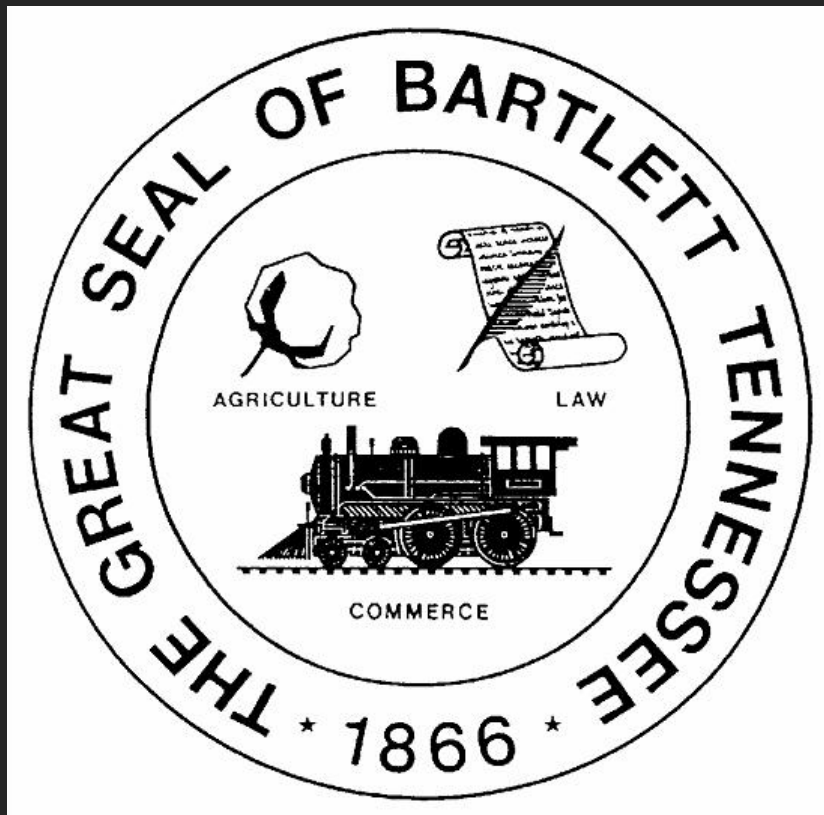


CITY OF BARTLETT **TENNESSEE**

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



A. Keith McDonald, Mayor

FISCAL 2022 ADOPTED BUDGET



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Bartlett
Tennessee**

For the Fiscal Year Beginning

July 01, 2020

Christopher P. Morill

Executive Director



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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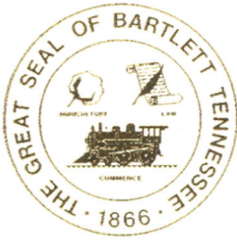
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CITY OF BARTLETT

T E N N E S S E E

INTRODUCTION



City of Bartlett

A. Keith McDonald, Mayor

June 28, 2021

Board of Mayor and Aldermen

City of Bartlett, Tennessee

This letter transmits the Budget for the fiscal year beginning July 1, 2021. In setting the City's annual financial plan of resources and uses of funds, the adoption of an annual Budget is a significant action by the Board of Mayor and Aldermen. This document outlines the authorization of allocation of resources and establishes department level operational expenditures for the coming year as well as a five-year capital improvement program to meet future infrastructure and equipment needs of the City.

The Board of Mayor and Aldermen have adopted budgets in recent years with conservative estimates of growth in revenues while at the same time providing essential services to the citizens of Bartlett. While the adopted FY21 General Fund budget projected a break even from operations the finance department now projects an increase in fund balance for FY21 as a result of operations for the fiscal year ending June 30, 2021.

The FY21 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 during these very uncertain time due to the COVID-19 pandemic. 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 2020 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 has remained steady from the 1970's through the 2010's, growing at a robust pace of 78% since 1990. While the City is home to many companies with regional and international operations it continues to maintain its small town atmosphere. Commercial and residential development had remained steady since the recession in 2008 through 2019 which has contributed to increased property assessments and property tax revenues. Residential development slowed during the recent Covid-19 pandemic and has remained so during the most recent fiscal year. Sales of existing homes have been strong as we slowly come out of the pandemic. Commercial development has remained steady during this time period and promises to regain the momentum lost in calendar year 2020. Historic Bartlett Station, the Gotten House Museum, the Bartlett Performing Arts and Conference Center and thirty-one public parks provide year round cultural and recreational opportunities for the City's residents. The Bartlett Municipal School System, created in 2014, has been a contributing factor in increased home sales and commercial development. Existing residential properties sell quickly once on the market in Bartlett, selling at asking price and more, primarily due to its excellent school system and quality of life offered in the City. Bartlett's school system has won several awards from the State of Tennessee for its excellent education programs. The results have seen many new families wanting to move to Bartlett.

As required by the Bartlett City Charter this budget document is presented for your approval for the fiscal year 2022 operating and capital budgets. The State of Tennessee saw many of its revenue streams reduced by the effects of the pandemic which impacts cities across the state. However, one of the main revenue sources for the state is the state sales tax, which unexpectedly experience considerable growth during fiscal year 2021. The sales tax is an elastic tax which can vary considerably month to month and year to year depending upon consumers' discretionary income. The pandemic saw many of the City's local revenues reduced from prior years, affected by business closures and social distancing requirements mandated by both state and federal government and the local Shelby County Health Department; however, sales tax remained strong from major companies such as Walmart, Sam's, Lowe's. Online sales also contributed to the robust sales tax growth during the pandemic.

Bartlett experienced a 16.5% growth in the per capita state sales tax allocations from FY20 to FY21. The growth in the state sales tax has been 31.2% for the six year period FY16 to FY21. The FY21 budget projected an 8.4% reduction in state sales tax revenue over FY20. However, this state-shared tax grew 16.5% over the prior year during the pandemic. Big box stores which were not mandated to be closed and online sales helped in generating this increase. The state's

economy will likely to continue to grow as pandemic mandates begin to expire and the City has planned on this increase in anticipation of the overall expansion of the state and national economy. One state shared tax that is set to expire in FY2022 is the state income tax. This tax, shared with local governments in Tennessee, phased out entirely in FY21. This tax which generated over \$500,000 in FY15 will be eliminated entirely in FY22. On a positive note, revenue from the local option sales tax, an amount generated from Bartlett's retail businesses increased 16.8% in FY21 compared to FY20. The FY22 budget conservatively estimates a slight 2.0% decrease in local option sales tax over FY21.

The overall General Fund budget for FY22 is set at \$57.05 million. This includes \$49.66 million in general operation for the various departments within the city plus \$7.39 million in transfers for other uses such as maintenance of effort appropriation for Bartlett City Schools, payment to Shelby County School System for purchase of county school buildings now used by the city system, and \$4,555,000 transfers to the City's Debt Service Fund for retirement of general obligation bonds and notes. The City has four (4) major funds reported in its Comprehensive Annual Financial Report: General Fund, General Purpose School Fund, Capital Projects Fund, and Education Capital Fund. Along with the General Fund budget of \$57.05 million the General Purpose School Fund has budgeted appropriations of \$92.2 million. The School Fund is using \$2.0 million in fund balance to supplement the \$90.2 million in total revenues to balance its budget. The Capital Projects Fund does not have an adopted budget in the budget ordinance because it is a multi-year fund. The Education Capital Fund does not have annual appropriations. The Bartlett Board of Education adopts a budget for each capital project as they propose during the year. The City additionally has fifteen (15) Special Revenue Funds which have adopted budgets on an annual basis. The E-Citation Fund is required by state statutes and provides for revenue and expenditures computer equipment and DUI testing equipment for the Bartlett Courts and police Department. This fund is a temporary fund and will sunset in FY24 after 5 years of activity per state law. A new fund for FY2021 is the American Rescue Plan Fund, created after Congress passed the American Rescue Plan Act of 2021 which provided Coronavirus State and Local Fiscal Recovery Funds to local governments. Bartlett will receive a total of \$5.76 million in funding in two tranches. Bartlett received \$2.88 million May 2021 and will receive the remaining \$2.88 million in May 2022. These funds were not budgeted in the FY2022 budget due to uncertainty regarding proper expenditures. As more information is obtained regarding the use of these funds, the Bartlett Board of Mayor and Aldermen will adopt budget amendments during FY2022 and future years.

The total budget for all funds included in the budget ordinance is \$181.04 million which includes all expenditures and expenses of the various funds. The line item “Department Revenues” in the budget ordinance on pp. 13-15 for the General Fund and Utility Fund are netted with expenditures or expenses in the detailed budget, therefore creating slightly different budget totals when comparing the budget ordinance to the line item budget document.

VISION STATEMENT

The statement on pp. 7-8 details the vision statement of the Bartlett Board of Mayor and Aldermen for 2022. Simply stated it envisions a dynamic, well-planned and growing community with a strong diversified economy and a high quality of life from childhood through retirement. The statement envisions a great quality of life, educational opportunities for its youth, strong economic development through retail and commercial activity, and a strong, ethical, and citizen oriented government. The FY22 budget continues this vision by maintaining services the citizens require even in these challenging times, providing for future development through a conservative and well-managed debt management policy, improved education facilities through completion of a new Bartlett High School, recruitment of retail and commercial developers, and continuing to strive for excellent staff members to carry out policies and programs set forth in the budget document.

Major Initiatives

To keep pace with the transportation needs of the growing population of residents, businesses, and arterial traffic of visitors, the City has projects in various stages of completion as well as planned projects included in the City’s Capital Improvement Program for FY22-FY26. Other projects will help improve department facilities, improvements to arterial roadways and bridges, parks facilities, and water and sewer improvements:

- The City began planning for a new city shop for a central location for its fleet management operations in FY17 by purchasing land for the project. The FY20 budget provided general obligation bond proceeds of \$2,650,000 for design and construction. An additional \$2,000,000 capital outlay note was issued in FY20 to provide additional funding for this project. The total estimated cost of the facility is \$4,495,970 with a completion date in FY22. This will provide a state-of-the-art facility for equipment repair and maintenance for many years.
- The major east-west arterial Old Bartlett West road from Kirby-Whitten to Austin Peay Highway has been in the planning stages since FY2005. The City completed the acquisition of right-of-way in FY20 with plans to begin construction in FY21. This is

a \$7,350,000 project with 80% funding through the Tennessee Department of Transportation. Once completed, the new roadway will provide much needed relief on this east-west corridor.

- In August 2017 the City purchased land for \$814,000 for the future construction of a new campus for the Tennessee College of Applied Technology at the corner of Appling Road and Brother Blvd. Construction has been completed for this facility, funded by the State of Tennessee. The total amount obligated by the City is \$1,000,000 inclusive of the land purchase. The facility now joins a network of twenty-seven other TCAT facilities in the state and will provide state-of-the-art technical training for workers to obtain technical skills and professional training necessary for advancement in today's competitive job market. Classes are scheduled to begin in the spring of calendar 2022.
- The Bartlett High School located on Woodlawn Street mostly completed. Officials plan to hold a ribbon cutting for the community in late July or early August 2021. The project was first proposed by the Bartlett Municipal School Board in FY16. General Obligation bonds of \$44 million were issued in FY17 to provide funding for the facility. The City issued \$8,000,000 in general obligation capital outlay notes in December 2020 to complete its obligation in funding for this project.
- With the construction of the Tennessee College of Applied Technology coming to a close, the city plans to make major improvements to Appling Road from Brother Blvd on the south end to Southern Way on the north. The improvements will include curb, gutter, and sidewalk on the West side of Appling along the East border of the TCAT facility. The City has budgeted \$1,495,000 for this project which should be completed in fall of 2021.
- The City continues to work with the State of Tennessee's Department of Transportation in funding improvements to its transportation overlay projects. The FY22 capital improvement program budget for this project is \$892,500 with 80% TDOT funding. The five year projection for these projects is \$6,250,000 with TDOT again funding 80% of the costs.
- The Tennessee Department of Transportation is requiring the City of Bartlett to provide ADA access to buildings, intersection sidewalks, and other ADA facilities. The City will be required to spend an estimated \$2.0 million over the next five years to upgrade our facilities with TDOT providing 80% funding. The FY22 CIP budget contains \$100,000 funding for this project; the City will spend \$1,900,000 in FY24 and FY25 with TDOT funding \$1,520,000 of the cost over the two year period.

Other Significant Challenges

Increased Property Taxes and Other Sources of Revenue

While the City has seen success in retail development in the last several years, the current novel coronavirus pandemic has affected business in Bartlett as well as Tennessee and the nation. Past successes in attracting franchises such as Krispi Kreme, Chick-fil-A, Red Koi, and others have added significant revenues to the local tax base. The City's property tax assessments have increased slightly in recent years; however the pandemic has slowed development in the retail sector as well as residential and commercial activities. The City has several developers that are interested in development for residential housing. Residential units for existing properties are selling quickly once on the market. New construction has been hampered by a shortage of property and a moratorium on sewer connections to the Memphis sewer system. New housing permits averaged 301 units per year for FY2001 through FY2008. Since that time new housing permits have dropped to average of only 124 units per year. Property taxes have risen in recent years but were flat in FY20. The City expects similar numbers for FY21 until a reappraisal of all property is conducted in calendar 2021.

Health Insurance Costs for Employees

The City continues to address the rising health care costs for its employees by remaining in an Interlocal Health Benefit Plan. Members of the plan include employees of three municipalities and four municipal school systems in Shelby County. The annual costs of insurance premiums and prescription drugs continue to rise, placing strain on the participant members to provide a revenue stream sufficient to cover these costs. Plan rates and contributions for each entity are set in advance each July 1st. Plan contributions in FY21 were sufficient to cover all costs of the health plan without having members contribute in advance at the beginning of the plan year. Additionally, the projections for premium revenue from members entities for the plan for FY22 has resulted in a zero percentage increase in employee premiums for the year. The Interlocal Health Insurance Committee is closely monitoring our health care providers and pharmacy partners while promoting innovative solutions to these rising costs. The Board of Mayor and Aldermen are also monitoring the situation to ensure quality healthcare to its employees at reasonable prices.

Services to Annexed Property Owners

The City annexed 3,315 acres containing 927 parcels with an assessed valuation of over \$58 million in 2012. A key challenge for the City continues to be providing services to this annexed territory. The FY22 Capital Improvement Program budget provided \$400,000 in sewer projects

in the annexed area. The City's operating budget continues to provide public safety and public works personnel and services to cover all annexed property.

Sanitation Fund Self-Sufficient

The Sanitation Fund is a special revenue fund of the city with the requirement that it be self-sufficient in operations. The sanitation fee was increased in FY20 to \$30 per month per customer. The Board felt this increase has provided sufficient revenue stream for several years. Total operations for the Sanitation Fund in FY21 is estimated at \$7.16 million.

Water and Sewer Operations

The Water and Sewer Fund has operated close to a loss for the last several years. Subdivision develop fees have historically provided additional resources which enable the fund to operate without a loss. With developer fees in decline, the City took a proactive approach to this issue by increasing water and sewer rates \$4 per month per customer beginning July 1, 2019. While the increase provided sufficient revenues to generate a positive retained earnings for FY20, sewer treatment fees by the City of Memphis were increased in January 2021. The result in operations reflect a small decrease in retained earnings for FY21. The Water/Sewer Fund has an adopted budget in FY22 of \$9.5 million in total expense.

Bartlett Vision Statement

As detailed in this document, The Board of Mayor and Aldermen met in January 2015 to adopt 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 result of this meeting City's long-term strategic goals were focused on general areas of

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

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

- Quality of Life - Adopt a more complete bikeway plan through a multi-year capital improvement program. Plans are in place to improve the bikeways on major arteries throughout the city.
- Quality of Life - Development of a master plan for Freeman Park with state of the art facilities for sports and entertainment venues. Major improvements have been made to the

park, including soccer fields and the completed A. Keith McDonald Pavilion included in the more than \$6.1 million capital improvements for all park property. A major initiative was to upgrade all park restrooms to make them ADA compliant over the next few years.

- **Education** - To support the City's municipal school system to provide an innovative and exemplary education for all students in a safe, high-performing district that encourages them to expand their horizons and achieve their potential. The city purchased land for the purpose of construction of a training facility in Bartlett to coordinate special training for students wishing to get into the medical device field of study. The new Tennessee College of Applied Technology (TCAT) will open in the spring of FY2022 to provide educational opportunities to Bartlett students. The City completed a major renovation of its Bartlett High School scheduled to open in fall of 2021 which will provide a state of the art education facility for many years.
- **Economic Development** - Develop a retail recruitment plan to complement the City's commercial and healthcare industries. A number of new businesses have located in Bartlett as a result of this effort. The city continues to work with Retail Strategies, a consulting group which works to bring commercial business to the area. We have also proposed changes in the city's zoning ordinance to provide for mixed use residential and commercial development in the future. This measure has been being presented to the Bartlett Planning Department for study with later presentation to the Bartlett Industrial Development Board for consideration. The mixed use development projected investment is estimated at \$162 million.
- **General Government** - Control the City's debt and debt service requirements and maintain or improve its Standard & Poor's AAA and Moody's Aa1 bond ratings. The city maintained its current bond ratings from S & P and Moody's on its general obligation debt. There are plans to issue \$3.5 million in general obligation bonds in FY22 with most of the proceeds going to city street improvements and other engineering projects.
- **General Government** - Limit debt to manageable levels each year. With demand for improved services and new infrastructure requirements, the city is looking to issue over \$25 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 FY22 ensured resources will be provided for future debt retirement. The City board appropriated \$4,555,000 in transfers to its Debt Service Fund for FY21 to retire current and future debt obligations. A similar amount has been included in the FY22 budget for transfers for debt retirement.
- **General Government** – Provide training opportunities for staff to become better efficient in their duties. We conducted monthly meetings with health and safety officials the first half

of FY21 before the pandemic required social distancing and fewer contact with staff members. Department heads require monthly training sessions as appropriate in critical areas of work to encourage safety in the workplace.

Budget Overview

The Fiscal Year 2022 proposed budget for all funds, including Bartlett School Fund, is \$181 million. Excluding Bartlett School Fund, the Fiscal Year 2022 proposed budget for all funds is \$88.8 million, which represents a 3.74% increase compared to Fiscal Year 2021 Projections. The proposed General Fund budget is \$57.05 million which represents a slight increase compared to the General Fund budget for Fiscal Year 2021.

Highlights of the Adopted 2022 Budget

- \$0 Use of reserves in General Fund operating budget.
- General Fund Budget based on \$1.75 property tax rate
- 4% salary increase for full-time employees included for FY2022.
- Half-cent Sales Tax budgeted to reimburse costs for School Ground Maintenance, School Resource Officers, Crossing Guards, Health and Safety Officer, and DARE Program. The maintenance of effort requirement for FY22 remains at \$1,737,826 and settlement charges for the use of Shelby County Board of Education buildings remains at \$608,193. There will also be \$4,555,000 in operating transfers to the Debt Service Fund for the purpose of retiring annual bond and note requirements. This is an increase of \$1,000,000 from FY2021.
- Current service levels are maintained for special revenue funds with planned use of fund balances in State Street Aid, General Improvement, Drug Funds, Parks Improvement, and General Purpose School Fund.
- No increase in health insurance costs; city will fund pension ADC requirements.
- Sewer rate increase to cover increased City of Memphis sewer treatment charges.
- Potential for State of Tennessee grant funds included in State Budget.
- American Recovery Act grant funding in late FY2021 and again in FY2022.
- State and Federal grants not included in FY2022 budget presentation and will be budgeted upon receipt of funds.

General Fund

General fund revenues are projected at \$57.05 million. Funds are provided for contributions to the city's Debt Service Fund to service existing and future debt issues. Budgeted expenditures of \$57.05 million 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 \$4.555 million to Debt Service Fund, \$100,000 to the Drainage Fund; \$80,000 transfer out to Bartlett Station Commission; \$33,000 appropriation for DARE funding; and \$275,000 transfer out to General Improvement Fund.

Special Revenue Funds

Gas tax revenue is used to pay for street lighting in the State Street Aid Fund. We included \$100,000 in subdivision paving which will be paid from developer fees. An additional amount of \$500,000 has been included for general street paving to complement CIP funding for this purpose. Capital amounts in State Street Aid Fund include \$300,000 in signal maintenance and \$150,000 in curb and handicap ramps. Solid Waste fund is intended to be self-supporting; fees will be unchanged from the prior year. We are proposing a small surplus for FY22 in the Solid Waste Fund with the \$30 per month user fee per customer. Approximately \$641,000 in solid waste vehicles and equipment will be funded in Solid Waste Fund in FY22. The General-Improvement fund is used to fund city wide improvements and contribute to general fund balance. Its budget is projects a surplus for FY22, using \$275,000 in transfers from the General Fund. 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 proposing the use of \$140,500 in fund balance to balance the Drainage Fund budget. The Bartlett City Municipal School Fund is presented as a special revenue fund. The Bartlett City Board of Education presented its budget for inclusion in this budget document. The school fund budget totals \$92.2 million for FY22. The E-Citation Fund, with a budget of \$30,000 for police and city clerk operations, is the third year for this fund. Revenues and expenditures are reserved for law enforcement E-ticket activities and city clerk computer equipment. This fund will sunset after its fifth year of operations.

Water/Wastewater Fund

Sewer rates will increase in FY22 in order to offset Memphis sewer treatment increases. There is budgeted a \$280,000 use of retained earnings to pay for projects included in the Water/Wastewater CIP improvements fund.

Debt Service Fund

One third of the 2¼ percent local option sales tax allocation to Bartlett goes to this fund to pay debt service for General Obligation debt. To supplement this revenue we are transferring \$4.555 million from the General Fund and a \$1 million transfer from the General Purpose School Fund

to service the annual debt obligation. Total Debt Service Fund expenditures are \$9.511 million in FY22.

The City expects to issue \$3.5 million in general obligation bonds in FY22. The City issued \$8,000,000 in capital outlay notes during FY21 to fund remaining costs of the Bartlett High School project.

Capital Improvements Fund

We are requesting \$7,757,500 for capital improvement projects in FY22, a reduction of \$4.2 million from the FY21 CIP budget. Funding sources include \$3,488,500 in G.O. bonds, \$3,354,000 in TDOT matching funds, \$485,000 in grant revenue, \$150,000 transfer from the Park Improvement Fund, and \$280,000 in use of retained earnings from the Water/Sewer Fund. Major projects and capital acquisitions as noted previously include \$6.8 million in engineering projects, \$230,000 for parks and recreation and \$280,000 in sewer improvements.

Budget Projections

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

REVENUES & EXPENDITURES PROJECTIONS

	FY 2020 Actual	FY 2021 Projection	FY 2022 Adopted	FY 2023 Projected	FY 2024 Projected	FY 2025 Projected
General Fund Revenues	\$53,085,534	\$56,418,167	\$ 57,051,921	\$ 59,904,518	\$ 61,701,653	\$ 62,935,686
General Fund Expenditures	53,320,726	55,462,932	57,051,921	59,333,998	61,114,018	62,947,439
Fund Balance	29,661,536	30,616,771	30,616,771	31,187,290	31,774,925	31,763,173
Special Revenue Funds Revenue	\$96,666,151	\$96,944,174	\$ 101,218,053	\$ 104,254,595	\$106,339,686	\$108,466,480
Special Revenue Funds Expenditures	97,143,738	102,931,518	103,450,808	105,519,824	107,630,221	109,782,825
Fund Balance	38,989,076	33,001,732	30,768,977	29,503,747	28,213,213	26,896,868
Utility Fund Revenues	\$ 9,693,500	\$ 9,471,300	\$ 10,169,300	\$ 10,372,686	\$ 10,580,140	\$ 10,791,743
Utility Fund Expenditures	8,181,445	10,124,305	11,029,152	11,139,444	11,250,838	11,363,346
Cash Balance	13,263,543	12,610,538	11,750,686	10,983,928	10,313,230	9,741,626
Debt Service Fund Revenues	\$ 8,138,085	\$ 9,692,937	\$ 9,552,500	\$ 9,648,025	\$ 9,744,505	\$ 9,841,950
Debt Service Expenditures	8,609,215	9,169,975	9,511,133	9,463,577	9,652,849	9,845,906
Fund Balance	2,685,475	3,208,436	3,249,804	3,434,251	3,525,908	3,521,953

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. For FY22 this policy would require an unassigned fund balance at June 30, 2022 of \$12.4 million. One-time uses of reserves may be approved for certain capital items and expenditures. These appropriations are used infrequently when prior year operations result in surpluses or when the reserves can be replenished within two to three fiscal years. Special revenue funds rely on certain fees or designated revenue streams other than property taxes. The Board monitors the budget and actual operations of these funds on a monthly basis. The utility fund is self-supporting through customer user charges. State law requires the operation of utility funds to generate a positive change in net position each year. The Board reviews operations annually and determines if changes are needed to user rates or adjustments to operations. The budget for the City's Debt Service Fund includes sources and uses of funds to service the general obligation debt and capital note requirements each year. For planning purposes the administration considers capital improvement needs for the year plus an additional four years of projections. The Board prioritizes these capital expenditures, determines the bond or note expenditures necessary and authorizes funding sources based on the City's debt management policy.

Concurrent with adoption of the FY22 budget, the Board of Mayor and Aldermen adopts a property tax rate. As previously noted, the budget adopted a property tax rate of \$1.75. The property tax rate was established after the 2021 property reappraisal by Shelby County resulted in a certified tax rate of \$1.51 per hundred of assessed value. After publication and public hearings, the property tax rate for the 2021 tax year was set at \$1.75, a \$0.24 cent increase over the certified tax rate. The additional property tax revenues will be used for salary equity for public safety personnel, debt retirement, employer health insurance increases, salary increases for all Bartlett employees and costs of inflation in operating expenses for all departments. Property tax revenues account for approximately 51% of the total revenue in the General Fund with local taxes and intergovernmental revenue accounting for an additional 37% of total revenue.

With the Board's direction the administration is confident the City will make steady progress on fulfilling the goals and objectives outlined in its vision statement labeled Bartlett Vision 2022 which is presented on pp. 7-8 of this document.

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

The budgeting process and this document are further efforts and commitments to transparency in the affairs of the community. Department head meetings, board work sessions, and open public participation has resulted in a document which we hope will build on and garner the public's trust in the operations of the City. We have attempted to cover some highlights in this letter. For a better understanding of the City's plan of operations for the coming fiscal year, the reader should review this document in its entirety. Inquiries or comments may be directed to Dick Phebus, Finance Director or 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 21-01

AN ORDINANCE TO ADOPT THE 2021-2022 GENERAL FUND, STREET AID FUND, SOLID WASTE FUND, GENERAL IMPROVEMENT FUND, DRUG ENFORCEMENT FUND, DEA ENFORCEMENT FUND, DRAINAGE FUND, PARKS IMPROVEMENT FUND, E-CITATION FUND, BARTLETT CITY SCHOOL FUND, UTILITY FUND, DEBT SERVICE FUND AND CAPITAL IMPROVEMENTS FUND BUDGETS.

SECTION 1: BE IT ORDAINED by the Board of Mayor and Aldermen of the City of Bartlett that the following appropriations for the 2021-2022 Fiscal Year for the City of Bartlett are as follows:

GENERAL FUND EXPENDITURES:	Fiscal Year 21/22
ADMINISTRATIVE:	
Legislative Board	\$ 867,864
Mayor's Office	\$ 810,745
Community Affairs	\$ 275,584
Building and Grounds	\$ 408,020
Bartlett Station Municipal Center	\$ 424,070
Library	\$ 1,273,600
Finance and Administration	\$ 1,792,807
City Court	\$ 1,139,589
Personnel	\$ 640,699
Planning and Economic Development	\$ 526,654
Total Administrative	\$ 8,159,632
PUBLIC SAFETY:	
Police Department	\$ 17,316,908
Fire Department	\$ 8,154,558
Ambulance Department	\$ 4,042,182
Code Enforcement	\$ 1,059,060
Total Public Safety	\$ 30,572,708
PUBLIC WORKS:	
Administration	\$ 433,953
City Shop	\$ 1,171,987
General Maintenance	\$ 1,649,392
General Services	\$ 346,193
Grounds Maintenance	\$ 1,453,655
Animal Control	\$ 766,923
Engineering Administration	\$ 308,413
Engineering & Inspection	\$ 437,657
Total Public Works	\$ 6,568,173
PARKS AND RECREATION:	
Administration	\$ 500,449
Community Center	\$ 876,934
Athletics	\$ 816,200
Maintenance	\$ 1,675,604
School Ground Maintenance	\$ 321,056
Senior Citizen Center	\$ 403,257
Recreation Center	\$ 1,818,076
Total Parks and Recreation	\$ 6,411,576

PERFORMING ARTS:

Performing Arts Center	\$	718,214
Total Performing Arts	\$	718,214

OTHER GENERAL FUND ITEMS /TRANSFERS OUT

Transfer Out Bartlett City School	\$	1,737,826
Transfer Out Shelby County Board of Education	\$	608,193
Transfer Out DARE Program	\$	33,000
Transfer Out Drainage Fund	\$	100,000
Transfer Out Debt Service	\$	4,555,000
Transfer Out General Improvement Fund	\$	275,000
Transfer Out Bartlett Station	\$	80,000
Total Transfers Out	\$	7,389,019

TOTAL GENERAL FUND EXPENDITURES **\$ 59,819,322**

GENERAL FUND REVENUES/TRANSFERS:

Property Taxes	\$	29,305,000
Local Taxes	\$	14,894,090
Licenses & Privileges	\$	1,577,000
Intergovernmental	\$	6,464,000
General Charges for Services	\$	3,106,325
Department Revenues	\$	2,767,401
Court Charges	\$	1,406,000
Other Revenue	\$	131,506
Transfer In from General Improvement Fund	\$	168,000

TOTAL GENERAL FUND REVENUES/TRANSFERS **\$ 59,819,322**

SPECIAL REVENUE FUNDS EXPENDITURES

Street Aid Fund	\$	2,500,000
Solid Waste Fund	\$	7,166,944
General Improvement Fund	\$	787,500
Drug Enforcement Fund	\$	370,000
DEA Enforcement Fund	\$	95,500
Drainage Control Fund	\$	125,111
Park Improvement Fund	\$	150,000
E-Citation Fund	\$	30,000
Bartlett City School Fund	\$	92,225,753

TOTAL SPECIAL REVENUE FUNDS EXPENDITURES **\$ 103,450,808**

SPECIAL REVENUE FUNDS REVENUES/SOURCES

Special Revenue Funds Revenue	\$	101,218,053
Use of Fund Balance	\$	2,232,755

TOTAL SPECIAL REVENUE FUNDS REV./SOURCES **\$ 103,450,808**

UTILITY FUND EXPENDITURES

Administration	\$	3,222,628
Water & Wastewater Services	\$	2,335,992
Plant Operations	\$	2,801,573
Sewer Treatment	\$	1,171,980
Total Utility Operation Expenditures	\$	9,532,173

Utility Debt – Principal	\$	1,039,000
Utility Debt -- Interest & Charges	\$	191,979
Total Utility Debt Expenditures	\$	1,230,979

Transfer to Capital Improvement Fund	\$	280,000

TOTAL UTILITY FUND EXPENDITURES **\$ 11,043,152**

UTILITY FUND REVENUES/SOURCES

Utility Fund Revenues	\$	10,169,300
Department Revenues	\$	14,000
Use of Fund Balance	\$	859,852

TOTAL UTILITY FUND REVENUES/SOURCES **\$ 11,043,152**

GENERAL DEBT SERVICE FUND EXPENDITURES

Principal	\$	6,230,334
Interest and Other Charges	\$	3,280,798
Contribution to Fund Balance	\$	41,368

TOTAL GENERAL DEBT SERVICE EXPENDITURES **\$ 9,552,500**

GENERAL DEBT SERVICE REVENUES/SOURCES

Debt Service Revenues	\$	9,552,500

TOTAL GENERAL DEBT SERVICE REV/SOURCES **\$ 9,552,500**

SECTION 2: SOLID WASTE FEE -- BE IT FURTHER ORDAINED that the Solid Waste Fee shall be \$30 per month for residential pickup; \$30 for 1 cart, \$35 for 2 carts, and \$40 for 3 carts for commercial pickup. Other charges for Solid Waste services are listed in the Solid Waste Fee Schedule found in Exhibit B and made part of this ordinance by reference. All monthly and separate fee charges shall become effective July 1, 2021.

SECTION 3: ELECTRONIC CITATION FEE -- BE IT FURTHER ORDAINED that the electronic traffic citation fee of \$5 authorized by T.C.A. 55-10-207(e) for each ticket that results in conviction is imposed in City Court effective July 1, 2021. The \$5 fee shall be distributed as follows: \$1 for the City Court Clerk, restricted use for computer hardware and related expenses as authorized in the above T.C.A. citation, and \$4 designated for Special Revenue E-Citation Fund and used for electronic citation system and related expenses for the City of Bartlett Police Department law enforcement activities. The E-citation fee will expire on June 30, 2024.

SECTION 4: 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 2021-2022 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 5: 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 6: The CITY WATER RATE -- BE IT FURTHER ORDAINED that the City Water Rates be assessed according to the following schedule:

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

SECTION 7: The CITY SEWER RATE -- BE IT FURTHER ORDAINED that the City Sewer Rates be assessed according to the following schedule:

	<u>Rates</u>
Residential -- City Customers -- The first 2,000 gallons	\$ 9.19
Residential -- City Customers -- each additional 1,000 gallons	\$ 1.89
Residential -- Rural Customers -- The first 2,000 gallons	\$ 12.09
Residential -- Rural Customers -- each additional 1,000 gallons	\$ 2.04
Commercial -- City Customers -- The first 2,000 gallons	\$ 17.89
Commercial -- City Customers -- each additional 1,000 gallons	\$ 2.04
Commercial -- Rural Customers -- The first 2,000 gallons	\$ 25.14
Commercial -- Rural Customers -- each additional 1,000 gallons	\$ 2.18

SECTION 8: 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 9: BARTLETT CITY SCHOOL SPECIAL REVENUE AND CAPITAL BUDGET -- BE IT FURTHER ORDAINED that The Bartlett City Board of Education has approved and presented Special Revenue Funds for FY2021-22 for its Title Funds, School Nutrition Fund, Discretionary Grants Fund and other various funds administered by the Bartlett City Board of Education. These budget documents, "Exhibit B, C & D", are presented in the FY2021-22 Approved Special Revenue Budget and the FY2021-22 Approved Capital Budget documents as attached and made part of the enacting City of Bartlett budget ordinance by reference. (Note: The Bartlett City Board of Education General Fund Budget, along with its Special Revenue Funds Budgets for FY2021-2022 as noted within this section were previously presented and approved as contained in Ordinance 21-01 by the Bartlett Board of Mayor and Aldermen on three (3) separate readings dated May 11, 2021, May 25, 2021, and June 8, 2021. Ordinance 21-01 shall remain in full force and effect.)

SECTION 10: CITY FEES SCHEDULE -- BE IT FURTHER ORDAINED that "Exhibit E" represents the fiscal year 2021-2022 comprehensive fees schedule for the City of Bartlett, Tennessee and establishes the rates for fiscal year 2021-2022. Any rate or fee not included in the attached 2021-2022 schedule established by previous resolution, ordinance or administrative action will remain in effect.

SECTION 11: 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 12: OPERATING BUDGETS EXPIRE AT JUNE 30 -- BE IT FURTHER ORDAINED that Operating budgets not spent or formally encumbered expire at June 30, 2022. Capital Projects are authorized on a "project" basis -- and the appropriation expires on completion of the project.

SECTION 13: NO APPROPRIATION EXCEEDED -- BE IT FURTHER ORDAINED that no appropriation listed above may be exceeded without appropriate ordinance action to amend the budget.

SECTION 14: 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 2022 budget. All transfers will be reported to the Board of Mayor and Aldermen at the time of the reporting of the year-end financial results in the Annual Comprehensive Financial Report for the year ended June 30, 2022.

SECTION 15: DETAILED LINE-ITEM -- BE IT FURTHER ORDAINED that a detailed line-item financial plan shall be prepared in support of the budget.

SECTION 16: 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 17: 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.

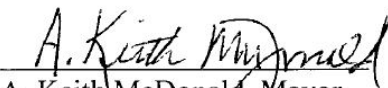
SECTION 18: EFFECTIVE DATE -- BE IT FURTHER ORDAINED that this Ordinance becomes effective July 1, 2021.

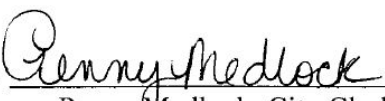
FIRST READING: May 11, 2021

SECOND READING: May 25, 2021

THIRD READING: June 28, 2021


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


A. Keith McDonald, Mayor

Attest: 
Penny Medlock, City Clerk

ORDINANCE 21-02

AN ORDINANCE TO LEVY AND ASSESS A TAX RATE FOR AD VALOREM TAXES UPON REAL PROPERTY AND PERSONAL PROPERTY IN THE CITY OF BARTLETT FOR THE TAX YEAR 2021

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 2021 Real and Personal Property Tax Rate shall be levied as follows:

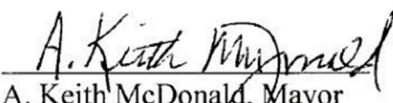
SECTION 1: TAX RATE – Effective July 1, 2021, there is hereby levied upon all real property in the City of Bartlett pursuant to TCA 67-5-101 et sec., a tax calculated upon a rate of \$1.75 for each \$100.00 of assessed valuation and there is hereby levied upon all taxable personal property a tax calculated upon a rate of \$1.75 for each \$100.00 of assessed valuation.

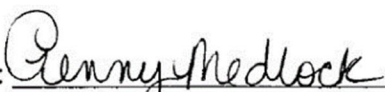
SECTION 2: SEVERABILITY -- to the extent that any prior Ordinance, assessment or tax rate specification conflicts with this Ordinance the same is repealed.

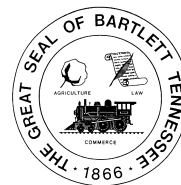
SECTION 3: EFFECTIVE DATE -- Be it further ordained that this Ordinance shall take effect upon its passage on third and final reading, the public welfare requiring it.

FIRST READING: May 11, 2021
SECOND READING: May 25, 2021
THIRD READING: June 28, 2021


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


A. Keith McDonald, Mayor

Attest: 
Penny Medlock, City Clerk



THE BUDGET DOCUMENT

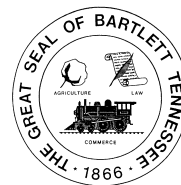
The City of Bartlett Fiscal 2022 Budget is organized into eight sections. They are Introduction, Summary, General Fund, Special Revenue Funds, Utility Fund, Debt Service Fund, Capital Improvement Plan and the Appendix, each designated by a tab. All funds are appropriated by the Board of Mayor and Aldermen. 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, B, C, D and E are located in the appendix), tax rate ordinance, the budget document, budget process, budget calendar, financial policies, operating policies, Bartlett organization chart and City and Board of Education Officials.



Summary

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

General Fund

The General Fund section presents the operating budget for each function and department (including cost centers). Budgets are presented at a summary level, function level, department, cost center and at a line item detail level, and with an explanation for each FY 2022 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, e-citation and Bartlett school.

Utility Fund

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

Debt Service Fund

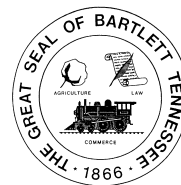
This section includes the budgets for the City's Debt Service Fund. This fund provides for the payment of principal, interest and other costs on the City's outstanding general obligation and water and sewer bonds. Also included are the schedules of bonds payable for both the general and water and sewer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

Capital Improvement Plan

This section includes a summary of the five-year capital plan and project detail for each project in the Fiscal Year 2022 capital budget. Sources of funds, expenditures and project start and completion dates are included.

Appendix

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



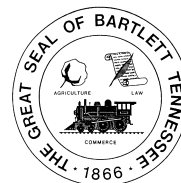
THE BUDGET PROCESS

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.

