**$ 242,280**	**$ 112,400**
Total Water & Wastewater Services	**$ 1,917,088**	**$ 2,019,204**	**$ 1,927,096**	**$ 1,890,339**

Utility
Plant Operations

City of Bartlett

FY 2019 Request

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revs/Recvrs	*8,925*	*0*	*7,000*	*7,000*
Salaries	320,016	339,201	334,349	347,697
Benefits	215,840	137,402	140,324	158,271
Operations	929,366	1,024,440	1,011,988	1,020,100
Capital	11,085	532,499	532,499	403,400
Total	**1,467,381**	**2,033,542**	**2,012,160**	**1,922,468**

FY 2018 Performance Highlights

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

Objective	Performance Measures	FY 2017 Actual	FY 2018 Forecast	FY 2019 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 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Department Revenues				
Demand Response Program	$ 8,925	$ 0	$ 7,000	$ 7,000
Total Department Revenues	**$ 8,925**	**$ 0**	**$ 7,000**	**$ 7,000**
Personnel				
Supervisor Salaries	$ 67,665	$ 70,329	$ 70,329	$ 73,072
Employee Wages	207,111	215,372	215,372	225,125
Overtime Wages	22,140	21,000	23,000	23,000
Special Hours	10,200	12,500	12,500	11,500
Part-Time	12,900	20,000	13,148	15,000
Vacation Pay	2,605	0	0	0
Sick Pay	(236)	0	0	0
Longevity Pay	2,439	2,550	2,550	3,574
Bonus	517	520	517	581
Employee Health Insurance	46,592	46,042	46,042	62,396
Employee Life Insurance	807	914	844	954
Worker's Compensation Insurance	7,847	8,148	8,148	8,530
Retiree Health Insurance	59,013	14,285	14,285	14,910
FICA	23,072	24,945	24,320	25,578
Pension Contribution	73,185	39,998	43,618	41,748
Total Personnel	**$ 535,856**	**$ 476,603**	**$ 474,673**	**$ 505,968**
Staffing Level				
Full-Time	*5.00*	*6.00*	*5.00*	*6.00*
Part-Time (converted to FTE)	*0.50*	*0.58*	*0.51*	*0.58*
Total Full-Time Equivalent (FTE)	***5.50***	***6.58***	***5.51***	***6.58***
Operations				
Training	$ 1,788	$ 2,600	$ 2,600	$ 2,600
Travel	484	2,500	2,500	2,500
Other Professional Service	16,100	16,500	16,500	16,500
Ground Water institute.				
Postage & Freight	279	1,000	1,000	750
Notice Publication	287	1,000	1,000	750
Dues & Subscriptions	245	1,500	1,500	1,200
Utilities	441,968	465,000	465,000	465,000
Water Purchased For Resale	37,763	32,000	32,000	35,000
Phones - Local	1,556	2,000	2,000	2,000
Cellular Phones	4,258	4,000	4,000	4,200
Telecommunication Link	250	1,200	1,200	750
Shop Allocation	9,100	9,100	9,100	9,100
Vehicle Maintenance	3,910	6,000	6,000	5,000
Equipment Maintenance	190,127	218,990	215,000	215,000
Computer Maintenance	3,575	0	0	0
Grounds Maintenance	867	2,500	2,500	2,500
Building Maintenance	18,481	15,000	15,000	15,000
Office Supplies	510	1,500	1,500	1,300
Printing	14	350	350	350
Petroleum Supplies	6,628	12,000	5,000	10,000
Clothing & Uniforms	403	800	800	800

CITY OF BARTLETT
PLANT OPERATIONS
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Operating Supplies	361	4,000	2,000	4,000
Cleaning Supplies	1,737	3,600	3,600	3,600
Chemical Supplies	71,703	85,000	85,000	85,000
Property Insurance	51,431	54,000	54,727	55,000
Vehicle & Equip Insurance	1,550	1,500	1,736	1,800
General Liability Insurance	3,713	4,000	3,575	3,600
Lab Testing	19,402	30,000	30,000	30,000
CSX Leases	1,171	1,300	1,300	1,300
Pollution Control Fees	39,703	41,000	41,000	41,000
Shelby County Wellhead protection, State Maintenance fee.				
State Fees	0	1,200	1,200	1,200
Damage Claims	0	3,000	3,000	3,000
Miscellaneous Other Expenses	0	300	300	300
Total Operations	**$ 929,366**	**$ 1,024,440**	**$ 1,011,988**	**$ 1,020,100**
Capital				
Data Processing Equipment	$ 1,605	$ 2,200	$ 2,200	$ 2,200
Other Equipment	0	0	0	1,200
Water Mains & System Improvement	9,480	530,299	530,299	400,000
Tank Maintenance & Paint $130k, Water Line Upgrades $50k, Misc $50k, Remove or paint Woodland tank.				
Total Capital	**$ 11,085**	**$ 532,499**	**$ 532,499**	**$ 403,400**
Total Plant Operations	**$ 1,467,381**	**$ 2,033,542**	**$ 2,012,160**	**$ 1,922,468**

Utility
Sewer Treatment

FY 2019 Request

Summary Revenue/Expenditure Type

Category	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Revs/Recvrs	*2,583*	*0*	*2,500*	*2,500*
Salaries	202,408	211,238	185,703	225,344
Benefits	152,941	96,997	90,402	110,093
Operations	324,155	335,300	325,790	335,500
Capital	40,988	259,000	253,500	327,500
Total	**717,908**	**902,535**	**852,895**	**995,937**

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.

FY 2018 Performance Highlights

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

Objective	Performance Measures	FY 2017 Actual	FY 2018 Forecast	FY 2019 Projected
Provide optimal gallons treated at permitted levels	Meet all Permit limits without violation	17 violations	6 violations	No violations
Participate in TVA energy conservation program	Save money for the utility in peak demand conditions.	Attained	Attained	Attained

SEWER TREATMENT

FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Department Revenues				
Demand Response Program	$ 2,583	$ 0	$ 2,500	$ 2,500
Total Department Revenues	**$ 2,583**	**$ 0**	**$ 2,500**	**$ 2,500**
Personnel				
Supervisor Salaries	$ 70,234	$ 73,403	$ 73,403	$ 76,670
Employee Wages	120,936	123,935	94,852	133,274
Overtime Wages	6,038	8,500	12,048	10,000
Special Hours	5,200	5,400	5,400	5,400
Vacation Pay	3,860	0	4,590	0
Educational Bonus	720	720	720	720
Sick Pay	(188)	0	0	0
Longevity	2,809	3,069	3,433	4,600
Bonus	344	345	259	332
Employee Health Insurance	35,380	37,004	30,000	44,688
Employee Life Insurance	550	631	485	672
Worker's Compensation Insurance	5,639	5,901	5,901	6,305
Retiree Health Insurance	45,778	9,867	8,413	10,497
FICA	14,899	15,624	14,257	17,102
Pension Contribution	40,728	21,729	20,578	22,836
Contributory Retirement Plan	2,421	2,107	1,766	2,341
Total Personnel	**$ 355,349**	**$ 308,235**	**$ 276,105**	**$ 335,437**
Staffing Level				
Full-Time	*4.00*	*4.00*	*3.38*	*4.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.00***	***4.00***	***3.38***	***4.00***
Operations				
Training	$ 1,173	$ 1,600	$ 1,600	$ 1,600
Travel	0	1,500	1,800	1,800
Professional Services	2,831	2,000	2,000	2,000
Other Professional Services	530	0	0	0
Postage	4	50	50	50
Notice Publication	0	100	95	100
Dues & Subscriptions	177	150	55	250
Utilities	159,313	142,000	142,000	150,000
Phones - Local	1,269	1,200	1,200	1,300
Cellular Phones	605	500	300	300
Shop Allocation	1,500	1,500	1,500	1,500
Vehicle Maintenance	545	1,000	1,000	1,000
Equipment Maintenance	27,342	38,000	35,000	35,000
Grounds Maintenance	4,315	2,200	2,200	2,500
Building Maintenance	3,955	2,500	2,500	2,500
Waste Refuse	33,387	43,000	38,000	38,000
Office Supplies	202	500	500	500
Petroleum Supplies	6,114	4,000	4,000	4,500
Clothing & Uniforms	1,333	1,400	1,400	1,400
Operating Supplies	3,112	6,500	6,500	6,000
Cleaning Supplies	324	300	300	300

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Chemical Supplies	16,105	17,000	15,000	15,000
Small Tools	340	400	400	400
Equipment Rental	1,437	500	500	500
Property Insurance	18,259	19,000	19,494	20,000
Vehicle & Equip Insurance	1,803	1,200	1,593	1,600
General Liability Insurance	1,149	1,500	1,103	1,200
Lab Testing	27,043	28,000	28,000	28,000
Pollution Control Fees	9,990	9,700	9,700	10,200
Sewer Service Fees	0	8,000	8,000	8,000
Total Operations	**$ 324,155**	**$ 335,300**	**$ 325,790**	**$ 335,500**
Capital				
Data Processing Equipment	$ 0	$ 1,500	$ 1,500	$ 1,500
Other Equipment	0	2,000	2,000	1,000
Sewer Mains & System Improvement	40,988	255,500	250,000	325,000
Old Brownsville sewer relocation $75k, sewer Rehabs & sewer line upgrades.				
Total Capital	**$ 40,988**	**$ 259,000**	**$ 253,500**	**$ 327,500**
Total Sewer Treatment	**$ 717,908**	**$ 902,535**	**$ 852,895**	**$ 995,937**

CITY OF BARTLETT

TENNESSEE

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.

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.

The primary source of revenue for the Debt Service Fund is a portion (1/3) of the Local Sales Tax. For the Fiscal Year 2019, 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 $5.715 million in general obligation bonds in FY 2019. Additionally, the City plans to issue $1,355,000 in capital outlay notes to fund various projects and equipment as contained in the City's Capital Improvement Plan this year.

Debt Management Policies

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

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

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

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

Credit Ratings

The City of Bartlett is rated AAA (the highest possible) by Standard and Poor's and Aa1 (second highest possible) by Moody's Investor Services.

Debt Limits

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

CITY OF BARTLETT

GENERAL DEBT SERVICE

FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
General Debt Service Revenues				
Local Sales Tax	$ 3,233,019	$ 3,378,400	$ 3,280,000	$ 3,378,400
Proceeds From GO Bonds	940,000	2,005,000	2,005,001	0
Premium On Bond Issue	31,048	319,415	319,415	0
Transfer From General Fund	0	1,500,000	1,500,000	1,000,000
Transfer From General Fund for School Debt	0	2,505,000	2,505,000	2,555,000
Transfer From School for School Debt	0	1,000,000	1,000,000	1,000,000
Transfer From Street Aid Fund	700,000	0	0	0
Transfer From Solid Waste Fund	200,000	163,000	163,000	153,000
Transfer From CIP	66,000	940,529	630,000	200,000
Total General Debt Service Revenues	**$ 5,170,067**	**$ 11,811,345**	**$ 11,402,416**	**$ 8,286,400**
General Debt Service Expenditures				
Paying Agent Fee	$ 2,650	$ 3,500	$ 3,500	$ 3,500
Go Bond Issuance Expense	77,137	265,529	176,772	80,000
TML Note Issuance Expense	7,515	10,000	7,500	10,000
School Bond Issuance Expense	0	225,000	0	0
2007A Principal	135,000	140,000	140,000	0
2008A Principal	59,000	61,000	61,000	64,000
2009A Principal	95,000	100,000	100,000	0
2010A Principal	685,000	705,000	705,000	720,000
2011A Principal	395,000	325,000	325,000	325,000
2012A Principal	785,000	805,000	805,000	830,000
2013A Principal	575,000	590,000	590,000	615,000
2015A Principal	170,000	190,000	190,000	190,000
2016A Principal	0	230,000	230,000	240,000
2017A Principal	0	0	0	1,515,000
2013 Capital Note Principal	108,000	110,000	110,000	113,000
2013A Capital Note Principal	186,000	189,000	189,000	192,000
2014 Capital Note Principal	142,000	145,000	145,000	149,000
2015 Capital Note Principal	142,000	146,000	146,000	149,000
2016 Capital Note Principal	0	149,500	149,500	155,000
2017 Capital Note Principal	0	0	0	258,150
2007A Interest	81,825	76,325	39,563	0
2008A Interest	8,187	10,800	13,500	13,500
2009A Interest	38,596	18,163	9,706	0
2010A Interest	102,363	88,463	88,463	74,213
2011A Interest	43,594	36,394	36,408	29,894
2012A Interest	212,913	189,063	189,063	164,538
2013A Interest	102,769	85,294	85,294	67,219
2015A Interest	209,250	205,650	205,650	199,950
2016A Interest	58,013	135,100	135,100	129,200
2017A Interest	0	85,000	124,668	298,775
School 2017A Interest	0	700,000	697,434	1,690,450
2018A Interest	0	0	0	78,581
2013 Capital Note Interest	10,863	8,542	8,542	6,166
2013A Capital Note Interest	13,581	10,271	10,271	6,906
2014 Capital Note Interest	18,199	15,057	15,057	11,837
2015 Capital Note Interest	20,158	17,235	17,235	14,240

CITY OF BARTLETT
GENERAL DEBT SERVICE
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
2016 Capital Note Interest	10,268	20,424	20,423	17,470
2017 Capital Note Interest	0	40,000	25,107	42,874
2018 Capital Note Interest	0	0	0	16,938
Payments to Escrow Agent	971,048	2,324,415	2,324,415	0
Total General Debt Service Expenditures	**$ 5,465,928**	**$ 8,455,726**	**$ 8,119,171**	**$ 8,471,401**
Net General Debt Service	**$ (295,861)**	**$ 3,355,619**	**$ 3,283,245**	**$ (185,001)**
Beginning Fund Balance	**$ 462,834**	**$ 166,973**	**$ 166,973**	**$ 3,450,217**
Ending Fund Balance	**$ 166,973**	**$ 3,522,592**	**$ 3,450,217**	**$ 3,265,216**

City of Bartlett

SCHEDULE OF BONDS PAYABLE

Future Maturities (Including Interest) - General Long-Term Debt

June 30, 2018

Fiscal Year	2017 Capital Note		Series 2017 Bonds		2016 Capital Note		Series 2016 Bonds		2015 Capital Note		Series 2015 Bonds		2014 Capital Note	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2019	258,150	42,874	1,515,000	1,989,225	155,000	17,470	240,000	129,200	149,000	14,240	190,000	199,950	149,000	11,837
2020	269,000	36,732	1,605,000	1,911,225	158,000	14,434	245,000	123,150	152,000	11,185	200,000	194,150	152,000	8,541
2021	275,000	30,395	1,680,000	1,829,100	161,000	11,339	250,000	116,950	155,000	8,069	205,000	190,100	155,000	5,179
2022	282,000	23,906	1,760,000	1,743,100	165,000	8,177	255,000	110,650	158,000	4,892	205,000	186,000	159,000	1,741
2023	288,000	17,265	1,850,000	1,652,850	168,000	4,947	260,000	105,500	162,000	1,644	210,000	181,850		
2024	295,000	10,473	1,830,000	1,560,850	171,000	1,659	380,000	99,100			215,000	175,450		
2025	302,000	3,518	1,925,000	1,466,975			390,000	91,400			225,000	166,650		
2026			2,030,000	1,368,100			400,000	83,500			235,000	157,450		
2027			2,135,000	1,263,975			400,000	75,500			245,000	146,625		
2028			2,235,000	1,154,725			415,000	67,350			255,000	134,125		
2029			2,155,000	1,044,975			425,000	58,950			270,000	121,000		
2030			2,270,000	934,350			430,000	50,400			280,000	107,250		
2031			2,375,000	830,100			300,000	43,100			295,000	92,875		
2032			2,470,000	733,200			305,000	37,050			310,000	77,750		
2033			2,570,000	632,400			310,000	30,900			325,000	61,875		
2034			2,680,000	527,400			320,000	24,600			340,000	45,250		
2035			2,785,000	418,100			325,000	17,988			360,000	27,750		
2036			2,895,000	304,500			330,000	11,028			375,000	9,375		
2037			3,020,000	186,200			340,000	3,740						
2038			3,145,000	62,900										
	$ 1,969,150	$ 165,164	$ 44,930,000	$ 21,614,250	$ 978,000	$ 58,025	$ 6,320,000	$ 1,280,055	$ 776,000	$ 40,032	$ 4,740,000	$ 2,275,475	$ 615,000	$ 27,298

City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - General Long-Term Debt
June 30, 2018

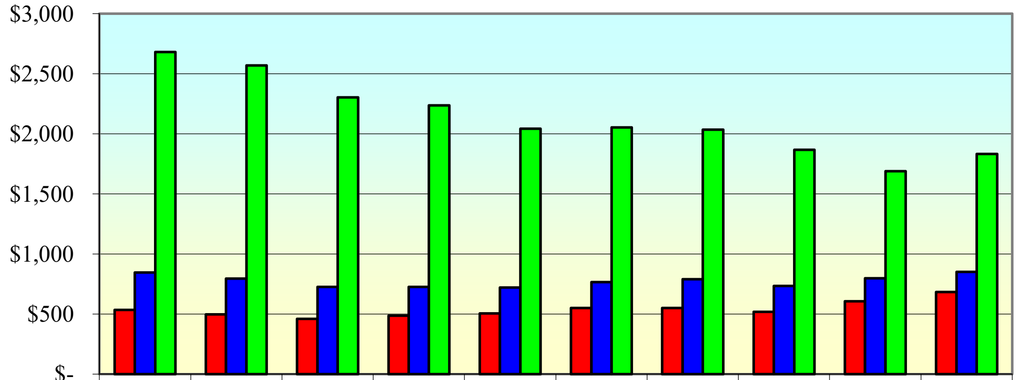
	2013B Capital Note		Series 2013 Bonds		2013A Capital Note		Series 2012 Bonds		Series 2011 Bonds		Series 2010 Bonds		Series 2008 Bonds		Total	
Fiscal Year	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest*	Principal	Interest
2019	113,000	6,166	615,000	67,219	192,000	6,906	830,000	164,538	325,000	29,894	720,000	74,213	64,000	2,287	5,515,150	2,756,018
2020	115,000	3,738	95,000	56,569	196,000	3,489	855,000	139,263	335,000	23,294	735,000	59,203	67,000	2,120	5,179,000	2,587,093
2021	118,000	1,257	100,000	53,644			625,000	117,063	335,000	15,756	745,000	42,547	70,000	1,945	4,874,000	2,423,344
2022			105,000	50,569			640,000	98,088	350,000	7,194	390,000	28,825	73,000	1,763	4,542,000	2,264,905
2023			105,000	47,419			660,000	78,588	55,000	2,131	245,000	20,734	76,000	1,572	4,079,000	2,114,500
2024			110,000	44,194			690,000	61,788	55,000	722	60,000	16,694	80,000	1,374	3,886,000	1,972,303
2025			115,000	40,819			700,000	47,450			65,000	14,894	83,000	1,165	3,805,000	1,832,871
2026			115,000	37,369			715,000	31,969			65,000	12,944	87,000	949	3,647,000	1,692,280
2027			120,000	33,844			110,000	22,481			70,000	10,875	91,000	721	3,171,000	1,554,021
2028			125,000	30,169			115,000	19,528			70,000	8,688	95,000	484	3,310,000	1,415,068
2029			125,000	26,419			115,000	16,509			75,000	6,375	99,000	236	3,264,000	1,274,464
2030			130,000	22,431			120,000	13,200			75,000	3,891			3,305,000	1,131,522
2031			135,000	17,956			125,000	9,525			75,000	1,313			3,305,000	994,869
2032			140,000	13,144			125,000	5,775							3,350,000	866,919
2033			145,000	8,066			130,000	1,950							3,480,000	735,191
2034			150,000	2,719											3,490,000	599,969
2035															3,470,000	463,838
2036															3,600,000	324,903
2037															3,360,000	189,940
2038															3,145,000	62,900
	$ 346,000	$ 11,161	$ 2,430,000	$ 552,547	$ 388,000	$ 10,395	$ 6,555,000	$ 827,713	$ 1,455,000	$ 78,991	$ 3,390,000	$ 301,194	$ 885,000	$ 14,616	$ 75,777,150	$ 27,256,916

* - This is a variable rate loan. Interest rate assumed is 0.94% which was the rate for June 2017.

CITY OF BARTLETT
ANALYSIS OF GENERAL DEBT SERVICE
Last 10 Years

Debt per Capita
(FY 2008 - FY 2017)

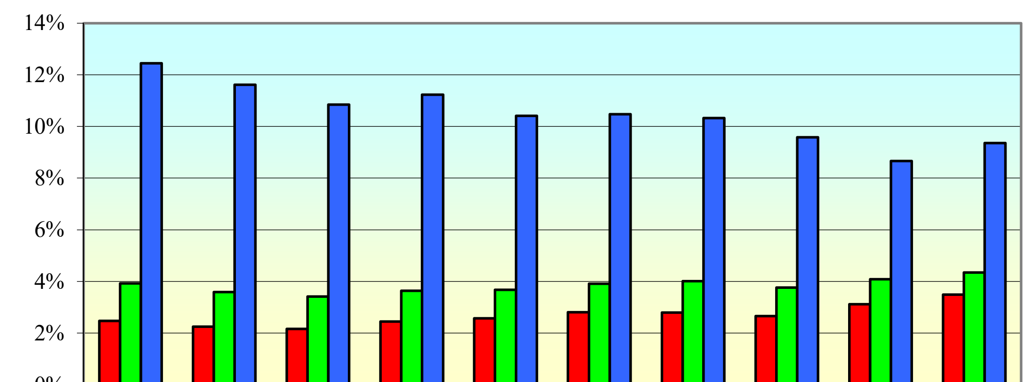
One of the measures of the capacity of a local government to service debt is Debt per Capita. The City of Bartlett's net debt and total debt per capita increased in FY16 & FY17.



	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Net Debt	$534	$498	$458	$487	$504	$550	$551	$519	$607	$683
Total Debt	$846	$794	$725	$726	$720	$766	$789	$734	$797	$851
Net & Overlapping	$2,683	$2,571	$2,304	$2,238	$2,042	$2,054	$2,034	$1,868	$1,689	$1,833

Debt to Assessed Values
(FY 2008 - FY 2017)

Another measure of capacity is the Debt to Assessed Value of Property. The debt to assessed values has increased the last few years (decreasing % is better). The stagnant property values in Bartlett (and many parts of the country) coupled with increasing debt are not good.



	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Net Debt	2.5%	2.3%	2.2%	2.4%	2.6%	2.8%	2.8%	2.7%	3.1%	3.5%
Total Debt	3.9%	3.6%	3.4%	3.6%	3.7%	3.9%	4.0%	3.8%	4.1%	4.3%
Net & Overlapping	12.4%	11.6%	10.8%	11.2%	10.4%	10.5%	10.3%	9.6%	8.7%	9.4%

CITY OF BARTLETT
UTILITY FUND DEBT SERVICE
FY 2019 Adopted Budget

Description	FY 2017 Actual	FY 2018 Revised	FY 2018 Projection	FY 2019 Adopted
Utility Debt Expenditures				
Paying Agent Fee	$ 1,550	$ 1,800	$ 1,550	$ 1,800
Debt Issuance Expense	2,881	47,000	5,150	47,000
2007B Principal	45,000	50,000	50,000	50,000
2008B Principal	43,000	45,000	45,000	47,000
2009B Principal	40,000	45,000	45,000	45,000
2010B Principal	285,000	295,000	295,000	295,000
2011B Principal	490,000	215,000	215,000	225,000
2012B Principal	215,000	225,000	225,000	235,000
2013B Principal	185,000	190,000	190,000	190,000
2007B Interest	27,633	26,333	26,333	24,320
2008B Interest	6,061	8,400	10,000	12,500
2009B Interest	24,226	23,510	23,510	22,340
2010B Interest	38,644	33,319	33,319	27,419
2011B Interest	38,246	34,463	34,463	30,063
2012B Interest	76,981	72,531	72,531	65,631
2013B Interest	47,921	44,146	44,146	38,446
Total Utility Debt Expenditures	**$ 1,567,142**	**$ 1,356,502**	**$ 1,316,002**	**$ 1,356,519**

City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - Water and Sewer Fund
June 30, 2018

Fiscal Year	Series 2013 Bonds		Series 2012 Bonds		Series 2011 Bonds		Series 2010 Bonds	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2019	190,000	38,446	235,000	65,631	225,000	30,063	295,000	27,419
2020	60,000	34,696	240,000	58,506	230,000	25,513	305,000	21,228
2021	60,000	32,896	250,000	51,156	230,000	20,913	310,000	14,306
2022	65,000	31,021	260,000	43,506	235,000	15,675	320,000	6,625
2023	65,000	29,071	265,000	35,631	240,000	9,738	100,000	1,313
2024	65,000	27,121	265,000	29,006	245,000	3,369		
2025	70,000	25,096	275,000	23,434				
2026	70,000	22,996	285,000	17,306				
2027	70,000	20,896	65,000	13,247				
2028	75,000	18,721	65,000	11,541				
2029	75,000	16,321	70,000	9,769				
2030	80,000	13,686	70,000	7,800				
2031	80,000	10,966	75,000	5,625				
2032	85,000	8,066	75,000	3,375				
2033	90,000	4,894	75,000	1,125				
2034	90,000	1,631						
	$ 1,290,000	$ 336,527	$ 2,570,000	$ 376,659	$ 1,405,000	$ 105,269	$ 1,330,000	$ 70,891

City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - Water and Sewer Fund
June 30, 2018

Fiscal Year	Series 2009 Bonds		Series 2008 Bonds		Series 2007 Bonds		Total	
	Principal	Interest	Principal	Interest*	Principal	Interest	Principal	Interest
2019	45,000	22,340	47,000	1,695	50,000	24,320	1,087,000	209,914
2020	45,000	21,058	50,000	1,572	50,000	22,270	980,000	184,843
2021	45,000	19,674	52,000	1,442	55,000	20,091	1,002,000	160,478
2022	50,000	18,140	54,000	1,307	55,000	17,809	1,039,000	134,083
2023	50,000	16,453	57,000	1,166	60,000	15,423	837,000	108,794
2024	50,000	14,703	59,000	1,017	60,000	12,933	744,000	88,148
2025	55,000	12,811	62,000	863	65,000	10,306	527,000	72,511
2026	55,000	10,776	64,000	701	65,000	7,544	539,000	59,324
2027	60,000	8,590	67,000	535	70,000	4,675	332,000	47,943
2028	60,000	6,250	70,000	360	75,000	1,594	345,000	38,466
2029	60,000	3,865	74,000	177			279,000	30,132
2030	65,000	1,333					215,000	22,819
2031							155,000	16,591
2032							160,000	11,441
2033							165,000	6,019
2034							90,000	1,631
	$ 640,000	$ 155,991	$ 656,000	$ 10,835	$ 605,000	$ 136,964	$ 8,496,000	$ 1,193,136

* - This is a variable rate loan. Interest rate assumed is 0.58% which was the rate for June 2016.

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	
2008	8,307,946	4,352,229	3,955,717	895,000	593,012	1,488,012	2.66
2009	6,830,594	4,662,988	2,167,606	880,000	581,992	1,461,992	1.48
2010	6,282,853	5,243,944	1,038,909	1,010,000	563,000	1,573,000	0.66
2011	7,024,139	4,781,719	2,242,420	1,013,000	500,254	1,513,254	1.48
2012	9,398,373	4,897,935	4,500,438	1,100,000	401,108	1,501,108	3.00
2013	8,658,274	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

(1) Excludes depreciation expense.

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

CITY OF BARTLETT

TENNESSEE

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 2019-2023 Capital Improvement budget. Sources of funds, expenditures and project start and completion dates are included. Only the FY 2019 projects were adopted while FY 2020-2023 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. However, we are proposing a general obligation bond issue of $5.715 million for FY 2019 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 2019 are the Old Brownsville West, Appling Road Improvements, Fletcher Creek Greenway Ph1-Ph4, W.J. Freeman Park, Old Brownsville Water Line, Covington Pike Sewer and the Woodlawn Water & Sewer project. Appling Road Improvements, Covington Pike Sewer and Woodland Water & Sewer are new projects and are expected to be completed within 1-4 years. Old Brownsville West & Fletcher Creek Greenway project, started in FY 2013, are funded through STP (surface transportation fund) 80/20 (the City match is 20%) and are expected to to be completed in 2023. W.J. Freeman Park project (5-7 years completion date) & Old Brownsville Water Line project (2 year project) both started in FY17.

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. Two projects will affect the overall operating budget cost are Fletcher Creek Greenway and W.J. Freeman Park. Once these projects are completed, there will be part-time employees and maintenance costs for Fletcher Creek Greenway (about $25,000/year) and for W.J. Freeman Park (about $40,000/year).

CITY OF BARTLETT
FY 2019-2023 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Revenues						
Source of Funds						
G.O. Bonds	$ 5,715,000	$ 7,140,000	$ 7,635,000	$ 6,220,000	$ 3,630,000	**$ 30,340,000**
Capital Note	1,355,000	1,710,000	875,000	1,105,000	845,000	**5,890,000**
Transfer In from General Fund	500,000	0	0	0	0	**500,000**
FD311 Transfers-unspent projects	50,000	0	0	0	0	**50,000**
Transfer In from Park Imp. Fund	16,936	19,683	0	150,000	0	**186,619**
Grant Funds	150,000	0	0	0	0	**150,000**
TDOT 80% match	5,960,000	9,600,000	0	800,000	0	**16,360,000**
Utility Bonds	0	1,000,000	400,000	900,000	400,000	**2,700,000**
Utility Retained Earnings	2,550,000	0	0	0	0	**2,550,000**
Total Revenues	**$ 16,296,936**	**$ 19,469,683**	**$ 8,910,000**	**$ 9,175,000**	**$ 4,875,000**	**$ 58,726,619**
Expenditures						
G.O. Bond/Other Funded						
Administrative	$ 215,000	$ 280,000	$ 250,000	$ 30,000	$ 0	**$ 775,000**
Public Safety	510,000	1,350,000	620,000	1,615,000	620,000	**4,715,000**
Public Works	680,000	250,000	2,750,000	1,750,000	250,000	**5,680,000**
Engineering	10,275,000	15,130,000	2,870,000	3,730,000	2,630,000	**34,635,000**
Parks & Recreation/BPACC	2,066,936	1,459,683	2,020,000	1,150,000	975,000	**7,671,619**
Total G.O. Bond/Other Funded	**$ 13,746,936**	**$ 18,469,683**	**$ 8,510,000**	**$ 8,275,000**	**$ 4,475,000**	**$ 53,476,619**
Utility Bond/Other Funded						
Water	$ 550,000	$ 600,000	$ 0	$ 250,000	$ 0	**$ 1,400,000**
Sewer	2,000,000	400,000	400,000	650,000	400,000	**3,850,000**
Total Utility Bond/Other Funded	**$ 2,550,000**	**$ 1,000,000**	**$ 400,000**	**$ 900,000**	**$ 400,000**	**$ 5,250,000**
Total Expenditures	**$ 16,296,936**	**$ 19,469,683**	**$ 8,910,000**	**$ 9,175,000**	**$ 4,875,000**	**$ 58,726,619**

CITY OF BARTLETT
FY 2019-2023 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY CATEGORY

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
GENERAL FUND						
Source of Funds						
G.O. Bonds	$ 5,715,000	$ 7,140,000	$ 7,635,000	$ 6,220,000	$ 3,630,000	**$ 30,340,000**
Capital Note	1,355,000	1,710,000	875,000	1,105,000	845,000	**5,890,000**
Transfer In from General Fund	500,000	0	0	0	0	**500,000**
FD311 Transfers-unspent projects	50,000	0	0	0	0	**50,000**
Transfer In from Park Imp. Fund	16,936	19,683	0	150,000	0	**186,619**
Grant Funds	150,000	0	0	0	0	**150,000**
TDOT 80% match	5,960,000	9,600,000	0	800,000	0	**16,360,000**
Total Source	**$ 13,746,936**	**$ 18,469,683**	**$ 8,510,000**	**$ 8,275,000**	**$ 4,475,000**	**$ 53,476,619**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	50,000	0	340,000	100,000	100,000	**590,000**
Construction	12,181,936	16,701,683	7,295,000	6,270,000	3,530,000	**45,978,619**
Equipment/Furnishings	1,515,000	1,768,000	875,000	1,905,000	845,000	**6,908,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 13,746,936**	**$ 18,469,683**	**$ 8,510,000**	**$ 8,275,000**	**$ 4,475,000**	**$ 53,476,619**
UTILITY FUND						
Source of Funds						
Utility Bonds	$ 0	$ 1,000,000	$ 400,000	$ 900,000	$ 400,000	**$ 2,700,000**
Utility Retained Earnings	2,550,000	0	0	0	0	**2,550,000**
FD312 Transfers-unspent projects	0	0	0	0	0	**0**
Total Source	**$ 2,550,000**	**$ 1,000,000**	**$ 400,000**	**$ 900,000**	**$ 400,000**	**$ 5,250,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 250,000	$ 0	**$ 250,000**
Design/Engineering	0	0	0	0	0	**0**
Construction	2,550,000	1,000,000	400,000	650,000	400,000	**5,000,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 2,550,000**	**$ 1,000,000**	**$ 400,000**	**$ 900,000**	**$ 400,000**	**$ 5,250,000**
TOTAL CIP COSTS	**$ 16,296,936**	**$ 19,469,683**	**$ 8,910,000**	**$ 9,175,000**	**$ 4,875,000**	**$ 58,726,619**

CIP PROJECT LINE ITEMS SUMMARY

PROJECT	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
FUNDING SOURCES						
General Obligation Bonds	$ 5,715,000	$ 7,140,000	$ 7,635,000	$ 6,220,000	$ 3,630,000	**$ 30,340,000**
Capital Note	1,355,000	1,710,000	875,000	1,105,000	845,000	**5,890,000**
Transfer In from General Fund	500,000	0	0	0	0	**500,000**
FD311 Transfers-unspent projects	50,000	0	0	0	0	**50,000**
Transfer In from Park Imp. Fund	16,936	19,683	0	150,000	0	**186,619**
Grant Funds	150,000	0	0	0	0	**150,000**
TDOT 80% match	5,960,000	9,600,000	0	800,000	0	**16,360,000**
Utility Bonds	0	1,000,000	400,000	900,000	400,000	**2,700,000**
Utility Retained Earnings	2,550,000	0	0	0	0	**2,550,000**
Total Funding Sources	**$ 16,296,936**	**$ 19,469,683**	**$ 8,910,000**	**$ 9,175,000**	**$ 4,875,000**	**$ 58,726,619**
PROJECT COST						
Administrative						
Vehicles & Equipment	$ 65,000	$ 30,000	$ 0	$ 30,000	$ 0	**$ 125,000**
City Hall Renovations	0	250,000	250,000	0	0	**500,000**
BSMC Maintenances	150,000	0	0	0	0	**150,000**
Total Administrative	**$ 215,000**	**$ 280,000**	**$ 250,000**	**$ 30,000**	**$ 0**	**$ 775,000**
Police						
Police Vehicles & Equipment	$ 335,000	$ 435,000	$ 435,000	$ 435,000	$ 435,000	**$ 2,075,000**
Justice Center Maintenance	150,000	120,000	120,000	120,000	120,000	**630,000**
Total Police	**$ 485,000**	**$ 555,000**	**$ 555,000**	**$ 555,000**	**$ 555,000**	**$ 2,705,000**
Fire						
Fire Vehicles	$ 0	$ 35,000	$ 40,000	$ 40,000	$ 40,000	**$ 155,000**
Fire Ambulances	0	210,000	0	220,000	0	**430,000**
Self-Contained Breathing Apparatus	0	550,000	0	0	0	**550,000**
Fire Truck	0	0	0	800,000	0	**800,000**
Total Fire	**$ 0**	**$ 795,000**	**$ 40,000**	**$ 1,060,000**	**$ 40,000**	**$ 1,935,000**
Codes Enforcement						
Codes Enforcement Vehicles	$ 25,000	$ 0	$ 25,000	$ 0	$ 25,000	**$ 75,000**
Total Code Inspection	**$ 25,000**	**$ 0**	**$ 25,000**	**$ 0**	**$ 25,000**	**$ 75,000**

CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

PROJECT	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Public Works						
Public Works Vehicles & Equp	$ 630,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,630,000**
Public Works Vehicles & Equp	50,000	0	0	0	0	**50,000**
City Shop	0	0	2,500,000	1,500,000	0	**4,000,000**
Total Public Works	**$ 680,000**	**$ 250,000**	**$ 2,750,000**	**$ 1,750,000**	**$ 250,000**	**$ 5,680,000**
Engineering						
Engineering Vehicle	$ 0	$ 30,000	$ 30,000	$ 30,000	$ 30,000	**$ 120,000**
City Wide Overlay	1,500,000	2,000,000	2,000,000	2,000,000	2,000,000	**9,500,000**
ADA Transition Plan	0	200,000	200,000	200,000	200,000	**800,000**
Bartlett Blvd Overpass	125,000	0	0	0	0	**125,000**
Old Brownsville West	1,200,000	2,400,000	0	0	0	**3,600,000**
Old Brownsville TDOT	4,800,000	9,600,000	0	0	0	**14,400,000**
Appling Road Improvements	0	500,000	0	0	0	**500,000**
Appling Road Improvements	500,000	0	0	0	0	**500,000**
Brother & Stage Left Signal	300,000	0	0	0	0	**300,000**
Fletcher Creek Greenway Ph2	200,000	0	0	0	0	**200,000**
Fletcher Creek Ph2 TDOT	800,000	0	0	0	0	**800,000**
Fletcher Creek Greenway Ph3	90,000	0	0	0	0	**90,000**
Fletcher Creek Ph3 TDOT	360,000	0	0	0	0	**360,000**
Fletcher Creek Greenway Ph4	0	0	100,000	200,000	0	**300,000**
Fletcher Creek Ph4 TDOT	0	0	0	800,000	0	**800,000**
Germantown North	0	0	140,000	0	0	**140,000**
Old Brownsville East	0	0	0	100,000	0	**100,000**
Various Drainage Projects	400,000	400,000	400,000	400,000	400,000	**2,000,000**
Total Engineering	**$ 10,275,000**	**$ 15,130,000**	**$ 2,870,000**	**$ 3,730,000**	**$ 2,630,000**	**$ 34,635,000**
Parks						
Parks Vehicles & Equipment	170,000	65,000	65,000	65,000	65,000	**$ 430,000**
Recreation Ctr Equipment/Repairs	70,000	20,000	0	0	0	**90,000**
Singleton Equipment/Repairs	25,000	45,000	0	0	0	**70,000**
Senior Center Equipment/Repairs	35,000	40,000	30,000	35,000	0	**140,000**

CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

PROJECT	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Parks Maintenances	290,000	100,000	650,000	0	160,000	**1,200,000**
Parks Maintenances	16,936	19,683	0	150,000	0	**186,619**
Parks Restroom Renovations-ADA	500,000	350,000	275,000	200,000	0	**1,325,000**
Parks Restroom Renovations-ADA	150,000	0	0	0	0	**150,000**
W.J. Freeman Park Project	500,000	750,000	1,000,000	700,000	750,000	**3,700,000**
Total Parks	**$ 1,756,936**	**$ 1,389,683**	**$ 2,020,000**	**$ 1,150,000**	**$ 975,000**	**$ 7,291,619**
Perfoming Arts Center						
BPACC Repairs & Improvements	$ 310,000	$ 70,000	$ 0	$ 0	$ 0	**$ 380,000**
Total Performing Arts Center	**$ 310,000**	**$ 70,000**	**$ 0**	**$ 0**	**$ 0**	**$ 380,000**
Water						
Old Brownsville Water Line	$ 300,000	$ 600,000	$ 0	$ 0	$ 0	**$ 900,000**
Water Extention Kirby Whitten	250,000	0	0	0	0	**250,000**
Water Plant Site	0	0	0	250,000	0	**250,000**
Transfer to Utility Funds	0	0	0	0	0	**0**
Total Water	**$ 550,000**	**$ 600,000**	**$ 0**	**$ 250,000**	**$ 0**	**$ 1,400,000**
Sewers						
Sewers in Annexation Area	$ 400,000	$ 400,000	$ 400,000	$ 400,000	$ 400,000	**$ 2,000,000**
Covington Pike Sewer	600,000	0	0	0	0	**600,000**
Woodlawn Water & Sewer	1,000,000	0	0	0	0	**1,000,000**
Upgrade Sewage Plant #2	0	0	0	250,000	0	**250,000**
Total Sewers	**$ 2,000,000**	**$ 400,000**	**$ 400,000**	**$ 650,000**	**$ 400,000**	**$ 3,850,000**
TOTAL CIP	**$ 16,296,936**	**$ 19,469,683**	**$ 8,910,000**	**$ 9,175,000**	**$ 4,875,000**	**$ 58,726,619**

ADMINISTRATIVE SUMMARY

PROJECT	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Administrative						
Vehicles & Equipment	$ 65,000	$ 30,000	$ 0	$ 30,000	$ 0	**$ 125,000**
City Hall Renovations	0	250,000	250,000	0	0	**500,000**
BSMC Maintenances	150,000	0	0	0	0	**150,000**
Transfer to State Street Aid Fund	0	0	0	0	0	**0**
Transfer to Debt Service Fund	0	0	0	0	0	**0**
Total Administrative	**$ 215,000**	**$ 280,000**	**$ 250,000**	**$ 30,000**	**$ 0**	**$ 775,000**
Source of Funds						
G.O. Bonds	$ 150,000	$ 250,000	$ 250,000	$ 0	$ 0	**$ 650,000**
Capital Note	65,000	30,000	0	30,000	0	**125,000**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 215,000**	**$ 280,000**	**$ 250,000**	**$ 30,000**	**$ 0**	**$ 775,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	150,000	250,000	250,000	0	0	**650,000**
Equipment/Furnishings	65,000	30,000	0	30,000	0	**125,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 215,000**	**$ 280,000**	**$ 250,000**	**$ 30,000**	**$ 0**	**$ 775,000**

Project No.: 10619

Project Name: Vehicles and Equipment

Project Description

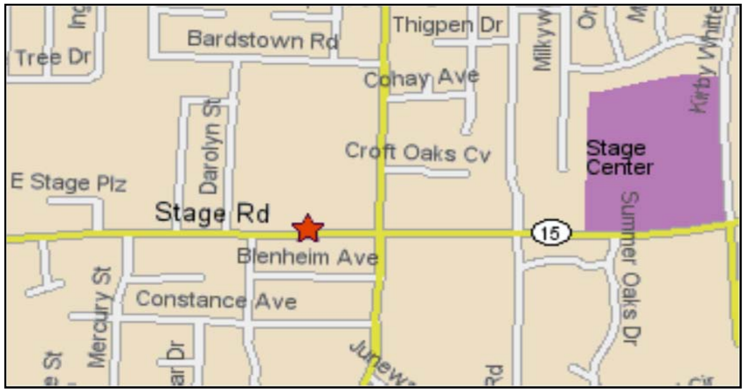
Replace 2 vehicles.