In November, The Mayor, the CAO and the Finance Director meet with all departments to go over community issues, goals, expectations for the current year, and long-term plan. The Budget instructions are distributed to the departments in January. Each department then submits their budgets breaking out the current items, new budget items and/or programs with their explanations and costs with their priorities related to their department's goal and the City's goal. In March to April, the administration will meet with each department individually to review all departments' requests. Budget decisions are then made based on the departments' requests in respect to the City's goals, strategies and policies. The administration then present a preliminary summary to the Board of Aldermen and address any concerns the Aldermen may have. The administration submit a Requested Budget document in the first Board of Mayor and Aldermen regular meeting in May. The second budget reading includes any needed discussions and changes to the budget between the administration and the Board of Aldermen in the second regular meeting in May. The public hearing is set for the first meeting in June with public inputs where individuals will have a maximum of three minutes to speak either for or against the item, with a total of 20 minutes for each side. Once the budget is adopted, the Adopted Budget will be provided online for the public on June 30. Any budget amendments throughout the year need to be approved by the Board of Aldermen in regular meetings.

Budget Guidelines

The purpose of the development of the operating and capital improvements budgets is present to the Mayor and Board a comprehensive view of the proposed operations and capital improvements



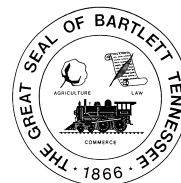
for the budget year. The budget for each fund must be balanced (i.e. total revenues and sources of funds must equal total expenditures) and the capital plan must identify sources of funding. Our goal as specified in the budget ordinance is to maintain the unassigned general fund balance at 20% of projected 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 2022 property tax revenues include growth, new constructions and assessment appeals. All sales taxes are based on growth estimates used by the State of Tennessee and modified according to Bartlett sales tax payers. Sales taxes are budgeted to increase 5% over FY 2021 projection. All revenues based on residential growth such as solid waste, water and sewer and other development fees are based on only 25 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

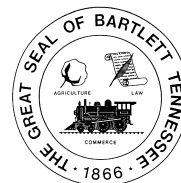
The Charter of the City of Bartlett requires the Finance Director to prepare and submit an annual budget and explanatory message at least forty-five (45) days before the beginning of the fiscal year. According to the Charter, the budget message should include the financial policies used to develop the 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.

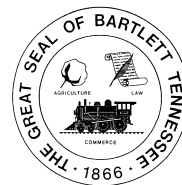
Budget Basis

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

The City's Water & Sewer Fund (Enterprise Fund) is presented on a modified accrual basis 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. Principal payments on debt are included in the annual budget as required by the State of Tennessee and recorded as expense in the City's accounting records during the year but are closed to debt liability accounts at year end. Depreciation expense and compensated absences are also recorded at year end prior to closing the accounting records for the enterprise fund.

Budget Monitoring and Management

The Finance Department monitors the revenue and expenditure activity of the City throughout the fiscal year on a monthly basis. Each department director is given management reports, which



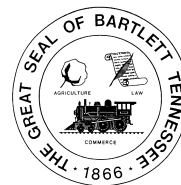
include the revised budget, actual expenditures and balance of funds available. The Finance Department presents a summarized financial status report to the Board of Mayor and Aldermen each month in the form of a Treasurer's Report. Forecasts of projected annual revenues and expenditures are prepared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



City of Bartlett Budget Calendar

Fiscal 2021-2022

Day	Date	Activity
Month	November	Meet with all departments to go over community issues, goals, expectations for the current year, and long-term plan
Monday	February 1	Budget Instruction Memo Distributed to Departments
Monday	February 15	Operating & CIP budgets Forecasts/Requests Due (The budget coordinator met with each department and went over their budget)
Month	Beginning March 1	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 11	Board Meeting – Budget First Reading (Proposed budget copies were presented to the Board of Mayor and Aldermen). *The public hearing is set for June 8, 2021 @6:00pm.
Tuesday	May 25	Board Meeting – Budget Second Reading. *The public hearing is set for June 8, 2021 @6:00pm.
Tuesday	June 28	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.
Thursday	June 30	Adopted budget copies were presented to the Board of Mayor and Aldermen

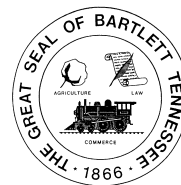


FINANCIAL POLICIES

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

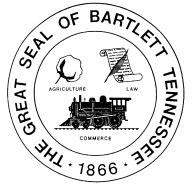
- A five-year Capital Improvement Plan will be developed and updated annually, including funding sources. Capital improvement projects will be defined as infrastructure or equipment with a useful life of 2 or more years and a cost of \$20,000 or more. The City use two types of debt obligations, general obligation bonds and capital notes. General obligation bonds are long-term bonds for infrastructures that last more than 20 years. Capital notes are short-term bonds for those assets last less than 10 years.
- We will continue to use pay-as-you go capital improvement project financing to the extent revenue is available from fund balances, special revenue funds, grants and other sources other than City debt issuance.
- Self-supporting debt will be used for capital projects that qualify (i.e. utility projects) and rates will be adjusted to support these projects.

Debt Management Policies

- The City of Bartlett will seek to maintain and if possible improve our AAA bond rating from Standard & Poor's and Aa1 bond rating from Moody's to minimize debt service costs and preserve access to credit markets.
- Each bond issue will include an analysis of how the new issue and current debt impacts debt capacity and is within our debt policies.
- Financing of projects will not exceed the useful life of the infrastructure improvement or capital acquisition.
- The City will limit the amount of debt issued and planned in any planning period to the amount that can be supported by revenues projected to be available on a prudent and conservative basis.

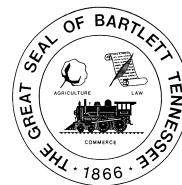
Reserve Policies

- All fund designations and reserves will be evaluated annually for long-term adequacy and availability in accordance with policies developed and approved by the Mayor and Board.
- The General fund balance will be maintained at a level of 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

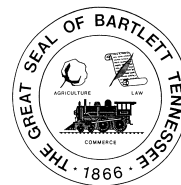
In order to maintain a clean, attractive city this budget includes a new position in Solid Waste. This will allow Bartlett to continue to avoid delays in yard waste collection, provide curbside pick-up of fall leaves, and continue to convert to fully automated packers and continue our recycling efforts. 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 \$10,000 is included in the budget for the Arts Council. Shelby County Books from Birth also receives \$7,500 to promote early childhood literacy by giving free age-appropriate books to children. Funds are included for the continued preservation and maintenance of the Gotten House, which is on the Historic Register.

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

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



Education

Bartlett City Schools is in its second year of operation. Bartlett City Schools is comprised of eleven schools and approximately 9,000 students located in Bartlett, Tennessee. The Bartlett School Fund will be presented as a special revenue fund. The school fund budget totaled \$92.2 million for FY 2022 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.

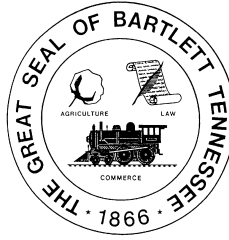
The Codes and Permits Office will continue to offer next day service for inspections. Continued expansion of the water and sewer system and planned, orderly expansions through annexation will be pursued. The Bartlett Station Commission will continue to promote re-development of the oldest part of Bartlett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

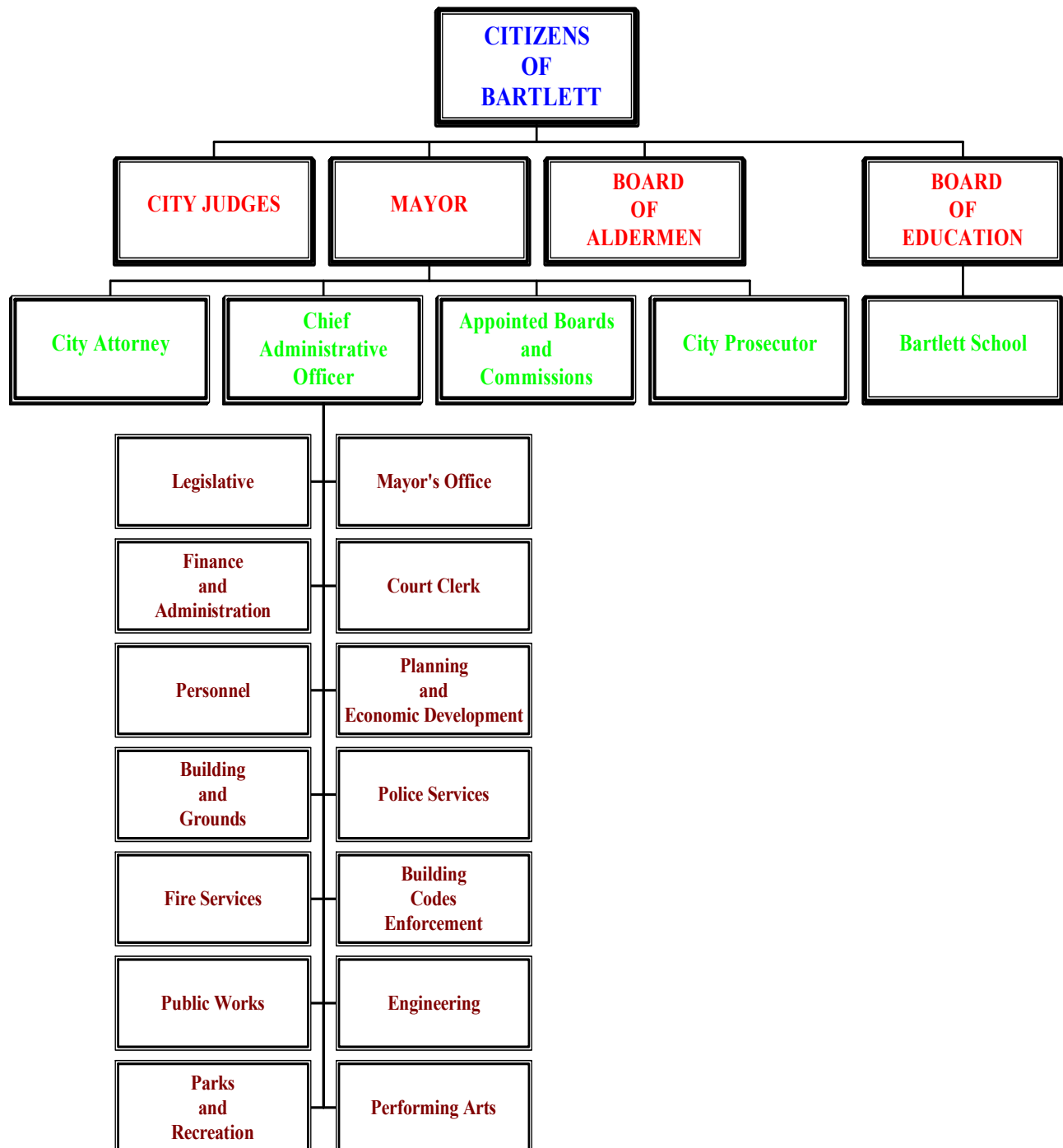
The Code Enforcement Office and Fire Marshall will continue to provide safety inspections for new construction, renovations and commercial facilities to ensure the safety of the structures and our citizens.

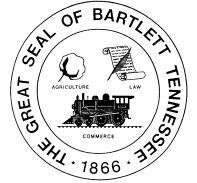
The Police Department will provide matching funds for a grant to provide officers in middle and high schools in Bartlett. We will continue to provide crossing guards at schools, both public and private, and enforce speed lanes in school zones.



CITY OF BARTLETT

ORGANIZATION CHART





City of Bartlett City Officials

Fiscal 2022-2022

MAYOR

A. Keith McDonald (2022*)

ALDERMEN

Jack Young, Vice Mayor (2024*)
W.C. (Bubba) Pleasant, Register (2022*)
David Parsons (2022*)
Emily Elliott (2022*)
Bobby Simmons (2024*)
Kevin Quinn (2024*)

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 ----- Kim Taylor
Director of Police Services ----- Jeff Cox
Director of Fire Services ----- Terry Wiggins
Director of Code Enforcement ----- Jim Brown
Director of Public Works ----- Mike Adams
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 ----- Bryan Woodruff
Vice-Chairman ----- David Cook
Board Member ----- Erin Berry
Board Member ----- Brad Ratliff
Board Member ----- Shirley Jackson

* Date elected term expires

** Designated CMFO

CITY OF BARTLETT

T E N N E S S E E

SUMMARY



CITY OF BARTLETT

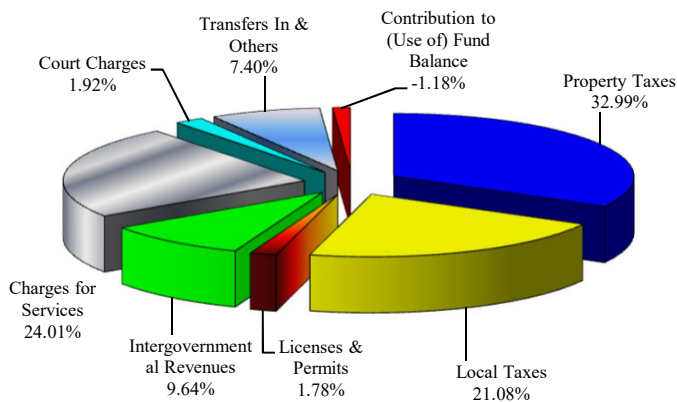
ALL FUNDS - FUNCTION SUMMARY

FY 2022 Adopted Budget

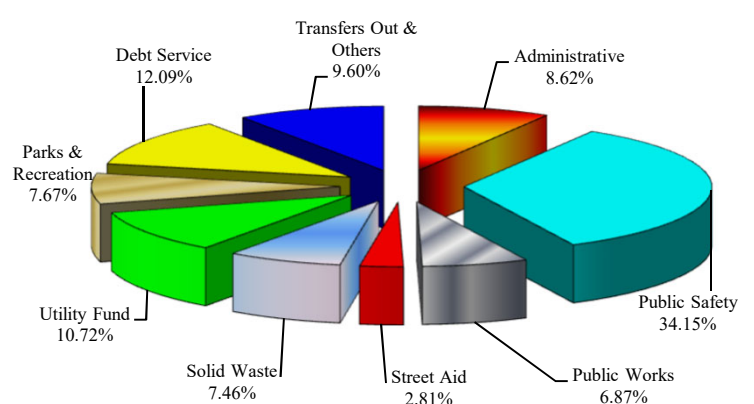


Description	General Fund	Special Revenue Funds	Utility Fund	Debt Service Fund	Total All Funds
Revenues					
Property Taxes	\$ 29,305,000	\$ 0	\$ 0	\$ 0	\$ 29,305,000
Local Taxes	14,894,090	0	0	3,832,500	18,726,590
Licenses & Permits	1,577,000	0	0	0	1,577,000
Intergovernmental Revenues	6,464,000	2,100,000	0	0	8,564,000
Charges for Services	3,106,325	8,156,000	10,058,800	0	21,321,125
Court Charges	1,406,000	295,000	0	0	1,701,000
Transfers In & Others	299,506	441,300	110,500	5,720,000	6,571,306
Bartlett School Fund Revenues	0	90,225,753	0	0	90,225,753
Total Revenues	\$ 57,051,921	\$ 101,218,053	\$ 10,169,300	\$ 9,552,500	\$ 177,991,774
Expenditures					
Administrative	\$ 7,038,743	\$ 619,500	\$ 0	\$ 0	\$ 7,658,243
Public Safety	29,839,577	495,500	0	0	30,335,077
Public Works	5,975,848	125,111	0	0	6,100,959
Street Aid	0	2,500,000	0	0	2,500,000
Solid Waste	0	6,626,596	0	0	6,626,596
Utility Fund	0	0	9,518,173	0	9,518,173
Parks & Recreation	6,808,734	0	0	0	6,808,734
Debt Service	0	0	1,230,979	9,511,132	10,742,111
Transfers Out & Others	7,389,019	858,348	280,000	0	8,527,367
Bartlett School Fund Expenditures	0	92,225,753	0	0	92,225,753
Total Expenditures	\$ 57,051,921	\$ 103,450,808	\$ 11,029,152	\$ 9,511,132	\$ 181,043,013
Contribution to (Use of) Fund Balance	\$ 0	\$ (2,232,755)	\$ (859,852)	\$ 41,368	\$ (3,051,239)
Beginning Fund Balance	\$ 30,616,772	\$ 33,001,732	\$ 12,610,538	\$ 3,208,436	\$ 79,437,478
Bartlett School Ending Fund Balance		\$ 27,764,156			\$ 27,764,156
Ending Fund Balance	\$ 30,616,772	\$ 30,768,977	\$ 11,750,686	\$ 3,249,804	\$ 76,386,239

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



WHERE THE \$ GOES
(Does not include School)



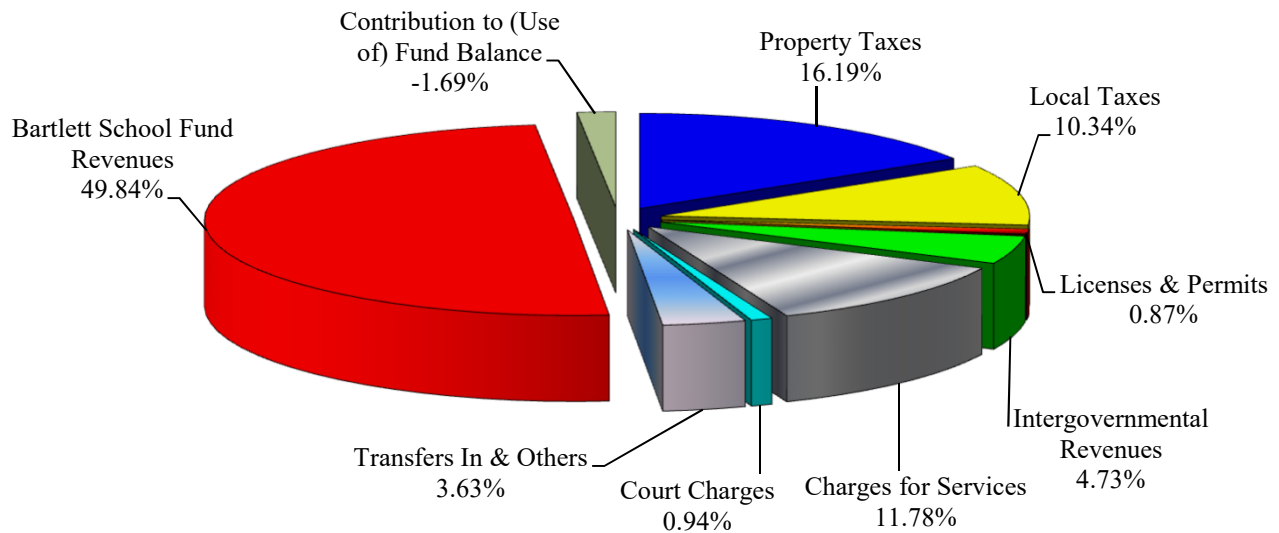


CITY OF BARTLETT ALL FUNDS FY 2022 Adopted Budget

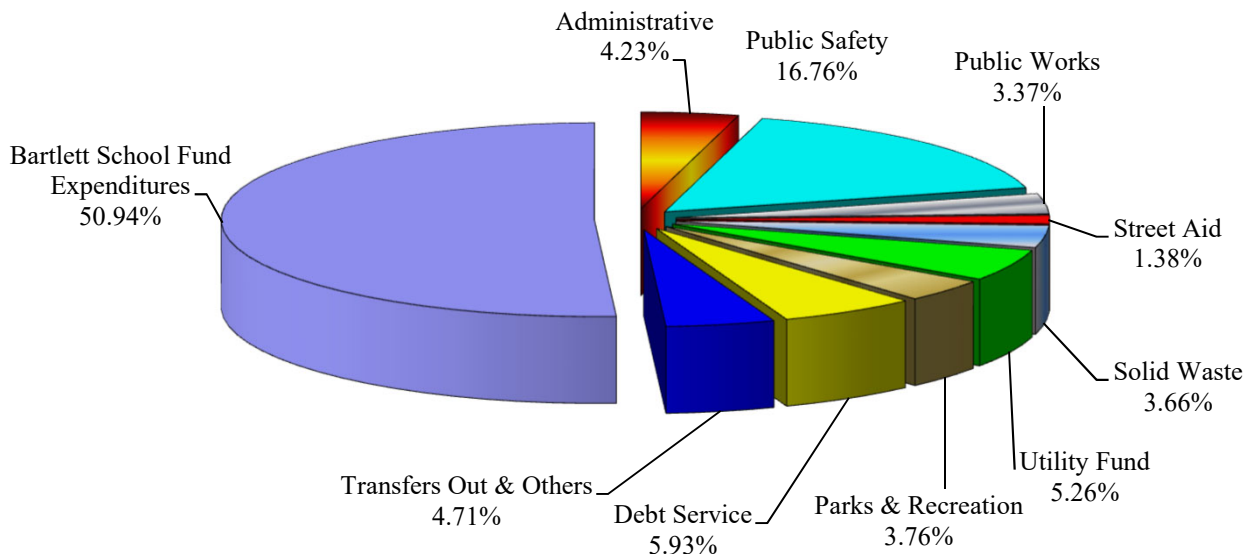


Bartlett Municipal School Fund alone (50.94% Expenditures) is over half of all the other funds combined.

WHERE THE \$ COMES FROM



WHERE THE \$ GOES





CITY OF BARTLETT
ALL FUNDS COMBINED SUMMARY - BY CATEGORY
FY 2022 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 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
<u>Revenues</u>				
Property Taxes	\$ 26,104,843	\$ 25,205,000	\$ 25,755,432	\$ 29,305,000
Local Taxes	17,231,363	16,230,903	17,910,685	18,726,590
License & Permits	1,543,949	1,626,500	1,517,500	1,577,000
Intergovernmental	8,469,693	7,923,000	8,272,000	8,564,000
Charges for Services	20,818,608	21,151,400	20,084,878	21,321,125
Court Charges	1,535,747	1,677,000	1,351,000	1,701,000
Transfers In & Others	5,824,571	11,662,026	11,183,655	6,571,306
Bartlett School Fund Revenues	86,054,496	86,451,428	86,451,428	90,225,753
Total Revenues	\$ 167,583,270	\$ 171,927,257	\$ 172,526,578	\$ 177,991,774
<u>Expenditures</u>				
Department Revenues/Recoveries	\$ 1,722,903	\$ 2,945,093	\$ 2,942,278	\$ 2,781,401
Salaries	30,053,930	31,151,132	30,063,422	32,429,729
Benefits	16,818,363	18,235,493	18,469,244	18,401,609
Other Personnel	857,641	1,142,458	776,784	1,017,694
Operations	15,656,699	17,898,590	16,585,297	17,604,497
Capital	2,813,502	3,118,809	3,878,810	2,370,620
Debt Service	9,688,609	10,424,268	10,280,226	10,653,611
Transfer Out/Interdept Allocation	6,493,483	8,590,797	8,510,797	9,120,901
Bartlett School Fund Expenditures	86,595,800	92,066,428	92,066,428	92,225,753
Total Expenditures	\$ 167,255,126	\$ 179,682,882	\$ 177,688,731	\$ 181,043,013
Net From Operations	\$ 328,144	\$ (7,755,625)	\$ (5,162,153)	\$ (3,051,239)
*Bartlett School Fund Balance	\$ 35,379,156	\$ 29,764,156	\$ 29,764,156	\$ 27,764,156
Total Beginning Fund Balance**	\$ 48,351,026	\$ 49,220,474	\$ 49,220,474	\$ 49,673,321
Reserves/Encumbrances	71,832			
Total Ending Fund Balance**	\$ 49,220,474	\$ 47,079,849	\$ 49,673,321	\$ 48,622,082

** Does not include Bartlett School Fund Balance



CITY OF BARTLETT
ALL FUNDS SUMMARY - SUMMARY BY CATEGORY
FY 2022 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 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
General Fund				
Revenues	\$ 53,085,534	\$ 55,448,083	\$ 56,418,167	\$ 57,051,921
Expenditures	53,320,726	56,104,787	55,462,932	57,051,921
Total General Fund	\$ (235,192)	\$ (656,704)	\$ 955,235	\$ 0
Undesignated Beginning Fund Balance	\$ 29,896,729	\$ 29,661,537	\$ 29,661,537	\$ 30,616,772
Reserves/Encumbrances	71,832			
Undesignated Ending Fund Balance	\$ 29,661,537	\$ 29,004,832	\$ 30,616,772	\$ 30,616,772
Special Revenue Funds				
Revenues	\$ 96,666,151	\$ 97,272,424	\$ 96,944,174	\$ 101,218,053
Expenditures	97,143,738	103,882,659	102,931,518	103,450,808
Total Special Revenue Funds	\$ (477,588)	\$ (6,610,235)	\$ (5,987,344)	\$ (2,232,755)
*Bartlett School Fund Balance	\$ 35,379,156	\$ 29,764,156	\$ 29,764,156	\$ 27,764,156
Beginning Fund Balance (W/out School FB)	\$ 3,546,204	\$ 3,609,920	\$ 3,609,920	\$ 3,237,576
Ending Fund Balance (W/out School FB)	\$ 3,609,920	\$ 2,614,686	\$ 3,237,576	\$ 3,004,821
Utility Fund				
Revenues	\$ 9,693,500	\$ 9,712,500	\$ 9,471,300	\$ 10,169,300
Expenditures	8,181,445	10,406,987	10,124,305	11,029,152
Total Utility Fund	\$ 1,512,055	\$ (694,487)	\$ (653,005)	\$ (859,852)
Beginning Cash Balance	\$ 11,751,488	\$ 13,263,543	\$ 13,263,543	\$ 12,610,538
Ending Cash Balance	\$ 13,263,543	\$ 12,569,056	\$ 12,610,538	\$ 11,750,686
Debt Service Fund				
Revenues	\$ 8,138,085	\$ 9,494,250	\$ 9,692,937	\$ 9,552,500
Expenditures	8,609,215	9,288,449	9,169,975	9,511,132
Total Debt Service Fund	\$ (471,130)	\$ 205,801	\$ 522,962	\$ 41,368
Undesignated Beginning Fund Balance	\$ 3,156,605	\$ 2,685,475	\$ 2,685,475	\$ 3,208,436
Undesignated Ending Fund Balance	\$ 2,685,475	\$ 2,891,276	\$ 3,208,436	\$ 3,249,804
All Operating Funds				
Revenues	\$ 167,583,270	\$ 171,927,257	\$ 172,526,578	\$ 177,991,774
Expenditures	167,255,125	179,682,882	177,688,731	181,043,013
Total All Operating Funds	\$ 328,145	\$ (7,755,625)	\$ (5,162,153)	\$ (3,051,239)
Total Beginning Fund Balance**	\$ 48,351,026	\$ 49,220,475	\$ 49,220,475	\$ 49,673,322
Total Ending Fund Balance**	\$ 49,220,475	\$ 47,079,850	\$ 49,673,322	\$ 48,622,083

** Does not include Bartlett School Fund Balance



CITY OF BARTLETT

GENERAL FUND - SUMMARY BY CATEGORY

FY 2022 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 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
<u>Revenues</u>				
Property Taxes	\$ 26,104,843	\$ 25,205,000	\$ 25,755,432	\$ 29,305,000
Local Taxes	13,754,798	12,948,653	14,260,685	14,894,090
License & Permits	1,543,949	1,626,500	1,517,500	1,577,000
Intergovernmental	6,462,189	5,763,000	6,222,000	6,464,000
Charges for Services	3,529,930	3,413,000	2,623,328	3,106,325
Court Charges	1,209,473	1,410,000	1,156,000	1,406,000
Other Revenue	480,352	5,081,930	4,883,222	299,506
Total Revenues	\$ 53,085,534	\$ 55,448,083	\$ 56,418,167	\$ 57,051,921
<u>Expenditures</u>				
<i>Department Revenues/Recoveries</i>	<i>\$ 1,710,113</i>	<i>\$ 2,934,593</i>	<i>\$ 2,928,278</i>	<i>\$ 2,767,401</i>
Salaries	26,446,722	26,618,558	25,847,126	27,861,393
Benefits	14,609,912	15,624,244	15,890,179	15,806,820
Other Personnel	667,361	950,458	612,764	825,694
Operations	7,420,431	8,518,614	7,446,434	7,881,231
Capital	372,631	189,591	1,536,792	55,165
Transfer Out	5,513,783	7,137,915	7,057,915	7,389,019
Total Expenditures	\$ 53,320,726	\$ 56,104,787	\$ 55,462,932	\$ 57,051,921
Net From Operations	\$ (235,192)	\$ (656,704)	\$ 955,235	\$ 0
Undesignated Beginning Fund Balance	\$ 29,896,729	\$ 29,661,537	\$ 29,661,537	\$ 30,616,772
Reserves/Encumbrances	71,832			
Undesignated Ending Fund Balance	\$ 29,661,537	\$ 29,004,832	\$ 30,616,772	\$ 30,616,772



CITY OF BARTLETT
SPECIAL REVENUE FUNDS - SUMMARY BY CATEGORY
FY 2022 Adopted Budget



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

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
<u>Revenues</u>				
Intergovernmental Revenues	\$ 2,007,504	\$ 2,160,000	\$ 2,050,000	\$ 2,100,000
Charges for Services	8,002,865	8,232,400	8,084,550	8,156,000
Court Charges	326,274	267,000	195,000	295,000
Transfers In & Others	275,011	161,596	163,196	441,300
Bartlett School Fund Revenues	86,054,496	86,451,428	86,451,428	90,225,753
Total Revenues	\$ 96,666,151	\$ 97,272,424	\$ 96,944,174	\$ 101,218,053
<u>Expenditures</u>				
Salaries	\$ 1,896,560	\$ 2,267,988	\$ 2,055,334	\$ 2,195,648
Benefits	1,043,765	1,308,353	1,268,444	1,272,219
Other Personnel	190,280	192,000	164,020	192,000
Operations	4,819,813	5,399,883	5,103,200	5,228,185
Capital	2,267,821	1,788,658	1,414,745	1,478,655
Transfer Out/Interdept Allocation	329,700	859,348	859,348	858,348
Bartlett School Fund Expenditures	86,595,800	92,066,428	92,066,428	92,225,753
Total Expenditures	97,143,738	103,882,659	102,931,518	103,450,808
Net from Operations	\$ (477,588)	\$ (6,610,235)	\$ (5,987,344)	\$ (2,232,755)
Bartlett School Fund Balance	\$ 35,379,156	\$ 29,764,156	\$ 29,764,156	\$ 27,764,156
Beginning Fund Balance (W/out School FB)	\$ 3,546,204	\$ 3,609,920	\$ 3,609,920	\$ 3,237,576
Ending Fund Balance (W/out School FB)	\$ 3,609,920	\$ 2,614,686	\$ 3,237,576	\$ 3,004,821



CITY OF BARTLETT
UTILITY FUND - SUMMARY BY CATEGORY
FY 2022 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 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
<u>Revenues</u>				
Operating Revenues	\$ 9,285,813	\$ 9,506,000	\$ 9,377,000	\$ 10,058,800
Other Revenues	178,670	166,500	33,300	45,500
Non-Operating Revenues	229,018	40,000	61,000	65,000
Total Revenues	\$ 9,693,500	\$ 9,712,500	\$ 9,471,300	\$ 10,169,300
<u>Expenditures</u>				
<i>Department Revenues/Recoveries</i>	\$ 12,790	\$ 10,500	\$ 14,000	\$ 14,000
Salaries	1,710,649	2,264,586	2,160,962	2,372,688
Benefits	1,164,687	1,302,896	1,310,621	1,322,570
Operations	3,335,181	3,894,593	3,977,514	4,406,581
Capital	173,051	1,140,560	927,273	836,800
Interdept Alloc	0	593,534	593,534	593,534
Total Expenditures	\$ 6,370,778	\$ 9,185,668	\$ 8,955,904	\$ 9,518,173
Cash Flow	\$ 3,322,722	\$ 526,832	\$ 515,396	\$ 651,127
<u>Less:</u>				
Debt Service	\$ 1,160,668	\$ 1,221,319	\$ 1,168,401	\$ 1,230,979
Transfer to Capital Improvement Fund	650,000	0	0	280,000
Total	\$ 1,810,668	\$ 1,221,319	\$ 1,168,401	\$ 1,510,979
Net Cash Flow	\$ 1,512,055	\$ (694,487)	\$ (653,005)	\$ (859,852)
Beginning Cash Balance	\$ 11,751,488	\$ 13,263,543	\$ 13,263,543	\$ 12,610,538
Ending Cash Balance	\$ 13,263,543	\$ 12,569,056	\$ 12,610,538	\$ 11,750,686



CITY OF BARTLETT
GENERAL DEBT SERVICE FUND - SUMMARY BY CATEGORY
FY 2022 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 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
<u>Revenues</u>				
Local Sales Tax	\$ 3,476,565	\$ 3,282,250	\$ 3,650,000	\$ 3,832,500
Transfers & Others	4,661,520	6,212,000	6,042,937	5,720,000
Total Revenues	\$ 8,138,085	\$ 9,494,250	\$ 9,692,937	\$ 9,552,500
<u>Expenditures</u>				
Agent Fees	\$ 2,550	\$ 3,500	\$ 2,950	\$ 3,500
Issuance Cost	78,723	82,000	55,200	85,000
Bond Principal	5,518,000	5,964,000	5,965,000	6,230,334
Interest	3,009,942	3,238,949	3,146,825	3,192,298
Total Expenditures	\$ 8,609,215	\$ 9,288,449	\$ 9,169,975	\$ 9,511,132
Net from Operations	\$ (471,130)	\$ 205,801	\$ 522,962	\$ 41,368
Beginning Fund Balance	\$ 3,156,605	\$ 2,685,475	\$ 2,685,475	\$ 3,208,436
Ending Fund Balance	\$ 2,685,475	\$ 2,891,276	\$ 3,208,436	\$ 3,249,804



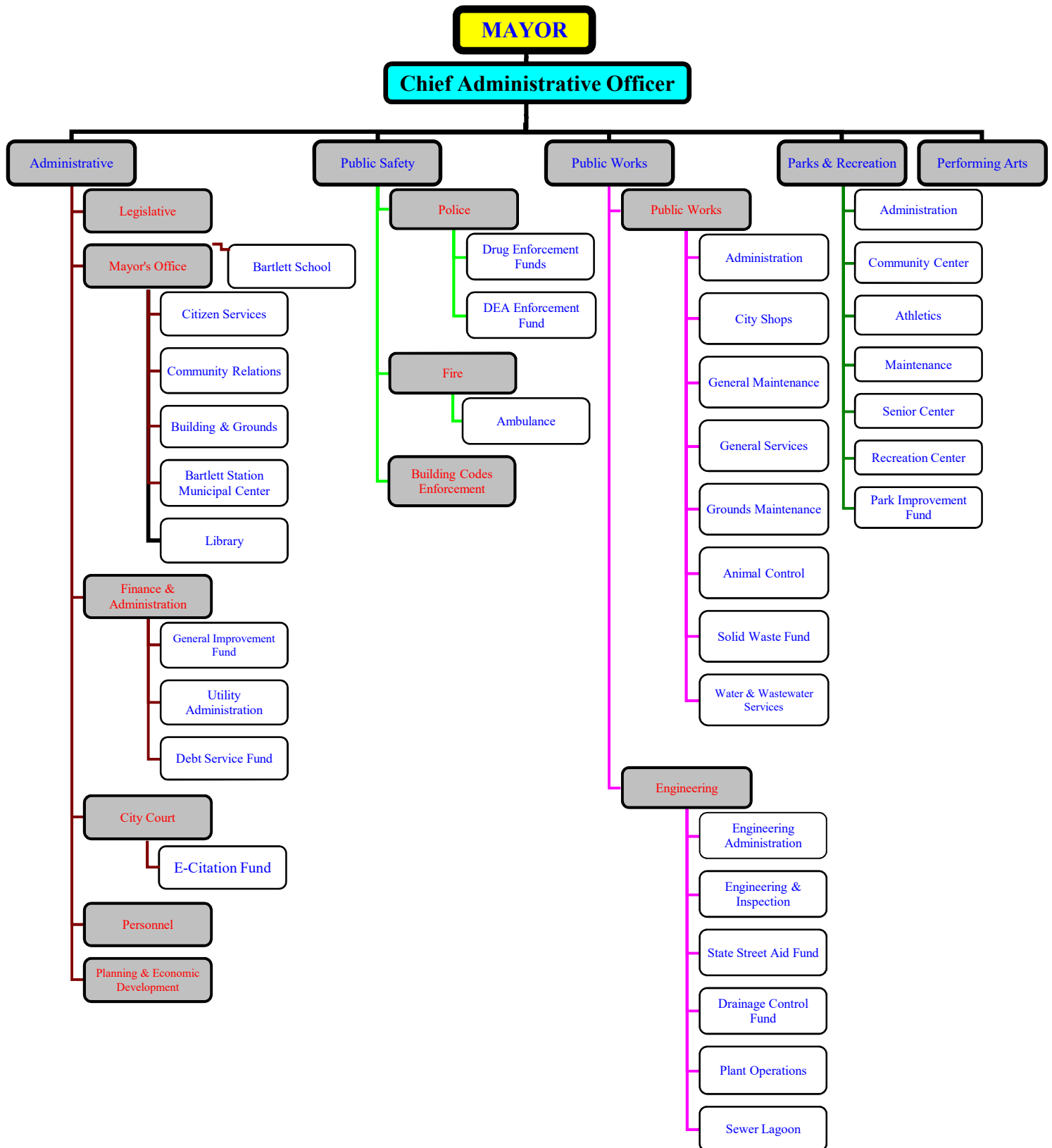
CITY OF BARTLETT
FY 2022-2026 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION



	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
<u>Revenues</u>						
<u>Source of Funds</u>						
G.O. Bonds	\$ 3,488,500	\$ 5,312,000	\$ 6,556,500	\$ 4,286,000	\$ 4,496,000	\$ 24,139,000
Capital Note	0	1,319,000	1,470,000	1,259,000	1,225,000	5,273,000
FD311 Interest	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
Grant Funds	485,000	350,000	500,000	300,000	500,000	2,135,000
TDOT 80% match	3,354,000	200,000	5,246,000	760,000	0	9,560,000
Utility Bonds	0	1,600,000	1,500,000	0	0	3,100,000
Utility Retained Earnings	280,000	900,000	450,000	400,000	400,000	2,430,000
FD312 Transfers-unspent projects	0	0	0	0	0	0
FD312 Use of Fund Balance	0	0	0	0	0	0
Total Revenues	\$ 7,757,500	\$ 9,681,000	\$ 15,722,500	\$ 7,005,000	\$ 6,621,000	\$ 46,787,000
<u>Expenditures</u>						
<u>G.O. Bond/Other Funded</u>						
Administrative	\$ 0	\$ 0	\$ 30,000	\$ 0	\$ 0	\$ 30,000
Public Safety	405,000	1,595,000	815,000	815,000	815,000	4,445,000
Public Works	0	500,000	500,000	500,000	500,000	2,000,000
Engineering	6,842,500	4,130,000	10,437,500	4,830,000	3,880,000	30,120,000
Parks & Recreation/BPACC	230,000	956,000	1,990,000	460,000	1,026,000	4,662,000
Total G.O. Bond/Other Funded	\$ 7,477,500	\$ 7,181,000	\$ 13,772,500	\$ 6,605,000	\$ 6,221,000	\$ 41,257,000
<u>Utility Bond/Other Funded</u>						
Water	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Sewer	280,000	2,500,000	1,950,000	400,000	400,000	5,530,000
Total Utility Bond/Other Funded	\$ 280,000	\$ 2,500,000	\$ 1,950,000	\$ 400,000	\$ 400,000	\$ 5,530,000
Total Expenditures	\$ 7,757,500	\$ 9,681,000	\$ 15,722,500	\$ 7,005,000	\$ 6,621,000	\$ 46,787,000



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	E-Citation Fund				
Personnel					
Planning & Economic Development					
Public Safety	Police	Drug Enforcement Funds			Police CIP
		DEA Enforcement Fund			
	Fire				
	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 2022 Adopted Budget



Fiscal Year 2022 staffing level schedule includes the number of full time employees, part time employees and the total full time equivalents (FTE). Full time equivalents are calculated by the number of total working hours divided into 2080 hours, which is a full year. Part time positions are just estimates based on the money allocated for part time. Departments have flexibility to balance their full time and part time positions allocated based on their total budget. Bartlett City Municipal School Fund will be presented as a special revenue fund but their staffing level will not include in the City's staffing level schedule. The City, without Bartlett School, will not add any new full time positions. There is an net decrease of 4.07 in FTE, all in part time converted to FTE. Some departments have lowered their part time budget. Others increase salary for some part time employees to be competitive while keeping their budget the same, thus decrease the total hours.