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	07/18	06/22
Total Project	**07/18**	**06/22**

Location

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

Location Map



Impact on Operating Budget	FY 2019	FY 2020	FY 2021
Personnel	$ 0	$ 0	$ 0
Operations	2,500	2,600	2,600
Capital	0	0	0
Total Costs on Oper. Budget	**$ 2,500**	**$ 2,600**	**$ 2,600**

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

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	65,000	30,000	0	30,000	0	**125,000**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 65,000**	**$ 30,000**	**$ 0**	**$ 30,000**	**$ 0**	**$ 125,000**
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	65,000	30,000	0	30,000	0	**125,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 65,000**	**$ 30,000**	**$ 0**	**$ 30,000**	**$ 0**	**$ 125,000**

ADMINISTRATIVE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 11020

Project Name: City Hall Renovations

Project Description

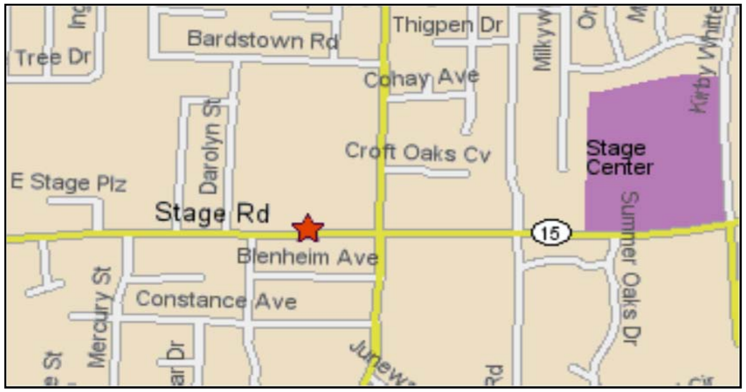
Renovates part of City Hall to improve office efficiency.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/19	06/21
Equipment/Furnishings	N/A	N/A
Total Project	**07/19**	**06/21**

Location

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

Location Map



Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 250,000	$ 250,000	$ 0	$ 0	**$ 500,000**
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**
Total Source	**$ 0**	**$ 250,000**	**$ 250,000**	**$ 0**	**$ 0**	**$ 500,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	0	250,000	250,000	0	0	**500,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 250,000**	**$ 250,000**	**$ 0**	**$ 0**	**$ 500,000**

Project No.: 10219

Project Name: Bartlett Station Municipal Center Maintenances

Project Description

1. Renovation of five stained glass windows on the east side of BSMC chapel. This includes removing, repairing and replacing stained glass windows and removing and replacing existing wood framing with redwood, Spanish cypress or cedar to prevent wood rot. 2. Mechanical and plumbing work to replace existing HVAC which covers reception hall and upstairs offices.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/18	06/19
Equipment/Furnishings	N/A	N/A
Total Project	**07/18**	**06/19**

Location

Bartlett Station Municipal Center, 5868 Stage Road .

Location Map

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 150,000	$ 0	$ 0	$ 0	$ 0	**$ 150,000**
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**
Total Source	**$ 150,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 150,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	150,000	0	0	0	0	**150,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 150,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 150,000**

PUBLIC SAFETY SUMMARY

PROJECT	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Police						
Police Vehicles & Equipment	$ 335,000	$ 435,000	$ 435,000	$ 435,000	$ 435,000	**$ 2,075,000**
Justice Center Maintenance	150,000	120,000	120,000	120,000	120,000	**630,000**
Total Police	**$ 485,000**	**$ 555,000**	**$ 555,000**	**$ 555,000**	**$ 555,000**	**$ 2,705,000**
Fire						
Fire Vehicles	$ 0	$ 35,000	$ 40,000	$ 40,000	$ 40,000	**$ 155,000**
Fire Ambulances	0	210,000	0	220,000	0	**430,000**
Self-Contained Breathing Apparat	0	550,000	0	0	0	**550,000**
Fire Truck	0	0	0	800,000	0	**800,000**
Total Fire	**$ 0**	**$ 795,000**	**$ 40,000**	**$ 1,060,000**	**$ 40,000**	**$ 1,935,000**
Codes Enforcement						
Codes Enforcement Vehicles	$ 25,000	$ 0	$ 25,000	$ 0	$ 25,000	**$ 75,000**
Total Code Enforcement	**$ 25,000**	**$ 0**	**$ 25,000**	**$ 0**	**$ 25,000**	**$ 75,000**
Source of Funds						
G.O. Bonds	$ 150,000	$ 120,000	$ 120,000	$ 920,000	$ 120,000	**$ 1,430,000**
Capital Note	360,000	1,230,000	500,000	695,000	500,000	**3,285,000**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 510,000**	**$ 1,350,000**	**$ 620,000**	**$ 1,615,000**	**$ 620,000**	**$ 4,715,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	150,000	120,000	120,000	120,000	120,000	**630,000**
Equipment/Furnishings	360,000	1,230,000	500,000	1,495,000	500,000	**4,085,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 510,000**	**$ 1,350,000**	**$ 620,000**	**$ 1,615,000**	**$ 620,000**	**$ 4,715,000**

Department: POLICE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 20319

Project Name: Police Vehicles & Equipment

Project Description

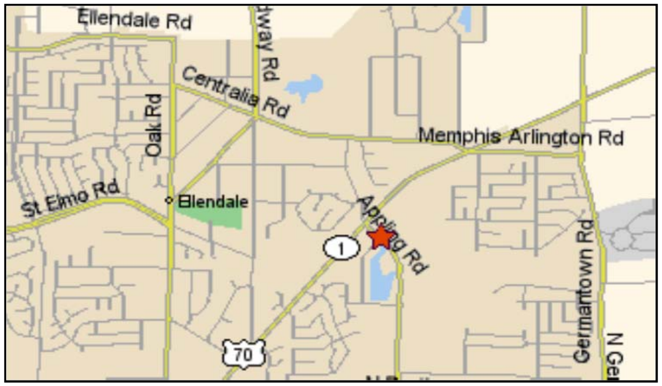
7 Dodge Chargers ($47,585 each equipped (lights, radars, cameras, computers, wraps, e-ticket printers and radio total $335k).

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	07/18	06/23
Total Project	**07/18**	**06/23**

Location

3730 Appling Rd.

Location Map



Impact on Operating Budget	FY 2019	FY 2020	FY 2021
Personnel	$ 0	$ 0	$ 0
Operations	26,400	26,400	26,400
Capital	0	0	0
Total Impact Oper. Budget	**$ 26,400**	**$ 26,400**	**$ 26,400**

Future Years and explanations: $17,000 petroleum & $9,400 repairs/maintenance per year.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	335,000	435,000	435,000	435,000	435,000	**2,075,000**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 335,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 2,075,000**
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	335,000	435,000	435,000	435,000	435,000	**2,075,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 335,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 2,075,000**

Department: POLICE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 20519

Project Name: Justice Center Maintenance

Project Description

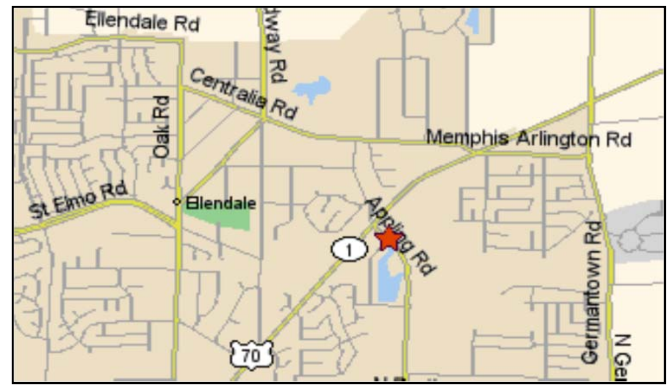
Roof $150k.

Project Schedule	**Start**	**Finish**
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/18	06/23
Equipment/Furnishings	N/A	N/A
Total Project	**07/18**	**06/23**

Location

3730 Appling Rd.

Location Map



Impact on Operating Budget	**FY 2019**	**FY 2020**	**FY 2021**
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.

	FY 2019	**FY 2020**	**FY 2021**	**FY 2022**	**FY 2023**	**TOTAL**
Source of Funds						
G.O. Bonds	$ 150,000	$ 120,000	$ 120,000	$ 120,000	$ 120,000	**$ 630,000**
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**
Total Source	**$ 150,000**	**$ 120,000**	**$ 120,000**	**$ 120,000**	**$ 120,000**	**$ 630,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	150,000	120,000	120,000	120,000	120,000	**630,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 150,000**	**$ 120,000**	**$ 120,000**	**$ 120,000**	**$ 120,000**	**$ 630,000**

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 25720
Project Name: Fire Vehicles

Project Description
Replace aging 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	07/19	06/23
Total Project	**07/19**	**06/23**

Location
2939 Altruria Rd, Bartlett, TN 38134

Location Map

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
Personnel	$ 0	$ 0	$ 0
Operations	0	3,300	3,500
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 3,300**	**$ 3,500**

Future Years and explanations: $3,000 petroleum & $500 repairs/maintenance per year.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	0	35,000	40,000	40,000	40,000	**155,000**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 35,000**	**$ 40,000**	**$ 40,000**	**$ 40,000**	**$ 155,000**
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	35,000	40,000	40,000	40,000	**155,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 35,000**	**$ 40,000**	**$ 40,000**	**$ 40,000**	**$ 155,000**

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 25620

Project Name: Fire Ambulances

Project Description

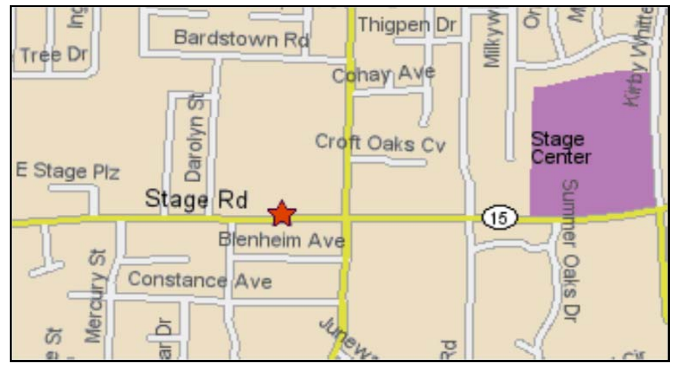
New ambulance to replace high mileage ambulances.

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	07/19	06/22
Total Project	**07/19**	**06/22**

Location

Station 2, 5996 Mps-Arl.

Location Map



Impact on Operating Budget	FY 2019	FY 2020	FY 2021
Personnel	$ 0	$ 0	$ 0
Operations	0	7,000	7,500
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 7,000**	**$ 7,500**

Future Years and explanations: Petroleum & repairs/maintenance cost is around 8,000/year.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	0	210,000	0	220,000	0	**430,000**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 210,000**	**$ 0**	**$ 220,000**	**$ 0**	**$ 430,000**
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	210,000	0	220,000	0	**430,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 210,000**	**$ 0**	**$ 220,000**	**$ 0**	**$ 430,000**

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 25620

Project Name: Self-Contained Breathing Apparatus

Project Description

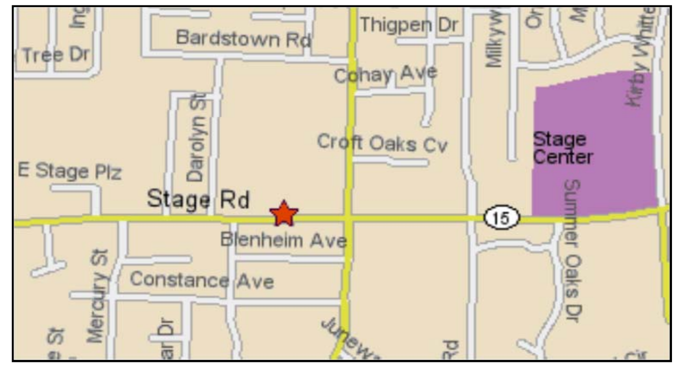
Replaces obsolete Self-Contained Breathing Apparatus (SCBA) to the 2018 standard.

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	07/19	06/20
Total Project	**07/19**	**06/20**

Location

2939 Altruria Rd, Bartlett, TN 38134

Location Map



Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	0	550,000	0	0	0	**550,000**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 550,000**	**$ 0**	**$ 0**	**$ 0**	**$ 550,000**
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	550,000	0	0	0	**550,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 550,000**	**$ 0**	**$ 0**	**$ 0**	**$ 550,000**

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 25222

Project Name: Fire Truck 2022

Project Description

Replace Fire Truck in FY22.

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	07/21	06/22
Total Project	**07/21**	**06/22**

Location

Station 4, 6875 Old Brownsville Road

Location Map

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
Personnel	$ 0	$ 0	$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations: $17,000 petroleum & $8,000 repairs/maintenance per year.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 800,000	$ 0	**$ 800,000**
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**
Total Source	**$ 0**	**$ 0**	**$ 0**	**$ 800,000**	**$ 0**	**$ 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	0	0	800,000	0	**800,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 0**	**$ 0**	**$ 800,000**	**$ 0**	**$ 800,000**

Department: CODES ENFORCEMENT

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 29119

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	07/18	06/23
Total Project	**07/18**	**06/23**

Location

6382 Stage Road, Bartlett.

Location Map

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
Personnel	$ 0	$ 0	$ 0
Operations	7,000	7,000	7,000
Capital	0	0	0
Total Impact Oper. Budget	**$ 7,000**	**$ 7,000**	**$ 7,000**

Future Years and explanations: $5,000 for petroleum and $2,500 maintenance/repairs per year.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	25,000	0	25,000	0	25,000	**75,000**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 25,000**	**$ 0**	**$ 25,000**	**$ 0**	**$ 25,000**	**$ 75,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	0	0	0	0	0	**0**
Equipment/Furnishings	25,000	0	25,000	0	25,000	**75,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 25,000**	**$ 0**	**$ 25,000**	**$ 0**	**$ 25,000**	**$ 75,000**

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

PUBLIC WORKS SUMMARY

PROJECT	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Public Works						
Public Works Vehicles & Equp	$ 680,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,680,000**
City Shop	0	0	2,500,000	1,500,000	0	**4,000,000**
Total Public Works	**$ 680,000**	**$ 250,000**	**$ 2,750,000**	**$ 1,750,000**	**$ 250,000**	**$ 5,680,000**
Engineering						
Engineering Vehicle	$ 0	$ 30,000	$ 30,000	$ 30,000	$ 30,000	**$ 120,000**
City Wide Overlay	1,500,000	2,000,000	2,000,000	2,000,000	2,000,000	**9,500,000**
ADA Transition Plan	0	200,000	200,000	200,000	200,000	**800,000**
Bartlett Blvd Overpass	125,000	0	0	0	0	**125,000**
Old Brownsville West	6,000,000	12,000,000	0	0	0	**18,000,000**
Appling Road Improvements	500,000	500,000	0	0	0	**1,000,000**
Brother & Stage Left Signal	300,000	0	0	0	0	**300,000**
Fletcher Creek Greenway Ph2	1,000,000	0	0	0	0	**1,000,000**
Fletcher Creek Greenway Ph3	450,000	0	0	0	0	**450,000**
Fletcher Creek Greenway Ph4	0	0	100,000	1,000,000	0	**1,100,000**
Germantown North	0	0	140,000	0	0	**140,000**
Old Brownsville East	0	0	0	100,000	0	**100,000**
Various Drainage Projects	400,000	400,000	400,000	400,000	400,000	**2,000,000**
Total Engineering	**$ 10,275,000**	**$ 15,130,000**	**$ 2,870,000**	**$ 3,730,000**	**$ 2,630,000**	**$ 34,635,000**
Source of Funds						
G.O. Bonds	$ 3,815,000	$ 5,500,000	$ 5,340,000	$ 4,400,000	$ 2,600,000	**$ 21,655,000**
Capital Note	630,000	280,000	280,000	280,000	280,000	**1,750,000**
Transfer In from General Fund	500,000	0	0	0	0	**500,000**
FD311 Transfers-unspent projects	50,000	0	0	0	0	**50,000**
TDOT 80% match	5,960,000	9,600,000	0	800,000	0	**$ 16,360,000**
Total Source	**$ 10,955,000**	**$ 15,380,000**	**$ 5,620,000**	**$ 5,480,000**	**$ 2,880,000**	**$ 40,315,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	240,000	100,000	0	**340,000**
Construction	10,275,000	15,100,000	5,100,000	5,100,000	2,600,000	**38,175,000**
Equipment/Furnishings	680,000	280,000	280,000	280,000	280,000	**1,800,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 10,955,000**	**$ 15,380,000**	**$ 5,620,000**	**$ 5,480,000**	**$ 2,880,000**	**$ 40,315,000**

Department: PUBLIC WORKS

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 30719

Project Name: Public Works Vehicles & Equipment

Project Description

Admin - *Fuel System & Leak Detection System Upgrade - (65k).* ***Gen. Maint.-*** *Asphalt Roller with Trailer - (53.5k), Tandem Axle Cab & Chassis Tractor - (96k), Hydraulic Excavator - (190k), F-350 Crew Cab with Utility Crane Bed - (56k), Salt Bin - (155k).* ***Grd. Maint.-*** *40hp Kubota Tractor - (25k), F-250 Crew Cab - (38k).* ***Total CIP Request - $678,500.***

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	07/18	06/23
Total Project	**07/18**	**06/23**

Location

Public Works buildings around the City.

Location Map

At various locations throughout the City.

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
Personnel	$ 0	$ 0	$ 0
Operations	50,000	52,000	54,000
Capital	0	0	0
Total Impact Oper. Budget	**$ 50,000**	**$ 52,000**	**$ 54,000**

Future Years and explanations: $37,000 petroleum & 19,000 repairs/maintenance per year.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	630,000	250,000	250,000	250,000	250,000	**1,630,000**
Transfer In from General Fund	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	50,000	0	0	0	0	**50,000**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 680,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 1,680,000**
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	680,000	250,000	250,000	250,000	250,000	**1,680,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 680,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 1,680,000**

Department: PUBLIC WORKS

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 310

Project Name: City Shop

Project Description

Purchases land in FY 2017 and starts contruction in FY 2021.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/19	06/22
Equipment/Furnishings	N/A	N/A
Total Project	**07/19**	**06/22**

Location

To be determined.

Location Map

To be determined.