Description	FY 2020 Actual	FY 2021 Revised Budget	FY 2021 Projection	FY 2022 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	5.00	5.00	5.00	5.00
Part Time (converted to FTE)	0.31	0.26	0.00	0.00
Total Mayor's Office FTE	5.31	5.26	5.00	5.00
Community Relations				
Full Time	1.00	1.00	1.00	1.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Community Affairs FTE	1.00	1.00	1.00	1.00
Buildings and Grounds				
Full Time	3.00	3.00	3.00	3.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Buildings and Grounds FTE	3.00	3.00	3.00	3.00
Bartlett Station Community Center				
Full Time	3.00	3.00	3.00	3.00
Part Time (converted to FTE)	2.24	2.26	1.66	2.26
Total B.S. Community Center FTE	5.24	5.26	4.66	5.26
Finance and Administration				
Full Time	15.00	15.50	14.60	15.50
Part Time (converted to FTE)	1.12	1.45	0.39	0.73
Total Finance & Administration FTE	16.12	16.95	14.99	16.23
City Court				
Full Time	12.00	12.00	11.84	12.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total City Court FTE	12.00	12.00	11.84	12.00



CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised Budget	FY 2021 Projection	FY 2022 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	4.21	5.00	3.55	5.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Planning & Eco Devpmnt FTE	4.21	5.00	3.55	5.00
Full Time	55.21	56.50	53.99	56.50
Part Time (converted to FTE)	3.67	3.97	2.05	2.99
Total Administrative FTE	58.88	60.47	56.04	59.49
Public Safety				
Police				
Full Time	159.99	166.00	157.18	166.00
Part Time (converted to FTE)	6.13	7.16	6.08	7.16
Total Police FTE	166.12	173.16	163.27	173.16
Fire				
Full Time	72.79	72.00	72.00	72.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Fire FTE	72.79	72.00	72.00	72.00
Ambulance Service				
Full Time	32.84	34.00	31.47	34.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Ambulance Service FTE	32.84	34.00	31.47	34.00
Building Codes Enforcement				
Full Time	10.00	10.00	10.00	10.00
Part Time (converted to FTE)	2.59	1.82	1.83	1.57
Total Bldg. Codes Enforcement FTE	12.59	11.82	11.83	11.57
Full Time	275.62	282.00	270.65	282.00
Part Time (converted to FTE)	8.72	8.98	7.91	8.73
Total Public Safety FTE	284.34	290.98	278.57	290.73
Public Works				
Administration				
Full Time	5.00	3.00	3.00	3.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Administration FTE	5.00	3.00	3.00	3.00
City Shops				
Full Time	12.65	13.00	11.37	13.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total City Shops FTE	12.65	13.00	11.37	13.00



CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised Budget	FY 2021 Projection	FY 2022 Adopted
General Maintenance				
Full Time	20.84	18.00	17.35	18.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total General Maintenance FTE	20.84	18.00	17.35	18.00
General Services				
Full Time	3.60	4.00	2.69	4.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total General Services FTE	3.60	4.00	2.69	4.00
Grounds Maintenance				
Full Time	13.09	14.00	13.00	14.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Grounds Maintenance FTE	13.09	14.00	13.00	14.00
Animal Control				
Full Time	8.00	8.00	7.80	8.00
Part Time (converted to FTE)	1.03	1.43	1.13	1.50
Total Animal Control FTE	9.03	9.43	8.93	9.50
Engineering Administration				
Full Time	3.00	2.00	2.00	2.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Engineering Administration FTE	3.00	2.00	2.00	2.00
Engineering & Inspection				
Full Time	6.00	3.00	3.00	3.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Engineering & Inspection FTE	6.00	3.00	3.00	3.00
Full Time	72.18	65.00	60.21	65.00
Part Time (converted to FTE)	1.03	1.43	1.13	1.50
Total Public Works FTE	73.21	66.43	61.34	66.50
Parks & Recreation				
Administration				
Full Time	4.00	4.00	4.00	4.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Administration FTE	4.00	4.00	4.00	4.00
Community Center				
Full Time	4.05	5.00	4.00	5.00
Part Time (converted to FTE)	8.80	10.61	8.12	10.07
Total Community Center FTE	12.85	15.61	12.12	15.07
Athletics				
Full Time	3.00	3.00	3.00	3.00
Part Time (converted to FTE)	7.00	6.69	6.63	5.97
Total Athletics FTE	10.00	9.69	9.63	8.97



CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised Budget	FY 2021 Projection	FY 2022 Adopted
Maintenance				
Full Time	15.82	17.00	16.50	17.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Maintenance FTE	15.82	17.00	16.50	17.00
School Ground Maintenance				
Full Time	2.00	2.00	2.00	2.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total School Ground Maintenance FTE	2.00	2.00	2.00	2.00
Senior Center				
Full Time	4.00	4.00	4.00	4.00
Part Time (converted to FTE)	0.63	0.54	0.34	0.44
Total Senior Center FTE	4.63	4.54	4.34	4.44
Recreation Center				
Full Time	9.91	11.00	10.00	11.00
Part Time (converted to FTE)	16.02	17.26	13.20	15.88
Total Recreation Center FTE	25.93	28.26	23.20	26.88
Full Time	42.78	46.00	43.50	46.00
Part Time (converted to FTE)	32.45	35.10	28.29	32.36
Total Parks FTE	75.23	81.10	71.79	78.36
Performing Arts				
Full Time	2.82	3.00	2.40	3.00
Part Time (converted to FTE)	1.10	1.44	0.87	1.33
Total Performing Arts FTE	3.92	4.44	3.27	4.33
FULL TIME	448.61	452.50	430.75	452.50
PART TIME (converted to FTE)	46.97	50.92	40.25	46.91
TOTAL GENERAL FUND FTE	495.58	503.42	471.01	499.41
<u>SPECIAL REVENUE FUNDS</u>				
Solid Waste Fund				
Full Time	37.95	44.00	41.05	44.00
Part Time (converted to FTE)	1.11	2.29	1.66	2.25
Total Solid Waste Fund FTE	39.06	46.29	42.71	46.25
Drainage Control Fund				
Full Time	1.00	1.00	1.00	1.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Drainage Control Fund FTE	1.00	1.00	1.00	1.00
FULL TIME	38.95	45.00	42.05	45.00
PART TIME (converted to FTE)	1.11	2.29	1.66	2.25
TOTAL SPECIAL REVENUE FUNDS FTE	40.06	47.29	43.71	47.25



CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised Budget	FY 2021 Projection	FY 2022 Adopted
UTILITY				
<i>Administration</i>				
Full Time	6.58	7.00	6.20	7.00
Part Time (converted to FTE)	0.32	0.00	0.58	0.73
Total Administration FTE	6.90	7.00	6.78	7.73
<i>Water & Wastewater Services</i>				
Full Time	19.00	23.00	20.62	23.00
Part Time (converted to FTE)	0.08	0.75	0.00	0.00
Total Water & Wastewater Services FTE	19.08	23.75	20.62	23.00
<i>Plant Operations</i>				
Full Time	4.95	10.00	9.00	10.00
Part Time (converted to FTE)	0.54	0.54	0.29	0.54
Total Plant Operations FTE	5.49	10.54	9.29	10.54
<i>Sewer Lagoon</i>				
Full Time	4.00	4.00	4.00	4.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Sewer Lagoon FTE	4.00	4.00	4.00	4.00
FULL TIME	34.53	44.00	39.82	44.00
PART TIME (converted to FTE)	0.94	1.29	0.87	1.27
TOTAL UTILITY FTE	35.47	45.29	40.69	45.27
ALL FUNDS				
FULL TIME	522.09	541.50	512.62	541.50
PART TIME (converted to FTE)	49.02	54.50	42.78	50.43
TOTAL ALL FUNDS FTE	571.11	596.00	555.41	591.93

CITY OF BARTLETT

T E N N E S S E E

GENERAL FUND

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



CITY OF BARTLETT
GENERAL FUND SUMMARY
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Revenues				
Property Taxes	\$ 26,104,843	\$ 25,205,000	\$ 25,755,432	\$ 29,305,000
Local Taxes	13,754,798	12,948,653	14,260,685	14,894,090
License & Permits	1,543,949	1,626,500	1,517,500	1,577,000
Intergovernmental	6,462,189	5,763,000	6,222,000	6,464,000
Charges for Services	3,529,930	3,413,000	2,623,328	3,106,325
Court Charges	1,209,473	1,410,000	1,156,000	1,406,000
Other Revenue/Transfers	480,352	5,081,930	4,883,222	299,506
Total Revenues	\$ 53,085,534	\$ 55,448,083	\$ 56,418,167	\$ 57,051,921
Staffing Level				
<i>Full-Time</i>	<i>448.61</i>	<i>452.50</i>	<i>430.75</i>	<i>452.50</i>
<i>Part-Time (converted to FTE)</i>	<i>46.97</i>	<i>50.92</i>	<i>40.25</i>	<i>46.91</i>
Total Full-Time Equivalent (FTE)	495.58	503.42	471.01	499.41
Expenditures				
Legislative	\$ 804,848	\$ 828,757	\$ 823,609	\$ 597,807
Mayor's Office	749,908	617,491	565,943	608,315
Community Relations	273,206	294,126	194,073	260,584
Building & Grounds	500,657	406,768	443,925	408,020
Bartlett Station Municipal Center	446,804	443,498	410,327	424,070
Library	1,333,693	1,308,801	1,241,207	1,273,600
Finance	1,653,305	1,371,826	1,283,761	1,344,434
City Court	1,063,623	1,120,947	1,092,227	1,131,989
Personnel	480,796	424,074	386,193	463,270
Planning	444,478	529,894	410,069	526,654
Police	15,466,664	15,871,781	16,105,466	16,603,777
Fire Services and Ambulance	11,291,289	11,809,036	12,146,749	12,176,740
Codes Enforcement	1,002,512	1,021,853	1,086,200	1,059,060
Public Works	5,385,652	5,305,641	5,081,911	5,229,778
Engineering	1,073,205	707,980	734,507	746,070
Parks & Recreation	5,240,721	6,134,119	5,838,435	6,090,520
Performing Arts	595,582	770,279	560,414	718,214
Expenditures	\$ 47,806,943	\$ 48,966,872	\$ 48,405,017	\$ 49,662,902
Transfers Out				
Trfr. Out Bartlett City School	\$ 1,737,826	\$ 1,737,826	\$ 1,737,826	\$ 1,737,826
Trfr. Out Shelby County Board of Education	608,193	608,193	608,193	608,193
Trfr. Out DARE Program	12,764	33,000	33,000	33,000
Trfr. Out Drainage Fund	100,000	0	0	100,000
Trfr. Out Debt Service	3,055,000	4,555,000	4,555,000	4,555,000
Trfr. Out Street Aid Fund	0	53,896	53,896	0
Trfr. Out General Improvement Fund	0	0	0	275,000
Trfr. Out Bartlett Station	0	150,000	70,000	80,000
Total Transfers Out	\$ 5,513,783	\$ 7,137,915	\$ 7,057,915	\$ 7,389,019
Total Expenditures	\$ 53,320,726	\$ 56,104,787	\$ 55,462,932	\$ 57,051,921
Net From Operations	(235,192)	(656,704)	955,235	0
Beginning Fund Balance	\$ 29,896,729	\$ 29,661,537	\$ 29,661,537	\$ 30,616,772
Reserves/Encumbrances	71,832			
Ending Fund Balance	\$ 29,661,537	\$ 29,004,832	\$ 30,616,772	\$ 30,616,772



CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Property Taxes				
Real Property Tax	\$ 23,369,912	\$ 22,730,000	\$ 23,200,000	\$ 26,800,000
Personalty Tax	1,042,133	900,000	990,000	980,000
Property Tax - Utility	156,233	170,000	187,178	135,000
In-Lieu Of Tax - Utility	590,534	580,000	583,254	580,000
In-Lieu Of Tax - Industry	158,441	135,000	70,000	80,000
In-Lieu Of Tax - MLG&W	349,121	370,000	355,000	360,000
Delinquent Tax	285,827	200,000	250,000	250,000
Interest & Penalty	152,641	120,000	120,000	120,000
Total Property Taxes	\$ 26,104,843	\$ 25,205,000	\$ 25,755,432	\$ 29,305,000
Local Taxes				
Local Sales Tax	6,953,130	6,564,500	\$ 7,300,000	\$ 7,665,000
Sales Tax Half Cent	3,703,711	3,452,153	3,991,185	4,196,090
Wholesale Beer Tax	765,897	780,000	770,000	800,000
Wholesale Liquor Tax	434,886	410,000	450,000	470,000
Beer Permits Application	1,500	2,000	2,000	2,000
Retail Liquor Licenses	23,395	25,000	22,000	25,000
Beer Privilege Tax	8,155	8,000	7,500	8,000
Gross Receipts Business	1,064,409	950,000	1,000,000	1,000,000
Business Licenses	2,490	4,000	3,000	3,000
Return Fee-Business License	13,741	13,000	15,000	15,000
Collection Fees - Business Tax	99,402	100,000	100,000	100,000
Catv Franchise Fees	377,179	380,000	370,000	370,000
AT&T Franchise Fee	170,740	170,000	160,000	160,000
Hotel/Motel Tax	136,164	90,000	70,000	80,000
Total Local Taxes	\$ 13,754,798	\$ 12,948,653	\$ 14,260,685	\$ 14,894,090
License & Permits				
Issuing Fees	\$ 12,455	\$ 12,000	\$ 13,000	\$ 13,000
New Building Permits	71,888	100,000	70,000	70,000
New Electrical Permits	38,760	45,000	40,000	40,000
New Plumbing Permits	24,026	30,000	25,000	25,000
New Mechanical Permits	65,159	60,000	55,000	55,000
Zoning Application Fees	3,030	2,500	2,500	2,500
Planning Fees	1,400	1,500	2,000	1,500
Short-Term Rental Permit Fees	300	500	500	500
S/D Application Fees	1,990	4,000	2,500	2,500
Miscellaneous Building Permits	17,458	15,000	18,000	18,000
Board Of Zoning Appeals	1,500	1,500	2,000	2,000
Subdivision Inspection Fees	43,324	40,000	45,000	45,000
Subdivision Engineering Fees	13,104	13,500	13,500	13,500
Subdivision Sewer Review Fees	465	500	500	500
Road Cut & Boring Permit	2,075	4,000	2,500	2,500
Site Plan Review	12,675	12,500	13,000	13,000
Sign Review	8,700	10,000	11,000	11,000
Building Plan Review	9,200	10,000	7,000	7,000



CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Sign Inspection	4,450	4,000	4,500	4,500
Auto Reg Fee	1,211,989	1,260,000	1,190,000	1,250,000
Total License & Permits	\$ 1,543,949	\$ 1,626,500	\$ 1,517,500	\$ 1,577,000
Intergovernmental Revenues				
State Sales Tax	\$ 5,146,344	\$ 4,692,000	\$ 5,197,000	\$ 5,457,000
State Income Tax	258,157	40,000	60,000	0
State Beer Tax	26,461	22,000	25,000	25,000
State Liquor Tax	95,421	110,000	83,000	95,000
State Excise Tax	52,245	15,000	15,000	15,000
State Petroleum Tax	112,146	114,000	112,000	112,000
State Sports Betting Tax	0	0	30,000	55,000
State TVA In Lieu Of Tax	717,441	710,000	645,000	645,000
STG Telecom Sales Tax	53,973	60,000	55,000	60,000
Total Intergovernmental Revenues	\$ 6,462,189	\$ 5,763,000	\$ 6,222,000	\$ 6,464,000
Misc Charges For Services				
City Service Fees	\$ 11,987	\$ 12,000	\$ 11,500	\$ 12,000
Ambulance Fees	1,257,699	1,150,000	1,150,000	1,250,000
Tow-In Fees	4,125	4,000	4,000	4,000
Publication Fees	600	1,000	1,000	1,000
Police Background Check	11,299	20,000	700	5,000
Bartlett Station Municipal Center Fees	88,672	100,000	20,000	50,300
Community Relations	21,068	25,000	2,105	2,150
Library Fees	31,263	26,000	13,000	20,000
Total Misc Charges For Services	\$ 1,426,714	\$ 1,338,000	\$ 1,202,305	\$ 1,344,450
Parks & Rec Charges				
Senior Citizens Center	\$ 59,842	\$ 50,000	\$ 28,140	\$ 35,200
Community Center	286,867	250,000	141,958	204,300
Athletics	153,102	155,000	171,775	255,125
Recreation Center	1,425,275	1,500,000	989,900	1,128,800
Total Parks & Rec Charges	\$ 1,925,086	\$ 1,955,000	\$ 1,331,773	\$ 1,623,425
BPACC Revenues	\$ 178,130	\$ 120,000	\$ 89,250	\$ 138,450
Court Fines & Costs				
City Court Fines	\$ 1,197,643	\$ 1,400,000	\$ 1,150,000	\$ 1,400,000
Other Court Costs	11,830	10,000	6,000	6,000
Total Court Fines & Costs	\$ 1,209,473	\$ 1,410,000	\$ 1,156,000	\$ 1,406,000
Other Revenues				
Interest	\$ 240,288	\$ 250,000	\$ 25,000	\$ 30,000
Shelby County CARES Act Grant	0	3,024,400	3,024,400	0
Governor's Local Government Support Grant	0	1,338,991	1,338,990	0
Sale Of Equipment	35,946	50,000	80,000	50,000
Public Entity Partners Dividend	0	115,000	115,000	0
Other Revenues	36,119	63,707	60,000	51,506



**CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2022 Adopted Budget**



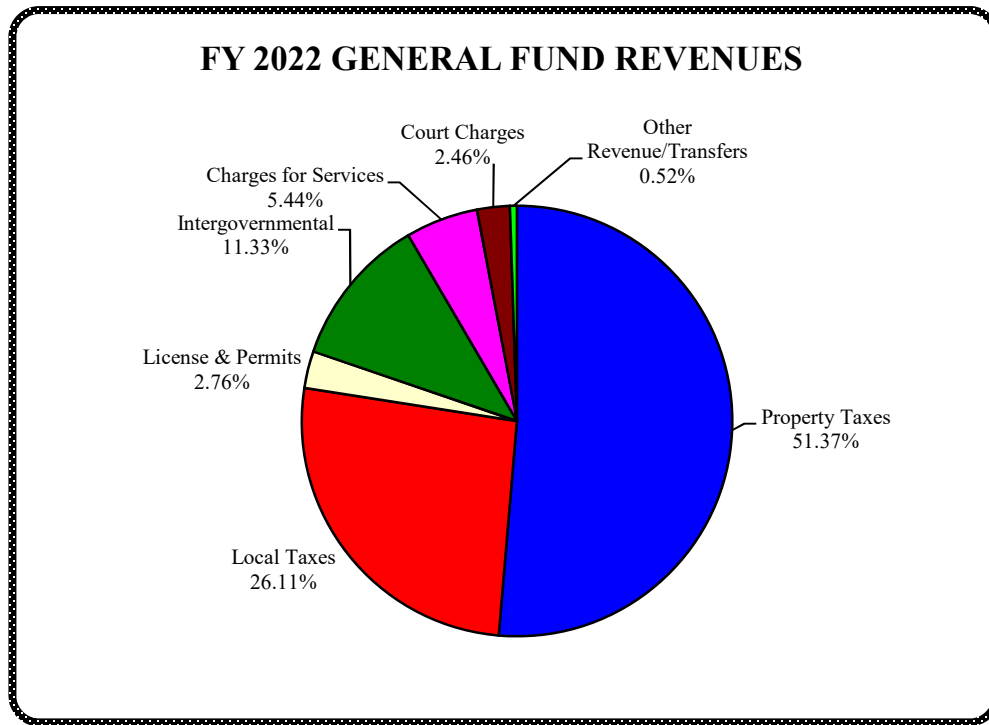
Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Transfer In	168,000	168,000	168,000	168,000
Reserves/Encumbrances	0	71,832	71,832	0
Total Other Revenues	\$ 480,352	\$ 5,081,930	\$ 4,883,222	\$ 299,506
TOTAL GENERAL FUND REVENUES	\$ 53,085,534	\$ 55,448,083	\$ 56,418,167	\$ 57,051,921



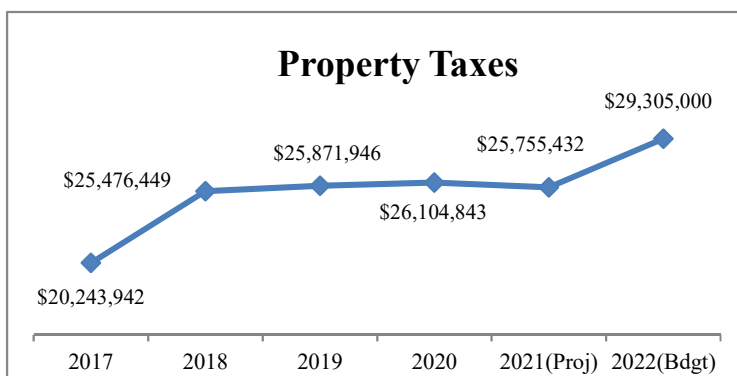
CITY OF BARTLETT

ANALYSIS OF GENERAL FUND REVENUE SOURCES

FY 2022 Adopted Budget



General Fund (GF) Revenues are classified into seven major sources; Property Taxes, Local Taxes, License & Permits, Intergovernmental, Charges for Services, Court Charges and Other Revenue. Property and Local Taxes are Bartlett's largest sources of revenue, a combined 77.48% of all General Fund Revenues in FY 2022. In FY21, the City received \$4.36 million one-time grants from the Federal Government and the State. While state shared sales tax and the local option sales tax have seen increases over the prior year, our revenue were impacted by losses in court revenue, and parks and recreation revenue. The General Fund Budget is based on \$1.75 property tax rate, exceeding the 1.514 Certified Tax Rate for FY 2022.



Property Taxes represent the largest percentage (51.37%) of all GF Revenues. FY22 General Fund budget is using a tax rate of \$1.75 which is effectively for the 2021 tax year. In the last 20 years, the property tax rate increased in 2021 (24 cent increase), in 2017 (35 cent increase), in 2007 (a 23 cent increase), and in 2003 (a 15 cent increase). Taxes are due on February 28, 2022 and become delinquent March 1, 2022.

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



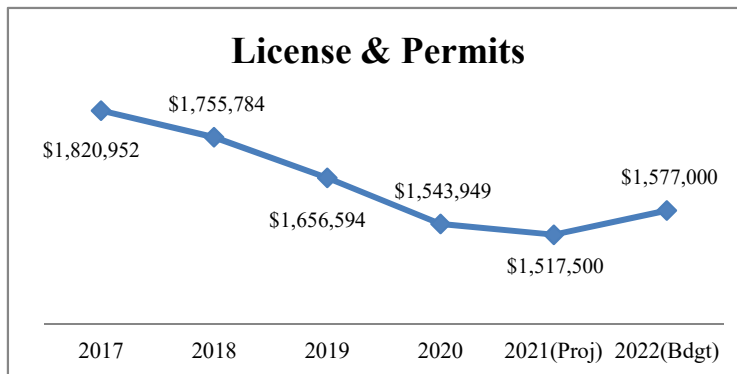
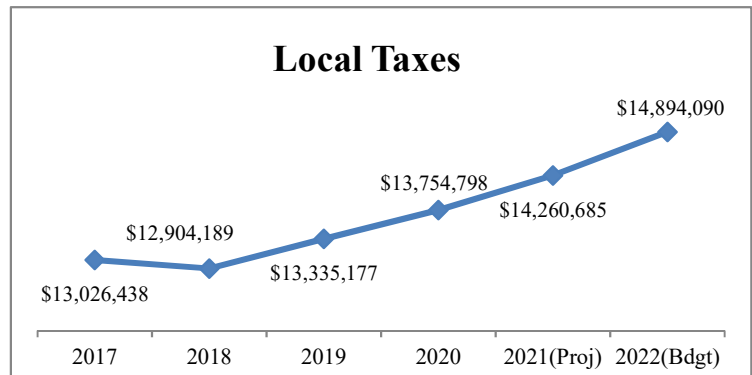
CITY OF BARTLETT

ANALYSIS OF GENERAL FUND REVENUE SOURCES

FY 2022 Adopted Budget

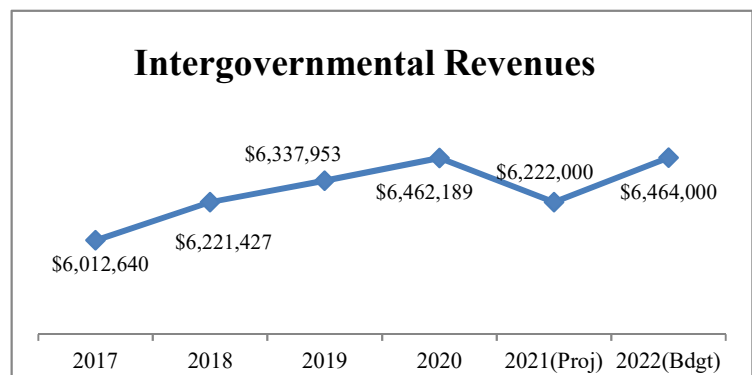


Local Taxes is the second largest source of revenue and represent 26.11% of all GF Revenues. They are comprised primarily of Local Sales Taxes (\$7,665,000), more than half of all local taxes, Sales Tax School Reimbursement (\$4,196,090), Wholesale Beer Taxes (\$800,000), and Gross Receipts Business (\$1,000,000). The current local sales taxes rate is 2.75% of the first \$1,600 of the gross proceeds. However, 0.50% is designated for Bartlett Municipal School System. The Sales Tax School Reimbursement budgeted for city support of Bartlett Municipal School System in FY 2022 includes the maintenance of effort, school debt service transfer, Dare program and Shelby County Board of Education buildings. FY22 budget has a 4.44% increase over FY21 projected.



The Office of Code Enforcement sets, monitors and collects most of the **License and Permit** fees. FY 2021 budget for subdivision and new construction permit fees are based on 80 commercial constructions and 25 residential constructions. The biggest revenue in License and Permits is the \$25 Wheel Tax that generates more than 2/3 of the total revenues.

Intergovernmental Revenues are state shared revenues, the largest being Bartlett's share of the State Sales Tax, 84.42%. There has been steady increase since FY 2017 to FY 2022, except for FY 2021.

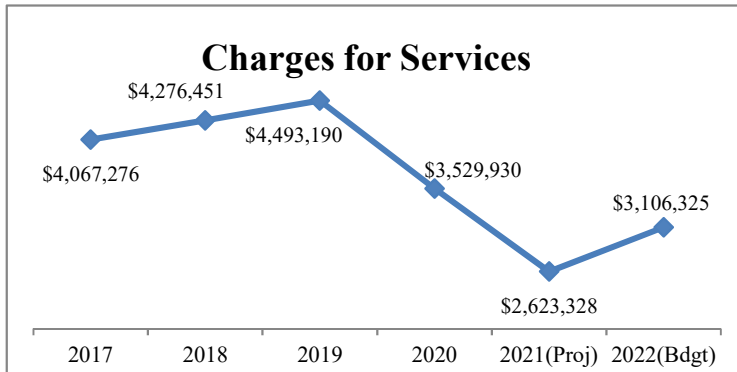




CITY OF BARTLETT

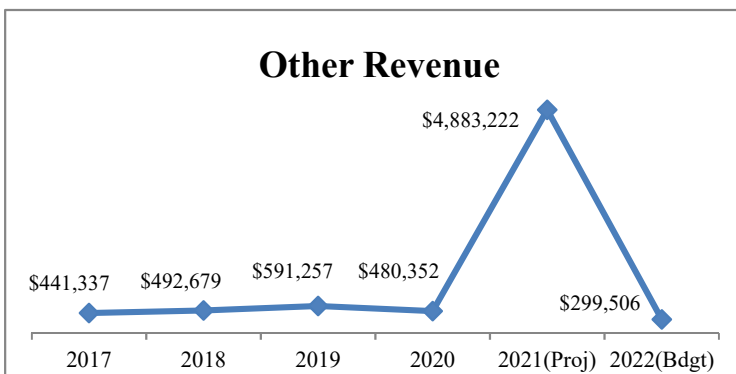
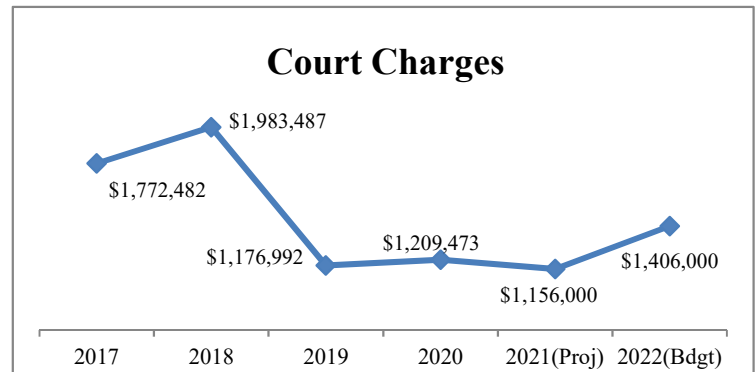
ANALYSIS OF GENERAL FUND REVENUE SOURCES

FY 2022 Adopted Budget



Parks and Recreation fees account for the largest share (36.34%) of **Charges for Services**. The basic parks & recreation fees was increased by 14% starting October 2019, the last increase was in 2005. After this increase, our fees are still lower than those of the surrounding centers. The second largest share of Charges for Services is the ambulance fees (\$1,250,000). So far, Charges for Services have been hard hit the most since the pandemic started.

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



One-time COVID-19 grants from the Federal and the State Government, total \$4.36 mil, help the overall revenues for FY21. Other revenues are Sales of Equipment and a transfer from the General Improvement Fund. The transfer from the General Improvement Fund to the General Fund (based on Bartlett's Ordinance and General Improvement Fund balance) is \$168,000 for FY 2022.



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues				
Local Sales Tax .5% Reimbursement	\$ 894,703	\$ 968,386	\$ 999,640	\$ 971,594
State Police Training Grant	95,200	94,400	94,400	0
State Fire Training Grant	72,000	76,000	76,000	0
Supplemental Ambulance Payment	49,086	30,000	16,000	20,000
CERT Class Fees	578	0	0	0
Weed Cutting Fees	26,626	40,000	27,000	40,000
Electronic Traffic Citation Fee	4,413	7,600	4,000	7,600
Insurance Recoveries-Police	25,348	30,000	30,000	30,000
Transfer from Grants Fund	10,815	0	15,514	0
Intergovernment Reimbursement	55,524	50,000	50,000	50,000
Criminal Seizure Settlement	0	6,000	13,000	10,000
Civil Seizure Settlement	0	0	18,000	10,000
Breath Alcohol Test Charges	5,427	5,000	1,000	1,000
COVID-19 Grants	45,583	0	0	0
Donations	14,940	15,000	0	15,000
Animal Shelter Donations	13,767	12,000	10,517	12,000
Animal Shelter Boarding	3,820	5,000	2,500	5,000
Animal Shelter Capture Fee	3,970	5,000	3,500	5,000
Animal Shelter Adoption	24,413	40,000	32,000	40,000
Animal Shelter City License	22,814	30,000	23,000	30,000
Animal Shelter Misc Revenues	7,134	15,000	7,000	15,000
Cost Sharing Allocation Recovery	0	1,059,882	1,059,882	1,059,882
Shop Expense Allocation	333,950	445,325	445,325	445,325
Total Department Revenues	\$ 1,710,113	\$ 2,934,593	\$ 2,928,278	\$ 2,767,401
Personnel				
Essential OT	\$ 231,734	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR	175,781	0	55,879	0
Supervisor Salaries	4,604,137	4,439,055	4,375,438	4,704,000
Employee Wages	19,802,248	20,174,670	19,694,767	21,266,581
Overtime Wages	651,124	722,800	715,873	711,300
Special Hours	128,503	165,100	128,705	167,100
Holiday Pay	550,871	579,078	586,303	580,521
Contracted Services	618,099	873,508	564,691	749,000
Part-Time	853,195	1,116,933	876,463	1,012,412
Instructional Expense	3,661	12,500	6,000	12,000
Vacation Pay	98,514	25,000	73,739	65,000
Educational Bonus	158,970	183,480	167,260	171,340
Sick Pay	53,331	25,000	75,696	55,000
Longevity Pay	562,768	581,153	563,676	618,780
FLSA Wages	70,189	78,000	92,609	74,000
Bonus	46,401	483,263	643,848	49,995
Employee Incentive	9,529	12,136	4,421	12,136
Employee Testing	35,854	55,000	32,395	55,000
Other Personnel Costs	9,747	9,450	9,678	9,694
Employee Health Insurance	5,625,190	5,820,492	5,896,605	6,163,690
Employee Life Insurance	66,828	77,989	70,889	82,405
Worker's Compensation Insurance	623,243	533,296	533,148	549,132
Unemployment Compensation	9,202	15,300	9,771	1,000
Retiree Health Insurance	1,218,994	1,228,578	1,203,326	1,297,604



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
FICA	2,005,123	2,039,723	2,000,430	2,108,167
Pension Contribution	3,213,397	3,648,248	3,674,841	3,648,248
Contributory Retirement Plan	297,362	293,508	293,617	329,802
Total Personnel	\$ 41,723,994	\$ 43,193,260	\$ 42,350,068	\$ 44,493,907

Staffing Level

<i>Full-Time</i>	<i>448.61</i>	<i>452.50</i>	<i>430.75</i>	<i>452.50</i>
<i>Part-Time (converted to FTE)</i>	<i>46.97</i>	<i>50.92</i>	<i>40.25</i>	<i>46.91</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>495.58</i>	<i>503.42</i>	<i>471.01</i>	<i>499.41</i>

Operations

Training	\$ 96,865	\$ 189,000	\$ 78,078	\$ 167,000
State Training Salary Supplement	167,200	170,400	170,400	0
Firearms Training	37,947	36,540	36,540	35,000
Volunteer Expense	4,464	16,250	1,950	16,000
Travel	69,533	102,500	26,400	76,400
Legal Fees	73,823	100,000	100,000	75,000
Mayor's Youth Council	0	5,000	0	5,000
Professional Services	128,447	150,700	135,862	150,700
Contracted Services	114,183	126,000	121,000	126,000
Other Professional Service	132,172	171,700	114,775	149,800
Boards & Commissions	61,941	85,000	84,300	84,500
DUI Testing Fees	0	5,000	0	5,000
Sexual Offender Register	1,463	2,000	19,602	2,000
Civil & Criminal Seizure Expense	20,338	6,000	6,525	6,000
Postage & Freight	41,725	52,550	46,823	52,810
Notice Publication	19,383	40,100	40,100	40,100
Dues & Subscriptions	71,973	98,050	83,071	95,575
Meetings	6,334	11,950	5,568	10,450
Employee Appreciation	2,996	4,000	0	3,000
Utilities	599,360	717,500	630,275	698,949
Phones-Local	65,427	67,937	67,141	69,365
Cellular Phones	101,795	99,004	94,575	99,776
Telecommunication Link	93,374	99,000	94,000	99,000
Library Charge-Shelby Co.	1,150,094	1,178,000	1,085,000	1,150,000
Reappraisal Charge from County	0	220,000	220,000	0
Shop Allocation	209,350	209,700	209,688	209,700
Vehicle Maintenance	408,789	382,450	385,050	394,100
Equipment Maintenance	173,040	201,651	163,986	178,000
Radio Maintenance	182,409	163,109	160,525	182,560
Computer Maintenance	7,661	7,600	7,600	7,600
Grounds Maintenance	360,194	430,740	391,058	417,300
Building Maintenance	286,092	280,677	313,195	255,527
Pool Maintenance	23,826	24,500	15,000	24,000
Swim Competitions	41,202	56,000	25,000	50,000
Fuel System Maintenance	(6,504)	0	0	0
Street Painting & Signs	13,779	35,000	30,000	30,000
Automobile Allowance	6,295	7,200	7,400	7,500
Office Supplies	72,290	96,350	77,931	94,700
Printing	63,611	81,200	45,243	67,125
Christmas Expenses	2,365	2,700	253	2,700



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2022 Adopted Budget



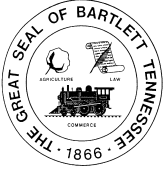
Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Medical Supplies	133,248	166,073	133,000	157,500
Special Designation Expend	167	1,500	2,419	1,000
Ticket Sales Expenditures-BPAC	10,574	18,000	14,000	15,000
Petroleum Supplies	454,162	546,000	450,857	552,475
Special Events	17,779	35,000	1,500	35,000
Concession Supplies Client	204	900	100	700
Preschool Supplies	3,813	4,600	4,600	4,600
Recreation Supplies	57,378	66,100	38,600	61,100
Concession Supplies	36,790	73,600	35,700	81,600
Field Trips	9,814	15,000	7,000	12,000
Tournament Expenses	14	500	0	500
Cost of Goods Sold	1,503	3,500	2,500	3,000
Clothing & Uniforms	218,884	253,382	237,149	243,800
Operating Supplies	203,016	269,700	203,400	239,550
Cleaning Supplies	59,945	78,699	52,150	67,800
Chemical Supplies	429	2,600	1,550	1,550
Air Service	8,629	7,300	7,300	7,300
Film & Developing	732	1,100	600	800
Fill Sand, Dirt & Gravel	16,095	28,000	28,000	28,000
Asphalt/Street Repairs	150,974	158,900	150,000	168,000
Concrete & Brick	9,397	10,000	9,500	9,500
Miscellaneous Shop Parts	2,104	2,400	2,400	2,400
Small Tools	22,724	31,350	24,350	27,500
Tournament Awards	4,362	8,200	3,100	7,000
Fire Hose	5,669	6,000	0	6,000
Pipe & Materials-System Maintenance	3,856	10,000	7,500	7,500
Miscellaneous Supplies	4,029	5,500	4,700	5,000
Jail Operations	45,752	50,048	61,000	40,000
First Responder Expense	62,537	0	2,100	2,100
Covid-19 Grant Expenses	60,824	9,210	62,205	35,964
CERT Training Supplies	0	1,200	0	1,200
Public Awareness	37,125	47,950	20,000	40,000
CPR Classes	724	0	0	0
Fire Prevention	3,876	6,000	5,900	6,000
Community Promotions	9,718	10,000	2,000	8,000
Travel Club	16,526	1,600	0	0
Equipment Rental	28,494	37,400	13,650	30,400
Street Barricade & Equip Rental	640	1,800	1,000	1,000
Equipment Leasing	17,576	24,820	23,963	26,110
Property Insurance	94,167	93,987	93,823	96,585
Vehicle & Equip Insurance	127,119	126,960	119,587	128,438
General Liability Insurance	243,173	243,000	228,784	240,472
Other Insurance	7,544	7,544	7,875	8,900
Bank Charges	152	500	150	500
Credit Card Vendor Fees	56,022	73,900	46,811	72,900
Interest Refund	9,310	10,000	1,000	2,000
State Fees	37,650	36,000	35,000	35,000
Cash Over/Short	270	650	169	650
Tow-In Fees	7,895	7,700	8,500	9,700
License Fees	140	750	700	750
Animal Control Fees	1,482	1,800	1,800	2,100



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
K-9 Operations	7,918	10,000	7,000	8,000
Storage Fees	0	450	150	450
Election Expenses	0	0	12,500	13,000
Contingency	149,723	110,732	110,732	125,000
Damage Claims	25,023	29,500	33,795	30,500
Miscellaneous Other Expenses	27,522	38,150	30,350	31,100
Total Operations	\$ 7,420,431	\$ 8,518,614	\$ 7,446,434	\$ 7,881,231
Capital				
Fencing & Landscaping	\$ 3,515	\$ 4,000	\$ 2,543	\$ 800
Building Improvements	91,356	66,921	397,496	5,000
Park Improvements	0	0	32,000	0
Communications Equipment	148	1,145	1,145	1,145
Data Processing Equipment	81,880	0	9,069	6,020
Office Equipment	0	1,500	28	1,500
Vehicles	68,466	0	722,000	0
Furniture	10,124	15,950	11,500	14,100
Other Equipment	117,141	95,348	361,011	26,600
Transfer to Grants Fund	0	4,727	0	0
Total Capital	\$ 372,631	\$ 189,591	\$ 1,536,792	\$ 55,165
TOTAL GENERAL FUND EXPEND'S	\$ 47,806,943	\$ 48,966,872	\$ 48,405,017	\$ 49,662,902



City of Bartlett

ADMINISTRATIVE FY 2022 Adopted Budget

Full-Time Authorized Personnel Positions

Legislative Board

City Attorney	1
Alderman	<u>6</u>
Total Legislative Board	<u>7</u>

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	<u>1</u>
Total Mayor's Office	<u>12</u>

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	<u>2</u>
Total Finance and Administration	<u>16</u>

City Court

Prosecutor	1
Judge	2
Court Clerk	1
Assistant Prosecutor	1
Senior Clerk	1
Skill Clerk	<u>6</u>
Total Court Clerk	<u>12</u>

Personnel

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

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 \$187,409 (2.74%) over the FY 2021 Projection. There were no staffing changes. FY 2022 budget included a career ladder pay increase and 4% salary increase for full-time employees.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2020 Actual</u>	<u>FY 2021 Revised</u>	<u>FY 2021 Projection</u>	<u>FY 2022 Adopted</u>
Revenues	56,678	1,121,361	1,101,203	1,120,889
Salaries	3,359,885	3,582,383	3,372,292	3,631,146
Benefits	1,557,294	1,816,044	1,775,053	1,787,934
Other Personnel	41,669	60,000	38,123	60,244
Operations	2,762,663	3,001,266	2,684,649	2,672,708
Capital	86,485	7,850	82,419	7,600
Total	<u>7,751,319</u>	<u>7,346,182</u>	<u>6,851,334</u>	<u>7,038,743</u>

Planning & Economic Development

Planning Director	1
Senior Planner	1
Planner	1
Assistant Planner	1
Admin Secretary	<u>1</u>
Total Planning & Econ. Dev.	<u>5</u>

TOTAL ADMINISTRATIVE

57



CITY OF BARTLETT

ADMINISTRATIVE BUDGET SUMMARY

FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	\$ 37,325	\$ 38,879	\$ 37,321	\$ 38,407
Electronic Traffic Citation Fee	4,413	7,600	4,000	7,600
Donations	14,940	15,000	0	15,000
Cost Sharing Allocation Recovery	0	1,059,882	1,059,882	1,059,882
Total Department Revenues/Grants	\$ 56,678	\$ 1,121,361	\$ 1,101,203	\$ 1,120,889

Personnel				
Essential OT	\$ 12,143	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR	37,310	0	5,945	0
Supervisor Salaries	1,551,150	1,485,887	1,448,468	1,583,366
Employee Wages	1,670,007	1,970,771	1,848,275	1,964,598
Overtime Wages	15,182	21,600	12,889	20,600
Special Hours	5,200	5,200	5,200	5,200
Part-Time	68,893	98,925	51,515	57,382
Vacation Pay	1,681	0	20,680	0
Educational Bonus	5,280	5,880	4,800	6,780
Longevity Pay	60,061	63,651	64,450	75,077
Bonus	4,865	59,046	71,262	4,891
Employee Incentives	9,529	12,136	4,421	12,136
Employee Testing	35,854	55,000	32,395	55,000
Other Personnel Costs	5,814	5,000	5,728	5,244
Employee Health Insurance	578,869	632,494	623,637	652,062
Employee Life Insurance	7,699	10,420	8,692	10,713
Worker's Compensation Insurance	17,499	15,823	15,780	15,527
Unemployment Compensation	258	14,300	87	0
Retiree Health Insurance	161,040	172,834	164,182	177,397
FICA	246,939	273,897	255,832	273,802
Pension Contribution	424,240	514,459	501,185	514,459
Contributory Retirement Plan	39,334	41,104	40,045	45,090
Total Personnel	\$ 4,958,848	\$ 5,458,427	\$ 5,185,468	\$ 5,479,324

Staffing Level

<i>Full-Time</i>	<i>55.21</i>	<i>56.50</i>	<i>53.99</i>	<i>56.50</i>
<i>Part-Time (converted to FTE)</i>	<i>3.67</i>	<i>3.97</i>	<i>2.05</i>	<i>2.99</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>58.88</i>	<i>60.47</i>	<i>56.04</i>	<i>59.49</i>

Operations

Training	\$ 8,697	\$ 31,500	\$ 12,754	\$ 28,500
Travel	22,010	45,100	12,000	30,100
Legal Fees	73,823	100,000	100,000	75,000
Mayor's Youth Council	0	5,000	0	5,000
Professional Service	100,896	108,700	104,812	110,700
Contracted Services	40,900	50,000	45,000	50,000
Other Professional Service	89,047	121,700	86,200	106,200
Boards & Commissions	61,941	85,000	84,300	84,500
Postage & Freight	27,721	33,200	32,250	35,100
Notice Publication	19,383	40,000	40,000	40,000
Dues & Subscriptions	35,417	48,830	43,280	48,280
Meetings	2,687	6,000	2,160	5,900



CITY OF BARTLETT
ADMINISTRATIVE BUDGET SUMMARY
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022
Utilities	142,781	172,000	160,775	169,000
Phones - Local	16,574	17,843	18,733	18,873
Cellular Phones	20,021	22,691	23,662	25,308
Telecommunication Link	40,690	44,000	44,000	44,000
Library Charge-Shelby Co.	1,150,094	1,178,000	1,085,000	1,150,000
Reappraisal Charge from County	0	220,000	220,000	0
Shop Allocation	6,300	6,300	6,292	6,300
Vehicle Maintenance	1,765	7,200	6,600	7,200
Equipment Maintenance	15,327	19,200	17,361	16,800
Radio Maintenance	169,816	0	0	0
Computer Maintenance	7,600	7,600	7,600	7,600
Grounds Maintenance	13,915	22,500	13,018	19,200
Building Maintenance	79,791	48,777	43,777	47,777
Automobile Allowance	6,295	7,200	7,400	7,500
Office Supplies	29,027	40,500	38,913	41,900
Printing	38,512	47,000	29,000	36,000
Petroleum Supplies	6,242	9,900	8,757	9,675
Special Events	14,932	15,000	0	15,000
Concession Supplies Client	204	400	100	200
Clothing & Uniforms	774	2,200	101	2,150
Operating Supplies	49,017	63,700	35,600	48,200
Cleaning Supplies	8,030	11,300	6,300	7,800
Film & Developing	732	750	550	550
Small Tools	674	550	550	550
Tournament Awards	2,431	3,000	1,000	2,000
First Responder Expenses	62,537	0	2,100	2,100
Covid-19 Grant Expenses	12,175	9,210	21,226	5,750
Community Promotions	9,718	10,000	2,000	8,000
Equipment Rental	24,326	28,000	9,000	23,000
Equipment Leasing	6,121	7,000	7,218	7,660
Property Insurance	29,054	29,054	27,915	28,311
Vehicle & Equip Insurance	3,014	3,014	2,747	3,059
General Liability Insurance	118,438	118,265	114,477	115,615
Bank Charges	152	500	150	500
Credit Card Vendor Fee	11,175	5,200	12,671	10,700
Interest Refund	9,310	10,000	1,000	2,000
Cash Over/Short	196	550	268	550
Storage Fees	0	300	0	300
Election Expenses	0	0	12,500	13,000
Contingency	149,723	110,732	110,732	125,000
Damage Claims	0	1,000	500	1,000
Miscellaneous Other Expenses	22,660	25,800	22,300	23,300
Total Operations	\$ 2,762,663	\$ 3,001,266	\$ 2,684,649	\$ 2,672,708
Capital				
Building Improvements	\$ 0	\$ 5,000	\$ 50,000	\$ 5,000
Data Processing Equipment	80,601	0	1,819	0
Vehicles	4,500	0	30,000	0



CITY OF BARTLETT
ADMINISTRATIVE BUDGET SUMMARY
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022
Furniture	1,384	2,850	600	2,600
Total Capital	\$ 86,485	\$ 7,850	\$ 82,419	\$ 7,600
TOTAL ADMINISTRATIVE	\$ 7,751,319	\$ 7,346,182	\$ 6,851,334	\$ 7,038,743

Legislative Board

City of Bartlett



FY 2022 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; plans for the orderly development of the community; and

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

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Revenues	0	270,057	270,057	270,057
Salaries	195,651	216,000	216,000	216,000
Benefits	88,344	104,704	96,456	99,386
Operations	520,853	778,110	781,210	552,478
Capital	0	0	0	0
Total	804,848	828,757	823,609	597,807

FY 2021 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 2020 Actual	FY 2021 Forecast	FY 2022 Projected
Meet 2nd and 4th Tuesday each month	# of meetings held	23	22	22
Review and adopt balanced operating budget by June 30	Budget approved by June 30	Approved	Approved	Approved
Review and adopt Capital Plan by June 30	Budget approved by June 30	Approved	Approved	Approved



**CITY OF BARTLETT
LEGISLATIVE BOARD
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues/Grants				
Cost Sharing Allocation Recovery	\$ 0	\$ 270,057	\$ 270,057	\$ 270,057
Total Department Revenues/Grants	\$ 0	\$ 270,057	\$ 270,057	\$ 270,057
Personnel				
Supervisor Salaries	\$ 72,000	\$ 72,000	\$ 72,000	\$ 72,000
Employee Wages	123,651	144,000	144,000	144,000
Bonus	82	7,083	1,504	83
Employee Health Insurance	31,384	32,797	34,646	34,646
Employee Life Insurance	44	50	44	50
Worker's Compensation Insurance	4,052	3,748	3,744	3,431
Retiree Health Insurance	7,983	10,800	9,900	10,800
FICA	14,199	15,879	15,827	15,718
Pension Contribution	30,600	31,806	28,513	31,806
Contributory Retirement Plan	0	2,541	2,278	2,852
Total Personnel	\$ 283,995	\$ 320,704	\$ 312,456	\$ 315,386
Staffing Level				
<i>Full-Time</i>	<i>7.00</i>	<i>7.00</i>	<i>7.00</i>	<i>7.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	7.00	7.00	7.00	7.00
Operations				
Training	\$ 290	\$ 5,000	\$ 4,000	\$ 4,000
Travel	4,198	15,000	5,000	5,000
Legal Fees	51,298	100,000	100,000	75,000
Other Professional Service	31,640	50,000	50,000	50,000
Boards & Commissions	61,941	83,500	83,500	83,500
<i>Chamber of Commerce \$35k, Arts Council \$10k, Shelby County Books from Birth \$7.5k, Historic Preservation \$10k and others.</i>				
Postage & Freight	933	2,500	2,500	2,500
Notice Publication	19,383	40,000	40,000	40,000
Dues & Subscriptions	19,858	30,000	26,000	30,000
Meetings	910	2,000	1,000	2,000
Cellular Phones	3,178	4,200	4,200	4,200
Reappraisal Charge from County	0	220,000	220,000	0
Office Supplies	441	500	500	500
Printing	732	1,000	1,000	1,000
Operating Supplies	304	500	500	500
First Responder Expenses	62,537	0	2,100	2,100
Covid-19 Grant Expenses	0	0	4,500	1,000
General Liability Insurance	107,351	107,178	107,178	107,178
Election Expenses	0	0	12,500	13,000
Contingency	149,723	110,732	110,732	125,000
Miscellaneous Other Expenses	6,136	6,000	6,000	6,000
Total Operations	\$ 520,853	\$ 778,110	\$ 781,210	\$ 552,478
Total Legislative Board	\$ 804,848	\$ 828,757	\$ 823,609	\$ 597,807

Mayor's Office

City of Bartlett



FY 2022 Adopted

What We Do

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

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

Summary Revenue/Expenditure Type*

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Revenues	14,940	217,430	202,430	217,430
Salaries	841,752	868,204	844,845	887,988
Benefits	416,202	454,869	455,378	446,681
Operations	1,983,178	1,959,441	1,675,262	1,851,750
Capital	78,076	5,600	82,419	5,600
Total	3,304,268	3,070,684	2,855,475	2,974,589

FY 2021 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 2020 Actual	FY 2021 Forecast	FY 2022 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 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues/Grants				
Cost Sharing Allocation Recovery	\$ 0	\$ 202,430	\$ 202,430	\$ 202,430
Total Department Revenues/Grants	\$ 0	\$ 202,430	\$ 202,430	\$ 202,430
Personnel				
Essential OT	\$ 1,543	\$ 0	\$ 0	\$ 0
Supervisor Salaries	382,998	382,579	385,913	406,366
Employee Wages	53,302	56,316	56,316	59,143
Overtime Wages	73	1,000	500	1,000
Part-Time	1,747	8,000	216	0
Vacation Pay	752	0	0	0
Longevity Pay	14,996	15,293	15,645	19,116
Bonus	412	5,498	6,016	415
Employee Health Insurance	56,494	65,594	69,868	69,290
Employee Life Insurance	1,202	1,404	1,323	1,490
Worker's Compensation Insurance	1,697	1,428	1,428	1,505
Unemployment Compensation	0	14,300	0	0
Retiree Health Insurance	21,815	21,945	22,111	23,275
FICA	34,493	35,569	34,501	35,650
Pension Contribution	83,535	64,628	66,760	64,628
Contributory Retirement Plan	0	5,164	5,334	5,964
Total Personnel	\$ 655,059	\$ 678,718	\$ 665,931	\$ 687,842
Staffing Level				
<i>Full-Time</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.31</i>	<i>0.26</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	5.31	5.26	5.00	5.00
Operations				
Training	\$ 5,058	\$ 11,000	\$ 5,000	\$ 7,000
Travel	8,138	15,000	5,000	10,000
Mayor's Youth Council	0	5,000	0	5,000
Other Professional Service	31,500	40,000	25,000	30,000
<i>Tyler Marketing charges for recording of Board of Mayor & Aldermen meetings, Planning Commission meetings and FYI show.</i>				
Postage & Freight	1,210	3,500	3,500	3,500
Dues & Subscriptions	8,364	10,000	10,000	10,000
Meetings	674	1,200	500	1,200
Phones - Local	2,065	3,100	3,100	3,100
Cellular Phones	4,986	7,000	7,000	7,200
Shop Allocation	1,000	1,000	1,000	1,000
Vehicle Maintenance	599	1,700	1,700	1,700
Equipment Maintenance	0	300	300	300
Automobile Allowance	6,000	6,000	6,000	6,000
Office Supplies	1,686	4,500	3,000	4,500
Printing	3,428	3,500	3,500	3,500
Petroleum Supplies	1,313	2,500	2,500	2,500
Clothing & Uniforms	0	500	0	500
Operating Supplies	2,801	6,000	6,000	6,000
Film & Developing	0	50	50	50
Small Tools	0	100	100	100



**CITY OF BARTLETT
MAYOR'S OFFICE
FY 2022 Adopted Budget**

Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Covid-19 Grant Expenses	0	0	500	500
Equipment Leasing	1,290	1,500	1,500	1,500
Vehicle & Equip Insurance	379	379	277	379
General Liability Insurance	1,274	1,274	814	1,274
Damage Claims	0	500	500	500
Miscellaneous Other Expenses	12,991	15,000	15,000	15,000
Total Operations	\$ 94,757	\$ 140,603	\$ 101,841	\$ 122,303
Capital				
Furniture	\$ 91	\$ 600	\$ 600	\$ 600
Total Capital	\$ 91	\$ 600	\$ 600	\$ 600
Total Mayor's Office	\$ 749,908	\$ 617,491	\$ 565,943	\$ 608,315



**CITY OF BARTLETT
COMMUNITY RELATIONS
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues/Grants				
BBQ Cooking Context Revenues	\$ 14,940	\$ 15,000	\$ 0	\$ 15,000
Total Department Revenues/Grants	\$ 14,940	\$ 15,000	\$ 0	\$ 15,000
Personnel				
Supervisor Salaries	\$ 81,286	\$ 82,488	\$ 82,488	\$ 87,038
Longevity Pay	4,877	4,878	4,949	5,222
Bonus	82	1,083	1,504	83
Employee Health Insurance	13,116	13,689	14,455	14,455
Employee Life Insurance	226	264	247	279
Worker's Compensation Insurance	118	103	96	107
Retiree Health Insurance	4,064	4,124	4,124	4,352
FICA	6,373	6,473	6,529	6,739
Pension Contribution	15,564	12,146	12,485	12,146
Contributory Retirement Plan	0	970	998	1,105
Total Personnel	\$ 125,708	\$ 126,218	\$ 127,875	\$ 131,526
Staffing Level				
<i>Full-Time</i>	<i>1.00</i>	<i>1.00</i>	<i>1.00</i>	<i>1.00</i>
Total Full-Time Equivalent (FTE)	1.00	1.00	1.00	1.00
Operations				
Training	\$ 1,043	\$ 1,500	\$ 0	\$ 1,500
Travel	1,186	1,500	0	1,500
Professional Services	22,000	22,000	22,000	22,000
<i>Fireworks contract.</i>				
Other Professional Service	20,910	25,000	5,000	20,000
<i>Christmas parade, festivals & picnic contracts.</i>				
Postage & Freight	385	1,000	500	1,000
Dues & Subscriptions	168	250	100	200
Meetings	90	200	200	200
Phones - Local	185	200	200	200
Cellular Phones	1,269	2,100	1,000	2,000
Shop Allocation	700	700	700	700
Vehicle Maintenance	116	500	500	500
Grounds Maintenance	5,094	10,000	1,000	7,000
Office Supplies	3,652	2,500	5,000	5,000
Printing	25,009	30,000	14,000	20,000
Petroleum Supplies	609	1,000	1,000	1,000
BBQ Cooking Context Expenditures	14,932	15,000	0	15,000
Operating Supplies	35,047	35,000	10,000	20,000
Film & Developing	732	700	500	500
Tournament Awards	2,431	3,000	1,000	2,000
Community Promotions	9,718	10,000	2,000	8,000
Equipment Rental	16,406	20,000	1,000	15,000
Vehicle & Equip Insurance	236	236	191	236
General Liability Insurance	522	522	307	522
Total Operations	\$ 162,439	\$ 182,908	\$ 66,198	\$ 144,058
Total Community Relations	\$ 273,206	\$ 294,126	\$ 194,073	\$ 260,584



CITY OF BARTLETT BUILDINGS AND GROUNDS FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Essential OT	\$ 1,002	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR Act	3,439	0	0	0
Employee Wages	104,826	112,751	112,752	119,711
Overtime Wages	2,218	3,000	3,000	3,000
Longevity Pay	2,484	2,485	2,484	3,045
Bonus	247	3,249	4,512	249
Employee Health Insurance	24,111	25,938	27,392	27,392
Employee Life Insurance	304	361	339	383
Worker's Compensation Insurance	3,508	3,255	3,252	3,374
Retiree Health Insurance	5,413	5,638	5,638	5,986
FICA	7,971	8,704	8,790	9,010
Pension Contribution	14,594	16,603	17,086	16,603
Contributory Retirement Plan	1,243	1,327	1,365	1,520
Total Personnel	\$ 171,360	\$ 183,311	\$ 186,610	\$ 190,273
Staffing Level				
<i>Full-Time</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	3.00	3.00	3.00	3.00
Operations				
Training	\$ 0	\$ 500	\$ 500	\$ 500
Utilities	63,647	75,000	75,000	75,000
Phones - Local	560	1,100	1,100	1,100
Telecommunication Link	40,690	44,000	44,000	44,000
Shop Allocation	3,000	3,000	3,000	3,000
Vehicle Maintenance	512	3,000	3,000	3,000
Equipment Maintenance	814	3,500	3,500	3,500
Radio Maintenance	169,816	0	0	0
Grounds Maintenance	6,484	10,000	10,000	10,000
Building Maintenance	11,985	31,777	31,777	31,777
Office Supplies	10	0	13	0
Petroleum Supplies	1,975	2,500	2,500	2,500
Clothing & Uniforms	696	1,500	0	1,500
Operating Supplies	7,200	16,000	16,000	16,000
Cleaning Supplies	2,376	2,800	2,800	2,800
Small Tools	441	200	200	200
Covid-19 Grant Expenses	320	9,210	15,000	3,500
Equipment Rental	7,920	8,000	8,000	8,000
Property Insurance	8,629	8,629	8,430	8,629
Vehicle & Equip Insurance	1,410	1,410	1,307	1,410
General Liability Insurance	531	531	388	531
Miscellaneous Other Expenses	281	800	800	800
Total Operations	\$ 329,297	\$ 223,457	\$ 227,315	\$ 217,747
Capital				
Vehicles	\$ 0	\$ 0	\$ 30,000	\$ 0
Total Capital	\$ 0	\$ 0	\$ 30,000	\$ 0
Total Building & Grounds	\$ 500,657	\$ 406,768	\$ 443,925	\$ 408,020



CITY OF BARTLETT
BARTLETT STATION MUNICIPAL CENTER
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Essential OT	\$ 971	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR Act	2,556	0	2,567	0
Employee Wages	66,182	66,182	66,182	68,829
Employee Wages	95,255	98,557	97,601	102,499
Part-Time	44,355	57,331	37,310	40,402
Longevity Pay	2,647	2,648	2,648	4,131
Bonus	907	3,907	5,171	907
Employee Health Insurance	49,725	51,905	54,836	54,836
Employee Life Insurance	455	527	495	548
Worker's Compensation Insurance	3,239	3,182	3,267	2,737
Retiree Health Insurance	8,167	8,237	8,293	8,566
FICA	14,893	16,154	14,801	15,140
Pension Contribution	12,671	24,258	24,665	24,258
Contributory Retirement Plan	3,803	1,938	1,971	2,175
Total Personnel	\$ 305,827	\$ 334,826	\$ 319,807	\$ 325,028
Staffing Level				
<i>Full-Time</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>
<i>Part-Time (converted to FTE)</i>	<i>2.24</i>	<i>2.26</i>	<i>1.66</i>	<i>2.26</i>
Total Full-Time Equivalent (FTE)	5.24	5.26	4.66	5.26
Operations				
Other Professional Service	\$ 713	\$ 1,000	\$ 500	\$ 500
Postage & Freight	130	200	50	100
Dues & Subscriptions	75	80	80	80
Meetings	375	600	100	500
Utilities	46,062	55,000	47,775	52,000
Phones - Local	1,220	1,250	1,250	1,250
Cell Phone	780	800	550	700
Vehicle Maintenance	0	500	500	500
Equipment Maintenance	14,480	14,000	13,061	12,000
Grounds Maintenance	2,337	2,500	2,018	2,200
Building Maintenance	53,446	6,000	7,000	10,000
Automobile Allowance	0	200	100	200
Office Supplies	1,400	2,000	800	1,000
Printing	64	250	0	250
Petroleum Supplies	23	100	67	75
Concession Supplies Client	204	400	100	200
Clothing & Uniforms	78	200	101	150
Operating Supplies	178	500	100	500
Cleaning Supplies	5,653	8,500	3,500	5,000
Small Tools	233	250	250	250
Covid-19 Grant Expenses	146	0	500	750
Property Insurance	8,749	8,749	8,415	8,415
Vehicle & Equip Insurance	272	272	272	272
General Liability Insurance	621	621	441	450
Credit Card Vendor Fees	1,215	1,200	671	700
Miscellaneous Other Expenses	2,521	3,500	500	1,000
Total Operations	\$ 140,977	\$ 108,672	\$ 88,701	\$ 99,042



CITY OF BARTLETT
BARTLETT STATION MUNICIPAL CENTER
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Capital				
Data Processing Equipment	0	0	1,819	0
Total Capital	\$ 0	\$ 0	\$ 1,819	\$ 0
Total Bartlett Station Municipal Center	\$ 446,804	\$ 443,498	\$ 410,327	\$ 424,070



**CITY OF BARTLETT
LIBRARY
FY 2022 Adopted Budget**

Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Operations				
Contracted Services	\$ 40,900	\$ 50,000	\$ 45,000	\$ 50,000
<i>Guard Services.</i>				
Utilities	33,072	42,000	38,000	42,000
Phones - Local	3,831	3,600	4,200	4,200
Library Charge-City of Memphis	1,150,094	1,178,000	1,085,000	1,150,000
Equipment Maintenance	33	1,000	500	700
Building Maintenance	12,881	11,000	5,000	6,000
Office Supplies	4,353	5,500	4,400	4,400
Operating Supplies	381	2,000	0	1,500
Property Insurance	8,234	8,234	7,803	8,000
General Liability Insurance	1,967	1,967	1,296	1,300
Cash Over/Short	(38)	0	8	0
Damage Claims	0	500	0	500
Total Operations	\$ 1,255,708	\$ 1,303,801	\$ 1,191,207	\$ 1,268,600
Capital				
Building Improvements	\$ 0	\$ 5,000	\$ 50,000	\$ 5,000
Data Processing Equipment	77,985	0	0	0
Total Capital	\$ 77,985	\$ 5,000	\$ 50,000	\$ 5,000
Total Library	\$ 1,333,693	\$ 1,308,801	\$ 1,241,207	\$ 1,273,600

Finance and Administration

City of Bartlett



FY 2022 Adopted

What We Do

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

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

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Revenues	0	448,373	448,373	448,373
Salaries	1,018,635	1,102,481	1,017,320	1,055,898
Benefits	460,538	544,488	551,403	557,884
Operations	172,840	172,730	163,411	178,525
Capital	1,293	500	0	500
Total	1,653,305	1,371,826	1,283,761	1,344,434

FY 2021 Performance Highlights

Awarded the Fiscal Year 2021 GFOA Distinguished Budget Presentation Award for the 19th straight year and the Certificate of Achievement for Excellence in Financial Reporting for the 31th 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 2020 Actual	FY 2021 Forecast	FY 2022 Projected
Increase Property taxes collections	Tax collection rate	98.97%	98.69%	98.46%
To maintain or improve bonds rating	Moody's Investor Service	Aa1	Aa1	Aa1
	Standard & Poor's	AAA	AAA	AAA
Encourage participating and excellence in financial and budgeting reporting	CAFR meets GFOA financial reporting excellence benchmarks	Yes	Yes	Yes
	Budget meets GFOA distinguished budget presentation award	Yes	Yes	Yes



CITY OF BARTLETT
FINANCE AND ADMINISTRATION
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues/Grants				
Cost Sharing Allocation Recovery	\$ 0	\$ 448,373	\$ 448,373	\$ 448,373
Total Department Revenues/Grants	\$ 0	\$ 448,373	\$ 448,373	\$ 448,373
Personnel				
Essential OT	\$ 4,536	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR Act	17,968	0	3,378	0
Supervisor Salaries	314,088	363,457	307,820	384,174
Employee Wages	654,239	699,830	689,957	649,144
Overtime Wages	5,013	5,600	2,176	5,600
Part-Time	22,792	33,594	13,989	16,980
Vacation Pay	0	0	11,926	0
Education Bonus	3,120	2,880	2,880	2,880
Longevity Pay	15,993	17,051	17,944	21,728
Bonus	1,402	16,402	22,476	1,411
Employee Health Insurance	179,779	192,560	199,070	222,077
Employee Life Insurance	2,477	3,403	2,780	3,307
Worker's Compensation Insurance	2,113	1,712	1,704	1,666
Unemployment Compensation	258	0	0	0
Retiree Health Insurance	49,263	53,164	50,030	51,666
FICA	73,721	82,116	77,218	77,790
Pension Contribution	117,965	162,238	153,139	162,238
Contributory Retirement Plan	14,446	12,962	12,236	13,121
Total Personnel	\$ 1,479,173	\$ 1,646,969	\$ 1,568,723	\$ 1,613,782
Staffing Level				
<i>Full-Time</i>	<i>15.00</i>	<i>15.50</i>	<i>14.60</i>	<i>15.50</i>
<i>Part-Time (converted to FTE)</i>	<i>1.12</i>	<i>1.45</i>	<i>0.39</i>	<i>0.73</i>
Total Full-Time Equivalent (FTE)	16.12	16.95	14.99	16.23
Operations				
Training	\$ 909	\$ 3,000	\$ 1,000	\$ 5,000
Travel	4,540	5,000	0	5,000
Professional Services	76,575	81,900	79,900	83,900
<i>Auditor & Trustee Fees.</i>				
Postage & Freight	18,622	20,000	20,000	22,000
Dues & Subscriptions	3,310	3,500	3,000	3,500
Phones - Local	4,523	4,400	4,500	4,500
Cellular Phones	5,488	5,000	7,550	7,600
Equipment Maintenance	0	200	0	100
Automobile Allowance	295	1,000	1,300	1,300
Office Supplies	9,488	14,000	15,000	15,000
Printing	7,898	10,000	9,000	9,000
Operating Supplies	3,011	3,000	2,500	3,000
Covid-19 Grant Expenses	11,709	0	476	0
Equipment Leasing	863	1,000	1,000	1,000
Property Insurance	3,442	3,442	3,267	3,267
General Liability Insurance	2,738	2,738	1,808	1,808
Bank Charges	152	500	150	500
Credit Card Vendor Fees	9,960	4,000	12,000	10,000



CITY OF BARTLETT
FINANCE AND ADMINISTRATION
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Interest Refund	9,310	10,000	1,000	2,000
Cash Over/Short	5	50	(40)	50
Total Operations	\$ 172,840	\$ 172,730	\$ 163,411	\$ 178,525
Capital				
Furniture	\$ 1,293	\$ 500	\$ 0	\$ 500
Total Capital	\$ 1,293	\$ 500	\$ 0	\$ 500
Total Finance and Administration	\$ 1,653,305	\$ 1,371,826	\$ 1,283,761	\$ 1,344,434

City Court

City of Bartlett



FY 2022 Adopted

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Revenues	4,413	7,600	4,000	7,600
Salaries	702,059	744,637	716,066	767,184
Benefits	309,600	347,805	347,603	337,047
Operations	53,762	36,105	32,558	35,358
Capital	2,616	0	0	0
Total	1,063,623	1,120,947	1,092,227	1,131,989

FY 2021 Performance Highlights

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

Objective	Performance Measures	FY 2020 Actual	FY 2021 Forecast	FY 2022 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 2022 Adopted Budget**

Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
City Service Fees				
Electronic Traffic Citation Fee	\$ 4,413	\$ 7,600	\$ 4,000	\$ 7,600
Total City Service Fees	\$ 4,413	\$ 7,600	\$ 4,000	\$ 7,600
Personnel				
Essential OT	\$ 4,092	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR Act	5,571	0	0	0
Supervisor Salaries	351,729	234,189	239,907	240,623
Employee Wages	329,229	496,248	464,611	513,361
Overtime Wages	6,237	9,000	6,348	8,000
Special Hours	5,200	5,200	5,200	5,200
Educational Bonus	1,440	1,560	1,440	3,900
Longevity Pay	9,433	10,239	10,315	11,259
Bonus	989	11,996	16,543	996
Employee Health Insurance	107,918	112,022	110,192	105,347
Employee Life Insurance	1,446	2,337	1,856	2,413
Worker's Compensation Insurance	1,317	1,127	1,116	1,158
Retiree Health Insurance	34,326	36,522	35,226	37,699
FICA	51,818	55,850	54,156	56,969
Pension Contribution	93,139	107,558	108,120	107,558
Contributory Retirement Plan	7,773	8,594	8,639	9,748
Total Personnel	\$ 1,011,659	\$ 1,092,442	\$ 1,063,669	\$ 1,104,231
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>12.00</i>	<i>12.00</i>	<i>11.84</i>	<i>12.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>12.00</i>	<i>12.00</i>	<i>11.84</i>	<i>12.00</i>
Operations				
Training	\$ 0	\$ 500	\$ 0	\$ 500
Travel	804	1,000	0	1,000
Legal Fees	22,525	0	0	0
Other Professional Service	4,209	5,700	5,700	5,700
Postage & Freight	4,452	4,000	3,700	4,000
Dues & Subscriptions	1,160	1,200	1,200	1,200
Phones - Local	2,032	2,000	2,050	2,100
Cellular Phones	590	700	600	700
Shop Allocation	700	700	700	700
Vehicle Maintenance	0	500	500	500
Computer Maintenance	7,600	7,600	7,600	7,600
<i>Adsi interface b/w jail, court, ticketing.</i>				
Office Supplies	3,357	4,000	4,000	4,000
Printing	694	1,000	800	1,000
Petroleum Supplies	1,112	1,800	1,400	1,600
Operating Supplies	0	400	400	400
Covid-19 Grant Expenses	0	0	250	0
Equipment Leasing	1,889	2,000	2,000	2,000
Vehicle & Equip Insurance	236	236	236	236
General Liability Insurance	1,769	1,769	1,122	1,122
Cash Over/Short	229	500	300	500



**CITY OF BARTLETT
CITY COURT
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Miscellaneous Other Expenses	402	500	0	500
Total Operations	\$ 53,762	\$ 36,105	\$ 32,558	\$ 35,358
Capital				
Data Processing Equipment	\$ 2,616	\$ 0	\$ 0	\$ 0
Total Capital	\$ 2,616	\$ 0	\$ 0	\$ 0
Total City Court	\$ 1,063,623	\$ 1,120,947	\$ 1,092,227	\$ 1,131,989

Personnel

City of Bartlett



FY 2022 Adopted

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
<i>Revenues</i>	37,325	177,901	176,343	177,429
Salaries	316,645	321,831	328,123	363,967
Benefits	133,523	180,678	173,713	176,331
Other Personnel	41,669	60,000	38,123	60,244
Operations	21,785	39,466	22,577	40,157
Capital	4,500	0	0	0
Total	480,796	424,074	386,193	463,270

FY 2021 Performance Highlights

Self-funded Health Trust is now stable and we should see an increase of less than 2%. Through the efforts of the Central and Departmental Safety Committees our workers' compensation claims have remained stable. Continue promotion of our EAP Concern.

Objective	Performance Measures	FY 2020 Actual	FY 2021 Forecast	FY 2022 Projected
Maintain full-time employee turnover rate at 10% or below.	Actual turnover rate	5%	8%	9%
Cross Train Staff including new employee Natalie Payne.	Verify training done by Laura Smith and Louise Horton	0%	25%	70%
Maintain compliance with all COVID related regulations	Attend seminars and make continual adjustments	N/A	100%	100%



CITY OF BARTLETT
PERSONNEL
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	\$ 37,325	\$ 38,879	\$ 37,321	\$ 38,407
Cost Sharing Allocation Recovery	0	139,022	139,022	139,022
Total Department Revenues/Grants	\$ 37,325	\$ 177,901	\$ 176,343	\$ 177,429
Personnel				
Federal Mandated FFCR Act	\$ 3,931	\$ 0	\$ 0	\$ 0
Supervisor Salaries	177,708	178,803	186,918	211,713
Employee Wages	134,363	142,528	140,705	151,754
Overtime Wages	642	500	500	500
Vacation Pay	0	0	2,795	0
Educational Bonus	720	1,440	480	0
Longevity Pay	2,647	4,052	4,085	4,214
Bonus	412	5,413	7,520	415
Employee Incentives	9,529	12,136	4,421	12,136
Employee Testing	35,854	55,000	32,395	55,000
Other Personnel Costs	5,814	5,000	5,728	5,244
Employee Health Insurance	57,336	60,146	58,972	56,247
Employee Life Insurance	864	1,028	917	1,163
Worker's Compensation Insurance	728	637	636	897
Retiree Health Insurance	15,800	16,067	16,381	18,173
FICA	23,071	28,885	25,009	31,658
Pension Contribution	12,671	47,110	48,613	47,110
Contributory Retirement Plan	9,744	3,764	3,884	4,318
Total Personnel	\$ 491,837	\$ 562,509	\$ 539,959	\$ 600,542
Staffing Level				
<i>Full-Time</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	5.00	5.00	5.00	5.00
Operations				
Training	\$ 518	\$ 9,000	\$ 1,500	\$ 9,000
Travel	2,567	6,600	2,000	6,600
Professional Services	2,321	4,800	2,912	4,800
Other Professional Services	76	0	0	0
Postage & Freight	1,989	2,000	2,000	2,000
Dues & Subscriptions	1,443	2,000	1,800	2,000
Meetings	417	1,500	260	1,500
Phones - Local	1,079	1,093	1,293	1,323
Cellular Phones	2,151	1,791	1,802	1,808
Shop Allocation	500	500	492	500
Vehicle Maintenance	533	500	200	500
Equipment Maintenance	0	200	0	200
Building Maintenance	1,478	0	0	0
Office Supplies	2,398	4,000	3,900	4,000
Printing	687	1,250	700	1,250
Petroleum Supplies	723	1,000	750	1,000
Operating Supplies	94	300	100	300
Equipment Leasing	1,352	1,500	1,998	2,160



**CITY OF BARTLETT
PERSONNEL
FY 2022 Adopted Budget**

Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Vehicle & Equip Insurance	245	245	272	286
General Liability Insurance	887	887	598	630
Storage Fees	0	300	0	300
Miscellaneous Other Expenses	329	0	0	0
Total Operations	\$ 21,785	\$ 39,466	\$ 22,577	\$ 40,157
Capital				
Vehicles	\$ 4,500	\$ 0	\$ 0	\$ 0
Total Capital	\$ 4,500	\$ 0	\$ 0	\$ 0
Total Personnel	\$ 480,796	\$ 424,074	\$ 386,193	\$ 463,270

Planning & Economic Development

City of Bartlett



FY 2022 Adopted

What We Do

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

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

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Salaries	285,143	329,230	249,938	340,109
Benefits	149,087	183,500	150,500	170,605
Operations	10,247	15,414	9,631	14,440
Capital	0	1,750	0	1,500
Total	444,478	529,894	410,069	526,654

FY 2021 Performance Highlights

Processed 275 DRC sign applications; Review of 136 commercial site plans, 115 residential site plans, 12 preliminary subdivision plats, 11 final subdivision plats, and 2 minor subdivision plats; Eight cases heard by Board of Zoning Appeals; Approved or amended 5 Industrial Development Board PILOTs, worked with Bartlett Station Commission on one façade grant and 6 tenant incentives and expansion of incentive boundaries; Six Certificates of Appropriateness heard by Historic Preservation Commission; Updated population records; Arranged required training for commission member; Digitized project information for multiple Commission members; Assisted other departments with ordinance related issues; Provided zoning information and approval for approximately 242 business licenses; Generated zoning letters with documentation; Assisted multiple real estate deals (agents/buyers); Miscellaneous research; Coordinated economic development and local business assistance with the BACC; Assisted the Census Bureau with the 2020 Census with multiple assignments and campaigned to Bartlett citizens for participation.