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
Personnel	$ 0	$ 0	$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations: estimated a saving of $4,000 in repairs/maintenance per year.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 2,500,000	$ 1,500,000	$ 0	**$ 4,000,000**
Capital Note	0	0	0	0	0	**0**
Transfer In from General Fund	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 0**	**$ 2,500,000**	**$ 1,500,000**	**$ 0**	**$ 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	0	2,500,000	1,500,000	0	**4,000,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 0**	**$ 2,500,000**	**$ 1,500,000**	**$ 0**	**$ 4,000,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 42020

Project Name: Engineering Vehicle

Project Description

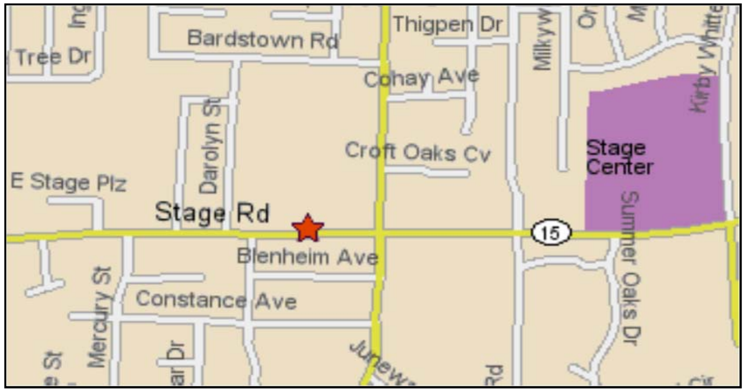
Vehicle replacement.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/19	06/23
Total Project	**07/19**	**06/23**

Location

6382 Stage Road, Bartlett.

Location Map



Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	0	30,000	30,000	30,000	30,000	**120,000**
Transfer In from General Fund	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 30,000**	**$ 30,000**	**$ 30,000**	**$ 30,000**	**$ 120,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	0	0	0	0	0	**0**
Equipment/Furnishings	0	30,000	30,000	30,000	30,000	**120,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 30,000**	**$ 30,000**	**$ 30,000**	**$ 30,000**	**$ 120,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

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	07/10	06/23
Equipment/Furnishings	N/A	N/A
Total Project	**07/10**	**06/23**

Location

All over the city.

Location Map

Streets throughout the City of Bartlett.

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 1,500,000	$ 2,000,000	$ 2,000,000	$ 2,000,000	$ 2,000,000	**$ 9,500,000**
Capital Note	0	0	0	0	0	**0**
Transfer In from General Fund	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 1,500,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 9,500,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	1,500,000	2,000,000	2,000,000	2,000,000	2,000,000	**9,500,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 1,500,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 9,500,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 455

Project Name: ADA Transition Plan

Project Description

Assess City Properties to determine adequacy of ADA accessability.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	07/19	06/23
Construction	N/A	N/A
Total Project	**07/19**	**06/23**

Location

Locations all over the City.

Location Map

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 200,000	$ 200,000	$ 200,000	$ 200,000	**$ 800,000**
Capital Note	0	0	0	0	0	**0**
Transfer In from General Fund	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
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	200,000	200,000	200,000	200,000	**800,000**
Equipment/Furnishings	0	0	0	0	0	**0**
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
FY 2019 - FY 2023

Project No.: 302

Project Name: Bartlett Blvd Overpass

Project Description

Bartlett Blvd Bridge Over the CSX Railroad: Repair Deck, Replace Slope Paving under and around the bridge as well as milling existing asphalt and repaving the surface.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/18	06/19
Equipment/Furnishings	N/A	N/A
Total Project	**07/18**	**06/19**

Location

Bartlett Blvd North of Stage Road.

Location Map

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 125,000	$ 0	$ 0	$ 0	$ 0	**$ 125,000**
Capital Note	0	0	0	0	0	**0**
Transfer In from General Fund	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 125,000**	**$ 0**		**$ 0**	**$ 0**	**$ 125,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	125,000	0	0	0	0	**125,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 125,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 125,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 422

Project Name: Old Brownsville West

Project Description

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

Project Schedule	Start	Finish
Land/Right of Way	07/15	06/19
Design/Engineering	07/15	06/19
Utility Relocation	N/A	N/A
Construction	07/18	06/21
Total Project	**07/15**	**06/21**

Location

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

Location Map

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 1,200,000	$ 2,400,000	$ 0	$ 0	$ 0	**$ 3,600,000**
Capital Note	0	0	0	0	0	**0**
Transfer In from General Fund	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	4,800,000	9,600,000	0	0	0	**14,400,000**
Total Source	**$ 6,000,000**	**$ 12,000,000**	**$ 0**	**$ 0**	**$ 0**	**$ 18,000,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	6,000,000	12,000,000	0	0	0	**18,000,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 6,000,000**	**$ 12,000,000**	**$ 0**	**$ 0**	**$ 0**	**$ 18,000,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 457

Project Name: Appling Road Improvements

Project Description

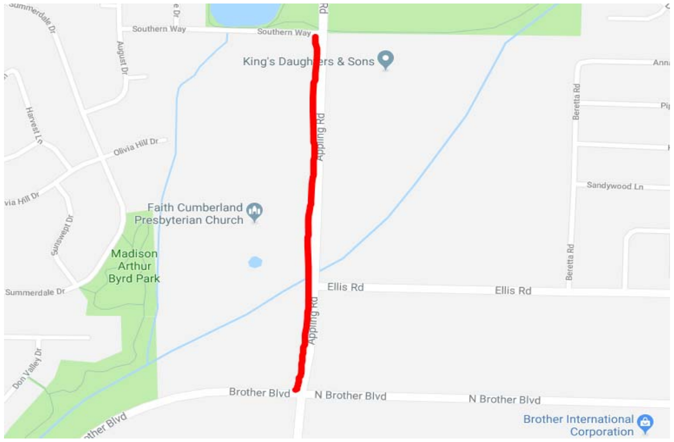
Appling Road Improvements include the Curb, Gutter and Sidewalk on the West Side only from Southern Way southwardly to Brother Blvd.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/18	06/19
Construction	07/19	06/21
Equipment/Furnishings	N/A	N/A
Total Project	**07/18**	**06/21**

Location

Widening of the West side of Appling Road; between Brother Blvd. and Southern Way.

Location Map



Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 500,000	$ 0	$ 0	$ 0	**$ 500,000**
Capital Note	0	0	0	0	0	**0**
Transfer In from General Fund	500,000	0	0	0	0	**500,000**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 500,000**	**$ 500,000**	**$ 0**	**$ 0**	**$ 0**	**$ 1,000,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	500,000	500,000	0	0	0	**1,000,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 500,000**	**$ 500,000**	**$ 0**	**$ 0**	**$ 0**	**$ 1,000,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 454

Project Name: Brother and Stage Left Turn

Project Description

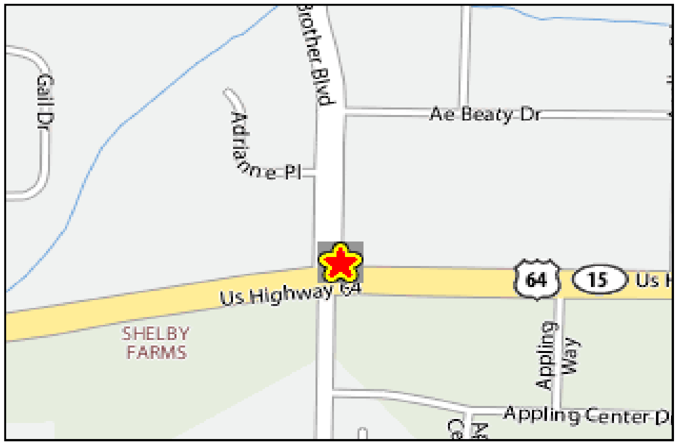
Install an east bound left turn lane on Brother along with signal modifications.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/18	06/19
Construction	07/18	06/19
Equipment/Furnishings	N/A	N/A
Total Project	**07/18**	**06/19**

Location

Brother and Stage.

Location Map



Impact on Operating Budget	FY 2019	FY 2020	FY 2021
Personnel	$ 0	$ 0	$ 0
Operations	0	0	0
Capital	0	0	0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

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

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 300,000	$ 0	$ 0	$ 0	$ 0	**$ 300,000**
Capital Note	0	0	0	0	0	**0**
Transfer In from General Fund	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 300,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 300,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	300,000	0	0	0	0	**300,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 300,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 300,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 4512

Project Name: Fletcher Creek Greenway Ph2

Project Description

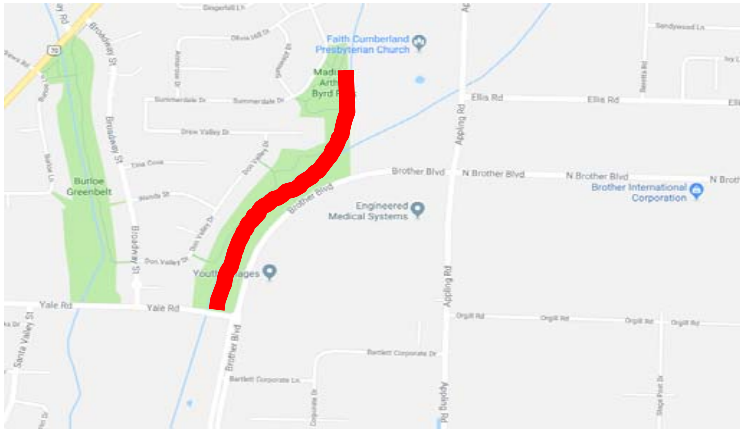
Phase 2 of the Fletcher Creek Walking Trail.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/16	06/19
Construction	07/18	06/20
Equipment/Furnishings	N/A	N/A
Total Project	**07/16**	**06/20**

Location

Summer Ave & Burloe Ln.

Location Map



Impact on Operating Budget	FY 2019	FY 2020	FY 2021
Personnel	$ 0	$ 0	$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations: Once the greenway is finished, there will be some maintenance costs, around $25,000/year.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 200,000	$ 0	$ 0	$ 0	$ 0	**$ 200,000**
Capital Note	0	0	0	0	0	**0**
Transfer In from General Fund	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	800,000	0	0	0	0	**800,000**
Total Source	**$ 1,000,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 1,000,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	1,000,000	0	0	0	0	**1,000,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 1,000,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 1,000,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 4513

Project Name: Fletcher Creek Greenway Ph3

Project Description

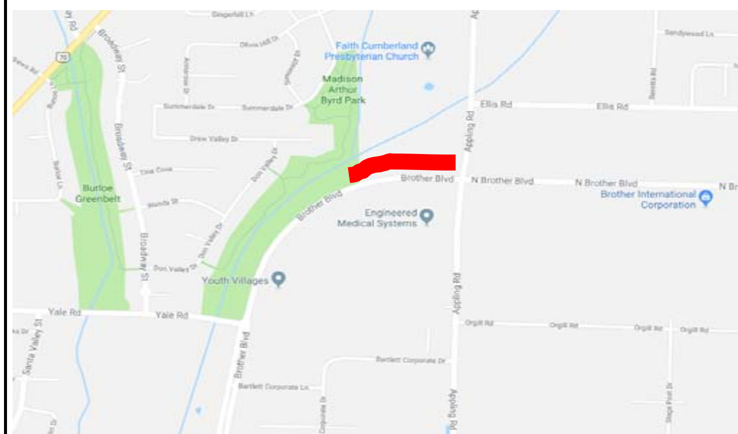
Phase 3 of the Fletcher Creek Greenway Trail

Project Schedule	**Start**	**Finish**
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/17	06/21
Equipment/Furnishings	N/A	N/A
Total Project	**07/17**	**06/21**

Location

Along Brother Blvd along the TN College of Applied Technology Site.

Location Map



Impact on Operating Budget	**FY 2019**	**FY 2020**	**FY 2021**
Personnel	$ 0	$ 0	$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations: Once the greenway is finished, there will be some maintenance costs, around $25,000/year.

	FY 2019	**FY 2020**	**FY 2021**	**FY 2022**	**FY 2023**	**TOTAL**
Source of Funds						
G.O. Bonds	$ 90,000	$ 0	$ 0	$ 0	$ 0	**$ 90,000**
Capital Note	0	0	0	0	0	**0**
Transfer In from General Fund	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	360,000	0	0	0	0	**360,000**
Total Source	**$ 450,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 450,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	450,000	0	0	0	0	**450,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 450,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 450,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 4514

Project Name: Fletcher Creek Greenway Ph4

Project Description

4th Phase of the Fletcher Creek Greenway

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/20	06/21
Construction	07/21	06/23
Equipment/Furnishings	N/A	N/A
Total Project	**07/20**	**06/23**

Location

Fletcher Creek Just North of Ellis Road

Location Map

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
Personnel	$ 0	$ 0	$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations: Once the greenway is finished, there will be some maintenance costs, around $25,000/year.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 100,000	$ 200,000	$ 0	**$ 300,000**
Capital Note	0	0	0	0	0	**0**
Transfer In from General Fund	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	800,000	0	**800,000**
Total Source	**$ 0**	**$ 0**	**$ 100,000**	**$ 1,000,000**	**$ 0**	**$ 1,100,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	100,000	0	0	**100,000**
Construction	0	0	0	1,000,000	0	**1,000,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 0**	**$ 100,000**	**$ 1,000,000**	**$ 0**	**$ 1,100,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: To be determined

Project Name: Germantown North

Project Description

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

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/20	06/25
Utility Relocation	N/A	N/A
Construction	N/A	N/A
Total Project	**07/20**	**06/25**

Location

US 70 to Old Brownsville.

Location Map

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 140,000	$ 0	$ 0	**$ 140,000**
Capital Note	0	0	0	0	0	**0**
Transfer In from General Fund	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 0**	**$ 140,000**	**$ 0**	**$ 0**	**$ 140,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	140,000	0	0	**140,000**
Construction	0	0	0	0	0	**0**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 0**	**$ 140,000**	**$ 0**	**$ 0**	**$ 140,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: To be determined

Project Name: Old Brownsville - East

Project Description

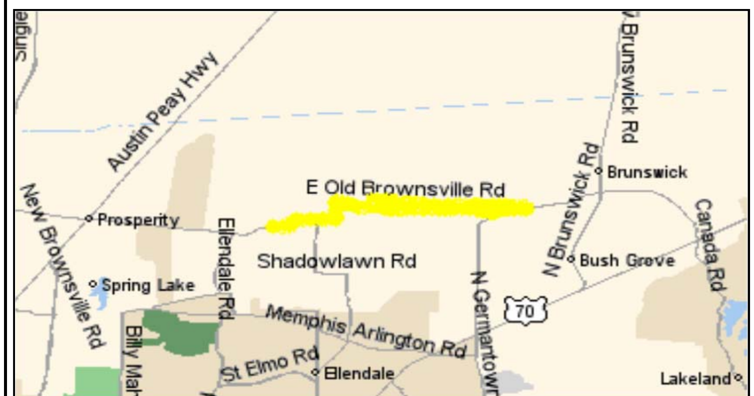
This project will build Old Brownsville Road from Kirby Whitten to Germantown Parkway. It is a surface transportation project with an 80/20 match from the State. Re-paving of the roadway in 10 years.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/19	06/20
Utility Relocation	N/A	N/A
Construction	N/A	N/A
Total Project	**07/19**	**06/20**

Location

Old Brownsville - Kirby Whitten Road to Germantown Parkway.

Location Map



Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 100,000	$ 0	**$ 100,000**
Capital Note	0	0	0	0	0	**0**
Transfer In from General Fund	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 0**	**$ 0**	**$ 100,000**	**$ 0**	**$ 100,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	100,000	0	**100,000**
Construction	0	0	0	0	0	**0**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 0**	**$ 0**	**$ 100,000**	**$ 0**	**$ 100,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 63619

Project Name: Various Drainage Projects

Project Description

Drain Projects located around the city.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/18	06/23
Equipment/Furnishings	N/A	N/A
Total Project	**07/18**	**06/23**

Location

Around the city.

Location Map

At various locations throughout the City.

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 400,000	$ 400,000	$ 400,000	$ 400,000	$ 400,000	**$ 2,000,000**
Capital Note	0	0	0	0	0	**0**
Transfer In from General Fund	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 2,000,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	400,000	400,000	400,000	400,000	400,000	**2,000,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 2,000,000**

PARKS AND RECREATION SUMMARY

PROJECT	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Parks and Recreation						
Parks Vehicles & Equipment	$ 170,000	$ 65,000	$ 65,000	$ 65,000	$ 65,000	**$ 430,000**
Recreation Ctr Equipment/Repairs	70,000	20,000	0	0	0	**90,000**
Singleton Equipment/Repairs	25,000	45,000	0	0	0	**70,000**
Senior Center Equipment/Repairs	35,000	40,000	30,000	35,000	0	**140,000**
Parks Maintenances	306,936	119,683	650,000	150,000	160,000	**1,386,619**
Parks Restroom Renovations-ADA	650,000	350,000	275,000	200,000	0	**1,475,000**
W.J. Freeman Park Project	500,000	750,000	1,000,000	700,000	750,000	**3,700,000**
Total Parks and Recreation	**$ 1,756,936**	**$ 1,389,683**	**$ 2,020,000**	**$ 1,150,000**	**$ 975,000**	**$ 7,291,619**
Perfoming Arts Center						
BPACC Repairs & Improvements	$ 310,000	$ 70,000	$ 0	$ 0	$ 0	**$ 380,000**
Total Performing Arts Center	**$ 310,000**	**$ 70,000**	**$ 0**	**$ 0**	**$ 0**	**$ 380,000**
Source of Funds						
G. O. Bonds	$ 1,600,000	$ 1,270,000	$ 1,925,000	$ 900,000	$ 910,000	**$ 6,605,000**
Capital Note	300,000	170,000	95,000	100,000	65,000	**730,000**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
Transfer In from Park Imp. Fund	16,936	19,683	0	150,000	0	**186,619**
Grant Funds	150,000	0	0	0	0	**150,000**
Total Source	**$ 2,066,936**	**$ 1,459,683**	**$ 2,020,000**	**$ 1,150,000**	**$ 975,000**	**$ 7,671,619**
Project Costs						
Design/Engineering	$ 50,000	$ 0	$ 100,000	$ 0	$ 100,000	**$ 250,000**
Construction	1,606,936	1,231,683	1,825,000	1,050,000	810,000	**6,523,619**
Equipment/Furnishings	410,000	228,000	95,000	100,000	65,000	**898,000**
Total Project Costs	**$ 2,066,936**	**$ 1,459,683**	**$ 2,020,000**	**$ 1,150,000**	**$ 975,000**	**$ 7,671,619**

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 50719

Project Name: Parks Vehicles & Equipment

Project Description

FY2019: 2 F150-$64k, 2 salt spreader and plow for an existing truck-$24k, 1 angled sweeping broom attachment for their skid steer-$5k, 1 Satellite Truck w/Hopper-$74k, **Total $172k.**

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	07/18	06/23
Total Project	**07/18**	**06/23**

Location

At various locations throughout the City.

Location Map

At various locations throughout the City.

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
Personnel	$ 0	$ 0	$ 0
Operations	15,000	15,000	15,000
Capital	0	0	0
Total Impact Oper. Budget	**$ 15,000**	**$ 15,000**	**$ 15,000**

Future Years and explanations: petroleum and maintenance/repairs costs are estimated to be around $15,000 per year.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	170,000	65,000	65,000	65,000	65,000	**430,000**
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	**$ 170,000**	**$ 65,000**	**$ 65,000**	**$ 65,000**	**$ 65,000**	**$ 430,000**
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	170,000	65,000	65,000	65,000	65,000	**430,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 170,000**	**$ 65,000**	**$ 65,000**	**$ 65,000**	**$ 65,000**	**$ 430,000**

Department: PARKS & RECREATION | **BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2019 - FY 2023**

Project No.: 54319

Project Name: Recreation Center Equipment/Repairs

Project Description

FY2019 - RTU 10 Ton - $13k; RTU-5 Ton-$10k; Treadwall - $15k; Strength & Cardio Equipment - $30k; **Total: $68,000.**

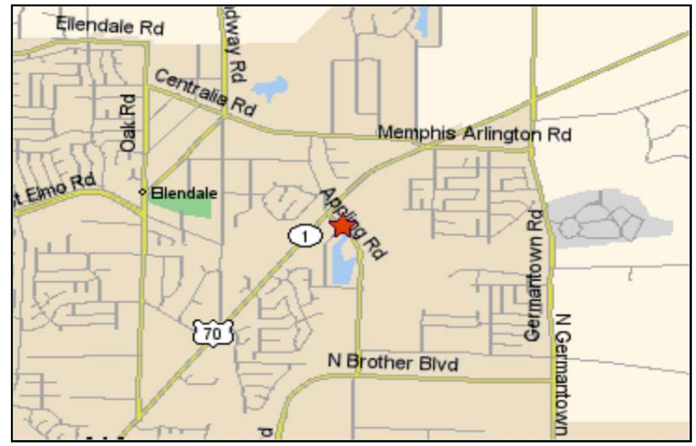
FY2020 Water Diversion - Front Entrance: $7,500; Inflatable replacement: $12k **Total: $19,500.**

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	07/18	06/20
Total Project	**07/18**	**06/20**

Location

7700 Flaherty Place.

Location Map



Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	70,000	20,000	0	0	0	**90,000**
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	**$ 70,000**	**$ 20,000**	**$ 0**	**$ 0**	**$ 0**	**$ 90,000**
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	70,000	20,000	0	0	0	**90,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 70,000**	**$ 20,000**	**$ 0**	**$ 0**	**$ 0**	**$ 90,000**

Department: Singleton

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 51719

Project Name: Singleton Equipment/Repairs

Project Description

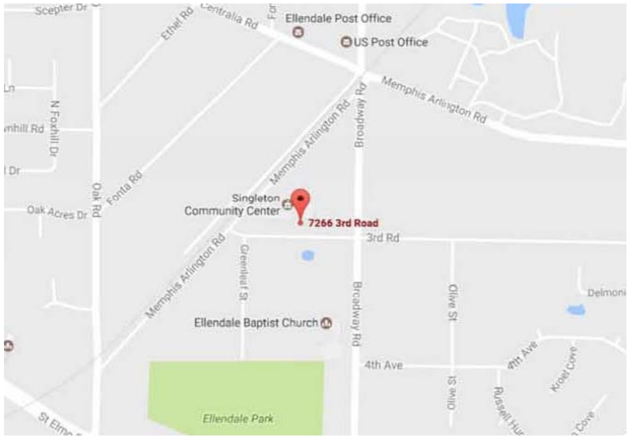
FY2019: Auditorium HVAC $10K; Restroom HVAC $15k; **Total: $25,000;**
FY2020: Wood Floors Refinished $25k; HVAC Replacement $7k; Stage Curtain $5K; Basement Room Divider $3K; Kiln $5k; **Total: $45K**

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/18	06/20
Equipment/Furnishings	07/18	06/20
Total Project	**07/18**	**06/20**

Location

7266 Third St., Bartlett, TN 38135

Location Map



Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	25,000	45,000	0	0	0	**70,000**
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	**$ 25,000**	**$ 45,000**	**$ 0**	**$ 0**	**$ 0**	**$ 70,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	0	0	0	0	0	**0**
Equipment/Furnishings	25,000	45,000	0	0	0	**70,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 25,000**	**$ 45,000**	**$ 0**	**$ 0**	**$ 0**	**$ 70,000**

Department: PARKS AND RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 51819

Project Name: Bartlett Senior Center Equipment/Repairs

Project Description

FY19 - Tile Floor Replacement - $19k, Auditorium/Dining Area Lighting Replacement- $15k, **Total: $34K, FY20 -** 1 HVAC Unit - $10K, Life Fitness Treadmills(3) - $15K, Sand/Refinish Wood floors - $13K; **Total: 38K;** FY**021** - 2 HVAC Units - $20k, Window Replacements (8) - $7k; **Total: 27K;** **FY22** - Kitchen Remodel - $25k, Hallway and Classroom Lighting Replacement - $10k , **Total: 35K.**

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	07/18	06/22
Total Project	**07/17**	**06/17**

Location

5727 Woodlawn, Bartlett, TN 38134

Location Map

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	35,000	40,000	30,000	35,000	0	**140,000**
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**
Total Source	**$ 35,000**	**$ 40,000**	**$ 30,000**	**$ 35,000**	**$ 0**	**$ 140,000**
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	35,000	40,000	30,000	35,000	0	**140,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 35,000**	**$ 40,000**	**$ 30,000**	**$ 35,000**	**$ 0**	**$ 140,000**

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 51419

Project Name: Parks Maintenance

Project Description

FY19 – Davies Levee 15K, Stoneridge Walking Trail 100K, Freeman Smith Parking lot and Walking Trail 100k, Municipal tennis court 90k - Total - $305k. **FY20** – Yale Rd Spillway 18k, Municipal Parking lot $25k, Municipal Walking Trail $75k - Total $118k. **FY21** – Redo Deermont Lighting - $650k. **FY22** – Erosion Control matting for both Appling lake and Blue Lagoon Lake - $100k. **FY23**- Bartlett Grove Walking Trail 85k, Sleepy Hollow Walking Trail 75k- Total $160k.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/18	06/23
Equipment/Furnishings	N/A	N/A
Total Project	**07/18**	**06/23**

Location

At various locations throughout the City.

Location Map

At various locations throughout the City.

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 290,000	$ 100,000	$ 650,000	$ 0	$ 160,000	**$ 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	16,936	19,683	0	150,000	0	**186,619**
Grant Funds	0	0	0	0	0	**0**
Total Source	**$ 306,936**	**$ 119,683**	**$ 650,000**	**$ 150,000**	**$ 160,000**	**$ 1,386,619**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	306,936	119,683	650,000	150,000	160,000	**1,386,619**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 306,936**	**$ 119,683**	**$ 650,000**	**$ 150,000**	**$ 160,000**	**$ 1,386,619**

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 51619

Project Name: Parks Restroom Renovations - ADA

Project Description

FY**2019** Finish Municipal Restrooms $300k; Ellendale Restrooms $350k, **Total $650k**. **2020** Shadowlawn Restrooms-**$350K**, **2021** Freeman Smith-**$275K**; **FY 2022** Dixon Brewer **$200K**

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/17	06/21
Equipment/Furnishings	N/A	N/A
Total Project	**07/17**	**06/21**

Location

Municipal Park 2795 Altruria Rd., Bartlett, TN 38134; Ellendale Park 3800 Greenleaf Rd., Bartlett, TN 38135; Shadowlawn Park 4734 Shadowlawn Rd., Bartlett, TN 38133; Freeman Smith Park 4620 N. Brunswick Rd., 38002, 5745 Woodlawn St., 38134.

Location Map

At various locations throughout the City.

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 500,000	$ 350,000	$ 275,000	$ 200,000	$ 0	**$ 1,325,000**
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	150,000	0	0	0	0	**150,000**
Total Source	**$ 650,000**	**$ 350,000**	**$ 275,000**	**$ 200,000**	**$ 0**	**$ 1,475,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	50,000	0	0	0	0	**50,000**
Construction	600,000	350,000	275,000	200,000	0	**1,425,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 650,000**	**$ 350,000**	**$ 275,000**	**$ 200,000**	**$ 0**	**$ 1,475,000**

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 51401

Project Name: W.J. Freeman Park Project

Project Description

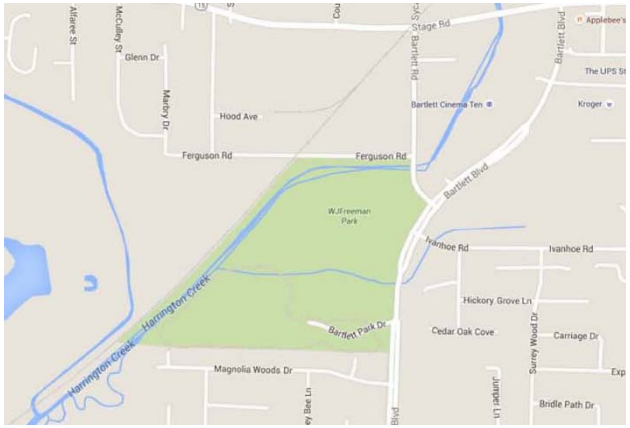
FY19 – Lighting all 3 Multipurpose fields Total - $500k. **FY20** – Restroom/Concession Building Total - $750k. **FY21** – Pavilion - $1,000k. **FY22** – Amphitheater, Trails and Sidewalks – Total $700k. **FY23** – Disc Golf Course, Parking lot, Restroom, Playground – Total $750k.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/16	06/23
Equipment/Furnishings	N/A	N/A
Total Project	**07/16**	**06/23**

Location

2619 Bartlett Boulevard, Bartlett, TN 38134

Location Map



Impact on Operating Budget	FY 2019	FY 2020	FY 2021
Personnel	$ 0	$ 0	$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations: Once completed, part-time employees and maintenance costs will be expected to be around $40,000/year.

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 500,000	$ 750,000	$ 1,000,000	$ 700,000	$ 750,000	**$ 3,700,000**
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	**$ 500,000**	**$ 750,000**	**$ 1,000,000**	**$ 700,000**	**$ 750,000**	**$ 3,700,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	100,000	0	100,000	**200,000**
Construction	500,000	750,000	900,000	700,000	650,000	**3,500,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 500,000**	**$ 750,000**	**$ 1,000,000**	**$ 700,000**	**$ 750,000**	**$ 3,700,000**

Department: **Perfoming Arts Center**

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 59119

Project Name: BPACC Repairs & Improvements

Project Description

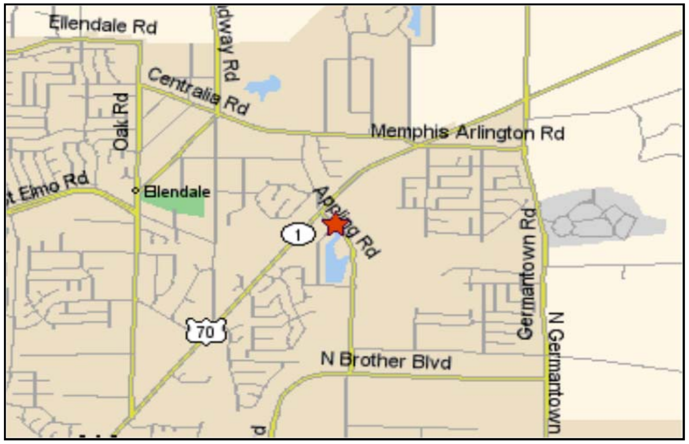
FY19-Demo & replace Roof membrane $278k - $78K from FY18 = $200k; State-of-the-art Sound System $75k - $47K in FY18 = $28k; Retrofit stage house HVAC Unit, 35 ton, above w Humidity Controls $60k; HVAC #7 - $8k; Lighting Equipment $10k. FY20-Grand Piano $50k: HVAC Unit #8 – 6 ton $8k: Replace lobby/theatre Carpet, w 42oz theatre carpet, lobby pattern, 350 sq. yds. $12,000.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/18	06/20
Equipment/Furnishings	07/18	06/20
Total Project	**07/18**	**06/20**

Location

BPACC -- 3663 Appling Road, Bartlett

Location Map



Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
G.O. Bonds	$ 310,000	$ 70,000	$ 0	$ 0	$ 0	**$ 380,000**
Capital Note	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
Grant Funds	0	0	0	0	0	**0**
Total Source	**$ 310,000**	**$ 70,000**	**$ 0**	**$ 0**	**$ 0**	**$ 380,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	200,000	12,000	0	0	0	**212,000**
Equipment/Furnishings	110,000	58,000	0	0	0	**168,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 310,000**	**$ 70,000**	**$ 0**	**$ 0**	**$ 0**	**$ 380,000**

UTILITY FUND SUMMARY

PROJECT	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Water						
Old Brownsville Water Line	$ 300,000	$ 600,000	$ 0	$ 0	$ 0	**900,000**
Water Extention Kirby Whitten	250,000	0	0	0	0	**250,000**
Water Plant Site	0	0	0	250,000	0	**250,000**
Total Water	**$ 550,000**	**$ 600,000**	**$ 0**	**$ 250,000**	**$ 0**	**$ 1,400,000**
Sewers						
Sewers in Annexation Area	$ 400,000	$ 400,000	$ 400,000	$ 400,000	$ 400,000	**$ 2,000,000**
Covington Pike Sewer	600,000	0	0	0	0	**600,000**
Woodlawn Water & Sewer	1,000,000	0	0	0	0	**1,000,000**
Upgrade Sewage Plant #2	0	0	0	250,000	0	**250,000**
Total Sewers	**$ 2,000,000**	**$ 400,000**	**$ 400,000**	**$ 650,000**	**$ 400,000**	**$ 3,850,000**
Source of Funds						
Utility Bonds	$ 0	$ 1,000,000	$ 400,000	$ 900,000	$ 400,000	**$ 2,700,000**
Utility Retained Earnings	2,550,000	0	0	0	0	**2,550,000**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 2,550,000**	**$ 1,000,000**	**$ 400,000**	**$ 900,000**	**$ 400,000**	**$ 5,250,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 250,000	$ 0	**$ 250,000**
Design/Engineering	0	0	0	0	0	**0**
Utility Relocation	0	0	0	0	0	**0**
Construction	2,550,000	1,000,000	400,000	650,000	400,000	**5,000,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 2,550,000**	**$ 1,000,000**	**$ 400,000**	**$ 900,000**	**$ 400,000**	**$ 5,250,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 722

Project Name: Old Brownsville Water Line Install and Replacement

Project Description

Install new 16 inch water line and relocate water lines in conjunction with Old Brownsville road widening

Project Schedule	Start	Finish
Utility Relocation	10/18	10/19
Design/Engineering	03/18	10/18
Construction	10/18	10/19
Equipment/Furnishings	N/A	N/A
Total Project	**03/18**	**10/19**

Location

Old Brownsville Road betweem Austin Peay and Kirby Whitten

Location Map

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
Utility Bonds	$ 0	$ 600,000	$ 0	$ 0	$ 0	**$ 600,000**
Utility Retained Earnings	300,000	0	0	0	0	**300,000**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 300,000**	**$ 600,000**	**$ 0**	**$ 0**	**$ 0**	**$ 900,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Utility Relocation	0	0	0	0	0	**0**
Construction	300,000	600,000	0	0	0	**900,000**
Landscaping	0	0	0	0	0	**0**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 300,000**	**$ 600,000**	**$ 0**	**$ 0**	**$ 0**	**$ 900,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 724

Project Name: Water Extention Kirby Whitten

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

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/19	06/20
Total Project	**07/19**	**06/20**

Location

Kirby Whitten North of Old Brownsville.

Location Map

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
Utility Bond	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Retained Earnings	250,000	0	0	0	0	**250,000**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 250,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 250,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Utility Relocation	0	0	0	0	0	**0**
Construction	250,000	0	0	0	0	**250,000**
Landscaping	0	0	0	0	0	**0**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 250,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 250,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: To be determined

Project Name: Water Plant Site

Project Description

Purchase of Land for a new water plant.

Project Schedule	Start	Finish
Land/Right of Way	07/21	06/22
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	N/A	N/A
Total Project	**07/21**	**06/22**

Location

Exact location to be determined.

Location Map

Exact location to be determined.

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
Personnel	$ 0	$ 0	$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

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

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
Utility Bonds	$ 0	$ 0	$ 0	$ 250,000	$ 0	**$ 250,000**
Utility Retained Earnings	0	0	0	0	0	**0**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 0**	**$ 0**	**$ 250,000**	**$ 0**	**$ 250,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 250,000	$ 0	**$ 250,000**
Design/Engineering	0	0	0	0	0	**0**
Utility Relocation	0	0	0	0	0	**0**
Construction	0	0	0	0	0	**0**
Landscaping	0	0	0	0	0	**0**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 0**	**$ 0**	**$ 250,000**	**$ 0**	**$ 250,000**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 81119

Project Name: Sewers in Annexation Area

Project Description

Funds for extending sewers in our annexed areas.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/18	06/23
Total Project	**07/18**	**06/23**

Location

These projects are located at various locations around the City.

Location Map

These projects are located at various locations around the City.

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
Utility Bonds	$ 0	$ 400,000	$ 400,000	$ 400,000	$ 400,000	**$ 1,600,000**
Utility Retained Earnings	400,000	0	0	0	0	**400,000**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 2,000,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Utility Relocation	0	0	0	0	0	**0**
Construction	400,000	400,000	400,000	400,000	400,000	**2,000,000**
Landscaping	0	0	0	0	0	**0**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 2,000,000**

Department: **ENGINEERING - SEWER**

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: **80319**

Project Name: Covington Pike Sewer

Project Description

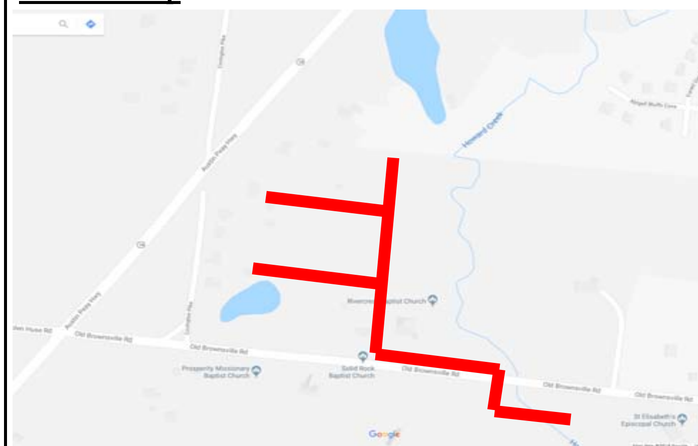
Relocate sewers as part of the road widening project.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	01/18	08/19
Equipment/Furnishings	N/A	N/A
Total Project	**01/18**	**08/19**

Location

Old Brownsville road

Location Map



Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
Utility Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Retained Earnings	600,000	0	0	0	0	**600,000**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 600,000**			**$ 0**	**$ 0**	**$ 600,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Utility Relocation	0	0	0	0	0	**0**
Construction	600,000	0	0	0	0	**600,000**
Landscaping	0	0	0	0	0	**0**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 600,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 600,000**

Department: **ENGINEERING - SEWER**

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: 804

Project Name: Woodlawn Water & Sewer

Project Description

Replace & restore water and sewers lines.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/18	06/21
Equipment/Furnishings	N/A	N/A
Total Project	**07/18**	**06/21**

Location

Woodlawn St.

Location Map

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
Utility Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Retained Earnings	1,000,000	0	0	0	0	**1,000,000**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 1,000,000**			**$ 0**	**$ 0**	**$ 1,000,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Utility Relocation	0	0	0	0	0	**0**
Construction	1,000,000	0	0	0	0	**1,000,000**
Landscaping	0	0	0	0	0	**0**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 1,000,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 1,000,000**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

Project No.: To be determined

Project Name: Sewer Plant 2 Upgrade

Project Description

Buy land and Construct a new Sewer Plant

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/20	06/21
Total Project	**07/20**	**06/21**

Location

Area North of the River.

Location Map

Exact location to be determined

Impact on Operating Budget	FY 2019	FY 2020	FY 2021
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 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Source of Funds						
Utility Bonds	$ 0	$ 0	$ 0	$ 250,000	$ 0	**$ 250,000**
Utility Retained Earnings	0	0	0	0	0	**0**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 0**	**$ 0**	**$ 250,000**	**$ 0**	**$ 250,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Utility Relocation	0	0	0	0	0	**0**
Construction	0	0	0	250,000	0	**250,000**
Landscaping	0	0	0	0	0	**0**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 0**	**$ 0**	**$ 250,000**	**$ 0**	**$ 250,000**

THE GREAT SEAL OF BARTLETT TENNESSEE

AGRICULTURE LAW

COMMERCE

★ 1866 ★

CITY OF BARTLETT

TENNESSEE

APPENDIX

Date of Incorporation – 1866

Date Charter Adopted – April 14, 1993

Form of Government – Mayor and Aldermen

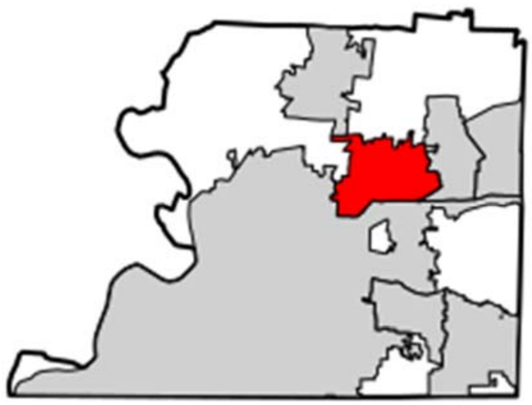
Bartlett, with a 2010 census population of 54,613 is the geographic center of Shelby County and the second largest city in Shelby County. With the new annexation January 1, 2013, Bartlett will have a population of 56,488. A more recent projection of the population in 2016 is close to 60,000. The City's 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 Bartlett is included, has a population of over one million people. The City covers over 32 square miles and has a reserve annexation area of about 9 square miles. Growth in the City, in population, commercial and residential developments, and annexations, has remained steady from the 1970's through the 2010's.