Objective	Performance Measures	FY 2020 Actual	FY 2021 Forecast	FY 2022 Projected
Improve Regulations through Amendments	Submit Ordinance Amendments	1	1	2
Improve Customer/Applicant Service	Streamline business license approvals in the Annex building; re-generate the development application process information	Monitor for Accomplishment	Monitor for Accomplishment	Monitor for Accomplishment

Planning & Economic Development

City of Bartlett



FY 2022 Adopted

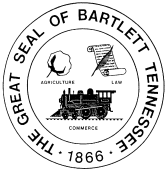
Objective	Performance Measures	FY 2020 Actual	FY 2021 Forecast	FY 2022 Projected
Improve Staff Support Communications with Boards and Commissions	Improve Staff Report Communication; created new member packets; manage required annual State training for members.	Monitor for Accomplishment	Monitor for Accomplishment	Monitor for Accomplishment
Generate citizen participation in the 2020 Census	Monitored weekly participation self responses; campaign for participation through the city's website and social media; ensured that public Census stations were deployed; communicated with CCC members and gave various assignments.	Monitor for Accomplishment	Monitor for Accomplishment	Monitor for Accomplishment



CITY OF BARTLETT
PLANNING & ECONOMIC DEVELOPMENT
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Federal Mandated FFCR Act	\$ 3,844	\$ 0	\$ 0	\$ 0
Supervisor Salaries	105,159	106,189	107,240	112,623
Employee Wages	175,142	220,541	142,333	224,986
Overtime Wages	997	2,500	365	2,500
Vacation Pay	929	0	5,959	0
Longevity Pay	6,984	7,005	6,380	6,362
Bonus	330	4,415	6,016	332
Employee Health Insurance	59,005	77,843	54,206	67,772
Employee Life Insurance	680	1,046	691	1,080
Worker's Compensation Insurance	727	631	624	652
Retiree Health Insurance	14,208	16,337	12,479	16,880
FICA	20,400	24,267	19,001	25,128
Pension Contribution	43,501	48,112	41,804	48,112
Contributory Retirement Plan	2,325	3,844	3,340	4,287
Total Personnel	\$ 434,231	\$ 512,730	\$ 400,438	\$ 510,714
Staffing Level				
<i>Full-Time</i>	<i>4.21</i>	<i>5.00</i>	<i>3.55</i>	<i>5.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	4.21	5.00	3.55	5.00
Operations				
Training	\$ 879	\$ 1,000	\$ 754	\$ 1,000
Travel	577	1,000	0	1,000
Boards & Commissions	0	1,500	800	1,000
Dues & Subscriptions	1,039	1,800	1,100	1,300
Meetings	221	500	100	500
Phones - Local	1,079	1,100	1,040	1,100
Cellular Phones	1,578	1,100	960	1,100
Shop Allocation	400	400	400	400
Vehicle Maintenance	4	500	200	500
Office Supplies	2,241	3,500	2,300	3,500
Petroleum Supplies	488	1,000	540	1,000
Equipment Rental	727	1,000	720	1,000
Vehicle & Equip Insurance	236	236	192	240
General Liability Insurance	778	778	525	800
Total Operations	\$ 10,247	\$ 15,414	\$ 9,631	\$ 14,440
Capital				
Furniture	0	1,750	0	1,500
Total Capital	\$ 0	\$ 1,750	\$ 0	\$ 1,500
Total Planning & Economic Development	\$ 444,478	\$ 529,894	\$ 410,069	\$ 526,654



City of Bartlett

PUBLIC SAFETY FY 2022 Adopted Budget

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	<u>166</u>

Fire

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

Ambulance Service

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

Building Codes Enforcement

Director	1
Admin Secretary	2
Building Inspector	5
Building Coordinator	1
Skill Clerk	1
Total Building Codes Enforcement	<u>10</u>

The Public Safety function includes Police, Fire & Ambulance, and Building Codes Enforcement. The Public Safety Function budget increased by \$501,161 (1.71%) over the FY 2021 Projection. There were no staffing changes. FY 2022 budget included a career ladder pay increase and 4% salary increase for full-time employees.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2020 Actual</u>	<u>FY 2021 Revised</u>	<u>FY 2021 Projection</u>	<u>FY 2022 Adopted</u>
Revenues	920,792	899,552	883,914	733,131
Salaries	16,545,489	16,572,773	16,375,748	17,619,177
Benefits	9,729,516	10,336,421	10,665,794	10,557,471
Other Personnel	3,932	4,450	3,950	4,450
Operations	2,243,372	2,563,658	2,278,765	2,367,965
Capital	158,948	124,920	898,073	23,645
Total	<u>27,760,465</u>	<u>28,702,670</u>	<u>29,338,416</u>	<u>29,839,577</u>

TOTAL PUBLIC SAFETY **282**



CITY OF BARTLETT

PUBLIC SAFETY BUDGET SUMMARY

FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	\$ 561,230	\$ 608,152	\$ 570,000	\$ 612,131
State Police Training Grant	95,200	94,400	94,400	0
State Fire Training Grant	72,000	76,000	76,000	0
Supplemental Ambulance Payment	49,086	30,000	16,000	20,000
Intergovernment Reimbursement	55,524	50,000	50,000	50,000
CERT Class Fees	578	0	0	0
Criminal Seizure Awards	0	6,000	13,000	10,000
Civil Seizure Settlement	0	0	18,000	10,000
Drug Testing Fee	5,427	5,000	1,000	1,000
Covid-19 Grants	45,583	0	0	0
Insurance Recoveries-Police	25,348	30,000	30,000	30,000
Transfer From Grants Fund	10,815	0	15,514	0
Total Department Revenues/Grants	\$ 920,792	\$ 899,552	\$ 883,914	\$ 733,131
Personnel				
Essential OT	\$ 202,125	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR	35,622	0	618	0
Supervisor Salaries	1,374,120	1,380,786	1,386,253	1,454,045
Employee Wages	14,200,751	14,347,982	14,159,111	15,325,718
Overtime Wages	522,562	568,400	595,000	568,400
Special Hours	29,921	37,300	40,040	39,300
Holiday Pay	550,871	579,078	586,303	580,521
Part-Time	180,388	238,305	194,726	231,714
Vacation Pay	77,136	25,000	45,257	65,000
Educational Bonus	139,840	159,680	146,620	148,640
Sick Pay	53,331	25,000	75,696	55,000
Longevity Pay	371,611	393,831	377,743	407,720
FLSA Wages	70,189	78,000	92,609	74,000
Bonus	24,799	295,962	407,007	26,145
Other Personnel Costs	3,932	4,450	3,950	4,450
Employee Health Insurance	3,613,353	3,768,690	3,873,630	4,025,607
Employee Life Insurance	43,411	50,218	46,511	53,657
Worker's Compensation Insurance	436,210	373,387	373,368	389,882
Unemployment Compensation	1,690	1,000	2,490	1,000
Retiree Health Insurance	776,705	784,646	776,018	838,397
FICA	1,284,410	1,287,545	1,288,486	1,350,485
Pension Contribution	2,110,584	2,328,354	2,383,608	2,328,354
Contributory Retirement Plan	175,376	186,030	190,448	213,063
Total Personnel	\$ 26,278,937	\$ 26,913,644	\$ 27,045,492	\$ 28,181,098
Staffing Level				
Full-Time	275.62	282.00	270.65	282.00
Part-Time (converted to FTE)	8.72	8.98	7.91	8.73
Total Full-Time Equivalent (FTE)	284.34	290.98	278.57	290.73
Operations				
Training	\$ 78,127	\$ 146,000	\$ 61,000	\$ 125,000
State Training Salary Supp	167,200	170,400	170,400	0



CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Firearms Training	37,947	36,540	36,540	35,000
Volunteer Expense	4,156	15,500	1,500	15,500
Travel	38,093	44,700	12,700	33,500
Contracted Services	73,283	76,000	76,000	76,000
Other Professional Service	8,514	10,300	9,475	9,600
Dui Testing Fees	0	5,000	0	5,000
Sexual Offender Reg.	1,463	2,000	19,602	2,000
Criminal Seizure Expense	20,338	6,000	6,525	6,000
Postage & Freight	6,503	10,000	8,750	8,850
Notice Publication	0	100	100	100
Dues & Subscriptions	11,782	12,120	9,770	12,770
Meetings	3,509	5,250	2,908	3,950
Utilities	141,923	169,000	134,000	165,000
Phones - Local	25,795	26,784	24,784	26,784
Cellular Phones	56,882	51,968	46,968	49,968
Telecommunication Link	52,684	55,000	50,000	55,000
Shop Allocation	82,700	82,700	82,700	82,700
Vehicle Maintenance	286,723	254,000	267,000	269,000
Equipment Maintenance	38,857	52,301	50,600	51,500
Radio Maintenance	12,593	117,140	114,556	130,865
Grounds Maintenance	8,038	13,500	12,000	14,000
Building Maintenance	48,621	75,725	61,000	70,000
Office Supplies	22,648	28,700	20,150	27,700
Printing	9,475	13,000	7,950	10,950
Christmas Expenses	2,365	2,700	253	2,700
Medical Supplies	102,549	118,073	99,000	118,000
Petroleum Supplies	289,856	340,000	278,000	348,000
Clothing & Uniforms	188,436	205,482	200,348	202,250
Operating Supplies	41,284	43,300	43,300	43,300
Cleaning Supplies	6,212	6,199	6,000	6,000
Chemical Supplies	429	600	550	550
Air Service	8,629	7,300	7,300	7,300
Film & Developing	0	250	50	250
Small Tools	5,927	8,300	8,300	10,800
Fire Hose	5,669	6,000	0	6,000
Jail Operations	45,752	50,048	61,000	40,000
Covid-19 Grant Expenses	24,590	0	6,000	0
CERT Training Supplies	0	1,200	0	1,200
Public Awareness	6,853	8,000	2,000	8,000
CPR Classes	724	0	0	0
Fire Prevention	3,876	6,000	5,900	6,000
Equipment Leasing	4,031	7,000	7,100	7,400
Property Insurance	19,109	19,109	17,606	19,109
Vehicle & Equip Insurance	91,053	90,894	85,972	90,894
General Liability Insurance	91,225	91,225	87,012	91,225
Other Insurance	1,900	1,900	1,900	1,900
Credit Card Vendor Fees	1,464	2,000	2,000	2,000
State Fees	31,690	30,000	30,000	30,000
Cash Over or Short	10	0	0	0



CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Tow-In Fees	7,895	7,700	8,500	9,700
K-9 Operations	7,918	10,000	7,000	8,000
Storage Fees	0	150	150	150
Damage Claims	16,032	18,900	24,995	18,900
Miscellaneous Other Expenses	39	1,600	1,550	1,600
Total Operations	\$ 2,243,372	\$ 2,563,658	\$ 2,278,765	\$ 2,367,965
Capital				
Building Improvements	\$ 53,904	\$ 35,000	\$ 120,000	\$ 0
Communications Equipment	0	1,145	1,145	1,145
Data Processing Equipment	395	0	6,000	0
Office Equipment	0	1,500	28	1,500
Vehicles	24,500	0	625,000	0
Furniture	5,634	11,000	10,900	11,000
Other Equipment	74,517	71,548	135,000	10,000
Transfer to Grants Fund	0	4,727	0	0
Total Capital	\$ 158,948	\$ 124,920	\$ 898,073	\$ 23,645
TOTAL PUBLIC SAFETY	\$ 27,760,465	\$ 28,702,670	\$ 29,338,416	\$ 29,839,577

Police Department

City of Bartlett



FY 2022 Adopted

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, Tennessee. The department is sworn to uphold the laws and ordinances of the City of Bartlett, Shelby County, Tennessee. The department will protect and defend the constitutional rights of all citizens and visitors that frequent the city.

The department will continually train, implement, and re-evaluate itself to further a professional image. The department will seek to implement the latest trends in law enforcement to reduce the likelihood that crime will negatively impact the citizens of Bartlett, Tennessee, and subsequently affect their quality of life.

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Revenues	746,310	793,552	791,914	713,131
Salaries	9,555,971	9,526,285	9,428,625	10,204,616
Benefits	5,350,581	5,679,407	5,777,020	5,781,138
Other Personnel	3,932	3,500	3,500	3,500
Operations	1,268,149	1,438,366	1,275,207	1,313,154
Capital	34,342	17,775	413,028	14,500
Total	15,466,664	15,871,781	16,105,466	16,603,777

FY 2021 Performance Highlights

Despite the effects of the COVID-19 Pandemic, the department persevered in its efforts to serve the community with distinction. As a result, a 17% decrease in the total number of reported crimes and was a 12% decrease in injury-related crashes. The department transitioned its community engagement initiatives to an online/social media platform, which resulted in an increase of 4,567 social media followers. Moreover, through the installation of a videography group, the department produced several Public Safety Announcements and videos. The department also successfully implemented a Public Safety Security Camera Program by installing (23) Security Cameras. Furthermore, an in-depth review of all policy and procedures was undertaken to ensure compliance with Presidential Executive Order on Safe Policing for Safe Communities. The department has and will continue its data-driven approach to implement proactive policing concepts in conjunction with community-oriented strategies to ensure the City of Bartlett remains a safe place to live, work, and raise a family.

Objective	Performance Measures	FY 2020 Actual	FY 2021 Forecast	FY 2022 Projected
Reduce the # of crashes with injuries through coordinated enforcement and education.	Number of crashes with injuries per year and the percentage reduction.	196 12% Decrease	190 3% Decrease	184 3% Decrease
Reduce the number of reported crimes committed through data policing efforts and special enforcement techniques.	Number of total crimes committed per year and the percentage reduction.	5,063 17% Decrease	4,962 2% Decrease	4,863 2% Decrease
Increase the # of followers across all social media accounts in an effort to further community engagement initiatives.	Number of social media followers per year and percentage increase.	61,478 7% Increase	64,551 5% Increase	67,778 5% Increase



CITY OF BARTLETT POLICE DEPARTMENT FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	\$ 561,230	\$ 608,152	\$ 570,000	\$ 612,131
State Police Training Grant	95,200	94,400	94,400	0
Intergovernmental Reimbursement	48,290	50,000	50,000	50,000
Criminal Seizure Awards	0	6,000	13,000	10,000
Civil Seizure Awards	0	0	18,000	10,000
Drug Testing Fee	5,427	5,000	1,000	1,000
Insurance Recoveries-Police	25,348	30,000	30,000	30,000
Transfer from Grants Fund	10,815	0	15,514	0
Total Department Revenues/Grants	\$ 746,310	\$ 793,552	\$ 791,914	\$ 713,131
Personnel				
Essential OT	\$ 154,769	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR Act	30,893	0	0	0
Supervisor Salaries	476,625	476,405	484,232	511,739
Employee Wages	8,312,050	8,392,550	8,365,455	9,033,547
Overtime Wages	446,982	460,000	420,000	460,000
Special Hours	5,000	6,000	6,000	8,000
Holiday Pay	313,637	325,000	328,533	335,000
Part-Time	129,651	191,330	152,938	191,330
Vacation Pay	47,742	25,000	3,989	25,000
Educational Bonus	65,220	80,000	75,660	80,000
Sick Pay	32,091	25,000	0	25,000
Longevity Pay	190,808	208,000	198,237	216,320
Bonus	15,482	171,000	235,397	16,268
Other Personnel Costs	3,932	3,500	3,500	3,500
Employee Health Insurance	1,932,504	1,995,576	2,064,581	2,128,902
Employee Life Insurance	24,664	28,320	26,596	30,512
Worker's Compensation Insurance	250,123	215,587	215,580	227,068
Unemployment Compensation	1,690	1,000	2,490	1,000
Retiree Health Insurance	437,379	442,495	441,203	476,753
FICA	739,641	738,869	734,948	779,877
Pension Contribution	1,202,053	1,318,236	1,342,539	1,318,236
Contributory Retirement Plan	97,547	105,324	107,267	121,202
Total Personnel	\$ 14,910,484	\$ 15,209,192	\$ 15,209,145	\$ 15,989,254
Staffing Level				
<i>Full-Time</i>	<i>159.99</i>	<i>166.00</i>	<i>157.18</i>	<i>166.00</i>
<i>Part-Time (converted to FTE)</i>	<i>6.13</i>	<i>7.16</i>	<i>6.08</i>	<i>7.16</i>
Total Full-Time Equivalent (FTE)	166.12	173.16	163.27	173.16
Operations				
Training	\$ 42,472	\$ 60,000	\$ 20,000	\$ 45,000
State Training Salary Supp	95,200	94,400	94,400	0
Firearms Training	37,947	36,540	36,540	35,000
Volunteer Expense	1,348	1,500	500	1,500
Travel	34,128	35,000	12,000	25,000
Other Professional Service	2,589	2,500	0	2,000
DUI Testing Fees	0	5,000	0	5,000
Sexual Offender Reg.	1,463	2,000	19,602	2,000



**CITY OF BARTLETT
POLICE DEPARTMENT
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Criminal Seizure Expense	20,338	6,000	6,525	6,000
Postage & Freight	1,917	2,500	2,500	2,500
Notice Publication	0	100	100	100
Dues & Subscriptions	7,496	8,000	8,000	9,000
Meetings	2,960	4,000	2,000	3,000
Utilities	86,802	105,000	85,000	105,000
Phones - Local	13,972	15,000	13,000	15,000
Cellular Phones	32,872	30,000	25,000	28,000
Telecommunication Link	52,684	55,000	50,000	55,000
Shop Allocation	50,000	50,000	50,000	50,000
Vehicle Maintenance	165,503	145,000	150,000	150,000
Equipment Maintenance	6,253	8,701	11,000	8,500
Radio Maintenance	2,234	62,184	60,448	70,683
Grounds Maintenance	2,943	4,000	4,000	5,000
Building Maintenance	22,081	45,725	35,000	40,000
Office Supplies	15,892	18,000	12,000	18,000
Printing	8,215	10,000	5,000	8,000
Medical Supplies	998	10,000	1,000	10,000
Petroleum Supplies	214,161	255,000	205,000	255,000
Clothing & Uniforms	101,480	111,098	111,098	110,000
Operating Supplies	20,056	20,000	20,000	20,000
Cleaning Supplies	6,195	6,199	6,000	6,000
Small Tools	2,097	4,000	4,000	6,500
Jail Operations	45,752	50,048	61,000	40,000
Covid-19 Grant Expenses	2,194	0	6,000	0
Public Awareness	6,853	8,000	2,000	8,000
Equipment Leasing	2,977	5,000	5,200	5,500
Property Insurance	11,145	11,145	9,642	11,145
Vehicle & Equip Insurance	58,374	58,374	53,965	58,374
General Liability Insurance	61,352	61,352	57,687	61,352
Tow-In Fees	7,810	6,000	7,000	8,000
K-9 Operations	7,918	10,000	7,000	8,000
Damage Claims	11,478	15,000	15,000	15,000
Miscellaneous Other Expenses	0	1,000	1,000	1,000
Total Operations	\$ 1,268,149	\$ 1,438,366	\$ 1,275,207	\$ 1,313,154
Capital				
Building Improvements	\$ 3,800	\$ 0	\$ 85,000	\$ 0
Data Processing Equipment	395	0	0	0
Office Equipment	0	1,500	28	1,500
Vehicles	24,500	0	300,000	0
Furniture	993	3,000	3,000	3,000
Other Equipment	4,655	13,275	25,000	10,000
Total Capital	\$ 34,342	\$ 17,775	\$ 413,028	\$ 14,500
Total Police Department	\$ 15,466,664	\$ 15,871,781	\$ 16,105,466	\$ 16,603,777

Fire & Ambulance Department

City of Bartlett



FY 2022 Adopted

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Revenues	174,482	106,000	92,000	20,000
Salaries	6,350,155	6,431,035	6,341,055	6,775,887
Benefits	4,067,510	4,319,904	4,528,921	4,417,923
Other Personnel	0	950	450	950
Operations	923,899	1,057,147	944,423	993,980
Capital	124,207	106,000	423,900	8,000
Total	11,291,289	11,809,036	12,146,749	12,176,740

FY 2021 Performance Highlights

In FY 2021, the Bartlett Fire Department focused on maintaining the safety of personnel and the community through one of the most challenging times. The Bartlett Fire Department teamed up with other City departments to combat the impact of COVID on employees and community members. Building relationships around the county was timely, and proved extremely valuable in fulfilling our mission. Bartlett Fire personnel worked closely with the Shelby County Office of Preparedness to secure PPE for many City services, most of which was at no expense to the City. Countless hours on conference calls and networking with other agencies produced an overall response to COVID that the Fire Administration is very proud of. This willingness to lead continues today with the future possibility of a vaccine site or other needs to serve our citizens. With budget challenges in FY21, the department used grants to add ultraviolet lights to ambulances and a diesel exhaust removal system to Fire Station 5. Although many challenges presented this fiscal year, the department focused on training and updated technology to better serve internal and external customers. Through the determination and resiliency of fire personnel, the fire department remained efficient and effective in the professional delivery services to all stakeholders.

Objective	Performance Measures	FY 2020 Actual	FY 2021 Forecast	FY 2022 Projected
1. Reduce sick time usage	Annual decrease from 2018 totals (10,720 -446.7 days)	8705 / 362.7 days	8695 / 362.2 days	8600 / 358.3 days
2. Increase training hours	Annual increase	5,736 - 54hrs /person	19,019 - 179hrs /person	26,500 - 250hrs /person

Fire & Ambulance Department

City of Bartlett



FY 2022 Adopted

Objective	Performance Measures	FY 2020 Actual	FY 2021 Forecast	FY 2022 Projected
3. Upgrade current fire/medical based technology	The addition of services followed by feedback from users	Target Solutions	ESO Fire Modules	Automatic Vehicle Location (AVL)
4. Improve ISO rating for the community (Moved to June 30, 2022)	Increase areas of lower scores on previous ISO assessment	Research/Plan	Increase Training	Improve Data Collection



**CITY OF BARTLETT
FIRE DEPARTMENT
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues/Grants				
State Fire Training Grant	\$ 48,800	\$ 53,600	\$ 53,600	\$ 0
Total Department Revenues/Grants	\$ 48,800	\$ 53,600	\$ 53,600	\$ 0
Personnel				
Essential OT	\$ 25,334	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR Act	614	0	0	0
Supervisor Salaries	710,039	715,896	717,896	750,376
Employee Wages	3,612,895	3,572,402	3,592,395	3,774,642
Overtime Wages	45,414	78,000	125,000	78,000
Special Hours	22,409	29,000	32,196	29,000
Holiday Pay	157,108	170,125	175,285	156,052
Vacation Pay	7,080	0	25,101	20,000
Educational Bonus	64,300	67,920	62,200	60,000
Sick Pay	21,240	0	56,699	30,000
Longevity Pay	149,629	154,834	151,053	159,875
FLSA Wages	45,899	50,000	60,364	48,000
Bonus	5,936	80,000	111,289	5,976
Other Personnel Costs	0	450	450	450
Employee Health Insurance	1,065,762	1,089,305	1,148,958	1,149,711
Employee Life Insurance	11,992	13,677	12,827	14,480
Worker's Compensation Insurance	92,622	78,897	78,888	81,385
Retiree Health Insurance	216,176	213,699	215,514	226,251
FICA	348,797	346,661	361,254	360,713
Pension Contribution	657,590	631,459	672,448	631,459
Contributory Retirement Plan	34,167	50,452	53,728	57,457
Total Personnel	\$ 7,295,004	\$ 7,342,777	\$ 7,653,545	\$ 7,633,827
Staffing Level				
<i>Full-Time</i>	<i>72.79</i>	<i>72.00</i>	<i>72.00</i>	<i>72.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	72.79	72.00	72.00	72.00
Operations				
Training	\$ 18,192	\$ 20,000	\$ 4,000	\$ 20,000
State Training Salary Supp	48,000	53,600	53,600	0
Volunteer Expense	2,808	14,000	1,000	14,000
Travel	2,704	5,200	200	5,000
Postage & Freight	82	450	600	600
Dues & Subscriptions	3,031	2,800	800	2,800
Meetings	98	600	600	600
Utilities	55,121	64,000	49,000	60,000
Phones - Local	8,660	8,400	8,400	8,400
Cellular Phones	11,319	8,500	8,500	8,500
Shop Allocation	19,000	19,000	19,000	19,000
Vehicle Maintenance	88,898	65,000	75,000	75,000
Equipment Maintenance	12,271	13,600	11,600	13,000
Radio Maintenance	7,912	34,626	34,000	37,694
Grounds Maintenance	5,094	9,500	8,000	9,000
Building Maintenance	26,539	30,000	26,000	30,000



**CITY OF BARTLETT
FIRE DEPARTMENT
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Office Supplies	2,697	6,000	4,000	5,500
Printing	295	600	550	550
Christmas Expenses	2,365	2,700	253	2,700
Petroleum Supplies	45,251	44,000	40,000	52,000
Clothing & Uniforms	59,471	56,885	54,000	55,000
Operating Supplies	21,138	22,000	22,000	22,000
Chemical Supplies	446	600	550	550
Air Service	3,652	2,500	2,500	2,500
Film & Developing	0	200	0	200
Small Tools	3,778	3,800	3,800	3,800
Fire Hose	5,669	6,000	0	6,000
Covid-19 Grant Expenses	1,803	0	0	0
CERT Training Supplies	0	1,200	0	1,200
Fire Prevention	3,876	6,000	5,900	6,000
Equipment Leasing	163	1,000	1,000	1,000
Property Insurance	7,964	7,964	7,964	7,964
Vehicle & Equip Insurance	22,396	22,396	22,396	22,396
General Liability Insurance.	18,677	18,677	18,677	18,677
Other Insurance	1,900	1,900	1,900	1,900
Tow-In Fees	85	1,200	1,000	1,200
Damage Claims	4,553	1,400	7,495	1,400
Miscellaneous Other Expenses	0	600	550	600
Total Operations	\$ 515,909	\$ 556,898	\$ 494,835	\$ 516,731
Capital				
Building Improvements	\$ 50,104	\$ 35,000	\$ 35,000	\$ 0
Data Processing Equipment	0	0	6,000	0
Furniture	2,000	4,000	3,900	4,000
Other Equipment	51,752	25,273	35,000	0
Transfer to Grants Fund	0	4,727	0	0
Total Capital	\$ 103,856	\$ 69,000	\$ 79,900	\$ 4,000
Total Fire Department	\$ 7,865,969	\$ 7,915,075	\$ 8,174,680	\$ 8,154,558



CITY OF BARTLETT AMBULANCE FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues/Grants				
State Fire Training Grant	\$ 23,200	\$ 22,400	\$ 22,400	\$ 0
Supplemental Ambulance Payment	49,086	30,000	16,000	20,000
Intergovernmental Reimbursement	7,234	0	0	0
Class Fees	578	0	0	0
Covid-19 Grants	45,583	0	0	0
Total Department Revenues/Grants	\$ 125,682	\$ 52,400	\$ 38,400	\$ 20,000

Personnel

Essential OT	\$ 15,058	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR Act	3,512	0	0	0
Supervisor Salaries	82,296	82,296	77,936	79,307
Employee Wages	1,799,953	1,921,441	1,743,788	2,032,562
Overtime Wages	30,117	30,000	50,000	30,000
Special Hours	2,512	2,000	1,844	2,000
Holiday Pay	80,125	83,953	82,485	89,469
Vacation Pay	14,440	0	14,241	20,000
Educational Bonus	8,820	11,040	8,040	7,920
Sick Pay	0	0	18,997	0
Longevity Pay	21,145	20,820	18,411	20,814
FLSA Wages	24,290	28,000	32,245	26,000
Bonus	2,391	33,800	46,456	2,822
Other Personnel Costs	0	500	0	500
Employee Health Insurance	484,324	544,351	502,695	579,504
Employee Life Insurance	5,207	6,404	5,413	6,753
Worker's Compensation Insurance	80,644	69,027	69,024	71,550
Retiree Health Insurance	94,289	100,063	91,087	105,514
FICA	148,722	156,790	147,817	164,349
Pension Contribution	191,116	295,053	283,732	295,053
Contributory Retirement Plan	33,699	23,574	22,670	26,816
Total Personnel	\$ 3,122,661	\$ 3,409,112	\$ 3,216,881	\$ 3,560,933

Staffing Level

<i>Full-Time</i>	<i>32.84</i>	<i>34.00</i>	<i>31.47</i>	<i>34.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>32.84</i>	<i>34.00</i>	<i>31.47</i>	<i>34.00</i>

Operations

Training	\$ 11,265	\$ 60,000	\$ 35,000	\$ 58,000
State Training Salary Supp	24,000	22,400	22,400	0
Travel	772	3,000	0	3,000
Contracted Services	73,283	76,000	76,000	76,000
<i>Ambulance billing service.</i>				
Other Professional Services	5,625	7,500	9,375	7,500
Postage & Freight	115	550	400	500
Dues & Subscriptions	685	600	600	600
Meetings	0	150	108	150
Cellular Phones	7,752	8,500	8,500	8,500
Shop Allocation	10,000	10,000	10,000	10,000
Vehicle Maintenance	27,455	40,000	38,000	40,000



**CITY OF BARTLETT
AMBULANCE
FY 2022 Adopted Budget**

Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Equipment Maintenance	20,334	30,000	28,000	30,000
Radio Maintenance	2,447	15,222	15,000	16,744
Office Supplies	879	700	650	700
Printing	191	400	400	400
Medical Supplies	101,552	108,073	98,000	108,000
Petroleum Supplies	20,839	27,000	19,000	27,000
Clothing & Uniforms	25,473	35,000	33,000	35,000
Operating Supplies	74	1,000	1,000	1,000
Air Service	4,977	4,800	4,800	4,800
Film & Developing	0	50	50	50
Small Tools	0	200	200	200
Covid-19 Grant Expenses	20,594	0	0	0
CPR Classes	724	0	0	0
Vehicle & Equip Insurance	7,630	7,471	7,471	7,471
General Liability Insurance	9,634	9,634	9,634	9,634
Ambulance Assessment Fees	31,690	30,000	30,000	30,000
Tow-In Fee	0	500	500	500
Damage Claims	0	1,500	1,500	1,500
Total Operations	\$ 407,990	\$ 500,250	\$ 449,588	\$ 477,249
Capital				
Vehicles	\$ 0	\$ 0	\$ 265,000	\$ 0
Furniture	2,242	4,000	4,000	4,000
Other Equipment	18,109	33,000	75,000	0
Total Capital	\$ 20,351	\$ 37,000	\$ 344,000	\$ 4,000
Total Ambulance	\$ 3,425,321	\$ 3,893,962	\$ 3,972,069	\$ 4,022,182

Building Codes Enforcement

City of Bartlett



FY 2022 Adopted

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Salaries	639,363	615,453	606,068	638,674
Benefits	311,425	337,110	359,853	358,410
Operations	51,325	68,145	59,134	60,831
Capital	399	1,145	61,145	1,145
Total	1,002,512	1,021,853	1,086,200	1,059,060

FY 2021 Performance Highlights

Code Enforcement issued 35 new house permits in 2020. As of January 2021, there have been 0 new house permits issued. Some commercial permits issued during 2020 were the Pickleball Courts, Murphy USA (New Building), Tops BBQ, the Bartlett Fleet Maintenance Building, Gould's Expansion, Kroger (Interior Remodel at 2 stores), Heritage Funeral Home remodel, Hollywood Cinema (Theatre seating), and BAH Medical Office. Code Enforcement personnel are maintaining their certifications in each of their respected fields through the International Code Council and working on additional certifications and cross training.

Objective	Performance Measures	FY 2020 Actual	FY 2021 Forecast	FY 2022 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 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Essential OT	\$ 6,964	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR	602	0	618	0
Supervisor Salaries	105,159	106,189	106,189	112,623
Employee Wages	475,853	461,589	457,473	484,967
Overtime Wages	48	400	0	400
Special Hours	0	300	0	300
Part-Time	50,737	46,975	41,788	40,384
Vacation Pay	7,875	0	1,926	0
Educational Bonus	1,500	720	720	720
Longevity Pay	10,029	10,177	10,042	10,711
Bonus	989	11,162	13,865	1,079
Employee Health Insurance	130,764	139,458	157,396	167,490
Employee Life Insurance	1,547	1,817	1,675	1,912
Worker's Compensation Insurance	12,821	9,876	9,876	9,879
Retiree Health Insurance	28,861	28,389	28,214	29,879
FICA	47,249	45,225	44,467	45,546
Pension Contribution	59,826	83,606	84,889	83,606
Contributory Retirement Plan	9,963	6,680	6,783	7,588
Total Personnel	\$ 950,788	\$ 952,563	\$ 965,921	\$ 997,084

Staffing Level

<i>Full-Time</i>	<i>10.00</i>	<i>10.00</i>	<i>10.00</i>	<i>10.00</i>
<i>Part-Time (converted to FTE)</i>	<i>2.59</i>	<i>1.82</i>	<i>1.83</i>	<i>1.57</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>12.59</i>	<i>11.82</i>	<i>11.83</i>	<i>11.57</i>

Operations

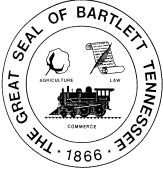
Training	\$ 6,199	\$ 6,000	\$ 2,000	\$ 2,000
Travel	490	1,500	500	500
Other Professional Service	300	300	100	100
Postage & Freight	4,389	6,500	5,250	5,250
Dues & Subscriptions	570	720	370	370
Meetings	450	500	200	200
Phones - Local	3,163	3,384	3,384	3,384
Cellular Phones	4,939	4,968	4,968	4,968
Shop Allocation	3,700	3,700	3,700	3,700
Vehicle Maintenance	4,868	4,000	4,000	4,000
Radio Maintenance	0	5,108	5,108	5,744
Office Supplies	3,180	4,000	3,500	3,500
Printing	774	2,000	2,000	2,000
Petroleum Supplies	9,606	14,000	14,000	14,000
Clothing & Uniforms	2,011	2,500	2,250	2,250
Operating Supplies	16	300	300	300
Small Tools	52	300	300	300
Covid-19 Grant Expenses	0	0	0	0
Equipment Leasing	891	1,000	900	900
Vehicle & Equip Insurance	2,653	2,653	2,140	2,653
General Liability Insurance	1,562	1,562	1,014	1,562
Credit Card Vendor Fees	1,464	2,000	2,000	2,000
Cash Over or Short	10	0	0	0



CITY OF BARTLETT
BUILDING CODES ENFORCEMENT
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Storage Fees	0	150	150	150
Damage Claims	0	1,000	1,000	1,000
Miscellaneous Other Expenses	39	0	0	0
Total Operations	\$ 51,325	\$ 68,145	\$ 59,134	\$ 60,831
Capital				
Communications Equipment	\$ 0	\$ 1,145	\$ 1,145	\$ 1,145
Vehicles	0	0	60,000	0
Furniture	399	0	0	0
Total Capital	\$ 399	\$ 1,145	\$ 61,145	\$ 1,145
Total Building Codes Enforcement	\$ 1,002,512	\$ 1,021,853	\$ 1,086,200	\$ 1,059,060



City of Bartlett

Full-Time Authorized Personnel Positions

Public Works Administration

Public Works Director	1
Administrative Secretary	1
General Clerk	<u>1</u>
Total P.W. Administration	<u>3</u>

Public Works City Shop

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

Public Works General Maintenance

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

Public Works General Services

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

Public Works Grounds Maintenance

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

Public Works Animal Control

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

Engineering Administration

Engineering Director	1
Administrative Secretary	<u>1</u>
Total Engin. Administration	<u>2</u>

PUBLIC WORKS/ ENGINEERING FY 2022 Adopted Budget

The Public Works/Engineering function includes the Public Works Department and the Engineering Department. The Public Works Department has six cost centers; Administration, City Shop, General Maintenance, General Services, Grounds Maintenance and Animal Control. The Engineering Department has Administration and Inspection cost centers. The Public Works/Engineering function budget increased by \$159,430 (2.74%) over the FY 2021 Projection. There were no staffing changes. FY 2022 budget included a career ladder pay increase and 4% salary increase for full-time employees.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2020 Actual</u>	<u>FY 2021 Revised</u>	<u>FY 2021 Projection</u>	<u>FY 2022 Adopted</u>
Revs/Recvrs	436,495	592,325	550,842	592,325
Salaries	3,580,040	3,165,561	3,074,909	3,248,889
Benefits	2,070,840	1,985,123	1,956,919	1,950,569
Other Personnel	167,926	240,000	180,000	220,000
Operations	1,047,700	1,206,862	1,114,878	1,161,695
Capital	<u>28,840</u>	<u>8,400</u>	<u>40,554</u>	<u>7,020</u>
Total	<u>6,458,857</u>	<u>6,013,621</u>	<u>5,816,418</u>	<u>5,975,848</u>

Engineering and Inspection

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

TOTAL PUBLIC WORKS/ENGINEERING	<u>65</u>

Public Works Summary

FY 2022 Adopted

City of Bartlett



What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
<i>Revs/Recvrs</i>	436,495	592,325	550,842	592,325
Salaries	2,913,688	2,759,874	2,669,981	2,814,882
Benefits	1,720,950	1,757,825	1,730,572	1,703,620
Other Personnel	167,926	240,000	180,000	220,000
Operations	991,691	1,131,867	1,046,646	1,081,201
Capital	27,891	8,400	5,554	2,400
Total	5,385,652	5,305,641	5,081,911	5,229,778

FY 2021 Performance Highlights

The entire Public Works Department has been at work everyday and provided uninterrupted services to our citizens during the Covid-19 pandemic. The Fleet Services Division is in the process of building a new fleet services facility. The Solid Waste Division did an outstanding job keeping up with the increase of household, yardwaste, and recycling collection during the pandemic's stay-at-home order. We are striving daily to meet the needs and exceed the expectations of our citizens.