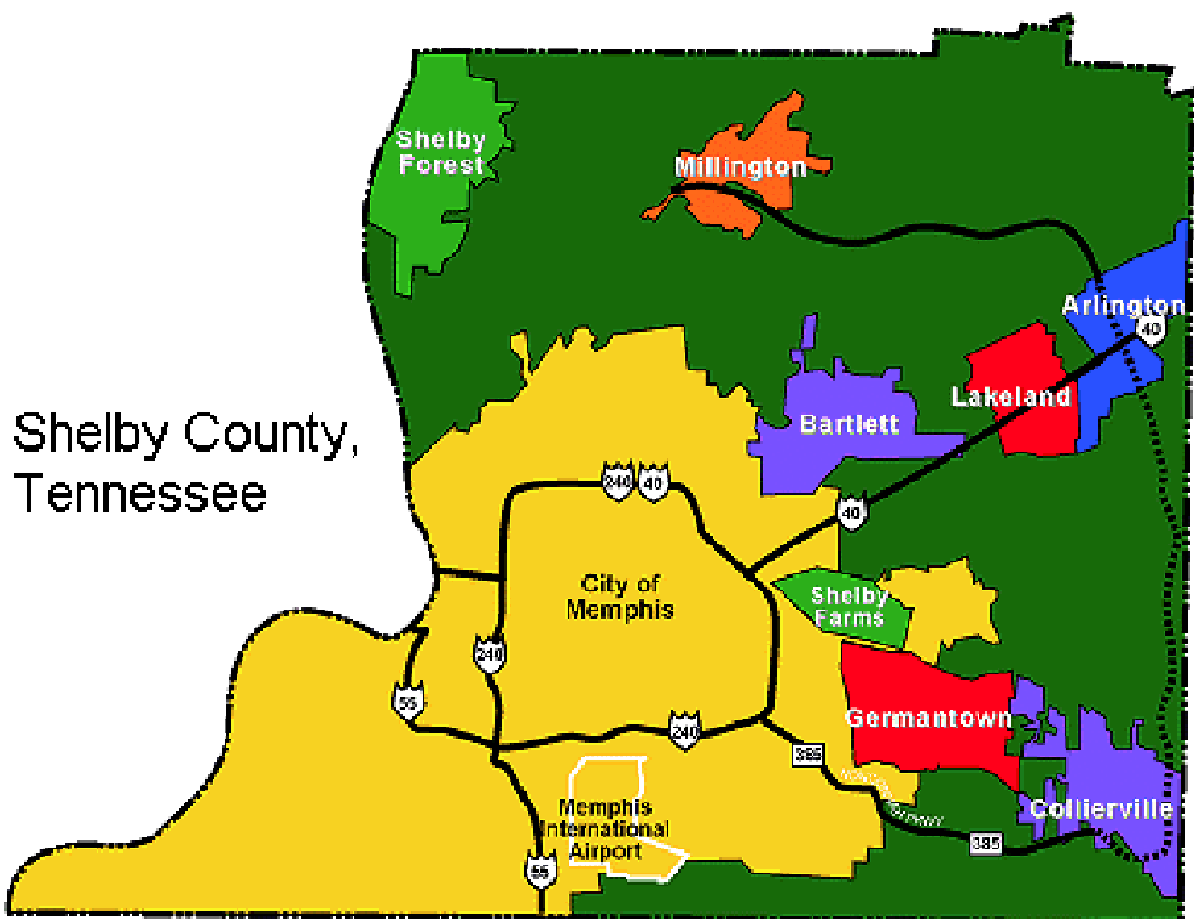
Bartlett's industrial area is home to many companies including Brother Industries USA, Brother International Corporation, Gyrus ENT, Brimhall Foods Company and the USDA Cotton Classing Plant. While home for many industries, Bartlett continues to maintain its small town atmosphere. Historic Bartlett Station,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

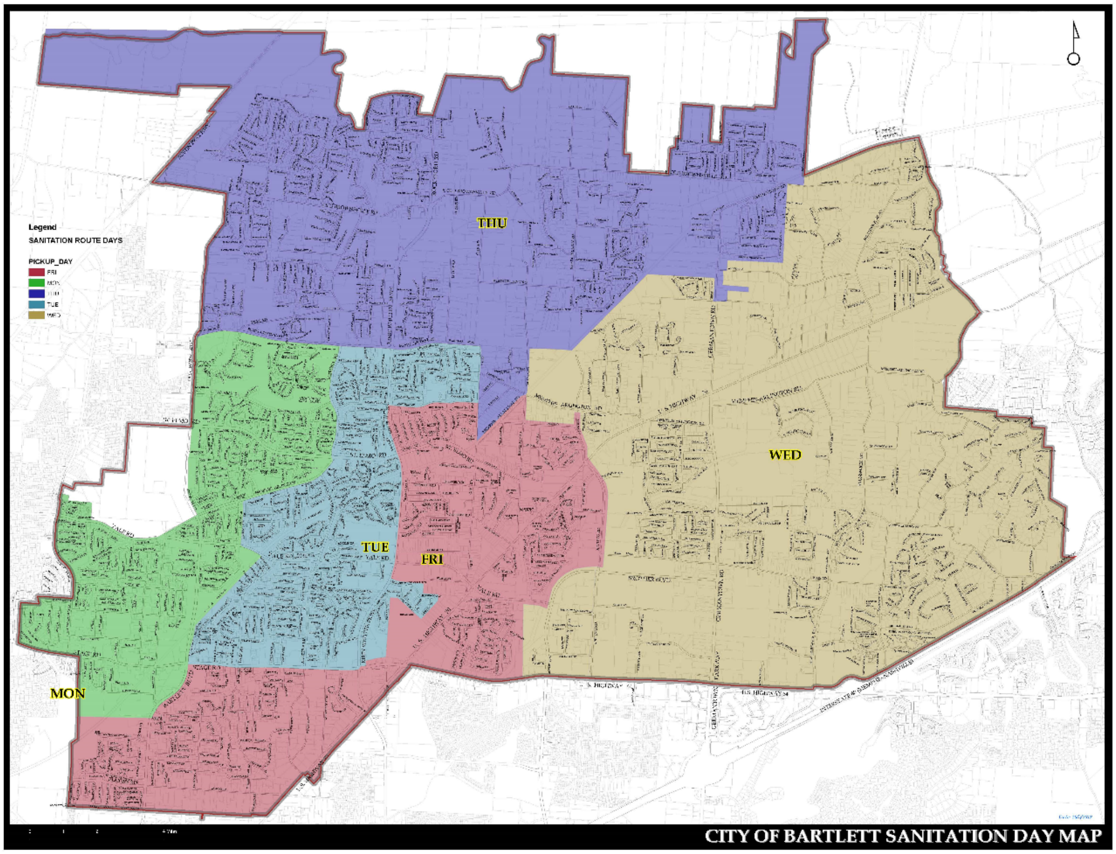
Those residents who settled in Bartlett in the 1800's did so for its rich soil and long growing season. Shelby County was the leading cotton-growing county in Tennessee at the time. One of its early settlers purchased 3,000 acres of prime farmland along what is now known at Stage Road. From the early 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






Legend
SANITATION ROUTE DAYS
PICKUP_DAY
FRI
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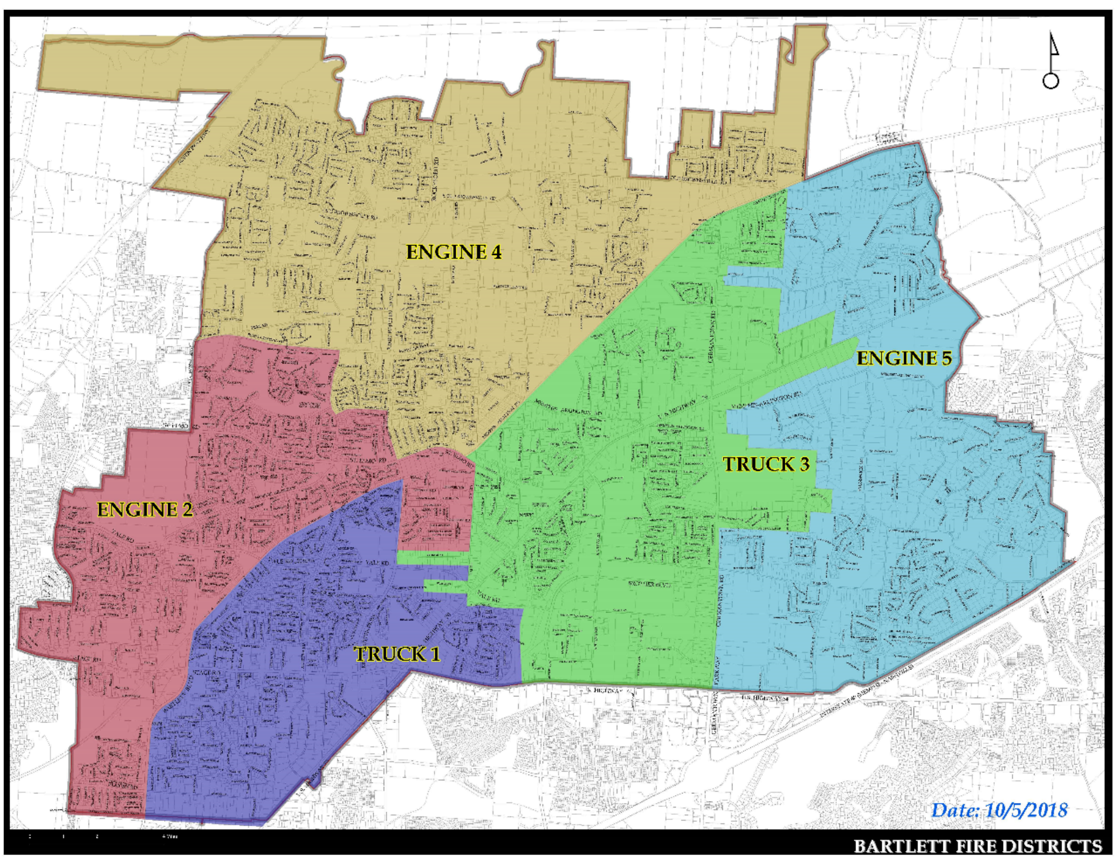
MON
CITY OF BARTLETT SANITATION DAY MAP


ENGINE 4
ENGINE 5
TRUCK 3
ENGINE 2
TRUCK 1
Date: 10/5/2018
BARTLETT FIRE DISTRICTS

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	20,215
Pump Stations	25
Capacity of Bartlett System (Gallons/day)	2,700,000

WATER SYSTEM

Miles of Water Lines	372
Number of Water Connections	21,431
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	126

SCHEDULE OF MAJOR TAXPAYERS (2017)

Customer Name	Assessed Value
Saint Francis Hospital	$ 44,035,840
Brother Industries	33,618,117
UHS of Lakeside INC	11,489,440
PASSCO Legends LLC	11,227,160
Branch Bartlett Association LP	7,369,600
Robinwood Retirement Community	7,277,720

POPULATION (US Census)

1980	17,170
1990	26,989
2000	40,543
2010	54,613
Age	
Under 18 years	13,819
19 to 49 years	21,997
50 to 64 years	11,984
65 years and over	6,813
Race	
White	42,975
Black and African America	8,771
Asian	1,368
American Indian & Alaskan	138
Other Race(s)	1,361

HOUSING STARTS

2015	218
2016	216
2017	191
2018	125

COMMERCIAL INDUSTRIAL/PERMITS

2015	80
2016	87
2017	104
2018	132

HOUSING UNITS

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

2018 TAX YEAR

Property Tax Rate	1.83
Local Sales Tax	2.75%
State Sales Tax	7.00%
Bond Ratings	
Standard and Poor's	AAA
Moody's	Aa1

Exhibit A

CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

PROJECT	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
FUNDING SOURCES						
General Obligation Bonds	$ 5,715,000	$ 7,140,000	$ 7,635,000	$ 6,220,000	$ 3,630,000	**$ 30,340,000**
Capital Note	1,355,000	1,710,000	875,000	1,105,000	845,000	**5,890,000**
Transfer In from General Fund	500,000	0	0	0	0	**500,000**
FD311 Transfers-unspent projects	50,000	0	0	0	0	**50,000**
Transfer In from Park Imp. Fund	16,936	19,683	0	150,000	0	**186,619**
Grant Funds	150,000	0	0	0	0	**150,000**
TDOT 80% match	5,960,000	9,600,000	0	800,000	0	**16,360,000**
Utility Bonds	0	1,000,000	400,000	900,000	400,000	**2,700,000**
Utility Retained Earnings	2,550,000	0	0	0	0	**2,550,000**
Total Funding Sources	**$ 16,296,936**	**$ 19,469,683**	**$ 8,910,000**	**$ 9,175,000**	**$ 4,875,000**	**$ 58,726,619**
PROJECT COST						
Administrative						
Vehicles & Equipment	$ 65,000	$ 30,000	$ 0	$ 30,000	$ 0	**$ 125,000**
City Hall Renovations	0	250,000	250,000	0	0	**500,000**
BSMC Maintenances	150,000	0	0	0	0	**150,000**
Total Administrative	**$ 215,000**	**$ 280,000**	**$ 250,000**	**$ 30,000**	**$ 0**	**$ 775,000**
Police						
Police Vehicles & Equipment	$ 335,000	$ 435,000	$ 435,000	$ 435,000	$ 435,000	**$ 2,075,000**
Justice Center Maintenance	150,000	120,000	120,000	120,000	120,000	**630,000**
Total Police	**$ 485,000**	**$ 555,000**	**$ 555,000**	**$ 555,000**	**$ 555,000**	**$ 2,705,000**
Fire						
Fire Vehicles	$ 0	$ 35,000	$ 40,000	$ 40,000	$ 40,000	**$ 155,000**
Fire Ambulances	0	210,000	0	220,000	0	**430,000**
Self-Contained Breathing Apparatus	0	550,000	0	0	0	**550,000**
Fire Truck	0	0	0	800,000	0	**800,000**
Total Fire	**$ 0**	**$ 795,000**	**$ 40,000**	**$ 1,060,000**	**$ 40,000**	**$ 1,935,000**
Codes Enforcement						
Codes Enforcement Vehicles	$ 25,000	$ 0	$ 25,000	$ 0	$ 25,000	**$ 75,000**
Total Code Inspection	**$ 25,000**	**$ 0**	**$ 25,000**	**$ 0**	**$ 25,000**	**$ 75,000**

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

CIP PROJECT LINE ITEMS SUMMARY

PROJECT	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Public Works						
Public Works Vehicles & Equp	$ 630,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,630,000**
Public Works Vehicles & Equp	50,000	0	0	0	0	**50,000**
City Shop	0	0	2,500,000	1,500,000	0	**4,000,000**
Total Public Works	**$ 680,000**	**$ 250,000**	**$ 2,750,000**	**$ 1,750,000**	**$ 250,000**	**$ 5,680,000**
Engineering						
Engineering Vehicle	$ 0	$ 30,000	$ 30,000	$ 30,000	$ 30,000	**$ 120,000**
City Wide Overlay	1,500,000	2,000,000	2,000,000	2,000,000	2,000,000	**9,500,000**
ADA Transition Plan	0	200,000	200,000	200,000	200,000	**800,000**
Bartlett Blvd Overpass	125,000	0	0	0	0	**125,000**
Old Brownsville West	1,200,000	2,400,000	0	0	0	**3,600,000**
Old Brownsville TDOT	4,800,000	9,600,000	0	0	0	**14,400,000**
Appling Road Improvements	0	500,000	0	0	0	**500,000**
Appling Road Improvements	500,000	0	0	0	0	**500,000**
Brother & Stage Left Signal	300,000	0	0	0	0	**300,000**
Fletcher Creek Greenway Ph2	200,000	0	0	0	0	**200,000**
Fletcher Creek Ph2 TDOT	800,000	0	0	0	0	**800,000**
Fletcher Creek Greenway Ph3	90,000	0	0	0	0	**90,000**
Fletcher Creek Ph3 TDOT	360,000	0	0	0	0	**360,000**
Fletcher Creek Greenway Ph4	0	0	100,000	200,000	0	**300,000**
Fletcher Creek Ph4 TDOT	0	0	0	800,000	0	**800,000**
Germantown North	0	0	140,000	0	0	**140,000**
Old Brownsville East	0	0	0	100,000	0	**100,000**
Various Drainage Projects	400,000	400,000	400,000	400,000	400,000	**2,000,000**
Total Engineering	**$ 10,275,000**	**$ 15,130,000**	**$ 2,870,000**	**$ 3,730,000**	**$ 2,630,000**	**$ 34,635,000**
Parks						
Parks Vehicles & Equipment	170,000	65,000	65,000	65,000	65,000	**$ 430,000**
Recreation Ctr Equipment/Repairs	70,000	20,000	0	0	0	**90,000**
Singleton Equipment/Repairs	25,000	45,000	0	0	0	**70,000**
Senior Center Equipment/Repairs	35,000	40,000	30,000	35,000	0	**140,000**

Exhibit A

CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2019 - FY 2023

PROJECT	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL
Parks Maintenances	290,000	100,000	650,000	0	160,000	**1,200,000**
Parks Maintenances	16,936	19,683	0	150,000	0	**186,619**
Parks Restroom Renovations-ADA	500,000	350,000	275,000	200,000	0	**1,325,000**
Parks Restroom Renovations-ADA	150,000	0	0	0	0	**150,000**
W.J. Freeman Park Project	500,000	750,000	1,000,000	700,000	750,000	**3,700,000**
Total Parks	**$ 1,756,936**	**$ 1,389,683**	**$ 2,020,000**	**$ 1,150,000**	**$ 975,000**	**$ 7,291,619**
Perfoming Arts Center						
BPACC Repairs & Improvements	$ 310,000	$ 70,000	$ 0	$ 0	$ 0	**$ 380,000**
Total Performing Arts Center	**$ 310,000**	**$ 70,000**	**$ 0**	**$ 0**	**$ 0**	**$ 380,000**
Water						
Old Brownsville Water Line	$ 300,000	$ 600,000	$ 0	$ 0	$ 0	**$ 900,000**
Water Extention Kirby Whitten	250,000	0	0	0	0	**250,000**
Water Plant Site	0	0	0	250,000	0	**250,000**
Transfer to Utility Funds	0	0	0	0	0	**0**
Total Water	**$ 550,000**	**$ 600,000**	**$ 0**	**$ 250,000**	**$ 0**	**$ 1,400,000**
Sewers						
Sewers in Annexation Area	$ 400,000	$ 400,000	$ 400,000	$ 400,000	$ 400,000	**$ 2,000,000**
Covington Pike Sewer	600,000	0	0	0	0	**600,000**
Woodlawn Water & Sewer	1,000,000	0	0	0	0	**1,000,000**
Upgrade Sewage Plant #2	0	0	0	250,000	0	**250,000**
Total Sewers	**$ 2,000,000**	**$ 400,000**	**$ 400,000**	**$ 650,000**	**$ 400,000**	**$ 3,850,000**
TOTAL CIP	**$ 16,296,936**	**$ 19,469,683**	**$ 8,910,000**	**$ 9,175,000**	**$ 4,875,000**	**$ 58,726,619**

Exhibit B

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
BSMC	Municipal Center Rental Fee		
	Weekday, M-F (8:00am-5:00pm)		
	Auditorium (all day)	$ 600.00	$100 x 6 (2 hrs. free)
	Banquet Hall (all day)	$ 750.00	$125 x 6 (2 hrs. free)
	Boardroom (all day)	$ 210.00	$35 x 6 (2 hrs. free)
	Chapel (all day)	$ 480.00	$80 x 6 (2 hrs. free)
	Meeting Room (all day)	$ 180.00	$30 x 6 (2 hrs. free)
	Reception Hall (all day)	$ 360.00	$60 x 6 (2 hrs. free)
	Weekend and Evening Rates		
	Auditorium	$125/hr.	4-hr. minimum
	Banquet Hall	$150/hr.	4-hr. minimum
	Boardroom	$40/hr.	3-hr. minimum
	Chapel	$95/hr.	4-hr. minimum
	Meeting Room	$35/hr.	3-hr. minimum
	Reception Hall	$70/hr.	3-hr. minimum
	Equipment Rental		
	Sound System (Includes Sound Tech)	$125/$175	$125 - R.H./$175 - B.H. All Day
	Sound Techincian	$ 20.00	Per hour with 4-hr. minimum
	Wedding and Reception Packages		
	Reception only		
	Banquet Hall	$ 1,200.00	8 hours
	Reception Hall	$ 560.00	8 hours
	Wedding only		
	Auditorium	$ 995.00	$125/hr. + Sound Tech at $120
	Chapel	$ 785.00	$95/hr + Sound Tech at $120
	Wedding & Reception (Sound Tech Included)		
	Auditorium & Banquet Hall	$ 2,375.00	7 hrs. in Aud/10 hrs. in B.H.
	Auditorium & Reception Hall	$ 1,575.00	7 hrs. in Aud/10 hrs. in R.H.
	Chapel & Banquet Hall	$ 2,165.00	7 hrs. in Chapel/10 hrs. in B.H.
	Chapel & Reception Hall	$ 1,365.00	7 hrs. in Chapel/10 hrs. in R.H.
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%	

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount		Frequency/Notes/Description
	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	$	86.00	Set by City
	City Litigation Tax	$	13.75	Can be no more that State Lit. Tax
	County Drug Treatment Fee	$	70.00	Set by State
	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
	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
	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

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
	Subdivision Ordinance Copy Fee	$ 7.00	Each
	Zoning Ordinance W/ New Ordinances Copy Fee	$ 29.25	Each
	Board of Zoning Appeals		
	Variances	$ 300.00	Each
	Design Review Fees		
	Sign Review	$ 100.00	Each
	Site Plan Review	$ 200.00	Each
	Site Plan - Planning Commission		
	Site Plan Review (without contract)	$ 200.00	Each
	Site Plan Review (with contract)	$ 300.00	Each
	Subdivision		
	Construction Plan	$ 100.00	Each
	Plus	$ 10.00	Per lot
	Dedication of Street	$ 300.00	Each
	Final Plan	$ 300.00	Each
	Plus	$ 20.00	Per lot
	Master Plan	$ 300.00	Each
	Plus	$ 20.00	Per lot
	Rerecording	$ 50.00	Each
	Revocations	$ 300.00	Each
	Street Name Change	$ 300.00	Each
	Road, Street, Alley Closure	$ 300.00	Each
	Zoning		
	Planned Development: Outline Plan	$ 300.00	Five acres or less, $30 per acre after first five and maximum fee of $2,000
	Rerecording	$ 50.00	Each
	Renotification Fee	$ 100.00	Up to 100 labels and $1.00 per label
		$ 1.00	over first 100
	Reprocessing of Applications	$ 150.00	Five acres or less, $15 per acre after first five and maximum fee of $1,000
	Rezoning and Special Use Permits	$ 500.00	Five acres or less, $50 per acre after first five and maximum fee of $3,000
Police	Background Checks	$ 15.00	Each
	Beer Server Permits	$ 10.00	Each
	DUI Tapes/Video	$ 15.00	Each
	Fingerprints	$ 15.00	Per card
	Sexual Offender Registry	$ 150.00	Each
	Sexual Oriented Business Employee Permit Fee	$ 15.00	Annual
	Sexual Oriented Business Permit Fee	$ 500.00	Annual
	Tow fees	$ 125.00	Each

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
Fire	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	$ 40.00	Minimum fee (1&2 family dwelling)
	Addition of more than 400 square feet	$ 90.00	Minimum fee (1&2 family dwelling)
	Alteration and repair-per $1,000	$ 4.00	One & Two Family Dwelling
	Minimum fee of	$ 60.00	
	Certificate of Occupancy	$ 60.00	
	Commercial curb-cuts, driveway entrances & exits	$ 0.06	Minimum $30
	Commercial sidewalks	$ 30.00	On public right of way
	Conveyor Systems, Racking Systems	$ 60.00	First $250,000
	Per $1,000 for more than $250,000	$ 1.00	
	Decks & spas	$ 40.00	
	Demolition-for each 25,000 cubic feet	$ 7.00	
	Demolition-Maximum Fee	$ 500.00	
	Demolition-Minimum Fee	$ 60.00	
	Detached building <= 100 sq ft	$ 20.00	Minimum fee one story
	Detached building > 600 sq ft	$ 0.05	Per square feet
	Detached exceeding 100 sq ft <= 600 sq ft	$ 30.00	Minimum fee one story
	Fees for Amending Permits	$ 20.00	
	Fees for Issuing Permits	$ 4.00	
	Fees for miscellaneous construction	$ 8.00	Per $1,000
	Fences one-two family dwelling	$ 10.00	
	Minimum fee	$ 60.00	
	First Re-inspection Fee	$ 30.00	
	2+ Re-inspection Fee	$ 50.00	
	Gates, wall fence, or others	$ 20.00	Minimum
	Per $1,000	$ 4.00	
	Hazardous occupancies	$ 200.00	
	Imploded Structures-flat fee	$ 1,000.00	
	New construction & additions	$ 40.00	Minimum Fee (not 1&2 family dwelling)
	Less than $25,000-per $1,000	$ 4.00	
	$25,000 to $1,000,000-per $1,000	$ 3.00	Plus one-time $100
	$1,000,001 to $25 million-per $1,000	$ 2.00	Plus one-time $3,025
	$25,000,001 & above-per $1,000	$ 1.50	Plus one-time $51,025
	New construction of or addition to existing	$ 0.05	Per square foot (1&2 family dwelling)
	Minimum fee of	$ 125.00	
	Removal or moving of structures	$ 200.00	
	Special events	$ 60.00	

Exhibit B

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
	Temporary construction trailer (6 months)	$ 60.00	
	Work commencing before permit issued	Double Fee	
	Electrical Permit Fees		
	0-150 amperes	$ 70.00	
	151-400 amperes	$ 125.00	
	Over 400 amperes	$ 250.00	
	277 to 480 volt phase	$ 2.00	Per Amp
	Amending Permit Fee	$ 20.00	
	Circuits with capacity of more than 1 KW		
	For the first 5 KW	$ 5.00	
	For each additional KW	$ 3.00	
	Empty Conduits	$ 10.00	For each 50' of conduit or bank of conduits
	Existing Residential Occupancies		
	1 to 5 circuits	$ 30.00	
	Over 5 circuits	$ 45.00	
	Fee for issuing permits	$ 4.00	
	Filing of Board of Appeals	$ 100.00	
	First Re-inspection fee	$ 30.00	
	2+ Re-inspection Fee	$ 50.00	
	General Inspection (not a complaint)	$ 50.00	
	Installed Motors		
	1st H.P.	$ 6.00	
	Each additional H.P.	$ 1.00	
	Fuel Pumps	$ 20.00	
	Motors moved at same address	$ 15.00	
	Low Voltage (Non-Residential)	$ 15.00	Per System/Per Floor
	Minimum permit fee	$ 15.00	
	Miscellaneous Items		
	Meter Put Back	$ 15.00	
	Recalls	$ 15.00	
	Underground or overhead low voltage cable	$ 20.00	Per 100 ft
	Miscellaneous Fees		
	Battery Charger up to 100 amperes	$ 15.00	
	Battery Charger-more than 100 amperes	$ 15.00	
	Electric welder	$ 25.00	
	Fire Ruling	$ 50.00	
	Lighting and Convenience Outlet Circuits	$ 4.00	
	Modular Res. Buildings	$ 50.00	
	Motion picture machine	$ 30.00	
	Panels	$ 15.00	
	Power Rectifier-more than 100 amperes	$ 3.00	Each unit
	Power Rectifier-up to 100 amperes	$ 15.00	
	Relocated Houses	$ 50.00	
	X-ray unit-120 volt	$ 15.00	

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
	X-ray unit-208/240 volt	$ 50.00	
	Mobile Homes (manufactured)	$ 50.00	
	Reconnecting Signs		
	1st circuit	$ 15.00	
	Each additional circuit	$ 2.00	
	Mercury Vapor Light P.O.L.	$ 15.00	
	Re-inspection of interior wiring	$ 50.00	Out of service for 90 days or more
	Residential Low Voltage		
	After Electrical-roughin	$ 50.00	
	Before Electrical-roughin	$ 30.00	
	Residential Temporary Meter Center	$ 25.00	
	Service, Feeder, & Panel Replacement	$ 50.00	Residential
	Signs and Decorative Circuits		
	1st circuit	$ 6.00	
	Each additional circuit	$ 4.00	
	Conduit installed for the sign circuit	$ 15.00	
	Swimming Pools		
	Above Ground Pools	$ 30.00	
	Inground Pools	$ 100.00	
	Transformers & Capacitors		
	Installations-100 watts up to 5 KVA	$ 15.00	
	Installations-each additional > 5 KVA	$ 0.50	
	Replacement	$ 20.00	
	Up to 240 volt phase	$ 1.00	Per Amp
	Work commencing before permit issued	Double Fee	
	Voltage excess of 480 volts per KVA		
	First 10,000 KVA	$ 1.50	Per KVA
	Additional KVA over 10,000 up to 50,000	$ 0.50	Each
	Each additional KVA above 50,000	$ 0.25	Each
	Gas Permit Fees		
	Fee for Amending Permits	$ 20.00	
	Fees for issuing permits	$ 4.00	
	Filing Application for Board of Appeals	$ 100.00	
	First re-inspection fee	$ 30.00	
	2+ Re-inspection Fee	$ 50.00	
	For $1 to $1,000 valuation of installation	$ 15.00	
	For each gas outlet	$ 2.50	Single Family Residence
	Gas meter put back	$ 15.00	
	Minimum Permit Fee	$ 15.00	
	Per each additional $1,000	$ 8.00	
	Work commencing before permit issued	Double Fee	
	Liquidation/Special Sale Application Fee	$ 25.00	Each

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
	Mechanical Permit Fees		
	Fee for Amending Permits	$ 20.00	
	Fees for Issuing permits	$ 4.00	
	Filing for Board of Appeals	$ 100.00	
	First re-inspection Fee	$ 30.00	
	2+ Re-inspection Fee	$ 50.00	
	For 1st $1,000	$ 15.00	
	For 1st $1,000	$ 16.00	
	For each additional $1,000 >$1 mil	$ 3.00	
	For each additional $1,000<$1 mil	$ 8.00	
	Minimum Permit Fee	$ 15.00	
	Work commencing before permit issued	Double Fee	
	Plan Review Fee		
	$0-$25,000 total valuation	$ 50.00	
	$25,001-$50,000 total valuation	$ 100.00	
	$50,001-$100,000 total valuation	$ 150.00	
	$100,001-$200,000 total valuation	$ 200.00	
	$200,001-$300,000 total valuation	$ 300.00	
	$300,001-$400,000 total valuation	$ 400.00	
	$400,001-$500,000 total valuation	$ 500.00	
	$500,001 and up	$ 600.00	
	Signs (New)	$ 25.00	
	Plumbing Permit Fees		
	Amending Permit Fee	$ 20.00	
	Fees for issuing permits	$ 4.00	
	Filing to Board of Appeals	$ 100.00	
	First re-inspection fee	$ 30.00	
	2+ Re-inspection Fee	$ 50.00	
	Installation of Plumbing Fixtures	$ 7.50	
	Minimum Permit fee	$ 15.00	Each Fixture
	Sewer Repair	$ 100.00	
	Per $1,000	$ 8.00	Commercial Minimum
	Sewer Replacement or Connections	$ 30.00	
	Sewer Turnaround	$ 1,500.00	
	Water Heater	$ 15.00	
	Water Service-< 1 inch > 2 inch	$ 30.00	
	Water Service-< 2 inch	$ 200.00	
	Water Service-> 1 inch	$ 20.00	
	Work commencing before permit issued	Double Fee	
Public Works	Adoption Fee	$ 65.00	Each
	Animal License Fee	$ 6.00	Each (altered)
		$ 16.00	Each (non-altered)
		$ 3.00	Replacement Cost
	Boarding Fees	$ 10.00	Per Day

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
	Capture Fees		
	1st offense	$ 30.00	Each
	2nd offense	$ 60.00	Each
	3rd offense	$ 90.00	Each
	Grass Cutting of Vacant Houses	Actual Cost	Materials, Equipments & Labor Cost
	Shelter Misc. Revenue	$ 25.00	Owner surrender
		$ 25.00	Cremation fee
		$ 15.00	Micro-chipping
Solid Waste	Appliance Pickup	$ 25.00	Each
	Commercial Pickup-Set Up Fee	$ 15.00	Each
	Commercial Pickup - Charge for Cart	$ 50.00	Each
	Commercial Pickup - Monthly Charges:		
	For 1 Cart	$ 23.00	Monthly
	For 2 Carts	$ 28.00	Monthly
	For 3 Carts	$ 33.00	Monthly
	Residential Cart Replacement Cost	$ 50.00	Each
	Residential Cart Addional Purchase	$ 50.00	Each
	Residential Pickup	$ 25.00	Monthly
	Yard Waste Cart Purchase	$ 50.00	Each - While Grant carts are available
Water/Wastewater			
	Barrel Locks to Contractors	$ 7.50	Each
	Refundable User Fee for Fire Hydrant Meter	$ 1,000.00	Each
	Rental for Fire Hydrant Meter	$ 25.00	Monthly
	Water useage of Fire Hydrant Meter		Current City rates for water useage
	City Water Rates		
	Residential -- City Customers	$ 5.80	The first 2,000 gallons
	Residential -- City Customers	$ 1.80	each additional 1,000 gallons
	Residential -- Rural Customers	$ 8.70	The first 2,000 gallons
	Residential -- Rural Customers	$ 2.70	each additional 1,000 gallons
	Commercial -- City Customers	$ 10.88	The first 2,000 gallons
	Commercial -- City Customers	$ 2.10	each additional 1,000 gallons
	Commercial -- Rural Customers	$ 15.59	The first 2,000 gallons
	Commercial -- Rural Customers	$ 3.15	each additional 1,000 gallons
	City Sewer Rates		
	Residential -- City Customers	$ 6.19	The first 2,000 gallons
	Residential -- City Customers	$ 1.64	each additional 1,000 gallons
	Residential -- Rural Customers	$ 9.09	The first 2,000 gallons
	Residential -- Rural Customers	$ 1.79	each additional 1,000 gallons
	Commercial -- City Customers	$ 14.89	The first 2,000 gallons
	Commercial -- City Customers	$ 1.79	each additional 1,000 gallons
	Commercial -- Rural Customers	$ 22.14	The first 2,000 gallons
	Commercial -- Rural Customers	$ 1.93	each additional 1,000 gallons

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

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		
	Mimimum, per lot	$ 300.00	Whichever is greater
	Or % of Development Cost	3.0%	Whichever is greater
	Drainage Control Fee		
	For those lots not served by a detension basin	$ 500.00	Per half acre
	For those lots served by a detension basin	$ 250.00	Per half acre
	Sewer Connection Charge		
	Per Acre	$ 2,333.00	Whichever is greater
	Per Front Foot	$ 33.00	Whichever is greater
	Sewer Review Fee		
	Mimimum	$ 25.00	Per contract
	Per lot	$ 10.00	Whichever is greater
	Per 250 feet of Sewer line Extension	$ 25.00	Whichever is greater
	Subdivision and site plan review		
	Mimimum	$ 175.00	Whichever is greater
	Or % of Public Improvement Cost	1.5%	Whichever is greater
	Water Connection Fee	$ 3,000.00	Per lot
	Water Plant Expansion % of Water Main Cost	15%	
	Water System Engineering % of Water Main Cost	6%	
	Residential		
	City Subdivision Inspection		
	Mimimum, per lot	$ 300.00	Whichever is greater
	Or % of Development Cost	3.0%	Whichever is greater
	Drainage Control Fee		
	For those lots not served by a detension basin	$ 500.00	Per lot
	For those lots served by a detension basin	$ 250.00	Per lot
	Park Land Development Fee	$ 700.00	Per lot
	Sewer Connection Charge	$ 2,000.00	
	Sewer Review Fee		
	Mimimum	$ 25.00	Per contract
	Per lot	$ 10.00	Whichever is greater
	Per 250 feet of Sewer line Extension	$ 25.00	Whichever is greater
	Subdivision and site plan review	$ 175.00	Per lot
	Water Connection Fee	$ 2,000.00	Per lot
	Water Plant Expansion Percent of Water Main Cost	15%	
	Water System Engineering % of Water Main Cost	6%	
	Street Cut Permit per 25 feet of cut	$ 10.00	

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
Parks	Facility Rental		
	Dixon-Brewer Park Gazebo	$ 40.00	Residents (1/2 day/$80 all day)
		$ 60.00	Non-Residents(1/2 day/$120 all day)
	Ellendale Park Pavilion	$ 50.00	Residents (1/2 day/$90 all day)
		$ 70.00	Non-Residents (1/2 day/$140 all day)
	W. J. Freeman Park - Gazebo	$ 30.00	Residents (1/2 day/$60 all day)
		$ 45.00	Non-Residents(1/2 day/$90 all day)
	W. J. Freeman Park - Pavilion	$ 50.00	Residents(1/2 day/$100 all day)
		$ 75.00	Non-Residents(1/2 day/$150 all day)
Athletics	Adult Sports	$ 525.00	Softball
		$ 400.00	Fall Softball
		$ 500.00	Basketball
		$ 210.00	Volleyball
	Facility Rental		
	Deermont	$ 2,000.00	Weekend
	Ellendale	$ 250.00	Per facility/day
	Appling	$ 500.00	Per facility/day
	Late Registration	$ 20.00	Per person
	Lights	$ 30.00	Per 1.5hr, non league teams
	Tennis/Cricket & non BPRD group	$ 15.00	Per player
	Tournament Fees	$ 200.00	Per team
	Youth Sports-per person	$ 80.00	Baseball, Softball & Basketball
		$ 50.00	Volleyball
	Plus Non-Resident fee	$ 30.00	Per person
	Youth Sports-per team		
	6 & u basketball	$ 225.00	
	8 & u to 14&u basketball	$ 375.00	
	17 & u basketball	$ 525.00	
	6 & u 8 & u baseball	$ 325.00	
	10 & u to 14 & u baseball	$ 425.00	
	Per person fees for non BPRD Programs	$ 15.00	per person
Singleton C.C.	Adult Classes		
	Bench Aerobics	$ 5.00	Per class
	Belly Dancing	$ 75.00	Resident per session
		$ 80.00	Nonresident per session
	Zumba	$ 5.00	Per class or 8 classes for $35.00
	Yoga	$ 5.00	Per class
	Chair Yoga	$ 5.00	Per class
	Line Dancing	$ 25.00	Resident per Month
		$ 30.00	Non-Resident per Month
	Clogging	$ 25.00	Resident per month
		$ 30.00	Nonresident per month
		$ 15.00	Senior per month

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
	Pottery with Susie	$ 145.00	Resident per session
		$ 150.00	Nonresident per session
	Art Programs		
	Toddler Art	$ 60.00	Per Session
	Children's Art Classes	$ 275.00	Resident Per session (Ages 9-14)
		$ 275.00	Nonresident Per session (Ages 9-14)
		$ 225.00	Resident per session (Ages 5-8)
		$ 225.00	Nonresident per session (Ages 5-8)
	Saturday Artists	$ 225.00	Resident Per Session (Ages 5-8)
		$ 225.00	Non Res. Per Session (Ages 5-8)
		$ 250.00	Resident Per Session (Ages 9-14)
		$ 250.00	Non Res. Per Session (Ages 9-14)
	Dance		
	Bartlett Dance Factory	$ 45.00	Resident per month
		$ 50.00	Non-resident per month
	Bartlett Dance Factory - Summer Dance	$ 90.00	Resident per session
		$ 100.00	Non-resident per session
	Fall Break Camp	$ 125.00	Resident/Non-Resident per week
	Spring Break Camp	$ 125.00	Resident/Non-Resident per week
	Summer Day Camp	$ 800.00	Resident
		$ 850.00	Non-resident
	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	$ 50.00	Resident per hour
		$ 60.00	Non-resident per hour
	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
	Concession Stand	$ 100.00	Resident Flat Fee
		$ 125.00	Non-Resident Flat Fee
	Basketball Tournament	$ 1,750.00	3 Day Resident
		$ 1,900.00	3 Day Non-Resident
	After Hours		
	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