Objective	Performance Measures	FY 2020 Actual	FY 2021 Forecast	FY 2022 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	3100	3200	3225
To establish standards by cleaning streets and maintain right-of-ways	Lane miles of roadway swept each month in Bartlett	1000	1010	1025
Maintain the City's street, drainage systems, and traffic signs.	# of repairs to Drainage structures, streets, and traffic signs.	1355	1400	1415
Provide a safe and harmonious coexistence for pets and residents.	# of animals adopted out or returned to their owners	722	730	745



CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues				
Weed Cutting Fees	\$ 26,626	\$ 40,000	\$ 27,000	\$ 40,000
Animal Shelter Donations	13,767	12,000	10,517	12,000
Animal Shelter Boarding	3,820	5,000	2,500	5,000
Animal Shelter Capture Fee	3,970	5,000	3,500	5,000
Animal Shelter Adoption	24,413	40,000	32,000	40,000
Animal Shelter City License	22,814	30,000	23,000	30,000
Animal Shelter Miscellaneous Revenues	7,134	15,000	7,000	15,000
Shop Expense Allocation	333,950	445,325	445,325	445,325
Total Department Revenues	\$ 436,495	\$ 592,325	\$ 550,842	\$ 592,325

Personnel

Essential OT	\$ 14,055	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR	50,171	0	0	0
Supervisor Salaries	467,264	374,725	375,840	393,500
Employee Wages	2,285,712	2,265,334	2,186,626	2,306,856
Overtime Wages	57,091	67,300	55,000	60,300
Special Hours	15,600	15,600	15,600	15,600
Contracted Services	167,926	240,000	180,000	220,000
Part-Time	23,795	36,915	36,915	38,626
Vacation Pay	10,452	0	914	0
Educational Bonus	11,920	14,560	12,480	12,560
Sick Pay				
Longevity Pay	51,312	50,082	46,519	52,417
Bonus	5,442	63,395	81,540	4,980
Employee Health Insurance	796,898	774,141	746,048	772,115
Employee Life Insurance	7,741	8,434	7,611	8,627
Worker's Compensation Insurance	107,818	93,451	93,420	93,056
Unemployment Compensation	1,593	0	353	0
Retiree Health Insurance	139,834	131,793	128,124	134,799
FICA	205,556	199,416	196,371	201,361
Pension Contribution	342,957	389,417	386,325	389,417
Contributory Retirement Plan	39,427	33,136	30,867	34,288
Total Personnel	\$ 4,802,565	\$ 4,757,699	\$ 4,580,553	\$ 4,738,502

Staffing Level

<i>Full-Time</i>	<i>63.18</i>	<i>60.00</i>	<i>55.21</i>	<i>60.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.03</i>	<i>1.43</i>	<i>1.13</i>	<i>1.50</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>64.21</i>	<i>61.43</i>	<i>56.34</i>	<i>61.50</i>

Operations

Training	\$ 2,371	\$ 3,700	\$ 917	\$ 1,500
Travel	1,457	1,800	200	100
Professional Services	20,000	27,000	23,000	27,000
Other Professional Service	3,464	7,000	5,600	6,000
Postage & Freight	116	200	50	50
Dues & Subscriptions	20,042	23,550	22,552	22,625
Employee Appreciation	2,996	4,000	0	3,000
Utilities	28,263	30,500	25,500	39,000
Phones - Local	8,064	8,283	7,733	8,183



CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Cellular Phones	9,754	10,100	7,760	8,250
Shop Allocation	97,500	97,500	97,500	97,500
Vehicle Maintenance	91,642	95,500	86,750	92,500
Equipment Maintenance	82,017	66,500	52,000	56,500
Radio Maintenance	0	38,125	38,125	42,874
Grounds Maintenance	103,247	116,240	96,200	106,500
Building Maintenance	56,269	26,575	92,178	15,850
Fuel System Maintenance	(6,504)	0	0	0
Street Painting & Signs	13,779	35,000	30,000	30,000
Office Supplies	5,585	6,750	5,250	5,500
Printing	689	1,100	993	1,000
Medical Supplies	30,699	46,000	32,000	37,500
Petroleum Supplies	114,640	139,800	117,000	139,500
Clothing & Uniforms	18,452	21,350	18,550	19,750
Operating Supplies	37,199	48,650	39,600	43,400
Cleaning Supplies	7,872	8,700	6,550	7,700
Fill Sand, Dirt & Gravel	5,789	8,000	8,000	8,000
Asphalt	150,974	158,900	150,000	168,000
Concrete & Brick	9,397	10,000	9,500	9,500
Miscellaneous Shop Parts	2,104	2,400	2,400	2,400
Small Tools	12,365	15,500	10,800	11,750
Pipe & Materials-System Ma	3,856	10,000	7,500	7,500
Miscellaneous Supplies	4,029	5,500	4,700	5,000
Covid-19 Grant Expenses	2,999	0	4,164	4,164
Equipment Rental	0	1,500	0	0
Street Barricade & Equip. Rental	640	1,800	1,000	1,000
Equipment Leasing	1,521	2,150	1,625	1,650
Property Insurance	5,089	5,055	5,111	5,330
Vehicle & Equip Insurance	23,928	23,928	20,725	23,936
General Liability Insurance	9,111	9,111	7,612	9,989
Credit Card Vendor Fees	1,266	2,700	1,200	1,500
State Fees	3,960	3,500	3,500	3,500
Cash Over/Short	0	100	0	100
Animal Control Fees	1,482	1,800	1,800	2,100
Damage Claims	3,445	5,000	1,000	4,000
Miscellaneous Other Expenses	122	1,000	0	0
Total Operations	\$ 991,691	\$ 1,131,867	\$ 1,046,646	\$ 1,081,201
Capital				
Fencing & Landscaping	\$ 3,515	\$ 4,000	\$ 2,543	\$ 800
Communications Equipment	148	0	0	0
Furniture	590	600	0	0
Other Equipment	23,638	3,800	3,011	1,600
Total Capital	\$ 27,891	\$ 8,400	\$ 5,554	\$ 2,400
TOTAL PUBLIC WORKS	\$ 5,385,652	\$ 5,305,641	\$ 5,081,911	\$ 5,229,778



CITY OF BARTLETT
PUBLIC WORKS ADMINISTRATION
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Essential OT	\$ 1,340	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR Act	2,193	0	0	0
Supervisor Salaries	209,739	112,621	113,735	119,445
Employee Wages	109,301	72,718	72,438	79,883
Overtime Wages	351	300	0	300
Longevity Pay	12,584	7,155	6,825	7,167
Bonus	412	3,249	4,512	249
Employee Health Insurance	70,614	51,905	53,896	54,836
Employee Life Insurance	891	593	556	638
Worker's Compensation Insurance	1,029	493	492	520
Retiree Health Insurance	16,062	9,267	9,309	9,966
FICA	23,900	13,060	13,701	14,299
Pension Contribution	47,622	26,908	28,424	26,908
Contributory Retirement Plan	2,839	3,821	2,271	2,531
Total Personnel	\$ 498,878	\$ 302,090	\$ 306,159	\$ 316,742
Staffing Level				
<i>Full-Time</i>	<i>5.00</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	5.00	3.00	3.00	3.00
Operations				
Training	\$ 420	\$ 500	\$ 100	\$ 300
Travel	375	500	200	100
Postage & Freight	116	200	50	50
Dues & Subscriptions	724	650	600	550
Employee Appreciation	2,996	4,000	0	3,000
Utilities	3,136	0	0	0
Phones - Local	1,577	1,750	1,350	1,400
Cellular Phones	2,316	2,700	1,450	1,500
Shop Allocation	97,500	97,500	97,500	97,500
Vehicle Maintenance	2,394	2,500	1,700	2,000
Grounds Maintenance	0	600	0	0
Building Maintenance	640	675	600	650
Office Supplies	1,311	1,500	1,000	1,000
Printing	319	400	100	100
Petroleum Supplies	2,755	5,500	3,500	4,000
Clothing & Uniforms	379	500	450	500
Operating Supplies	323	650	400	400
Small Tools	40	0	0	0
Covid-19 Grant Expenses	348	0	500	500
Equipment Leasing	71	250	75	100
Property Insurance	1,178	1,178	1,453	1,453
Vehicle & Equip Insurance	1,149	1,149	1,172	1,172
General Liability Insurance	936	936	424	936
Miscellaneous Other Expenses	76	1,000	0	0
Total Operations	\$ 121,080	\$ 124,638	\$ 112,624	\$ 117,211



CITY OF BARTLETT
PUBLIC WORKS ADMINISTRATION
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Capital				
Communications Equipment	\$ 148	\$ 0	\$ 0	\$ 0
Furniture	590	600	0	0
Total Capital	\$ 738	\$ 600	\$ 0	\$ 0
Total Public Works Administration	\$ 620,695	\$ 427,328	\$ 418,783	\$ 433,953



CITY OF BARTLETT CITY SHOP FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues				
Shop Expense Allocation	\$ 333,950	\$ 445,325	\$ 445,325	\$ 445,325
Total Department Revenues	\$ 333,950	\$ 445,325	\$ 445,325	\$ 445,325
Personnel				
Essential OT	\$ 6,219	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR	12,370	0	0	0
Supervisor Salaries	69,139	70,144	70,144	72,950
Employee Wages	522,776	537,329	517,328	560,419
Overtime Wages	26,058	32,000	27,700	28,000
Special Hours	5,200	5,200	5,200	5,200
Contracted Services	959	0	0	0
Educational Bonus	7,920	10,000	7,920	8,000
Longevity Pay	7,331	8,119	8,119	7,752
Bonus	1,072	14,079	17,964	1,079
Employee Health Insurance	167,041	172,288	174,900	198,638
Employee Life Insurance	1,689	1,937	1,763	2,020
Worker's Compensation Insurance	17,804	15,389	15,384	15,504
Retiree Health Insurance	29,992	30,268	29,374	31,559
FICA	44,888	47,092	45,468	47,515
Pension Contribution	52,422	89,451	86,682	89,451
Contributory Retirement Plan	12,654	7,147	6,926	8,042
Total Personnel	\$ 985,535	\$ 1,040,443	\$ 1,014,872	\$ 1,076,129
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>12.65</i>	<i>13.00</i>	<i>11.37</i>	<i>13.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>12.65</i>	<i>13.00</i>	<i>11.37</i>	<i>13.00</i>
Operations				
Training	\$ 732	\$ 1,000	\$ 700	\$ 700
Dues & Subscriptions	18,645	22,000	21,887	22,000
<i>Annual subscriptions for diagnostic software for Ford & Dodge, All Data, Identifix, Diamond Iris, Allison.</i>				
Utilities	10,763	12,000	12,000	15,000
Local Phones	1,353	1,400	1,100	1,400
Cellular Phones	1,098	1,000	700	800
Vehicle Maintenance	4,163	5,000	3,500	3,500
Equipment Maintenance	3,183	4,000	5,000	4,000
Building Maintenance	5,031	8,500	8,500	4,000
Fuel System Maintenance	(6,504)	0	0	0
Office Supplies	1,749	2,000	2,000	2,000
Printing	0	0	48	100
Petroleum Supplies	7,079	7,500	7,000	7,500
Clothing & Uniforms	5,992	6,350	6,000	6,350
Operating Supplies	5,914	9,000	7,200	8,000
Cleaning Supplies	1,783	2,000	1,750	2,000
Miscellaneous Shop Parts	2,104	2,400	2,400	2,400
Small Tools	1,940	2,700	2,500	2,250
Miscellaneous Supplies	3,976	5,200	4,700	5,000
Covid-19 Grant Expenses	704	0	1,200	1,200



**CITY OF BARTLETT
CITY SHOP
FY 2022 Adopted Budget**

Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Equipment Leasing	1,192	1,200	1,200	1,200
Property Insurance	2,260	2,226	2,077	2,226
Vehicle & Equip Insurance	2,336	2,336	2,600	2,600
General Liability Insurance	1,632	1,632	1,133	1,632
Miscellaneous Other Expenses	16	0	0	0
Total Operations	\$ 77,139	\$ 99,444	\$ 95,195	\$ 95,858
Capital				
Other Equipment	\$ 1,620	\$ 3,000	\$ 2,562	\$ 0
Total Capital	\$ 1,620	\$ 3,000	\$ 2,562	\$ 0
Total City Shop	\$ 730,344	\$ 697,562	\$ 667,303	\$ 726,662



CITY OF BARTLETT GENERAL MAINTENANCE FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Essential OT	\$ 5,204	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR Act	14,868	0	0	0
Employee Wages	755,317	700,425	670,218	715,322
Overtime Wages	12,841	15,000	16,500	15,000
Special Hours	5,200	5,200	5,200	5,200
Vacation Pay	4,358	0	0	0
Longevity Pay	12,195	14,018	14,018	17,798
Bonus	1,731	19,743	24,145	1,494
Employee Health Insurance	235,067	209,329	211,596	226,680
Employee Life Insurance	2,108	2,241	1,990	2,289
Worker's Compensation Insurance	39,007	32,622	32,616	32,618
Retiree Health Insurance	38,500	35,021	33,511	35,766
FICA	55,233	51,402	50,652	52,432
Pension Contribution	107,000	104,186	107,328	104,186
Contributory Retirement Plan	8,288	8,675	8,575	9,083
Total Personnel	\$ 1,296,919	\$ 1,197,862	\$ 1,176,349	\$ 1,217,868

Staffing Level

<i>Full-Time</i>	<i>20.84</i>	<i>18.00</i>	<i>17.35</i>	<i>18.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>20.84</i>	<i>18.00</i>	<i>17.35</i>	<i>18.00</i>

Operations

Training	\$ 595	\$ 1,000	\$ 0	\$ 0
Travel	31	100	0	0
Other Professional Service	3,164	5,000	5,000	5,000
Dues & Subscriptions	215	250	0	0
Utility	0	0	0	9,000
Phones - Local	3,062	3,000	3,150	3,200
Cellular Phones	793	1,000	900	1,000
Vehicle Maintenance	28,577	40,000	40,000	40,000
Equipment Maintenance	28,088	25,000	20,000	20,000
Radio Maintenance	0	38,125	38,125	42,874
Building Maintenance	17,889	3,200	70,000	3,000
Street Painting & Signs	13,779	35,000	30,000	30,000
Office Supplies	650	650	650	650
Printing	0	0	170	200
Petroleum Supplies	40,887	40,000	40,000	40,000
Clothing & Uniforms	6,413	6,400	6,000	6,400
Operating Supplies	14,761	16,000	15,000	15,000
Cleaning Supplies	1,448	1,200	1,300	1,200
Fill Sand, Dirt & Gravel	5,789	8,000	8,000	8,000
Asphalt	150,974	158,900	150,000	168,000
Concrete & Brick	9,397	10,000	9,500	9,500
Small Tools	981	1,500	1,200	1,200
Pipe & Materials-System Maintenance	3,856	10,000	7,500	7,500
Covid-19 Grant Expenses	1,264	0	2,000	2,000
Equipment Rental	0	500	0	0
Street Barricade & Equip. Rental	640	1,800	1,000	1,000



**CITY OF BARTLETT
GENERAL MAINTENANCE
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Equipment Leasing	82	200	100	100
Vehicle & Equip Insurance	10,500	10,500	8,542	10,500
General Liability Insurance	2,522	2,522	3,373	3,400
Damage Claims	1,733	2,500	0	2,000
Total Operations	\$ 348,089	\$ 422,347	\$ 461,510	\$ 430,724
Capital				
Fencing & Landscaping	\$ 3,515	\$ 4,000	\$ 2,543	\$ 800
Total Capital	\$ 3,515	\$ 4,000	\$ 2,543	\$ 800
Total General Maintenance	\$ 1,648,523	\$ 1,624,209	\$ 1,640,402	\$ 1,649,392



**CITY OF BARTLETT
GENERAL SERVICES
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Federal Mandated FFCR Act	\$ 7,028	\$ 0	\$ 0	\$ 0
Supervisor Salaries	58,408	58,953	58,954	61,311
Employee Wages	103,752	125,811	105,091	130,248
Overtime Wages	5,690	6,000	3,500	5,000
Longevity Pay	2,240	2,250	2,250	3,505
Bonus	330	4,332	5,933	332
Employee Health Insurance	52,236	58,735	49,530	62,036
Employee Life Insurance	471	591	489	613
Worker's Compensation Insurance	8,202	6,988	6,984	7,076
Retiree Health Insurance	8,460	9,238	8,202	9,578
FICA	12,060	13,824	12,371	14,317
Pension Contribution	21,443	27,207	24,529	27,207
Contributory Retirement Plan	2,310	2,174	1,960	2,432
Total Personnel	\$ 282,629	\$ 316,103	\$ 279,793	\$ 323,655
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>3.60</i>	<i>4.00</i>	<i>2.69</i>	<i>4.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>3.60</i>	<i>4.00</i>	<i>2.69</i>	<i>4.00</i>
Operations				
Training	\$ 249	\$ 500	\$ 117	\$ 250
Dues & Subscriptions	30	50	0	0
Cellular Phones	2,110	2,200	1,900	2,000
Vehicle Maintenance	2,974	4,000	2,800	3,000
Building Maintenance	208	0	78	2,000
Office Supplies	269	500	250	300
Petroleum Supplies	6,454	6,800	5,500	6,000
Clothing & Uniforms	1,103	1,400	800	1,000
Operating Supplies	3,009	4,000	4,000	4,000
Small Tools	3,887	3,800	1,500	2,500
Covid-19 Grant Expenses	181	0	100	100
Equipment Rental	0	1,000	0	0
Vehicle & Equip Insurance	1,198	1,198	919	919
General Liability Insurance	469	469	340	469
Total Operations	\$ 22,141	\$ 25,917	\$ 18,305	\$ 22,538
Capital				
Other Equipment	\$ 1,089	\$ 0	\$ 0	\$ 0
Total Capital	\$ 1,089	\$ 0	\$ 0	\$ 0
Total General Services	\$ 305,859	\$ 342,020	\$ 298,098	\$ 346,193



CITY OF BARTLETT GROUND MAINTENANCE FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues				
Weed Cutting Fees	\$ 26,626	\$ 40,000	\$ 27,000	\$ 40,000
Total Department Revenues	\$ 26,626	\$ 40,000	\$ 27,000	\$ 40,000
Personnel				
Federal Mandated FFCR Act	\$ 2,427	\$ 0	\$ 0	\$ 0
Supervisor Salaries	68,134	69,139	69,139	72,950
Employee Wages	518,733	538,263	538,263	545,910
Overtime Wages	4,623	4,000	800	4,000
Contracted Services	166,967	240,000	180,000	220,000
Vacation Pay	6,095	0	914	0
Education Bonus	2,880	2,880	2,880	2,880
Longevity Pay	12,184	13,279	10,046	10,653
Bonus	1,154	13,162	16,790	1,162
Employee Health Insurance	155,535	160,406	127,782	121,772
Employee Life Insurance	1,625	1,937	1,780	1,973
Worker's Compensation Insurance	31,866	28,027	28,020	27,884
Unemployment Compensation	1,593	0	353	0
Retiree Health Insurance	29,464	30,266	30,370	30,834
FICA	43,203	44,964	45,788	45,506
Pension Contribution	68,837	89,441	85,024	89,441
Contributory Retirement Plan	9,093	7,146	6,793	7,858
Total Personnel	\$ 1,124,412	\$ 1,242,910	\$ 1,144,742	\$ 1,182,823
Staffing Level				
<i>Full-Time</i>	<i>13.09</i>	<i>14.00</i>	<i>13.00</i>	<i>14.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	13.09	14.00	13.00	14.00
Operations				
Training	\$ 215	\$ 500	\$ 0	\$ 250
Dues & Subscriptions	30	200	0	0
Utilities	5,636	8,000	5,000	6,000
Phones - Local	992	1,033	1,033	1,033
Cellular Phones	1,748	1,600	1,400	1,500
Vehicle Maintenance	49,820	40,000	35,000	40,000
Equipment Maintenance	27,823	34,000	25,000	30,000
Grounds Maintenance	100,314	113,640	95,000	105,000
Building Maintenance	25,331	10,000	9,500	2,000
Office Supplies	161	500	350	350
Printing	0	0	100	100
Petroleum Supplies	34,626	53,000	36,000	55,000
Clothing & Uniforms	3,446	4,500	4,000	4,000
Operating Supplies	7,048	10,000	7,000	8,500
Small Tools	5,083	7,000	5,200	5,500
Covid-19 Grant Expenses	260	0	200	200
Equipment Leasing	66	200	100	100
Property Insurance	696	696	659	696
Vehicle & Equip Insurance	6,364	6,364	5,813	6,364
General Liability Insurance	2,239	2,239	1,525	2,239



**CITY OF BARTLETT
GROUND MAINTENANCE
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Damage Claims	1,712	2,000	1,000	2,000
Miscellaneous Other Expenses	16	0	0	0
Total Operations	\$ 273,622	\$ 295,472	\$ 233,880	\$ 270,832
Capital				
Other Equipment	\$ 17,346	\$ 0	\$ 0	\$ 0
Total Capital	\$ 17,346	\$ 0	\$ 0	\$ 0
Total Ground Maintenance	\$ 1,388,754	\$ 1,498,382	\$ 1,351,622	\$ 1,413,655



**CITY OF BARTLETT
ANIMAL CONTROL
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues				
Animal Shelter Donations	\$ 13,767	\$ 12,000	\$ 10,517	\$ 12,000
Animal Shelter Boarding	3,820	5,000	2,500	5,000
Animal Shelter Capture Fee	3,970	5,000	3,500	5,000
Animal Shelter Adoption	24,413	40,000	32,000	40,000
Animal Shelter City License	22,814	30,000	23,000	30,000
Animal Shelter Miscellaneous Revenues	7,134	15,000	7,000	15,000
Total Department Revenues	\$ 75,918	\$ 107,000	\$ 78,517	\$ 107,000
Personnel				
Essential OT	\$ 1,292	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR Act	11,284	0	0	0
Supervisor Salaries	61,845	63,868	63,868	66,844
Employee Wages	275,834	290,788	283,288	275,074
Overtime Wages	7,527	10,000	6,500	8,000
Special Hours	5,200	5,200	5,200	5,200
Part-Time	23,795	36,915	36,915	38,626
Education Bonus	1,120	1,680	1,680	1,680
Longevity Pay	4,778	5,261	5,261	5,542
Bonus	742	8,830	12,196	664
Employee Health Insurance	116,406	121,478	128,344	108,153
Employee Life Insurance	957	1,135	1,033	1,094
Worker's Compensation Insurance	9,910	9,932	9,924	9,454
Retiree Health Insurance	17,357	17,733	17,358	17,096
FICA	26,272	29,074	28,391	27,292
Pension Contribution	45,632	52,224	54,338	52,224
Contributory Retirement Plan	4,242	4,173	4,342	4,342
Total Personnel	\$ 614,193	\$ 658,291	\$ 658,638	\$ 621,285
Staffing Level				
<i>Full-Time</i>	<i>8.00</i>	<i>8.00</i>	<i>7.80</i>	<i>8.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.03</i>	<i>1.43</i>	<i>1.13</i>	<i>1.50</i>
Total Full-Time Equivalent (FTE)	9.03	9.43	8.93	9.50
Operations				
Training	\$ 160	\$ 200	\$ 0	\$ 0
Travel	1,051	1,200	0	0
Professional Services	20,000	27,000	23,000	27,000
Other Professional Service	300	2,000	600	1,000
Dues & Subscriptions	400	400	65	75
Utilities	8,729	10,500	8,500	9,000
Phones - Local	1,079	1,100	1,100	1,150
Cellular Phones	1,689	1,600	1,410	1,450
Vehicle Maintenance	3,714	4,000	3,750	4,000
Equipment Maintenance	22,924	3,500	2,000	2,500
Grounds Maintenance	2,933	2,000	1,200	1,500
Building Maintenance	7,170	4,200	3,500	4,200
Office Supplies	1,446	1,600	1,000	1,200
Printing	370	700	575	500



**CITY OF BARTLETT
ANIMAL CONTROL
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Medical Supplies	30,699	46,000	32,000	37,500
Petroleum Supplies	22,839	27,000	25,000	27,000
Clothing & Uniforms	1,118	2,200	1,300	1,500
Operating Supplies	6,146	9,000	6,000	7,500
Cleaning Supplies	4,641	5,500	3,500	4,500
Small Tools	434	500	400	300
Miscellaneous Supplies	53	300	0	0
Covid-19 Grant Expenses	243	0	164	164
Equipment Leasing	110	300	150	150
Property Insurance	955	955	922	955
Vehicle & Equip Insurance	2,381	2,381	1,679	2,381
General Liability Insurance	1,313	1,313	817	1,313
Credit Card Vendor Fees	1,266	2,700	1,200	1,500
State Fees	3,960	3,500	3,500	3,500
Cash Over/Short	0	100	0	100
Animal Control Fees	1,482	1,800	1,800	2,100
Damage Claims	16	500	0	0
Total Operations	\$ 149,620	\$ 164,049	\$ 125,132	\$ 144,038
Capital				
Other Equipment	\$ 3,584	\$ 800	\$ 449	\$ 1,600
Total Capital	\$ 3,584	\$ 800	\$ 449	\$ 1,600
Total Animal Control	\$ 691,477	\$ 716,140	\$ 705,702	\$ 659,923

Engineering Summary

City of Bartlett



FY 2022 Adopted

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Salaries	666,351	405,687	404,928	434,007
Benefits	349,896	227,298	226,347	226,949
Operations	56,009	74,995	68,232	80,494
Capital	949	0	35,000	4,620
Total	1,073,205	707,980	734,507	746,070

FY 2021 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 2020 Actual	FY 2021 Forecast	FY 2022 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 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Essential OT	1283.15	0	0	0
Federal Mandated FFCR	1137.52	0	0	0
Supervisor Salaries	291174.76	195728	195728	210675
Employee Wages	369853.16	204959	204200	218332
Overtime Wages	2902.85	5000	5000	5000
Education Bonus	1330	1920	1920	1920
Longevity Pay	23603.52	16489	16508	17149
Bonus	742.05	5415	7520	415
Employee Health Insurance	138902.87	83262	80414	82226
Employee Life Insurance	1834.02	1282	1194	1373
Worker's Compensation Insurance	6680	1114	1104	1088
Retiree Health Insurance	33108.56	20034	19996	21450
FICA	50180.64	29820	31356	32947
Pension Contribution	85001.72	62934	61427	62934
Contributory Retirement Plan	8512.55	5028	4908	5447
Total Personnel	\$ 1,016,247	\$ 632,985	\$ 631,275	\$ 660,956

Staffing Level

<i>Full-Time</i>	<i>9.00</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>9.00</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>

Operations

Training	\$ 2,322	\$ 1,000	\$ 1,000	\$ 4,000
Travel	587	1,000	1,000	3,000
Other Professional Service	1,957	1,500	2,000	2,000
Postage & Freight	556	400	350	400
Dues & Subscriptions	1,804	1,800	1,929	1,950
Meetings	40	200	200	200
Phones - Local	3,678	3,625	3,625	3,625
Cellular Phones	6,439	6,400	6,400	6,400
Shop Allocation	4,200	4,200	4,200	4,200
Vehicle Maintenance	4,278	5,100	5,600	5,600
Equipment Maintenance	4,092	7,000	4,000	4,000
Radio Maintenance	0	5,108	5,108	5,744
Building Maintenance	4,464	7,700	5,000	7,500
Office Supplies	1,828	3,000	1,600	3,100
Printing	530	1,500	500	1,500
Petroleum Supplies	8,311	11,000	10,000	11,000
Clothing & Uniforms	157	700	700	700
Operating Supplies	627	1,950	1,950	1,950
Small Tools	67	0	200	200
Covid-19 Grant Expenses	0	0	0	0
Equipment Leasing	83	750	500	600
Property Insurance	3,692	3,656	5,595	6,000
Vehicle & Equip Insurance	2,507	2,507	3,000	3,000
General Liability Insurance	1,649	1,649	1,575	1,575
State Fees	2,000	2,500	1,500	1,500
License Fees	140	750	700	750



CITY OF BARTLETT
ENGINEERING BUDGET SUMMARY
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Total Operations	\$ 56,009	\$ 74,995	\$ 68,232	\$ 80,494
Capital				
Data Processing Equipment	\$ 579	\$ 0	\$ 0	\$ 4,620
Vehicles	0	0	35,000	0
Furniture	370	0	0	0
Total Capital	\$ 949	\$ 0	\$ 35,000	\$ 4,620
TOTAL ENGINEERING	\$ 1,073,205	\$ 707,980	\$ 734,507	\$ 746,070



CITY OF BARTLETT
ENGINEERING ADMINISTRATION
FY 2022 Adopted Budget



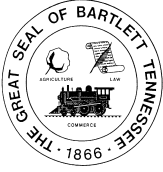
Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Supervisor Salaries	\$ 218,840	\$ 121,812	\$ 121,812	\$ 129,193
Employee Wages	51,632	52,391	51,632	55,275
Education Bonus	720	720	720	720
Longevity Pay	10,336	10,264	10,406	10,675
Bonus	247	2,166	3,008	166
Employee Health Insurance	43,165	25,938	23,090	21,655
Employee Life Insurance	749	557	518	590
Worker's Compensation Insurance	974	510	504	536
Retiree Health Insurance	13,524	8,710	8,672	9,223
FICA	20,790	13,362	13,926	14,468
Pension Contribution	32,989	27,300	26,640	27,300
Contributory Retirement Plan	3,829	2,181	2,129	2,342
Total Personnel	\$ 397,794	\$ 265,911	\$ 263,057	\$ 272,143
Staffing Level				
<i>Full-Time</i>	<i>3.00</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	3.00	2.00	2.00	2.00
Operations				
Training	\$ 55	\$ 0	\$ 0	\$ 1,000
Travel	0	0	0	1,000
Other Professional Service	1,441	0	0	0
Postage & Freight	556	400	350	400
Dues & Subscriptions	1,000	600	729	750
Meetings	40	100	100	100
Phones - Local	1,103	1,200	1,200	1,200
Cellular Phones	1,902	2,100	2,100	2,100
Shop Allocation	1,200	1,200	1,200	1,200
Vehicle Maintenance	1,882	2,000	2,500	2,500
Equipment Maintenance	632	3,000	0	0
Building Maintenance	3,395	5,200	4,000	5,000
Office Supplies	197	500	600	600
Petroleum Supplies	8,311	11,000	10,000	11,000
Operating Supplies	0	150	150	150
Equipment Leasing	83	750	500	600
Vehicle & Equip Insurance	708	708	1,200	1,200
General Liability Insurance	674	674	600	600
State Fees	2,000	2,500	1,500	1,500
License Fees	140	750	700	750
Total Operations	\$ 25,319	\$ 32,832	\$ 27,429	\$ 31,650
Capital				
Data Processing Equipment	\$ 0	\$ 0	\$ 0	\$ 4,620
Furniture	370	0	0	0
Total Capital	\$ 370	\$ 0	\$ 0	\$ 4,620
Total Engineering Administration	\$ 423,483	\$ 298,743	\$ 290,486	\$ 308,413



CITY OF BARTLETT ENGINEERING & INSPECTION FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Essential OT	\$ 1,283	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR Act	1,138	0	0	0
Supervisor Salaries	72,335	73,916	73,916	81,482
Employee Wages	318,221	152,568	152,568	163,057
Overtime Wages	2,903	5,000	5,000	5,000
Educational Bonus	610	1,200	1,200	1,200
Longevity Pay	13,268	6,225	6,102	6,474
Bonus	495	3,249	4,512	249
Employee Health Insurance	95,738	57,324	57,324	60,571
Employee Life Insurance	1,085	725	676	783
Worker's Compensation Insurance	5,706	604	600	552
Retiree Health Insurance	19,585	11,324	11,324	12,227
FICA	29,390	16,458	17,430	18,479
Pension Contribution	52,013	35,634	34,787	35,634
Contributory Retirement Plan	4,684	2,847	2,779	3,105
Total Personnel	\$ 618,453	\$ 367,074	\$ 368,218	\$ 388,813
Staffing Level				
<i>Full-Time</i>	<i>6.00</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	6.00	3.00	3.00	3.00
Operations				
Training	\$ 2,267	\$ 1,000	\$ 1,000	\$ 3,000
Travel	587	1,000	1,000	2,000
Other Professional Service	515	1,500	2,000	2,000
Dues & Subscriptions	804	1,200	1,200	1,200
Meetings	0	100	100	100
Phones - Local	2,575	2,425	2,425	2,425
Cellular Phones	4,537	4,300	4,300	4,300
Shop Allocation	3,000	3,000	3,000	3,000
Vehicle Maintenance	2,396	3,100	3,100	3,100
Equipment Maintenance	3,460	4,000	4,000	4,000
Radio Maintenance	0	5,108	5,108	5,744
Building Maintenance	1,069	2,500	1,000	2,500
Office Supplies	1,631	2,500	1,000	2,500
Printing	530	1,500	500	1,500
Clothing & Uniforms	157	700	700	700
Operating Supplies	627	1,800	1,800	1,800
Small Tools	67	0	200	200
Property Insurance	3,692	3,656	5,595	6,000
Vehicle & Equip Insurance	1,799	1,799	1,800	1,800
General Liability Insurance	975	975	975	975
Total Operations	\$ 30,689	\$ 42,163	\$ 40,803	\$ 48,844
Capital				
Data Processing Equipment	\$ 579	\$ 0	\$ 0	\$ 0
Vehicles	0	0	35,000	0
Total Capital	\$ 579	\$ 0	\$ 35,000	\$ 0
Total Engineering & Inspection	\$ 649,721	\$ 409,237	\$ 444,021	\$ 437,657



City of Bartlett

PARKS & RECREATION

FY 2022 Adopted Budget

Full-Time Authorized Personnel Positions

Parks & Rec Administration

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

Parks & Rec Community Center

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

Parks & Rec Athletics

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

Parks & Rec Maintenance

Driver	2
Foreman	6
Supervisor	1
Utility Worker	7
Manager	<u>1</u>
Total P&R Maintenance	<u>17</u>

School Ground Maintenance

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

Parks & Rec Senior Center

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

Parks & Rec Recreation Center

Assistant Manager	1
Manager I	1
Manager	4
Building Tech	1
Custodial	2
Personal Trainer	<u>2</u>
Total P&R Recreation Ctr	<u>11</u>

The Parks and Recreation function has seven cost centers; Administration, Singleton Community Center, Athletics, Parks Maintenance, School Ground Maintenance, Senior Center and Recreation Center. School Ground Maintenance cost center was added to maintain the school grounds for the Bartlett School System. The Parks and Recreation function budget increased by \$252,085 (4.32%) over the FY 2021 Projection. There were no staffing changes. FY 2022 budget included a career ladder pay increase and 4% salary increase for full-time employees.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2020 Actual</u>	<u>FY 2021 Revised</u>	<u>FY 2021 Projection</u>	<u>FY 2022 Adopted</u>
Revenues	296,148	321,355	392,319	321,056
Salaries	2,758,277	3,065,822	2,831,280	3,123,278
Benefits	1,201,154	1,402,676	1,420,993	1,446,172
Other Personnel	275,366	409,508	299,691	349,000
Operations	1,204,019	1,529,047	1,233,045	1,476,226
Capital	<u>98,052</u>	<u>48,421</u>	<u>445,746</u>	<u>16,900</u>
Total	<u>5,240,721</u>	<u>6,134,119</u>	<u>5,838,435</u>	<u>6,090,520</u>

TOTAL PARKS & REC

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Parks & Recreation Summary

City of Bartlett



FY 2022 Adopted

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Revenues	296,148	321,355	392,319	321,056
Salaries	2,758,277	3,065,822	2,831,280	3,123,278
Benefits	1,201,154	1,402,676	1,420,993	1,446,172
Other Personnel	275,366	409,508	299,691	349,000
Operations	1,204,019	1,529,047	1,233,045	1,476,226
Capital	98,052	48,421	445,746	16,900
Total	5,240,721	6,134,119	5,838,435	6,090,520

FY 2021 Performance Highlights

Parks and Recreation maintained 29 parks, 2 greenways, 18 ballfields and 2 soccer complexes. Singleton Community Center offered 50 smaller socially distanced classes, some virtual classes, smaller summer camp and preschool. They were also able to hold 4 Special Evens, 2 virtual and 2 in person. The Recreation Center offered numerous smaller fitness classes, some swim lessons and a smaller summer camp. The Senior Center offered some smaller fitness classes, some virtual as well as offering activities for adults age 50+. The Athletic department offered sport/recreational opportunities on a smaller scale in baseball, softball and basketball for both youth and adults.

Objective	Performance Measures	FY 2020 Actual	FY 2021 Forecast	FY 2022 Projected
Repair park lake erosion problems at 3 lakes - Blue Lagoon, Stoneridge and Davies Plantation	Rip rap, add dirt and secure the lake banks at Blue Lagoon, Stoneridge and Davies Plantation. Dig lake out, rip rap and add dirt at Stoneridge.	0%	30%	60%
Increase landscaping in all Parks: Repair and paint all park signs. Continue to upgrade all park flowerbeds. Keep all walking paths edged, clean &	Percentage of 29 Parks maintained.	75%	75%	95%
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%	95%

Parks & Recreation Summary

City of Bartlett



FY 2022 Adopted

Objective	Performance Measures	FY 2020 Actual	FY 2021 Forecast	FY 2022 Projected
Overlay the following walking trails: Bartlett Grove, Yale Rd., Byrd, Appling; Stoneridge, Municipal; Dixon Brewer, Quail Ridge, Freeman Smith, W. J. Freeman	Percentage of projects completed.	0%	50%	60%
W. J. Freeman Park Project	New entrance road and parking areas. 3 new multi-purpose fields and parking lot. Pavilion, Restroom/-Concession, lighted multipurpose fields; Amphitheater, handicap parking and loop trail.	0%	0%	85% 100% 75%



CITY OF BARTLETT
PARKS & RECREATION BUDGET SUMMARY
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues				
Local Sales Tax .5% Reimbursement	\$ 296,148	\$ 321,355	\$ 392,319	\$ 321,056
Total Department Revenues	\$ 296,148	\$ 321,355	\$ 392,319	\$ 321,056
Personnel				
Essential OT	\$ 2,128	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR	51,541	0	49,316	0
Supervisor Salaries	828,413	905,152	870,937	958,781
Employee Wages	1,190,500	1,285,936	1,220,865	1,348,307
Overtime Wages	51,073	57,500	46,984	54,500
Special Hours	77,781	107,000	67,865	107,000
Contracted Services	275,366	409,508	299,691	349,000
Part-Time	556,840	710,234	575,313	654,690
Vacation Pay	6,759	0	6,888	0
Educational Bonus	600	1,440	1,440	1,440
Longevity Pay	56,180	57,100	58,456	66,417
Bonus	10,224	57,045	73,346	12,734
Employee Health Insurance	479,459	541,415	554,715	610,078
Employee Life Insurance	5,655	7,006	6,356	7,375
Worker's Compensation Insurance	53,784	48,343	48,300	48,474
Unemployment Compensation	5,662	0	6,715	0
Retiree Health Insurance	102,024	109,448	106,311	115,241
FICA	202,709	230,826	213,858	230,964
Pension Contribution	250,614	324,154	319,111	324,154
Contributory Retirement Plan	27,484	25,899	25,497	29,295
Total Personnel	\$ 4,234,797	\$ 4,878,006	\$ 4,551,964	\$ 4,918,450
Staffing Level				
<i>Full-Time</i>	<i>42.78</i>	<i>46.00</i>	<i>43.50</i>	<i>46.00</i>
<i>Part-Time (converted to FTE)</i>	<i>32.45</i>	<i>35.10</i>	<i>28.29</i>	<i>32.36</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>75.23</i>	<i>81.10</i>	<i>71.79</i>	<i>78.36</i>
Operations				
Training	\$ 4,694	\$ 5,050	\$ 2,407	\$ 6,500
Travel	4,544	5,400	0	5,200
Professional Services	5,018	10,000	5,700	9,000
Other Professional Service	15,079	11,700	7,000	10,000
Postage & Freight	1,677	2,750	1,673	2,410
Dues & Subscriptions	1,888	10,550	4,290	7,450
Utilities	247,104	304,000	273,000	285,949
Phones - Local	9,359	9,402	9,711	9,800
Cellular Phones	6,461	5,246	6,665	7,400
Shop Allocation	18,350	18,700	18,696	18,700
Vehicle Maintenance	23,807	19,150	18,350	18,600
Equipment Maintenance	32,197	53,150	39,475	45,700
Radio Maintenance	61	2,736	2,736	3,077
Grounds Maintenance	234,705	278,000	269,000	277,000
Building Maintenance	81,193	101,900	94,900	94,400
Pool Maintenance	23,826	24,500	15,000	24,000
Swim Competitions	41,202	56,000	25,000	50,000



CITY OF BARTLETT
PARKS & RECREATION BUDGET SUMMARY
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Office Supplies	12,943	15,400	11,518	15,000
Printing	4,390	3,600	1,800	2,675
Medical Supplies	0	2,000	2,000	2,000
Special Designation Expense	167	1,500	2,419	1,000
Petroleum Supplies	34,819	44,300	36,650	43,300
Special Events	2,846	20,000	1,500	20,000
Preschool Supplies	3,813	4,600	4,600	4,600
Recreation Supplies	57,378	66,100	38,600	61,100
Concession Supplies	36,545	73,000	35,700	81,000
Field Trips	9,814	15,000	7,000	12,000
Tournament Expenses	14	500	0	500
Cost of Goods Sold	1,503	3,500	2,500	3,000
Clothing & Uniforms	10,782	23,100	17,050	18,400
Operating Supplies	70,332	105,100	80,450	95,700
Cleaning Supplies	35,933	50,300	32,000	44,300
Chemical Supplies	0	2,000	1,000	1,000
Film & Developing	0	100	0	0
Fill Sand, Dirt & Gravel	10,306	20,000	20,000	20,000
Small Tools	3,690	7,000	4,500	4,200
Tournament Awards	1,931	5,200	2,100	5,000
Covid-19 Grant Expenses	20,406	0	26,815	23,550
Travel Club	16,526	1,600	0	0
Equipment Rental	4,168	6,900	4,650	6,400
Equipment Leasing	4,431	5,920	4,910	6,100
Property Insurance	28,184	28,074	28,925	29,164
Vehicle & Equip Insurance	6,381	6,381	7,136	7,249
General Liability Insurance	21,644	21,644	17,342	21,302
Other Insurance	5,644	5,644	5,975	7,000
Credit Card Vendor Fees	37,947	58,000	28,600	52,700
Cash Over (Short)	68	0	(99)	0
Damage Claims	5,547	4,600	7,300	6,600
Miscellaneous Other Expenses	4,701	9,750	6,500	6,200
Total Operations	\$ 1,204,019	\$ 1,529,047	\$ 1,233,045	\$ 1,476,226
Capital				
Building Improvements	\$ 37,453	\$ 26,921	\$ 182,496	\$ 0
Park Improvements	0	0	32,000	0
Data Processing Equipment	0	0	1,250	1,400
Vehicles	39,467	0	32,000	0
Furniture	2,147	1,500	0	500
Other Equipment	18,986	20,000	198,000	15,000
Total Capital	\$ 98,052	\$ 48,421	\$ 445,746	\$ 16,900
TOTAL PARKS & RECREATION	\$ 5,240,721	\$ 6,134,119	\$ 5,838,435	\$ 6,090,520