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
	Auditorium	$ 125.00	Resident per hour
		$ 145.00	Non-resident per hour
	Kitchen	$ 60.00	Resident per hour
		$ 70.00	Non-resident per hour
	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
	Deposit Auditorium, Classrooms, Gym & Stage Rm	$ 200.00	
	Deposit Teen Parties	$ 500.00	Cash
	Rectangle Tables	$ 6.00	
	Round Tables	$ 8.00	
	Metal Chairs	$ 0.75	
	White Chairs	$ 1.00	
	Flamingo's	$ 45.00	
	IDs	$ 25.00	Resident per year
		$ 40.00	Non-resident per year
		$ 5.00	Day Pass
	Martial Arts		
	Kendo	$ 25.00	Per month
	Preschool		
	Literature-4 & 5 yrs old (Fridays)	$ 50.00	Resident per session
		$ 55.00	Non-resident per session
	Preschool-2 yrs old	$ 100.00	Resident per month
		$ 105.00	Non-resident per month
	Preschool-3 & 4 yrs old	$ 90.00	Resident per month
		$ 95.00	Non-resident per month
	Preschool Summer Funtime-2 & 3 yrs old	$ 90.00	Resident per month
		$ 95.00	Non-resident per month
	Preschool Summer Funtime - 4-5 yrs old	$ 90.00	Resident per month
		$ 95.00	Non-resident per month
	Special Events		
	Halloween	$ 1.00	Per adult
	Pet Show	$ 10.00	Each pet
	Valentine's 5K/10K Run	$ 25.00	Each
	Valentine's 5K/10K Run	$ 40.00	Couples
	Turkey Shoot	$ 1.00	Each
	Youth Classes		
	Acrobatics & Tumbling	$ 15.00	Resident Per class
		$ 20.00	Nonresident per class
	Babysitter Workshop	$ 85.00	Per session
	Beginner Guitar	$ 20.00	Per 1/2 hr session

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
	Baton	$ 109.00	Resident per Session
		$ 114.00	Non-Resident per Session
		$ 35.00	Non-Resident per session
	Drawing - Children	$ 90.00	
		$ 95.00	
	ACT Prep	$ 200.00	Resident per session
		$ 205.00	Nonresident per session
	Adult Art	$ 105.00	Resident per session - 4 weeks
		$ 105.00	Non-resident per session - 4 weeks
	Driver Education	$ 480.00	Resident per session
		$ 485.00	Nonresident per session
	Piano with Shirley (Ages 6-High School)	$ 20.00	Per 1/2 hr session
	Piano with with Vickie (Ages 6-Adults)	$ 80.00	Per Month
	Tennis (Ages 7-17)	$ 60.00	Resident - 1 Lesson Per Week
		$ 65.00	Non Resident - 1 Lesson Per Week
	Tutoring/Elementary	$ 325.00	per semester
	Tutoring/Middle School	$ 325.00	per semester
	Summer Tutoring	$ 30.00	Per Week
	Tutoring/High School	$ 325.00	per semester
	Beginner Running	$ 45.00	Resident - New Class
		$ 55.00	Non-Resident - New Class
	Fun with Drums	$ 60.00	Resident - New Class
		$ 65.00	Non-Resident - New Class
	Stained Glass Class	$ 130.00	Resident - New Class
		$ 135.00	Non-Resident - New Class
Senior Center	AM Stretch Exercise Class	$ 3.00	Per Class
	Ballroom Dance Day Class	$ 3.00	Per class
	Ballroom Dance Night Class	$ 10.00	Per Class
	Belly Dancing	$ 3.00	Per Class
	Bridge Lessons	$ 6.00	Per Class
	Calligraphy Workshops	$ 35.00	Per Session
	Ceramics	$ 10.00	Per month
	Computer Class	$ 50.00	Per Session
	Computer Workshop	$ 40.00	4-8 hours
	Computer Workshop	$ 25.00	4 hours or less
	Dance - Afternoon	$ 3.00	Members Per Dance
		$ 5.00	Non-Members Per Dance
	Dance - Evening	$ 5.00	Members Per Dance
		$ 6.00	Non-Members Per Dance
	Duplicate Bridge	$ 1.00	Per session
	Duplicate Bridge Additional Fee	$ 1.50	Non-Members per Session
	Exercise Punch Card	$ 30.00	Per Punch Card

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
	Facility Rental		
	Classroom (except #2)	$ 40.00	Resident Per Hour / Two Hour Min.
		$ 45.00	Non-Resident Per Hour / 2 Hr Min.
	Classroom # 2	$ 45.00	Resident Per Hour / Two Hour Min.
		$ 50.00	Non-Resident Per Hour / 2 Hr Min.
	Auditorium	$ 90.00	Resident Per Hour / Two Hour Min.
		$ 95.00	Non-Resident Per Hour / 2 Hr Min.
	Auditorium Deposit	$ 200.00	Per Auditorium Rental
	Classroom & Room 2 Deposit	$ 50.00	Per Classroom or Room 2 Rental
	Kitchen (Type-Catering)	$ 75.00	Additional Flat Fee for Rental
	For Profit Rentals	$ 5.00	Per Hour Added to Standard Rental Fee
	Equipment - Podium	$ 25.00	Additional Flat Fee for Rental
	Equipmt - Mic over PA	$ 25.00	Additional Flat Fee for Rental (Aud. Only)
	Equipmt - TV w/ DVD	$ 50.00	Additional Flat Fee for Rental
	Rental Cleanup - Classroom	$ 25.00	Additional Flat Fee Per Classroom Rental
	Rental Cleanup - Room 2	$ 50.00	Additional Flat Fee Per Rm 2 Rental
	Rental Cleanup - Auditorium	$ 95.00	Additional Flat Fee Per Auditorium Rental
	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
	Jewelry Class	$ 3.00	Per class
	Language Classes	$ 30.00	Per Session
	Leather Class	$ 3.00	Per class
	Line Dance Class	$ 3.00	Per class
	Manicure	$ 15.00	
	Pedicure	$ 21.00	
	Special Care Fee	$ 10.00	Additional (case-by-case)
	Massage - Chair		
	15-minutes	$ 16.00	Per 15-minute appointment
	30-minutes	$ 32.00	Per 30-minute appointment
	Memberships		
	Basic Membership	$ 15.00	Per Year
	All-Inclusive Membership	$ 19.00	Per Month
	Newsletter Ad Space		
	Business card size ad	$ 15.00	Per issue
	Quarter page ad	$ 25.00	Per issue
	Half page ad	$ 45.00	Per issue
	Full page ad	$ 80.00	Per issue
	Half page ad - outside back cover	$ 100.00	Per issue
	Oil Painting Class	$ 10.00	Per Month
	Photography Workshop	$ 35.00	Per Session
	Piano/Music Lessons	$ 80.00	Per Month

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
	Pottery Class	$ 15.00	Per Month
	Sketching/Art Class	$ 10.00	Per Month
	Sewing Class	$ 10.00	Per Month
	Tai Chi	$ 3.00	Per class
	Yoga	$ 3.00	Per class
	Zumba Class	$ 3.00	Per class
Recreation Center			
	Corporate Household	$ 605.00	Yearly
	Corporate Senior Household	$ 508.00	Yearly
	Corporate Senior Single	$ 335.00	Yearly
	Corporate Single	$ 400.00	Yearly
	Employee Household	$ 384.00	Yearly
	Employee Senior Household	$ 276.00	Yearly
	Employee Senior Single	$ 192.00	Yearly
	Employee Single	$ 252.00	Yearly
	Non-Resident College Membership	$ 161.00	Yearly
	Non-Resident Day Pass Daily	$ 15.00	Daily
	Non-Resident Day Pass Weekly	$ 35.00	Weekly
	Non-Resident Household	$ 734.00	Yearly
	Non-Resident Senior Household	$ 659.00	Yearly
	Non-Resident Senior Single	$ 432.00	Yearly
	Non-Resident Single	$ 486.00	Yearly
	Resident College Membership	$ 143.75	Yearly
	Resident Day Pass Daily	$ 10.00	Daily
	Resident Day Pass Weekly	$ 23.00	Weekly
	Resident Household	$ 486.00	Yearly
	Resident Senior Household	$ 356.00	Yearly
	Resident Senior Single	$ 238.00	Yearly
	Resident Single	$ 313.00	Yearly
	Resident Single - Monthly	$ 29.00	Monthly
	Resident Household - Monthly	$ 45.00	Monthly
	Resident Senior Single - Monthly	$ 22.00	Monthly
	Resident Senior Household - Monthly	$ 33.00	Monthly
	Non-Resident Single	$ 156.00	3-Month
	Non-Resident Household	$ 234.00	3-Month
	Non-Resident Senior Single	$ 138.00	3-Month
	Non-Resident Senior Household	$ 210.00	3-Month
	Non-Resident Single	$ 45.00	Monthly
	Non-Resident Household	$ 68.00	Monthly
	Non-Resident Senior Single	$ 40.00	Monthly
	Non-Resident Senior Household	$ 61.00	Monthly
	Resident Single	$ 99.00	3-Month
	Resident Household	$ 156.00	3-Month
	Resident Senior Single	$ 75.00	3-Month

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
	Resident Senior Household	$ 114.00	3-Month
	Non-Resident Single	$ 156.00	3-Month
	Non-Resident Household	$ 234.00	3-Month
	Non-Resident Senior Single	$ 138.00	3-Month
	Non-Resident Senior Household	$ 210.00	3-Month
	Corporate Single	$ 129.00	3-Month
	Corporate Household	$ 192.00	3-Month
	Corporate Senior Single	$ 108.00	3-Month
	Corporate Senior Household	$ 162.00	3-Month
	Aquatics		
	Splash Pad Resident - Daily	$ 5.00	Daily
	Splash Pad Non-Resident - Daily	$ 12.00	Daily
	Splash Pad Resident - Yearly	$ 90.00	Yearly
	1 student 1 lession per mem	$ 45.00	
	1 student 1 lession per non-mem	$ 70.00	
	1 student 4 lessions per mem	$ 95.00	
	1 student 4 lessions per non-mem	$ 125.00	
	Lifeguard Instructor mem	$ 195.00	
	Lifeguard Instructor non- mem	$ 220.00	
	Lifeguard recert mem fee	$ 65.00	
	Lifeguard recert non-mem fee	$ 90.00	
	Lifeguard training mem fee	$ 175.00	
	Lifeguard training non-mem fee	$ 200.00	
	Masters swim mem daily	$ 35.00	Monthly
	Masters swim non-mem daily	$ 50.00	Monthly
	Swim class member fee	$ 70.00	
	Swim class non-member fee	$ 95.00	
	Swim club registration	$ 10.00	
	WSI class mem	$ 195.00	
	WSI class non-mem	$ 220.00	
	Daycare		
	Daycare mem 12 sessions	$ 20.00	
	Daycare mem 6 sessions	$ 10.00	
	Daycare mem daily	$ 2.00	
	Daycare non-mem 12 sessions	$ 20.00	
	Daycare non-mem 6 sessions	$ 10.00	
	Daycare non-mem daily	$ 2.00	
	Unlimited childcare 1 mo.	$ 30.00	
	Facility Rental		
	Basketball court rental	$ 55.00	1/2 Court - 1 Hour Member
		$ 70.00	1/2 Court - 2 Hour Member
		$ 85.00	1/2 Court - 2 Hour Non-Member
		$ 105.00	1/2 Court - 1 Hour Non-Member
		$ 100.00	Full Court - 1 Hour Member

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
		$ 150.00	Full Court - 2 Hour Member
		$ 135.00	Full Court - 2 Hour Non-Member
		$ 200.00	Full Court - 1 Hour Non-Member
	Large Meeting Room Rental	$ 120.00	2 hour Member
		$ 145.00	3 hour Member
		$ 175.00	4 hour Member
		$ 145.00	2 hour Non-Member
		$ 175.00	3 hour Non-Member
		$ 200.00	4 hour Non-Member
	Meeting Room 2	$ 90.00	2 hour Member
		$ 115.00	3 hour Member
		$ 140.00	4 hour Member
		$ 120.00	2 hour Non-Member
		$ 145.00	3 hour Non-Member
		$ 175.00	4 hour Non-Member
	Choose 1 Package	$ 105.00	Member
		$ 140.00	Non-Member
	Choose 2 Package	$ 140.00	Member
		$ 190.00	Non-Member
	Home School Swim	$ 3.00	
	HS Lap Lane Rental fee	$ 6.00	
	Lock-In Rental Balance	$ 750.00	
	Lock-In Rental Deposit	$ 150.00	
	Pool Lane Rental member	$ 15.00	
	Pool Lane Rental nonmember	$ 20.00	
	Racquetball court rental	$ 25.00	Per hour
	Scuba	$ 10.00	Per person
	Yearly locker rental	$ 60.00	
	Inflatable - Giant Slide - Member	$ 90.00	
	Inflatable - Castle - Member	$ 65.00	
	Inflatable - Basketball Hoops - Member	$ 55.00	
	Inflatable - Giant Slide - Non-Member	$ 115.00	
	Inflatable - Castle - Non-Member	$ 85.00	
	Inflatable - Basketball Hoops - Non-Member	$ 70.00	
	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	$ 25.00	
	Golf Fitness - Member	$ 50.00	
	Golf Fitness - Non-Member	$ 75.00	
	1 Hr Personal Training Member	$ 50.00	
	1 Hr Personal Training Non-Member	$ 65.00	

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
	12 Hrs Personal Training Member	$ 513.00	
	12 Hrs Personal Training Non-Member	$ 684.00	
	2 Hr Update Personal Training	$ 75.00	
	20 Hrs Personal Training Member	$ 800.00	
	20 Hrs Personal Training Non-Member	$ 1,000.00	
	20/20/20 Senior Member	$ 130.00	
	20/20/20 Senior Non-Member	$ 170.00	
	3 Hr Personal Training Member	$ 100.00	
	3 Hr Personal Training Non-Member	$ 145.00	
	30 Hrs Personal Training Member	$ 1,050.00	
	30 Hrs Personal Training Non-Member	$ 1,350.00	
	6 Hrs Personal Training Member	$ 270.00	
	6 Hrs Personal Training Non-Member	$ 360.00	
	Eager To Exercise Mem	$ 30.00	
	Eager To Exercise Non-Mem	$ 40.00	
	Fast Track	$ 225.00	
	Fitness Assessment	$ 25.00	
	Indoor Triathlon	$ 20.00	
	Just For Teens Member	$ 65.00	
	Just For Teens Non-Member	$ 85.00	
	Small Group Training Member	$ 130.00	
	Small Group Training Non-Member	$ 170.00	
	Quest 4 Fitness member	$ 65.00	
	Quest 4 Fitness nonmember	$ 85.00	
	Sports Conditioning member	$ 65.00	
	Sports Conditioning nonmember	$ 85.00	
	Team Training 1 Mem & 1 Non- Mem 1session	$ 65.00	
	Team Training 1 Mem & 1 Non-Mem 8 sessions	$ 440.00	
	Team Training 1 Mem & 1 Non-Mem 12 sessions	$ 540.00	
	Team Training 2 Members 1 session	$ 60.00	
	Team Training 2 Members 8 sessions	$ 400.00	
	Team Training 2 Members 12 sessions	$ 480.00	
	Team Training 2 Non-Mem 1 session	$ 70.00	
	Team Training 2 Non-mem 8 sessions	$ 480.00	
	Team Training 2 Non-mem 12 sessions	$ 600.00	
	Next Level Training Member	$ 35.00	
	Next Level Training Non-Member	$ 40.00	
	Martial Arts Contract Monthly	$ 400.00	
	Other Recreation Center		
	Basketball league registration	$ 40.00	
	Camp 1 wk mem	$ 135.00	
	Camp 1 wk mem 1st sibling	$ 125.00	
	Camp 1 wk mem 2nd sibling	$ 110.00	
	Camp 1 wk non-mem	$ 160.00	

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
	Camp 1 wk non-mem 1st sibling	$ 150.00	
	Camp 1 wk non-mem 1nd sibling	$ 135.00	
	Camp day rate member	$ 35.00	
	Camp day rate non-member	$ 40.00	
	Health Non-Profit Booth	$ 30.00	
	Health Profit Booth	$ 35.00	
	Junior Youth members	$ 20.00	
	JYM special	$ 50.00	
	Kickball Team	$ 375.00	
	Kids Night Out mem	$ 10.00	
	Kids Night Out Non-Mem	$ 15.00	
	Lock-in Member	$ 20.00	
	Lock-in member additional child	$ 15.00	
	Lock-in non member	$ 25.00	
	Lock-in non member additional child	$ 20.00	
	Racquetball league mem	$ 20.00	
	Racquetball league non-mem	$ 25.00	
	Racquetball slam add level	$ 10.00	
	Racquetball slam mem	$ 20.00	
	Softball registration	$ 45.00	
	Tanning 1 session	$ 5.00	
	Tanning punch card 10 sessions	$ 30.00	
	Tanning unlimited tanning 1 mo.	$ 30.00	
	Triathlon individual	$ 25.00	
	Triathlon insurance individual	$ 10.00	
	Triathlon late fee individual	$ 5.00	
	Trunk N Treat	$ 25.00	
	Swim Competition		
	BXST 101 Member	$ 35.00	
	BXST 101 Member - 2nd	$ 25.00	
	BXST 101 Non-Member	$ 50.00	
	BXST 101 Non-Member - 2nd	$ 40.00	
	Late fee	$ 10.00	
	Black team mem	$ 55.00	Monthly
	Black team non-mem	$ 70.00	Monthly
	Black 2nd swimmer mem	$ 45.00	Monthly
	Black 2nd swimmer non-mem	$ 60.00	Monthly
	Red team mem	$ 65.00	Monthly
	Red team non-mem	$ 80.00	Monthly
	Red 2nd swimmer mem	$ 55.00	Monthly
	Red 2nd swimmer non-mem	$ 70.00	Monthly
	Senior member	$ 75.00	Monthly
	Senior non-mem	$ 90.00	Monthly
	Senior 2nd swimmer mem	$ 65.00	Monthly

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
	Senior 2nd swimmer non-mem	$ 80.00	Monthly
	USS transfer fee in LSC	$ 5.00	
	USS transfer fee out of LSC	$ 10.00	
	White team mem	$ 40.00	Monthly
	White team non-mem	$ 60.00	Monthly
	White 2nd swimmer mem	$ 35.00	Monthly
	White 2nd swimmer non-mem	$ 50.00	Monthly
	Yearly registration fee	$ 100.00	
	Yearly US reg fee	$ 66.00	
Performing Arts	BOX OFFICE		
	Credit card processing - per subscription	$ 5.00	On Total Order
	Credit card processing - per ticket	$2.00 & $4.00	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	$40.00 / $50.00	2 Seating Sections
	Theatre - Public - Headliner Series	$40.00 / $50.00	
	Tickets - Public - Showcase Series	$25.00 / $35.00	
	Theatre - Public - Live Theatre Series	$20.00	
	Tickets - Subscriber - Family Series	$10.00 / $15.00	Youth & Adult
	CLASSES & INSTRUCTION		
	Summer camp - per participant	$ 125.00	Fee - includes deposit
	Instruction/class non-refundable deposit	$ 50.00	
	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
	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	$50.00	
	Facility piano tuning - per event	$ 150.00	
	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	$ 25.00	
	Removal of seats - per row/event	$ 50.00	
	Stage Audio --- Lighting Techs per hour	$35.00 -- $20.00	
	Stage risers - per event	$100.00	
	Stage screen only - per event	$25.00	
	Wireless Mics - per event - per mic	$85.00	

City of Bartlett
Fees Schedule
Fiscal Year 2018-2019

Department	Type	Amount	Frequency/Notes/Description
	SPACE RENTAL		
	Auditorium (per hr, 4-hour minimum)	$125.00	Includes House Manager
	Lobby (per hr, 4-hour minimum)	$85.00	Includes House Manager
	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		
	Per agreement - minimum	$ 1,000.00	

GLOSSARY OF TERMS

Accrual Basis of Accounting - A method of recording earnings and expenses as they occur or are incurred, without regard to the actual date of collection or payment.

Adopted Budget - The budget approved by the Mayor and Board of Aldermen and enacted by budget appropriation ordinance, on or before July 1 each year.

Allocation - Planned expenditures and funding sources approved in the CIP for specific projects in future years.

Appropriation - A legal authorization granted by the Board of Mayor and Aldermen to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and time when it may be expended.

Assessed Value - The estimate of fair market value assigned to property by an appraiser or tax assessor.

Attrition - Used to quantify anticipated personnel cost savings due to the lapsed time between when a funded position becomes vacant and is filled.

Authorized Positions (Full-Time) - Total number of positions that a department may fill. Due to attrition positions may not be funded for the full fiscal year.

Balanced Budget – Total revenues and sources of funds must equal total expenditures.

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

BSMC – Bartlett Station Municipal Center.

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

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

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

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

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

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

Capital Outlay - The purchase of items of significant value (more than $5,000) and having a useful life a minimum of 5 years, also referred to as fixed assets. These costs are included in the operating budget.

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

GLOSSARY OF TERMS

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

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

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

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

Cost Center - A sub-unit of a department.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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.

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.