**CITY OF BARTLETT
PARKS ADMINISTRATION
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Federal Mandated FFCR Act	\$ 1,887	\$ 0	\$ 2,105	\$ 0
Supervisor Salaries	159,915	209,398	211,948	223,078
Employee Wages	96,212	99,536	97,431	105,011
Longevity Pay	8,654	8,719	9,651	10,438
Bonus	247	4,330	6,016	332
Employee Health Insurance	35,672	46,486	49,374	49,100
Employee Life Insurance	716	989	931	1,050
Worker's Compensation Insurance	609	857	852	910
Retiree Health Insurance	12,901	15,447	15,574	16,404
FICA	19,356	23,197	23,586	24,344
Pension Contribution	40,144	45,491	46,582	45,491
Contributory Retirement Plan	1,369	3,635	3,722	4,166
Total Personnel	\$ 377,682	\$ 458,085	\$ 467,772	\$ 480,324
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>
Operations				
Training	\$ 1,060	\$ 700	\$ 410	\$ 600
Travel	998	1,000	0	1,000
Postage & Freight	17	50	20	30
Dues & Subscriptions	235	1,300	1,215	1,300
Phones - Local	1,045	1,029	1,200	1,200
Cellular Phones	601	1,196	1,200	1,200
Shop Allocation	350	700	696	700
Vehicle Maintenance	482	650	350	600
Equipment Maintenance	11	50	75	0
Office Supplies	334	700	650	500
Printing	66	100	0	25
Petroleum Supplies	541	6,000	450	3,000
Clothing & Uniforms	0	200	0	200
Operating Supplies	478	1,000	850	500
Covid-19 Grant Expenses	135	0	77	50
Equipment Leasing	336	900	300	900
Property Insurance	5,605	5,495	6,497	6,500
Vehicle & Equip Insurance	236	236	591	600
General Liability Insurance	684	684	704	720
Miscellaneous Other Expenses	414	850	400	500
Total Operations	\$ 13,628	\$ 22,840	\$ 15,685	\$ 20,125
Total Parks Administration	\$ 391,309	\$ 480,925	\$ 483,457	\$ 500,449



CITY OF BARTLETT
SINGLETON COMMUNITY CENTER
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Federal Mandated FFCR Act	\$ 10,692	\$ 0	\$ 1,194	\$ 0
Supervisor Salaries	90,995	110,136	76,847	115,384
Employee Wages	127,662	133,467	130,670	138,806
Special Hours	381	2,000	1,000	2,000
Contracted Services	73,142	105,000	50,000	65,000
Part-Time	159,872	216,007	185,000	205,000
Vacation Pay	6,759	0	0	0
Longevity Pay	6,440	8,500	5,025	6,240
Bonus	2,061	6,500	7,582	2,600
Employee Health Insurance	62,025	72,424	62,050	82,227
Employee Life Insurance	611	780	627	813
Worker's Compensation Insurance	6,978	6,952	6,948	6,875
Unemployment Compensation	2,650	0	866	0
Retiree Health Insurance	11,105	12,180	10,417	12,709
FICA	28,756	35,155	29,587	34,353
Pension Contribution	23,124	37,383	29,537	37,383
Contributory Retirement Plan	3,852	2,987	2,360	3,228
Total Personnel	\$ 617,108	\$ 749,471	\$ 599,710	\$ 712,618

Staffing Level

<i>Full-Time</i>	<i>4.05</i>	<i>5.00</i>	<i>4.00</i>	<i>5.00</i>
<i>Part-Time (converted to FTE)</i>	<i>8.80</i>	<i>10.61</i>	<i>8.12</i>	<i>10.07</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>12.85</i>	<i>15.61</i>	<i>12.12</i>	<i>15.07</i>

Operations

Training	\$ 399	\$ 1,000	\$ 205	\$ 1,000
Travel	1,005	800	0	1,000
Other Professional Service	5,700	3,000	3,000	4,000
Postage & Freight	67	100	100	100
Dues & Subscriptions	518	1,000	600	600
Utilities	34,470	45,000	40,000	39,500
Phones - Local	1,760	1,700	1,850	1,850
Cellular Phones	1,082	550	565	1,200
Equipment Maintenance	2,768	4,000	2,000	3,000
Building Maintenance	18,509	25,000	25,000	25,000
Office Supplies	3,672	3,300	3,300	4,000
Printing	422	800	800	500
Preschool Supplies	3,813	4,600	4,600	4,600
Recreation Supplies	15,496	15,000	10,000	14,000
Concession Supplies	2,197	7,000	4,500	6,000
Field Trips	9,814	15,000	7,000	12,000
Clothing & Uniforms	6,536	7,500	7,500	7,500
Operating Supplies	5,134	6,000	5,000	7,000
Cleaning Supplies	2,087	4,000	4,000	4,000
Film & Developing	0	100	0	0
Tournament Awards	1,719	2,000	1,000	2,000
Covid-19 Grant Expenses	5,133	0	6,500	6,500
Equipment Leasing	1,829	2,000	2,000	2,500
Property Insurance	4,905	4,905	4,905	4,905



CITY OF BARTLETT
SINGLETON COMMUNITY CENTER
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Vehicle & Equip Insurance	763	763	763	763
General Liability Insurance	2,098	2,098	2,098	2,098
Credit Card Vendor Fees	6,235	7,200	5,000	7,200
Damage Claims	50	0	0	0
Miscellaneous Other Expenses	1,263	1,500	1,500	1,500
Total Operations	\$ 139,442	\$ 165,916	\$ 143,786	\$ 164,316
Capital				
Building Improvements	\$ 6,925	\$ 0	\$ 102,000	\$ 0
Total Capital	\$ 6,925	\$ 0	\$ 102,000	\$ 0
Total Singleton Community Center	\$ 763,475	\$ 915,387	\$ 845,496	\$ 876,934



CITY OF BARTLETT ATHLETICS FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Federal Mandated FFCR Act	\$ 9,236	\$ 0	\$ 18,200	\$ 0
Supervisor Salaries	73,666	74,588	74,588	78,529
Employee Wages	89,289	93,714	89,963	98,066
Overtime Wages	315	500	0	500
Special Hours	73,925	101,000	64,560	101,000
Part-Time	109,505	128,882	107,450	115,000
Longevity Pay	6,734	6,763	7,598	8,366
Bonus	2,061	5,475	6,655	2,230
Employee Health Insurance	46,205	46,486	49,100	49,100
Employee Life Insurance	462	539	528	565
Worker's Compensation Insurance	8,305	7,149	7,140	6,984
Unemployment Compensation	1,565	0	2,254	0
Retiree Health Insurance	8,268	8,415	8,800	8,830
FICA	26,089	30,157	26,924	29,506
Pension Contribution	25,186	24,783	24,062	24,783
Contributory Retirement Plan	1,317	1,980	1,923	2,242
Total Personnel	\$ 482,129	\$ 530,431	\$ 489,745	\$ 525,701

Staffing Level

<i>Full-Time</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>
<i>Part-Time (converted to FTE)</i>	<i>7.00</i>	<i>6.69</i>	<i>6.63</i>	<i>5.97</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>10.00</i>	<i>9.69</i>	<i>9.63</i>	<i>8.97</i>

Operations

Training	\$ 125	\$ 800	\$ 0	\$ 1,200
Travel	483	800	0	600
Professional Services	2,771	4,000	3,200	4,000
Postage & Freight	21	50	3	30
Dues & Subscriptions	304	6,900	1,800	4,500
Utilities	74,299	85,000	85,000	85,000
Phones - Local	1,264	1,300	1,300	1,300
Cellular Phones	3,034	1,700	2,800	2,600
Equipment Maintenance	5,368	5,100	4,800	5,500
Grounds Maintenance	18,085	25,000	22,000	25,000
Building Maintenance	3,677	7,000	7,000	6,000
Office Supplies	2,011	2,400	1,200	2,400
Printing	424	500	0	150
Medical Supplies	0	2,000	2,000	2,000
Recreation Supplies	31,548	33,000	19,500	33,000
Concession Supplies	34,303	66,000	31,200	75,000
Clothing & Uniforms	1,142	2,000	900	1,800
Operating Supplies	7,379	9,000	4,000	8,000
Tournament Awards	0	3,000	1,000	3,000
Covid-19 Grant Expenses	1,441	0	4,200	2,500
Equipment Rental	3,034	4,000	1,750	3,500
Equipment Leasing	173	300	135	200
Property Insurance	2,219	2,219	2,095	2,219
General Liability Insurance	9,849	9,849	6,787	9,900
Other Insurance	5,644	5,644	5,975	7,000



**CITY OF BARTLETT
ATHLETICS
FY 2022 Adopted Budget**

Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Credit Card Vendor Fees	1,473	3,000	1,800	3,000
Cash Over (Short)	(22)	0	(99)	0
Damage Claims	0	100	0	100
Miscellaneous Other Expenses	0	1,000	0	500
Total Operations	\$ 210,050	\$ 281,662	\$ 210,346	\$ 289,999
Capital				
Building Improvements	\$ 491	\$ 20,927	\$ 35,502	\$ 0
Furniture	2,147	1,500	0	500
Total Capital	\$ 2,638	\$ 22,427	\$ 35,502	\$ 500
Total Athletics	\$ 694,816	\$ 834,520	\$ 735,594	\$ 816,200



CITY OF BARTLETT PARKS MAINTENANCE FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Essential OT	\$ 1,457	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR Act	5,306	0	19,253	0
Supervisor Salaries	70,144	71,008	68,120	74,746
Employee Wages	589,762	620,287	593,654	646,196
Overtime Wages	48,586	55,500	46,484	53,000
Special Hours	1,958	2,000	2,000	2,000
Contracted Services	48,467	57,508	57,500	55,000
Vacation Pay	0	0	6,888	0
Longevity Pay	20,458	20,384	20,218	21,199
Bonus	1,319	18,577	25,566	1,411
Employee Health Insurance	152,314	165,606	176,643	194,495
Employee Life Insurance	1,846	2,205	2,029	2,300
Worker's Compensation Insurance	16,840	14,473	14,472	14,686
Retiree Health Insurance	33,261	34,458	34,051	35,935
FICA	52,248	56,069	55,421	56,621
Pension Contribution	76,889	101,794	104,190	101,794
Contributory Retirement Plan	9,981	8,133	8,325	9,154
Total Personnel	\$ 1,130,834	\$ 1,228,002	\$ 1,234,814	\$ 1,268,537

Staffing Level

<i>Full-Time</i>	<i>15.82</i>	<i>17.00</i>	<i>16.50</i>	<i>17.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>15.82</i>	<i>17.00</i>	<i>16.50</i>	<i>17.00</i>

Operations

Training	\$ 0	\$ 500	\$ 282	\$ 600
Travel	651	800	0	600
Dues & Subscriptions	170	400	40	100
Utilities	4,257	5,000	5,000	5,000
Phones - Local	894	948	936	950
Cellular Phones	993	1,200	900	1,200
Shop Allocation	18,000	18,000	18,000	18,000
Vehicle Maintenance	22,508	16,500	16,500	16,500
Equipment Maintenance	11,156	20,000	16,000	16,000
Radio Maintenance	0	2,736	2,736	3,077
Grounds Maintenance	177,465	195,000	195,000	195,000
Building Maintenance	3,670	11,000	9,500	9,000
Office Supplies	12	0	118	100
Petroleum Supplies	28,208	28,000	28,000	30,000
Clothing & Uniforms	2,237	9,000	5,000	5,000
Operating Supplies	36,512	60,000	50,000	55,000
Cleaning Supplies	9,966	12,000	7,000	9,000
Chemical Supplies	0	2,000	1,000	1,000
Fill Sand, Dirt & Gravel	10,306	20,000	20,000	20,000
Small Tools	3,012	5,000	3,000	3,000
Covid-19 Grant Expenses	3,656	0	4,538	2,500
Equipment Rental	1,134	2,900	2,900	2,900
Equipment Leasing	54	320	75	100
Property Insurance	667	667	640	640



**CITY OF BARTLETT
PARKS MAINTENANCE
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Vehicle & Equip Insurance	4,365	4,365	4,577	4,600
General Liability Insurance	3,525	3,525	2,417	3,000
Damage Claims	5,149	3,000	3,000	3,000
Miscellaneous Other Expenses	702	2,400	2,000	1,200
Total Operations	\$ 349,267	\$ 425,261	\$ 399,159	\$ 407,067
Capital				
Park Improvements	\$ 0	\$ 0	\$ 32,000	\$ 0
Data Processing Equipment	0	0	1,250	0
Vehicles	0	0	32,000	0
Total Capital	\$ 0	\$ 0	\$ 65,250	\$ 0
Total Parks Maintenance	\$ 1,480,101	\$ 1,653,263	\$ 1,699,223	\$ 1,675,604



CITY OF BARTLETT
SCHOOL GROUND MAINTENANCE
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues				
Local Sales Tax .5% Reimbursement	\$ 296,148	\$ 321,355	\$ 392,319	\$ 321,056
Total Department Revenues	\$ 296,148	\$ 321,355	\$ 392,319	\$ 321,056
Personnel				
Federal Mandated FFCR Act	\$ 335	\$ 0	\$ 2,249	\$ 0
Employee Wages	81,091	89,402	86,590	96,368
Overtime Wages	2,037	1,500	487	1,000
Contracted Svcs	43,799	60,000	60,000	55,000
Longevity Pay	3,142	3,187	3,188	3,314
Bonus	165	2,165	3,008	166
Health Insurance	33,576	38,216	40,380	40,381
Life Insurance	227	286	266	308
Workman's Comp.	2,574	2,106	2,100	2,220
Retiree H.I.	4,071	4,470	4,442	4,818
FICA	5,797	6,422	6,299	6,692
Pension	10,029	13,165	12,909	13,165
Contributory Retirement Plan	1,074	1,052	1,031	1,224
Total Personnel	\$ 187,917	\$ 221,971	\$ 222,949	\$ 224,656
Staffing Level				
<i>Full-Time</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	2.00	2.00	2.00	2.00
Operations				
Training	\$ 0	\$ 50	\$ 0	\$ 0
Cellular Phones	648	600	600	600
Vehicle Maintenance	817	2,000	1,500	1,500
Equipment Maintenance	3,074	4,000	5,100	5,200
Grounds Maintenance	39,155	58,000	52,000	57,000
Petroleum Supplies	6,071	10,000	8,200	10,000
Clothing & Uniforms	182	400	400	400
Operating Supplies	2,796	2,500	2,600	2,700
Small Tools	628	1,300	1,000	1,200
Vehicle & Equip Insurance	545	545	733	800
General Liability Insurance	489	489	337	500
Damage Claims	398	1,000	4,300	3,000
Miscellaneous Other Expenses	1,244	1,500	600	500
Total Operations	\$ 56,047	\$ 82,384	\$ 77,370	\$ 83,400
Capital				
Vehicles	\$ 39,467	\$ 0	\$ 0	\$ 0
Other Equipment <i>1 new mower.</i>	12,717	17,000	92,000	13,000
Total Capital	\$ 52,184	\$ 17,000	\$ 92,000	\$ 13,000
Total School Ground Maintenance	\$ 0	\$ 0	\$ 0	\$ 0



**CITY OF BARTLETT
SENIOR CENTER
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Essential OT	\$ 60	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR Act	2,768	0	1,105	0
Supervisor Salaries	111,803	112,779	115,449	121,082
Employee Wages	70,588	73,736	72,631	77,595
Contracted Services	13,250	19,000	17,500	19,000
Part-Time	9,227	12,444	10,000	10,000
Longevity Pay	4,758	3,047	4,596	6,186
Bonus	412	4,498	6,181	495
Employee Health Insurance	56,494	60,175	54,866	50,565
Employee Life Insurance	516	597	563	636
Worker's Compensation Insurance	2,137	1,808	1,800	1,779
Retiree Health Insurance	9,234	9,326	9,450	9,934
FICA	13,674	14,365	14,740	15,147
Pension	35,367	27,465	28,626	27,465
Contributory Retirement Plan	0	2,194	2,287	2,523
Total Personnel	\$ 330,290	\$ 341,434	\$ 339,794	\$ 342,407
Staffing Level				
<i>Full-Time</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.63</i>	<i>0.54</i>	<i>0.34</i>	<i>0.44</i>
Total Full-Time Equivalent (FTE)	4.63	4.54	4.34	4.44
Operations				
Training	\$ 1,061	\$ 1,000	\$ 1,000	\$ 1,500
Travel	636	1,000	0	1,000
Professional Services	40	0	0	0
Other Professional Services	9,379	8,700	4,000	6,000
Postage & Freight	270	750	750	750
Dues & Subscriptions	546	650	450	650
Utilities	11,916	16,000	14,000	15,000
Phones - Local	1,355	1,425	1,425	1,500
Cellular Phones	103	0	600	600
Equipment Maintenance	1,839	2,000	2,000	2,000
Building Maintenance	3,807	4,400	4,400	4,400
Office Supplies	2,214	3,500	2,500	3,000
Printing	127	200	0	0
Special Designation Expense	167	1,500	2,419	1,000
Recreation Supplies	1,084	1,100	1,100	1,100
Tournament Expenses	14	500	0	500
Clothing & Uniforms	71	500	500	500
Operating Supplies	3,893	5,600	3,000	4,500
Cleaning Supplies	1,731	3,300	2,000	3,300
Small Tools	50	200	0	0
Tournament Awards	212	200	100	0
Covid-19 Grant Expenses	2,693	0	3,500	3,000
Travels by Seniors	16,526	1,600	0	0
Equipment Leasing	757	900	900	900
Property Insurance	2,366	2,366	2,366	2,400
Vehicle & Equip Insurance	236	236	236	250



**CITY OF BARTLETT
SENIOR CENTER
FY 2022 Adopted Budget**

Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
General Liability Insurance	915	915	915	1,000
Credit Card Vendor Fees	1,808	2,800	1,800	2,000
Cash Over (Short)	45	0	0	0
Miscellaneous Other Expenses	1,078	2,000	2,000	2,000
Total Operations	\$ 66,939	\$ 63,342	\$ 51,961	\$ 58,850
Capital				
Building Improvements	\$ 30,037	\$ 5,994	\$ 44,994	\$ 0
Other Equipment	6,269	3,000	3,000	2,000
Total Capital	\$ 36,306	\$ 8,994	\$ 47,994	\$ 2,000
Total Senior Center	\$ 433,534	\$ 413,770	\$ 439,749	\$ 403,257



CITY OF BARTLETT RECREATION CENTER FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Essential OT	\$ 611	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR Act	21,316	0	5,210	0
Supervisor Salaries	321,890	327,243	323,985	345,962
Employee Wages	135,897	175,794	149,926	186,265
Overtime Wages	135	0	13	0
Special Hours	1,517	2,000	305	2,000
Contracted Services	96,709	168,000	114,691	155,000
Part-Time	278,235	352,901	272,863	324,690
Educational Bonus	600	1,440	1,440	1,440
Longevity Pay	5,995	6,500	8,180	10,674
Bonus	3,958	15,500	18,337	5,500
Employee Health Insurance	93,173	112,022	122,302	144,210
Employee Life Insurance	1,277	1,610	1,412	1,703
Worker's Compensation Insurance	16,341	14,998	14,988	15,020
Unemployment Compensation	1,446	0	3,595	0
Retiree Health Insurance	23,184	25,152	23,577	26,611
FICA	56,788	65,461	57,301	64,301
Pension Contribution	39,875	74,073	73,205	74,073
Contributory Retirement Plan	9,891	5,918	5,849	6,758
Total Personnel	\$ 1,108,838	\$ 1,348,612	\$ 1,197,180	\$ 1,364,207

Staffing Level

<i>Full-Time</i>	<i>9.91</i>	<i>11.00</i>	<i>10.00</i>	<i>11.00</i>
<i>Part-Time (converted to FTE)</i>	<i>16.02</i>	<i>17.26</i>	<i>13.20</i>	<i>15.88</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>25.93</i>	<i>28.26</i>	<i>23.20</i>	<i>26.88</i>

Operations

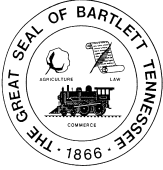
Training	\$ 2,049	\$ 1,000	\$ 510	\$ 1,600
Travel	771	1,000	0	1,000
Professional Services	2,207	6,000	2,500	5,000
Postage & Freight	1,301	1,800	800	1,500
Dues & Subscriptions	115	300	185	300
Utilities	122,161	153,000	129,000	141,449
Phones - Local	3,041	3,000	3,000	3,000
Equipment Maintenance	8,043	18,000	9,500	14,000
Building Maintenance	51,530	54,500	49,000	50,000
Pool Maintenance	23,826	24,500	15,000	24,000
Swim Competitions	41,202	56,000	25,000	50,000
Office Supplies	4,702	5,500	3,750	5,000
Printing	3,350	2,000	1,000	2,000
Petroleum Supplies	0	300	0	300
Special Events	2,846	20,000	1,500	20,000
Recreation Supplies	9,250	17,000	8,000	13,000
Concession Supplies	45	0	0	0
Cost of Goods Sold	1,503	3,500	2,500	3,000
Clothing & Uniforms	614	3,500	2,750	3,000
Operating Supplies	14,141	21,000	15,000	18,000
Cleaning Supplies	22,150	31,000	19,000	28,000
Small Tools	0	500	500	0



**CITY OF BARTLETT
RECREATION CENTER
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Covid-19 Grant Expenses	7,347	0	8,000	9,000
Equipment Leasing	1,283	1,500	1,500	1,500
Property Insurance	12,422	12,422	12,422	12,500
Vehicle & Equip Insurance	236	236	236	236
General Liability Insurance	4,084	4,084	4,084	4,084
Credit Card Vendor Fees	28,431	45,000	20,000	40,500
Cash Over (Short)	(5)	0	0	0
Damage Claims	0	500	0	500
Miscellaneous Other Expenses	0	500	0	0
Total Operations	\$ 368,646	\$ 487,642	\$ 334,737	\$ 452,469
Capital				
Data Processing Equipment	\$ 0	\$ 0	\$ 0	\$ 1,400
Other Equipment	0	0	103,000	0
Total Capital	\$ 0	\$ 0	\$ 103,000	\$ 1,400
Total Recreation Center	\$ 1,477,484	\$ 1,836,254	\$ 1,634,917	\$ 1,818,076



City of Bartlett

Full-Time Authorized Personnel Positions

Performing Arts

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

PERFORMING ARTS

FY 2022 Adopted Budget

The Performing Arts Center budget had a net increase of \$157,800 (28.16%) over the FY 2021 Projection. Performing Arts was closed from March to February because of the pandemic, thus savings in FY20 and in FY21. There were no staffing changes. FY 2022 budget included a career ladder pay increase and 4% salary increase for full-time employees.

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Salaries	203,031	232,019	192,896	238,903
Benefits	51,102	83,980	71,420	84,674
Other Personnel	178,467	236,500	91,000	192,000
Operations	162,677	217,780	135,098	202,637
Capital	305	0	70,000	0
Total	<u>595,582</u>	<u>770,279</u>	<u>560,414</u>	<u>718,214</u>

Performing Arts Center

FY 2022 Adopted

City of Bartlett



What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Salaries	203,031	232,019	192,896	238,903
Benefits	51,102	83,980	71,420	84,674
Other Personnel	178,467	236,500	91,000	192,000
Operations	162,677	217,780	135,098	202,637
Capital	305	0	70,000	0
Total	595,582	770,279	560,414	718,214

FY 2021 Performance Highlights

Recent seasons brought positive changes to BPACC. FY20 was going very well, "until" Covid hit. BPACC programs include: PERFORMING ARTS SEASON, MUSIC BY THE LAKE, & a growing LIVE THEATRE PROGRAM. With support of the Mayor & Aldermen, we now have a successful ARTS IN EDUCATION PROGRAM providing FREE entertaining educational shows for Bartlett Students. We produce a YOUTH THEATRE PROGRAM & YOUTH THEATRE CAMPS. In normal years BPACC partners with Parks & Rec. programs: "Daddy - Daughter Valentine's Dance" - "Trunk Or Treat" - as well as "The Nutcracker" - & the Bartlett Library for "Pop-Up" Library -- Free books to citizens. Thanks to the City, BPACC has been improved elevating performances to a new level. Communities across America would love to have a BPACC!

Objective	Performance Measures	FY 2020 Actual	FY 2021 Forecast	FY 2022 Projected
Since FY18 Ticket Rev.has grown. Covid cut that! We now need to recover.	Tix Revenue - FY17 - \$ 87,836 FY18 - \$157,010; FY19 - \$188,092	77,673	25,000	39,250
Sponsorships grew in FY18, maintained in FY19 & 20. Due to Covid, FY21 lost ground. Yet, gained \$10,000 Trust gift.	Sponsorships: FY17 -- \$35,925. FY21 -- Picked up \$10K from P.K. Seidman Charitable Trust.	44,584	47,000	44,500
Rentals grew since FY17. Covid cut that to near \$0. Now, work to recover.	Rental Fees FY17 -- \$23,289; FY19 - \$47,095	39,876	\$ 7,500	\$10,050
Programs launched in FY18 & FY19: MUSIC BY THE LAKE - ARTS IN EDUCATION, expansion of FAMILY PROGRAMS - a partnership producing THE NUTCRACKER -- creating our own LIVE THEATRE.	Covid cancelled "all" FY21 Spring to Fall Events & Performances. Winter FY21 resumed greatly "Socially Distanced" shows. As Covid is defeated, will work to rebuild our successful programs.	N/A	N/A	N/A



**CITY OF BARTLETT
PERFORMING ARTS
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Supervisor Salaries	\$ 92,015	\$ 96,777	\$ 98,212	\$ 103,633
Employee Wages	85,424	99,688	75,690	102,770
Overtime Wages	2,314	3,000	1,000	2,500
Contracted Services	174,807	224,000	85,000	180,000
Part-Time	23,279	32,554	17,994	30,000
Instructional Expense	3,661	12,500	6,000	12,000
Vacation Pay	2,485	0	0	0
Bonus	330	2,400	3,173	830
Employee Health Insurance	17,708	20,490	18,161	21,602
Employee Life Insurance	488	629	525	660
Worker's Compensation Insurance	1,252	1,178	1,176	1,105
Unemployment Compensation	0	0	126	0
Retiree Health Insurance	6,283	9,823	8,695	10,320
FICA	15,328	18,219	14,527	18,608
Pension Contribution	0	28,930	23,185	28,930
Contributory Retirement Plan	7,228	2,311	1,852	2,619
Total Personnel	\$ 432,600	\$ 552,499	\$ 355,316	\$ 515,577

Staffing Level

<i>Full-Time</i>	<i>2.82</i>	<i>3.00</i>	<i>2.40</i>	<i>3.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.10</i>	<i>1.44</i>	<i>0.87</i>	<i>1.33</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>3.92</i>	<i>4.44</i>	<i>3.27</i>	<i>4.33</i>

Operations

Training	\$ 654	\$ 1,750	\$ 0	\$ 1,500
Volunteer Expense	307	750	450	500
Travel	2,843	4,500	500	4,500
Professional Services	2,533	5,000	2,350	4,000
Other Professional Services	14,111	19,500	4,500	16,000
Postage & Freight	5,151	6,000	3,750	6,000
Dues & Subscriptions	1,040	1,200	1,250	2,500
Meetings	99	500	300	400
Utilities	39,288	42,000	37,000	40,000
Phones - Local	1,958	2,000	2,555	2,100
Cellular Phones	2,238	2,599	3,120	2,450
Shop Allocation	300	300	300	300
Vehicle Maintenance	573	1,500	750	1,200
Equipment Maintenance	550	3,500	550	3,500
Grounds Maintenance	290	500	840	600
Building Maintenance	15,755	20,000	16,340	20,000
Office Supplies	259	2,000	500	1,500
Printing	10,016	15,000	5,000	15,000
Ticket Sales Expenditures	10,574	18,000	14,000	15,000
Petroleum Supplies	294	1,000	450	1,000
Concession Supplies Client	0	500	0	500
Concession Supplies	245	600	0	600
Clothing & Uniforms	285	550	400	550
Operating Supplies	4,557	7,000	2,500	7,000
Cleaning Supplies	1,898	2,200	1,300	2,000



**CITY OF BARTLETT
PERFORMING ARTS
FY 2022 Adopted Budget**

Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Covid-19 Grant Expenses	653	0	4,000	2,500
Public Awareness	30,271	39,950	18,000	32,000
Equipment Rental	0	1,000	0	1,000
Equipment Leasing	1,388	2,000	2,610	2,700
Property Insurance	9,039	9,039	8,671	8,671
Vehicle & Equip Insurance	236	236	6	300
General Liability Insurance	1,106	1,106	766	766
Credit Card Vendor Fees	4,170	6,000	2,340	6,000
Cash Over/Short	(4)	0	0	0
Total Operations	\$ 162,677	\$ 217,780	\$ 135,098	\$ 202,637
Capital				
Building Improvements	\$ 0	\$ 0	\$ 45,000	\$ 0
Data Processing Equipment	305	0	0	0
Other Equipment	0	0	25,000	0
Total Capital	\$ 305	\$ 0	\$ 70,000	\$ 0
TOTAL PERFORMING ARTS	\$ 595,582	\$ 770,279	\$ 560,414	\$ 718,214

CITY OF BARTLETT

T E N N E S S E E

SPECIAL REVENUE FUNDS

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



City of Bartlett

SPECIAL REVENUE FUNDS

FY 2022 Adopted Budget

Full-Time Authorized Personnel Positions

Solid Waste Fund

Manager	1
Driver	36
Solid Waste Supervisor	3
Clerk	1
Sanitation Worker	3
Total Solid Waste Fund	<u>44</u>

Drainage Control Fund

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

TOTAL SPECIAL REVENUE FUNDS 45

The Special Revenue Funds includes State Street Aid, Solid Waste, General Improvement, Drug Enforcement, DEA Enforcement, Drainage Control, Park Improvement, E-Citation, and Bartlett School Fund. The Special Revenue Funds are required by state law or city ordinance to be accounted for in separate funds. The revenues in each of these programs are collected to be used for each fund's specific purpose. Bartlett School Fund is a major fund. There were no staffing changes. FY 2022 budget included a career ladder pay increase and 4% salary increase for full-time employees.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2020 Actual</u>	<u>FY 2021 Revised</u>	<u>FY 2021 Projection</u>	<u>FY 2022 Adopted</u>
<i>Revenues</i>	96,666,151	97,272,424	96,944,174	101,218,053
Salaries	1,896,560	2,267,988	2,055,334	2,195,648
Benefits	1,043,765	1,308,353	1,268,444	1,272,219
Other Personnel	190,280	192,000	164,020	192,000
Operations	4,819,813	5,399,883	5,103,200	5,228,185
Capital	2,267,821	1,788,658	1,414,745	1,478,655
TRANSIT	527,100	637,340	637,340	636,340
Bartlett School	86,595,800	92,066,428	92,066,428	92,225,753
Net Income	<u>(477,588)</u>	<u>(6,610,235)</u>	<u>(5,987,344)</u>	<u>(2,232,755)</u>
School Beg FB	<u>35,379,156</u>	<u>29,764,156</u>	<u>29,764,156</u>	<u>27,764,156</u>
Beg Fund Bal	<u>3,546,204</u>	<u>3,609,920</u>	<u>3,609,920</u>	<u>3,237,576</u>
End Fund Bal	<u>3,609,920</u>	<u>2,614,686</u>	<u>3,237,576</u>	<u>3,004,821</u>



CITY OF BARTLETT
SUMMARY OF ALL SPECIAL REVENUE FUNDS
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Revenues				
State Street Aid Revenue	\$ 2,110,238	\$ 2,441,896	\$ 2,186,946	\$ 2,210,000
Solid Waste Revenue	7,250,028	7,344,000	7,360,100	7,339,000
General Improvement Revenue	669,713	672,500	660,150	947,100
Drug Enforcement Revenue	276,939	244,000	229,500	229,500
Federal Drug Enforcement Revenue	133,240	60,200	200	100,200
Drainage Control Revenue	118,263	24,000	25,750	126,000
Parks Improvement Revenue	35,513	4,000	15,100	10,500
E-Citation Revenues	17,721	30,400	15,000	30,000
Bartlett School Fund Revenues	86,054,496	86,451,428	86,451,428	90,225,753
Total Revenues	\$ 96,666,151	\$ 97,272,424	\$ 96,944,174	\$ 101,218,053
Expenditures				
Personnel				
Solid Waste Fund	\$ 2,997,856	\$ 3,597,783	\$ 3,384,702	\$ 3,540,911
Drug Enforcement Funds	32,816	66,000	0	11,000
Drainage Control Fund	99,933	104,558	103,096	107,956
Total Personnel	\$ 3,130,605	\$ 3,768,341	\$ 3,487,798	\$ 3,659,867
Operations				
State Street Aid Fund	\$ 1,904,867	\$ 2,150,000	\$ 1,975,000	\$ 2,050,000
Solid Waste Fund	2,329,010	2,548,944	2,534,803	2,444,685
General Improvement Fund	492,602	486,500	507,867	568,500
Drug Enforcement Funds	68,890	139,739	66,949	118,500
Federal Drug Enforcement Fund	7,822	38,700	4,906	15,500
Drainage Control Fund	7,013	16,000	13,250	16,000
E-Citation Fund	9,608	20,000	425	15,000
Total Operations	\$ 4,819,813	\$ 5,399,883	\$ 5,103,200	\$ 5,228,185
Transfers Out				
Street Aid to Debt Service	\$ 0	\$ 0	\$ 0	\$ 0
Solid Waste to Debt Service	139,000	591,348	591,348	540,348
General Improvement Fund to General Fund	168,000	168,000	168,000	168,000
Park Improvements to CIP	22,700	100,000	100,000	150,000
Total Transfers Out	\$ 329,700	\$ 859,348	\$ 859,348	\$ 858,348
Capital				
State Street Aid Fund	\$ 577,827	\$ 470,629	\$ 409,000	\$ 450,000
Solid Waste Fund	1,391,526	700,629	538,511	641,000
General Improvement Fund	143,351	166,000	130,950	51,000
Drug Enforcement Funds	21,485	101,000	61,220	240,500
Federal Drug Enforcement Fund	133,631	340,000	259,832	80,000
Drainage Control Fund	0	0	0	1,155
Parks Improvement Fund	0	0	0	0
E-Citation Fund	0	10,400	15,232	15,000
Total Capital	\$ 2,267,821	\$ 1,788,658	\$ 1,414,745	\$ 1,478,655
Bartlett School Fund Expenditures	\$ 86,595,800	\$ 92,066,428	\$ 92,066,428	\$ 92,225,753



CITY OF BARTLETT
SUMMARY OF ALL SPECIAL REVENUE FUNDS
FY 2022 Adopted Budget

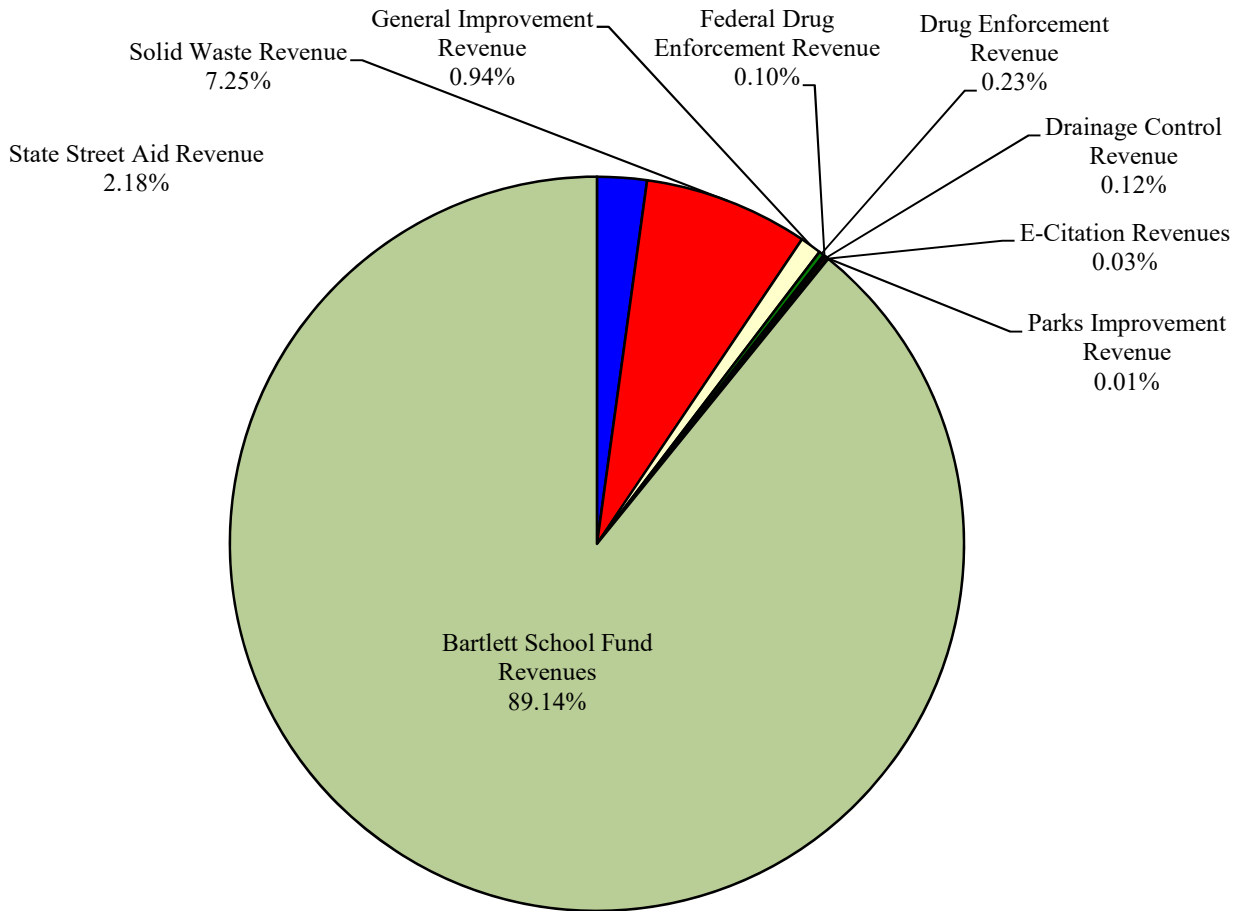


Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Total Expenditures	\$ 97,143,738	\$ 103,882,659	\$ 102,931,518	\$ 103,450,808
Net From Operations	(477,588)	(6,610,235)	(5,987,344)	(2,232,755)
Bartlett School Fund Balance	\$ 35,379,156	\$ 29,764,156	\$ 29,764,156	\$ 27,764,156
Beginning Fund Balance (W/out School FB)	\$ 3,546,204	\$ 3,609,920	\$ 3,609,920	\$ 3,237,576
Ending Fund Balance (W/out School FB)	\$ 3,609,920	\$ 2,614,686	\$ 3,237,576	\$ 3,004,821



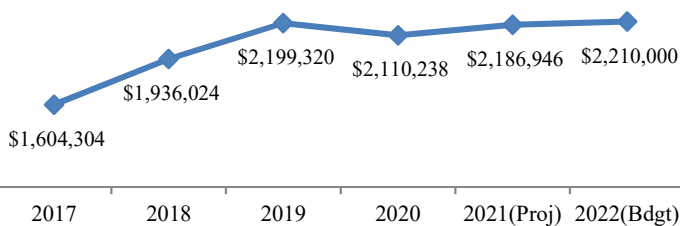
CITY OF BARTLETT ANALYSIS OF SPECIAL REVENUE SOURCES FY 2022 Adopted Budget

FY 2022 SPECIAL REVENUE SOURCES



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

State Street Aid Fund



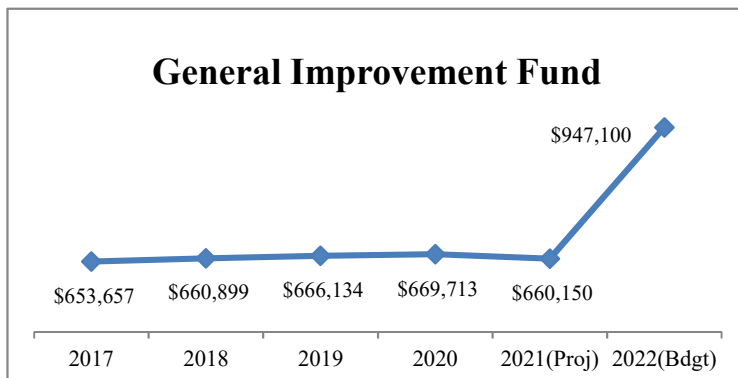
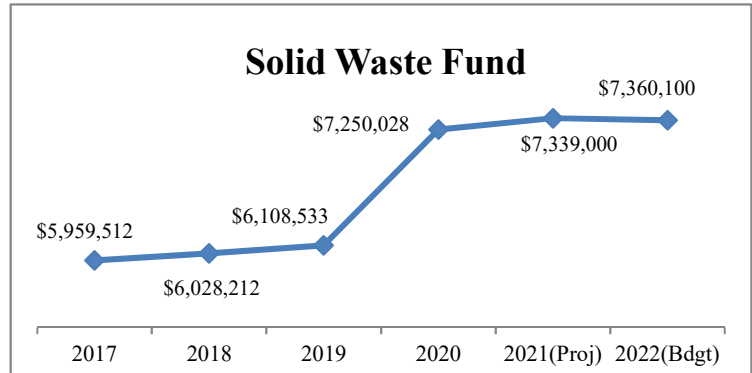
This is the City's portion of the motor fuel and gasoline taxes collected by and distributed by the State, per capita basis, and some developer fees used for streetlights. The IMPROVE Act of 2017 provided for additional gas and motor taxes. For FY 2019-20 the Act provides for an additional 1 cent of gas tax and 3 cents of diesel tax. Street paving is also budgeted in the CIP using G.O. Bonds.



CITY OF BARTLETT ANALYSIS OF SPECIAL REVENUE SOURCES FY 2022 Adopted Budget

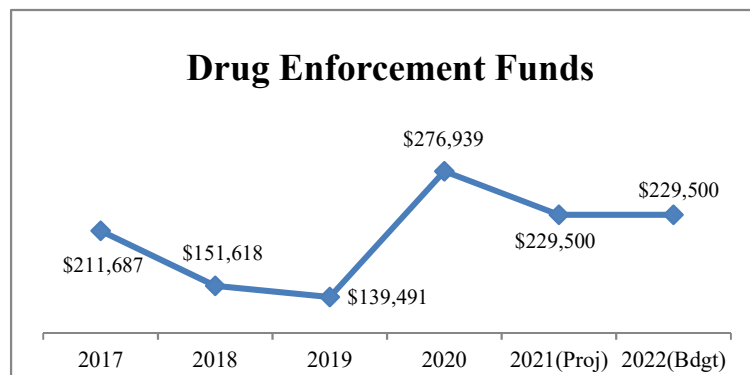


Solid Waste revenue is based on a monthly charge for collection and disposal. Solid waste fees were increased by \$5 per month per customer to make Solid Waste Fund self-sufficient in FY 2020. The new rates are \$30 for residential pickup, \$30 for 1 cart, \$35 for 2 carts and \$40 for 3 carts for commercial pickup. Only a small increase in residential sanitation fee budgeted for FY 2022.



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

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

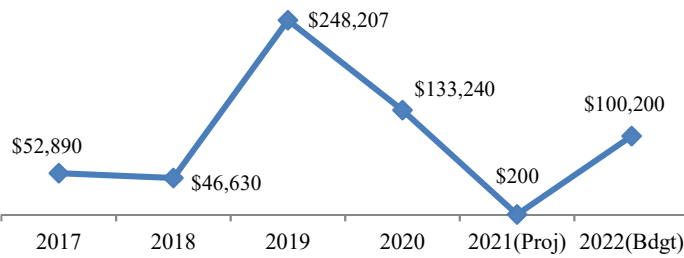




CITY OF BARTLETT ANALYSIS OF SPECIAL REVENUE SOURCES FY 2022 Adopted Budget



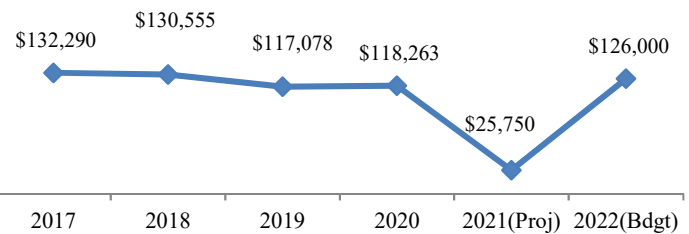
Federal Drug Enforcement Fund



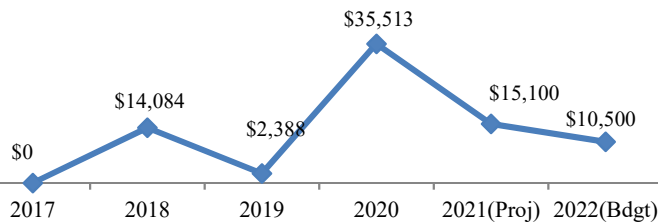
The Federal Drug Enforcement Fund revenues are federal grant funds and seizure funds that are used for drug education and enforcement programs. Federal grants and seizure funds can vary from year to year.

The Drainage Control revenue is a development fee of \$500.00 per lot (half acre) for subdivision lots not served by a detention basin and \$250.00 per lot for development served by a detention basin. The General Fund subsidizes this fund starting in FY 2016, \$100,000 per year, except for FY 2021.

Drainage Control Fund



Parks Improvement Fund



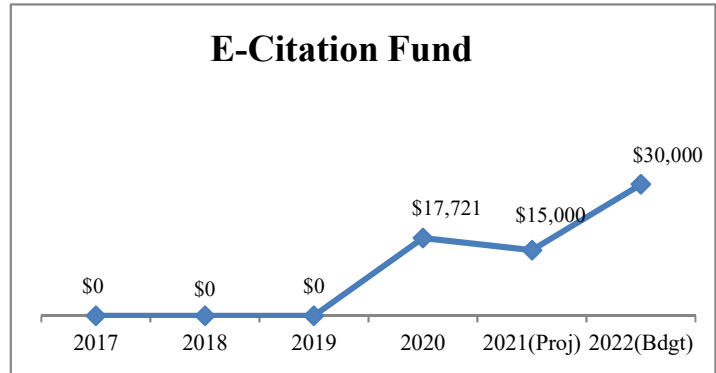
The Parks Improvement revenue is a development fee of \$700.00 per lot for residential subdivision development. The fees are collected by parks zone and are to be used in the zone in which it is collected for park development and improvements. Only some developments in the last 6 years.



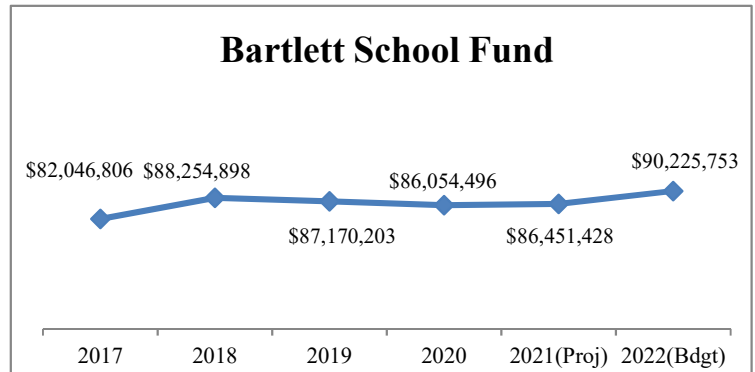
CITY OF BARTLETT ANALYSIS OF SPECIAL REVENUE SOURCES FY 2022 Adopted Budget



Electronic Citation Fee is a \$5.00 fee for both written and electronic citations prepared by a law enforcement officer. The \$5.00 fee received must be apportioned as follows: \$1.00 of such fee will be retained by the court clerk for computer hardware purchases and computer related expenses; and \$4.00 to the police department for Electronic citation system and program related expenditures to maintain electronic citation programs. This is the second year for the E-Citation Fund.



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





**CITY OF BARTLETT
STREET AID FUND
FY 2022 Adopted Budget**

Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Street Aid Fund Revenues				
Gas Taxes	\$ 2,007,504	\$ 2,160,000	\$ 2,050,000	\$ 2,100,000
Street Lighting Fee	13,849	25,000	5,000	10,000
S/D Paving Fee	0	200,000	75,000	100,000
Transfer From CIP/General Fund	0	53,896	56,946	0
Other Revenues	88,885	3,000	0	0
Total Street Aid Revenues	\$ 2,110,238	\$ 2,441,896	\$ 2,186,946	\$ 2,210,000
Street Aid Expenditures				
Operations				
Street Lighting	\$ 1,404,867	\$ 1,450,000	\$ 1,400,000	\$ 1,450,000
Street Paving	500,000	500,000	500,000	500,000
Street S/D Paving	0	200,000	75,000	100,000
Total Operations	\$ 1,904,867	\$ 2,150,000	\$ 1,975,000	\$ 2,050,000
Capital				
Handicap Ramp At Curbs	\$ 40,962	\$ 84,038	\$ 84,000	\$ 75,000
Curb Replacement	75,000	75,000	75,000	75,000
Signal Maintenance	461,864	311,592	250,000	300,000
<i>Flasher modifications, signal pole replacement.</i>				
Total Capital	\$ 577,827	\$ 470,629	\$ 409,000	\$ 450,000
Total Street Aid Expenditures	\$ 2,482,694	\$ 2,620,629	\$ 2,384,000	\$ 2,500,000
Net From Operations	(372,456)	(178,733)	(197,054)	(290,000)
Beginning Fund Balance	\$ 1,139,111	\$ 766,655	\$ 766,655	\$ 569,601
Ending Fund Balance	\$ 766,655	\$ 587,922	\$ 569,601	\$ 279,601

Solid Waste Fund

FY 2022 Adopted

City of Bartlett



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

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Revenues	7,250,028	7,344,000	7,360,100	7,339,000
Salaries	1,803,524	2,143,011	1,992,594	2,117,751
Benefits	1,004,116	1,264,772	1,229,608	1,233,160
Other Personnel	190,215	190,000	162,500	190,000
Operations	2,329,010	2,548,944	2,534,803	2,444,685
Capital	1,391,526	700,629	538,511	641,000
Trnsfr Out/ Interdept Alloc	139,000	591,348	591,348	540,348
Net Fr Opers	392,636	(94,704)	310,736	172,056
Beg Fund Bal	489,784	882,420	882,420	1,193,156
End Fund Bal	882,420	787,716	1,193,156	1,365,212

FY 2021 Performance Highlights

We continue to use single stream recycling at our recycling centers which makes the recycling process easier for our residents and more efficient. We have combined all of our leaf machines all together on one route in order to pick up loose leaves in a timely manner. We also add manpower from other divisions when needed to aid in loose leaf collection. The Covid-19 pandemic and stay safe at home orders created an increase in household, yard waste and recycling collection. The pandemic also created an increase in extra garbage cart purchases. The pandemic also created an issue for us ordering and receiving new garbage carts due to the reduced workforce across the country.

Objective	Performance Measures	FY 2020 Actual	FY 2021 Forecast	FY 2022 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.	1 to 2 weeks per cycle	1 to 2 weeks per cycle	1 to 2 weeks per cycle
Reduce solid waste taken to the landfill. Look at the possibility of single stream recycling program to increase the percentage of recycled materials	% of solid waste diverted from the landfill (the state has mandated a minimum 25% reduction)	40%	42%	42%
Maintain the current level of household service.	Number of calls for missed service and cart repairs combined each month.	160 per month	155 per month	150 per month



**CITY OF BARTLETT
SOLID WASTE FUND
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Solid Waste Revenues				
Property Maintenance Charges	\$ 6,778	\$ 10,000	\$ 10,000	\$ 10,000
Sanitation Fee-Residential	7,171,390	7,220,000	7,220,000	7,240,000
Sanitation Fee-Commercial	37,701	35,000	40,000	42,000
Recycling Fee	9,714	10,000	6,000	7,000
Carts Commercial	595	1,000	600	1,000
Carts Residential	28,835	20,000	30,000	25,000
Appliances	2,445	5,000	2,500	3,000
Other Revenue/Uncollectable	(7,430)	43,000	51,000	11,000
Total Solid Waste Revenues	\$ 7,250,028	\$ 7,344,000	\$ 7,360,100	\$ 7,339,000

Solid Waste Expenditures

Personnel

Supervisor Salaries	\$ 65,486	\$ 68,339	\$ 65,486	\$ 70,649
Employee Wages	1,482,098	1,771,781	1,651,108	1,744,982
Overtime Wages	231,760	260,000	240,000	260,000
Contracted Services	190,215	190,000	162,500	190,000
Part-Time	24,180	42,891	36,000	42,120
Vacation Pay	8,526	0	1,105	0
Longevity Pay	36,520	39,544	39,544	45,861
Bonus	3,133	45,652	60,651	3,652
Employee Health Insurance	434,254	553,113	553,113	566,940
Employee Life Insurance	4,272	5,888	5,259	5,810
Worker's Compensation Insurance	93,672	73,733	74,513	71,510
Retiree Health Insurance	75,959	92,006	85,797	90,782
FICA	130,744	160,001	146,892	152,067
Pension Contribution	198,443	273,346	243,295	273,346
Contributory Retirement Plan	18,594	21,489	19,439	23,192
Total Personnel	\$ 2,997,856	\$ 3,597,783	\$ 3,384,702	\$ 3,540,911

Staffing Level

<i>Full-Time</i>	<i>37.95</i>	<i>44.00</i>	<i>41.05</i>	<i>44.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.11</i>	<i>2.29</i>	<i>1.66</i>	<i>2.25</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>39.06</i>	<i>46.29</i>	<i>42.71</i>	<i>46.25</i>

Operations

Training	\$ 150	\$ 500	\$ 0	\$ 0
Travel	0	100	0	0
Other Professional Services	675	1,000	300	600
Notice Publication	330	0	0	0
Dues & Subscriptions	438	425	237	250
Utilities	9,136	12,000	9,000	10,250
Phone-Local	1,508	1,350	1,544	1,550
Cellular Phones	2,507	2,500	1,900	2,000
Shop Allocation	100,000	220,000	220,000	220,000
Vehicle Maintenance	469,898	525,000	490,000	525,000
Equipment Maintenance	71,545	70,000	93,000	80,000
Radio Maintenance	0	12,769	12,769	14,360
Building Maintenance	26,521	2,500	2,500	2,500
Office Supplies	672	1,200	750	750



**CITY OF BARTLETT
SOLID WASTE FUND
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Printing	503	750	575	600
Petroleum Supplies	322,906	375,000	330,000	375,000
Clothing & Uniforms	16,650	19,000	17,000	18,000
Operating Supplies	19,140	28,000	17,000	21,500
Cleaning Supplies	351	2,000	1,200	1,200
Fill Sand, Dirt & Gravel	2,786	3,000	2,800	5,000
Small Tools	3,110	3,000	3,200	3,200
COVID-19 Grant Expenses	965	0	1,600	1,600
Equipment Leasing	79	150	85	125
Property Insurance	628	700	560	700
Vehicle & Equip Insurance	43,236	40,000	38,201	40,000
General Liability Insurance	12,744	13,000	9,082	13,000
Landfill Fees	1,179,179	1,162,000	1,250,000	1,070,000
State Fees	18,166	35,000	21,500	21,500
<i>Household Hazardous Waste Fee \$20,000, \$1500 - TDEC fees.</i>				
Damage Claims	24,799	15,000	9,000	15,000
Miscellaneous Other Expenses	389	3,000	1,000	1,000
Total Operations	\$ 2,329,010	\$ 2,548,944	\$ 2,534,803	\$ 2,444,685
Transfers Out/Interdept Allocation				
Transfer To Debt Service	\$ 139,000	\$ 125,000	\$ 125,000	\$ 74,000
Cost Sharing Allocation	0	466,348	466,348	466,348
Total Transfers Out	\$ 139,000	\$ 591,348	\$ 591,348	\$ 540,348
Capital				
Data Processing Equipment	\$ 2,290	\$ 1,205	\$ 1,205	\$ 0
Vehicles	1,024,079	530,924	372,945	484,000
<i>Crew Cab F-150 Pick Up \$34k, Extended Cab F-150 Pick-Up \$28k, Automated Garbage Packer \$270k, Knuckleboom \$152k.</i>				
Other Equipment	292,252	93,500	89,361	82,000
<i>Walking Floor Trailer - \$82k.</i>				
Garbage Carts	72,906	75,000	75,000	75,000
Total Capital	\$ 1,391,526	\$ 700,629	\$ 538,511	\$ 641,000
Total Solid Waste Expenditures	\$ 6,857,392	\$ 7,438,704	\$ 7,049,364	\$ 7,166,944
Net From Operations	392,636	(94,704)	310,736	172,056
Beginning Fund Balance	\$ 489,784	\$ 882,420	\$ 882,420	\$ 1,193,156
Ending Fund Balance	\$ 882,420	\$ 787,716	\$ 1,193,156	\$ 1,365,212



CITY OF BARTLETT
GENERAL IMPROVEMENT FUND
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
General Improvement Revenues				
City Service Fee	\$ 670,815	\$ 672,000	\$ 660,000	\$ 672,000
Transfer From General Fund	0	0	0	275,000
Other Revenue	(1,102)	500	150	100
Total General Improvement Revenues	\$ 669,713	\$ 672,500	\$ 660,150	\$ 947,100
General Improvement Expenditures				
Operations				
Training	\$ 4,812	\$ 10,000	\$ 6,367	\$ 10,000
Rental	19,601	38,000	39,000	40,000
<i>MLGW pole attaching for fiber, Vertical Bridge tower lease for radio.</i>				
Software	10,117	0	0	0
Telecommunication Link	1,500	1,500	1,500	1,500
Equipment Maintenance	1,204	2,000	1,000	2,000
Computer Maintenance	455,368	435,000	455,000	515,000
COVID-19 Grant Expenses	0	0	5,000	0
Total Operations	\$ 492,602	\$ 486,500	\$ 507,867	\$ 568,500
Transfers Out				
Transfer To General Fund	\$ 168,000	\$ 168,000	\$ 168,000	\$ 168,000
Total Transfers Out	\$ 168,000	\$ 168,000	\$ 168,000	\$ 168,000
Capital				
Buildings Improvements	\$ 950	\$ 1,000	\$ 950	\$ 1,000
Data Equipment	142,401	165,000	130,000	50,000
Furniture	0	0	0	0
Total Capital	\$ 143,351	\$ 166,000	\$ 130,950	\$ 51,000
Total Gen Improvement Expenditures	\$ 803,953	\$ 820,500	\$ 806,817	\$ 787,500
Net From Operations	(134,241)	(148,000)	(146,667)	159,600
Beginning Fund Balance	\$ 300,665	\$ 166,424	\$ 166,424	\$ 19,757
Ending Fund Balance	\$ 166,424	\$ 18,424	\$ 19,757	\$ 179,357



CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Drug Enforcement Funds Revenues				
Drug Enforcement Fines	\$ 20,494	\$ 40,000	\$ 20,000	\$ 25,000
Other Court Fines	0	2,000	0	0
Sale Confiscated Property	16,970	15,000	25,000	20,000
Civil Settlement	229,454	150,000	150,000	150,000
Transfer In School Reimbursement	12,764	33,000	33,000	33,000
Other Revenues	(2,744)	4,000	1,500	1,500
Total Drug Enforcement Funds Revenues	\$ 276,939	\$ 244,000	\$ 229,500	\$ 229,500
Dare Program Expenditures				
Operations				
Training	\$ 0	\$ 1,500	\$ 1,500	\$ 1,500
Travel	53	2,500	2,500	2,500
Office Supplies	0	500	500	500
Printing	272	1,000	1,000	1,000
Operating Supplies	8,713	10,000	10,000	10,000
Small Tools	0	2,000	2,000	2,000
Public Awareness	3,725	8,000	8,000	8,000
Total Operations	\$ 12,764	\$ 25,500	\$ 25,500	\$ 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	\$ 12,764	\$ 33,000	\$ 33,000	\$ 33,000
Drug Enforcement Expenditures				
Personnel				
Overtime Wages	\$ 30,602	\$ 60,000	\$ 0	\$ 10,000
FICA	2,214	6,000	0	1,000
Total Personnel	\$ 32,816	\$ 66,000	\$ 0	\$ 11,000
Operations				
Training	\$ 0	\$ 5,000	\$ 0	\$ 4,000
Firearm Training	0	7,500	0	2,500
Travel	0	5,000	0	4,000
Dues & Subscriptions	0	500	0	500
Phone-Local	1,355	1,200	1,200	1,500
Cell Phones	5,656	6,000	6,000	6,000
Software	0	35,000	0	30,000
<i>Upgrade records management system.</i>	416	5,000	0	3,000
Vehicle Maintenance	0	2,000	0	2,000
Office Supplies	0	0	8	1,000
Clothing	35,529	10,539	10,439	4,000
Operating Supplies	477	5,000	1,000	4,000
Small Tools	904	5,000	1,600	4,000
Public Awareness	0	1,000	500	1,000
Drug Prevention	0	1,000	500	1,000
Equipment Leasing	99	1,000	200	1,000



CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Tow-In Fee	0	2,500	0	1,000
Informant Payments	11,585	20,000	20,000	20,000
Miscellaneous Expense	105	1,000	2	2,500
Total Operations	\$ 56,126	\$ 114,239	\$ 41,449	\$ 93,000
Capital				
Communication Equipment	\$ 0	\$ 2,500	\$ 0	\$ 3,000
Data Equipment	0	10,000	0	30,000
<i>RMS Upgrade (Unforeseen Hardware Costs).</i>				
Office Equipment	0	1,000	0	2,500
Vehicles	0	45,000	45,000	180,000
<i>4 Patrol Cars.</i>				
Furniture	0	10,000	6,600	2,500
Other Equipment	21,485	25,000	2,120	15,000
<i>Future K9 Replacement.</i>				
Total Capital	\$ 21,485	\$ 93,500	\$ 53,720	\$ 233,000
Total Drug Enforcement Expenditures	\$ 110,427	\$ 273,739	\$ 95,169	\$ 337,000
Total Drug Enforcement Funds Expenditure	\$ 123,191	\$ 306,739	\$ 128,169	\$ 370,000
Net From Operations	153,747	(62,739)	101,331	(140,500)
Beginning Fund Balance	\$ 422,422	\$ 576,169	\$ 576,169	\$ 677,500
Ending Fund Balance	\$ 576,169	\$ 513,430	\$ 677,500	\$ 537,000



CITY OF BARTLETT
FEDERAL DRUG ENFORCEMENT FUND
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Fed Drug Enforcement Revenues				
DEA Funds	\$ 59,356	\$ 60,000	\$ 0	\$ 100,000
Interest/Other	73,884	200	200	200
Total Fed Drug Enforcement Revenues	\$ 133,240	\$ 60,200	\$ 200	\$ 100,200
Fed Drug Enforcement Expenditures				
Operations				
Training	\$ 0	\$ 10,000	\$ 0	\$ 3,500
Volunteer Expense	0	1,000	0	500
Travel	0	10,000	0	3,500
Dues & Subscription	0	3,000	0	3,000
Cell Phones	5,300	3,000	3,000	3,000
Vehicle Maintenance	0	2,000	0	500
Radio Maintenance	0	1,000	0	500
Office Supplies	470	1,000	0	500
Printing	0	200	0	0
Small Tools	2,052	5,000	906	500
Drug Use Prevention Program	0	2,500	1,000	0
Total Operations	\$ 7,822	\$ 38,700	\$ 4,906	\$ 15,500
Capital				
Data Equipment	\$ 0	\$ 55,000	\$ 0	\$ 50,000
<i>RMS Upgrade (Unforeseen System Costs).</i>				
Vehicles	109,046	225,000	225,000	0
Furniture	(414)	0	0	0
Other Equipment	25,000	60,000	34,832	30,000
<i>Rifles & Mounts.</i>				
Total Capital	\$ 133,631	\$ 340,000	\$ 259,832	\$ 80,000
Total Fed Drug Enforcement Expenditures	\$ 141,454	\$ 378,700	\$ 264,738	\$ 95,500
Net From Operations	(8,213)	(318,500)	(264,538)	4,700
Beginning Fund Balance	\$ 338,260	\$ 330,047	\$ 330,047	\$ 65,508
Ending Fund Balance	\$ 330,047	\$ 11,547	\$ 65,508	\$ 70,208



**CITY OF BARTLETT
DRAINAGE FUND
FY 2022 Adopted Budget**

Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Drainage Control Revenues				
Drainage Fee Detention Basin	\$ 12,250	\$ 4,000	\$ 5,750	\$ 6,000
Transfer from General Fund	100,000	0	0	100,000
Interest/Other	6,013	20,000	20,000	20,000
Total Drainage Revenues	\$ 118,263	\$ 24,000	\$ 25,750	\$ 126,000
Drainage Control Expenditures				
Personnel				
Employee Wages	\$ 60,573	\$ 61,477	\$ 60,740	\$ 64,397
Overtime Wages	1,860	3,500	2,000	3,500
Contracted Services	65	2,000	1,520	2,000
Education Bonus	720	720	720	720
Longevity	3,609	3,689	3,644	4,018
Bonus	82	1,083	1,504	83
Employee Health Insurance	13,116	13,689	14,454	14,455
Employee Life Insurance	168	197	181	206
Worker's Compensation Insurance	336	261	252	245
Retiree Health Insurance	3,007	3,074	3,037	3,220
FICA	4,876	5,092	4,969	5,241
Pension Contribution	11,519	9,053	9,330	9,053
Contributory Retirement Plan	0	723	745	818
Total Personnel	\$ 99,933	\$ 104,558	\$ 103,096	\$ 107,956
Staffing Level				
<i>Full-Time</i>	<i>1.00</i>	<i>1.00</i>	<i>1.00</i>	<i>1.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	1.00	1.00	1.00	1.00
Operations				
Training	\$ 0	\$ 750	\$ 0	\$ 750
Travel	0	1,400	0	1,400
Professional Services	415	2,500	2,500	2,500
Other Professional Services	1,488	3,000	3,000	3,000
Dues & Subscription	300	750	750	750
Printing	150	250	250	250
Operating Supplies	0	250	250	250
Public Awareness	1,200	3,500	3,000	3,500
State Fees	3,460	3,600	3,500	3,600
Total Operations	\$ 7,013	\$ 16,000	\$ 13,250	\$ 16,000
Capital				
Data Equipment	\$ 0	\$ 0	\$ 0	\$ 1,155
Total Capital	\$ 0	\$ 0	\$ 0	\$ 1,155
Total Drainage Control Expenditures	\$ 106,946	\$ 120,558	\$ 116,346	\$ 125,111
Net From Operations	11,317	(96,558)	(90,596)	889
Beginning Fund Balance	\$ 208,688	\$ 220,005	\$ 220,005	\$ 129,409
Ending Fund Balance	\$ 220,005	\$ 123,447	\$ 129,409	\$ 130,298



CITY OF BARTLETT
PARK IMPROVEMENTS FUND
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Park Improvement Revenues				
Parks Dev Fee Dist1	\$ 0	\$ 0	\$ 0	\$ 0
Parks Dev Fee Dist2	0	0	1,400	0
Parks Dev Fee Dist3	30,800	0	13,300	10,000
Greenbelt	0	0	0	0
Interest/Other Revenues	4,713	4,000	400	500
Total Park Improvement Revenues	\$ 35,513	\$ 4,000	\$ 15,100	\$ 10,500
Transfers Out				
Transfers to Grants Fund	\$ 0	\$ 100,000	\$ 100,000	\$ 0
Transfer to Capital Improvement Fund	22,700	0	0	150,000
Total Transfers Out	\$ 22,700	\$ 100,000	\$ 100,000	\$ 150,000
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	12,813	(96,000)	(84,900)	(139,500)
Beginning Fund Balance	\$ 647,274	\$ 660,087	\$ 660,087	\$ 575,187
Ending Fund Balance	\$ 660,087	\$ 564,087	\$ 575,187	\$ 435,687



**CITY OF BARTLETT
E-CITATION FUND
FY 2022 Adopted Budget**



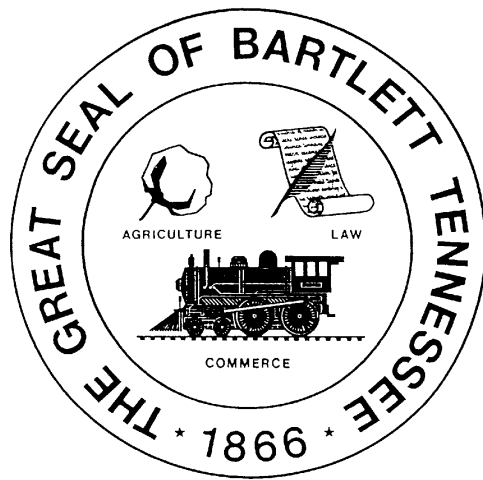
Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
E-Citation Revenues				
Electronic Traffic Citation Fee	\$ 17,693	\$ 30,400	\$ 15,000	\$ 30,000
Interest/Other Revenues	28	0	0	0
Total E-Citation Revenues	\$ 17,721	\$ 30,400	\$ 15,000	\$ 30,000
E-Citation Expenditures				
Operations				
Computer Maintenance				
<i>Share cost of Adsi interface b/w jail, court, ticketing, Eagent NCIC Software, DataDriven Watson, & VisionAir Software...</i>				
Office Supplies	\$ 9,608	\$ 20,000	\$ 425	\$ 15,000
Total Operations	\$ 9,608	\$ 20,000	\$ 425	\$ 15,000
Capital				
Data Processing Equipment	\$ 0	\$ 10,400	\$ 15,232	\$ 15,000
<i>Laptops, PCs & printers, Share of Server Cost.</i>				
Total Capital	\$ 0	\$ 10,400	\$ 15,232	\$ 15,000
Total E-Citation Expenditures	\$ 9,608	\$ 30,400	\$ 15,656	\$ 30,000
Net From Operations	8,113	0	(656)	0
Beginning Fund Balance	\$ 0	\$ 8,113	\$ 8,113	\$ 7,457
Ending Fund Balance	\$ 8,113	\$ 8,113	\$ 7,457	\$ 7,457



CITY OF BARTLETT
BARTLETT CITY SCHOOL FUND
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Bartlett School Fund Revenues				
County Taxes	\$ 37,454,018	\$ 37,501,429	\$ 37,501,429	\$ 37,810,681
City of Bartlett Contributions	2,346,019	2,346,018	2,346,018	2,346,019
Charges for Services	125,018	45,272	45,272	150,218
Recurring Local Revenue	683,942	737,000	737,000	737,000
Nonrecurring Local Revenue	246,004	0	0	2,100,000
State Education Funds	44,758,485	45,133,709	45,133,709	46,401,835
Other State Revenue	95,421	108,000	108,000	100,000
Federal Funds thru the State	0	0	0	0
Capital Leases Issued	0	0	0	0
Other Sources	345,590	580,000	580,000	580,000
Total Bartlett School Fund Revenues	\$ 86,054,496	\$ 86,451,428	\$ 86,451,428	\$ 90,225,753
<u>Staffing Level</u>				
<i>Full-Time Equivalent (FTE)</i>	<i>864.00</i>	<i>863.90</i>	<i>863.90</i>	<i>865.10</i>
Bartlett School Fund Expenditures				
Regular Instruction Program	\$ 42,069,447	\$ 49,001,687	\$ 49,001,687	\$ 45,809,246
Alternative Education Program	474,550	457,669	457,669	468,812
Special Education	6,554,561	6,736,682	6,736,682	7,035,332
Career and Technical Education Program	1,394,813	1,493,636	1,493,636	1,590,770
Planning	125,958	130,416	130,416	135,603
Student Services	717,967	698,140	698,140	769,435
Health Services	763,565	934,162	934,162	997,165
Other Student Support	1,778,941	2,184,908	2,184,908	2,440,285
Regular Instruction Support	2,105,808	1,899,630	1,899,630	2,437,118
Special Education Support	1,233,578	1,256,417	1,256,417	1,303,717
Vocational Education Support	133,329	127,497	127,497	128,343
Board of Education	2,742,751	4,426,286	4,426,286	4,992,391
Director of Schools	465,912	756,490	756,490	591,261
Office of Principal	6,331,269	7,412,344	7,412,344	7,358,539
Fiscal Services	1,137,297	1,300,555	1,300,555	1,884,189
Human Resources	623,891	672,434	672,434	710,494
Operation of Plant	4,414,387	5,073,978	5,073,978	5,363,206
Maintenance of Plant	1,414,685	1,565,398	1,565,398	1,907,204
Transportation	2,528,158	3,833,742	3,833,742	3,995,753
Technology	1,680,768	2,104,357	2,104,357	2,306,890
Capital Outlays	2,491	0	0	0
Transfers Out	7,901,674	0	0	0
Total Bartlett School Fund Expenditures	\$ 86,595,800	\$ 92,066,428	\$ 92,066,428	\$ 92,225,753
Net From Operations	(541,304)	(5,615,000)	(5,615,000)	(2,000,000)
School Beginning Fund Balance	\$ 35,920,460	\$ 35,379,156	\$ 35,379,156	\$ 29,764,156
School Ending Fund Balance	\$ 35,379,156	\$ 29,764,156	\$ 29,764,156	\$ 27,764,156



CITY OF BARTLETT

T E N N E S S E E

UTILITY FUND

The City operates a Water and Sewer Fund that provides water treatment and water and sewer service throughout the City. This service is operated as a separate entity in an enterprise fund.



City of Bartlett

Full-Time Authorized Personnel Positions

Utility Administration

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

Water & Wastewater Services

Assistant Director	1
Manager	1
Skill Clerk	1
Driver	5
Foreman	4
Supervisor	1
Meter Reader	4
Sewer Tech	2
Utility Worker	3
Utility Location Technician	<u>1</u>
Total Water & Wastewater Svcs	<u>23</u>

Plant Operations

Assistant City Engineer	1
Manager	1
Engineer	1
Construction Inspector	3
Driver	1
Watertreat Operator	<u>3</u>
Total Plant Operations	<u>10</u>

Sewer Lagoon

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

TOTAL UTILITY FUND **44**

UTILITY FUND

FY 2022 Adopted Budget

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 \$904,847 (8.94%) over the FY 2021 Projection. There were no staffing changes. FY 2022 budget included a career ladder pay increase and 4% salary increase for full-time employees.

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Revenues	9,706,290	9,723,000	9,485,300	10,183,300
Salaries	1,710,649	2,264,586	2,160,962	2,372,688
Benefits	1,164,687	1,302,896	1,310,621	1,322,570
Operations	3,335,181	3,894,593	3,977,514	4,406,581
Capital	173,051	1,140,560	927,273	836,800
Interdept Alloc	0	593,534	593,534	593,534
Dbt Svc/Trfr Out	1,810,668	1,221,319	1,168,401	1,510,979
Net Income	<u>1,512,055</u>	<u>(694,487)</u>	<u>(653,005)</u>	<u>(859,852)</u>
Beg Cash Bal	<u>11,751,488</u>	<u>13,263,543</u>	<u>13,263,543</u>	<u>12,610,538</u>
End Cash Bal	<u>13,263,543</u>	<u>12,569,056</u>	<u>12,610,538</u>	<u>11,750,686</u>



CITY OF BARTLETT
UTILITY FUND SUMMARY
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Utility Revenues				
Operating Revenues	\$ 9,285,813	\$ 9,506,000	\$ 9,377,000	\$ 10,058,800
Other Revenues	178,670	166,500	33,300	45,500
Non-Operating Revenues	229,018	40,000	61,000	65,000
Total Utility Revenues	\$ 9,693,500	\$ 9,712,500	\$ 9,471,300	\$ 10,169,300
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>34.53</i>	<i>44.00</i>	<i>39.82</i>	<i>44.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.94</i>	<i>1.29</i>	<i>0.87</i>	<i>1.27</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>35.47</i>	<i>45.29</i>	<i>40.69</i>	<i>45.27</i>
<u>Utility Expenditures</u>				
Utility Administration	\$ 2,326,278	\$ 2,720,268	\$ 2,839,833	\$ 3,222,628
Water & Wastewater Services	1,818,143	2,346,646	2,220,853	2,335,992
Plant Operations	1,483,218	2,952,984	2,754,243	2,791,573
Sewer Treatment	743,138	1,165,770	1,140,975	1,167,980
Total Utility Expenditures	\$ 6,370,778	\$ 9,185,668	\$ 8,955,904	\$ 9,518,173
Projected Cash Flow	\$ 3,322,722	\$ 526,832	\$ 515,396	\$ 651,127
<u>Less:</u>				
Debt Service	\$ 1,160,668	\$ 1,221,319	\$ 1,168,401	\$ 1,230,979
Transfer to Capital Improvement Fund	650,000	0	0	280,000
Total	\$ 1,810,668	\$ 1,221,319	\$ 1,168,401	\$ 1,510,979
Net From Operations	\$ 1,512,055	\$ (694,487)	\$ (653,005)	\$ (859,852)
Beginning Cash Balance	\$ 11,751,488	\$ 13,263,543	\$ 13,263,543	\$ 12,610,538
Ending Cash Balance	\$ 13,263,543	\$ 12,569,056	\$ 12,610,538	\$ 11,750,686



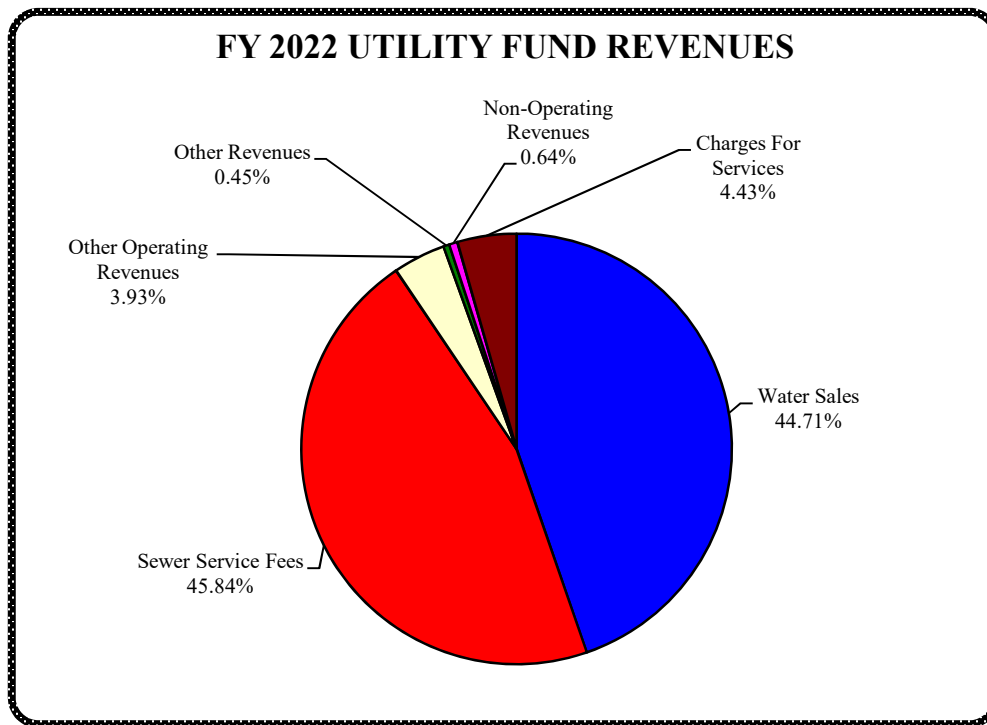
CITY OF BARTLETT
UTILITY FUND REVENUES
FY 2022 Adopted Budget



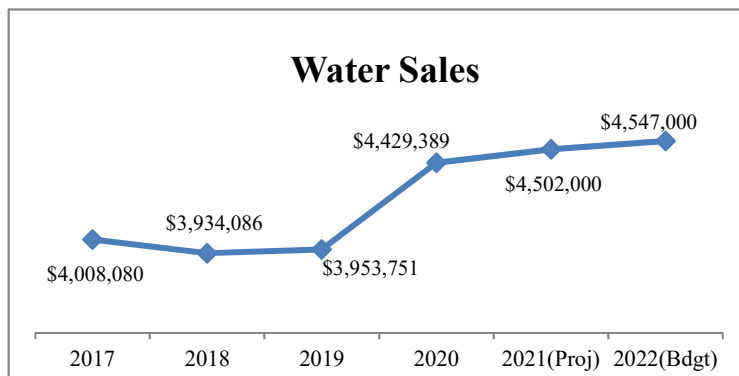
Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Water Sales				
Metered Water Sales City Residential	\$ 3,370,581	\$ 3,450,000	\$ 3,470,000	\$ 3,500,000
Metered Water Sales City Commercial	841,817	900,000	790,000	800,000
Metered Water Sales Rural Residential	214,498	220,000	225,000	230,000
Metered Water Sales Rural Commercial	16,614	17,000	17,000	17,000
Uncollectable Revenue-Water	(14,122)	0	0	0
Total Water Sales	\$ 4,429,389	\$ 4,587,000	\$ 4,502,000	\$ 4,547,000
Sewer Service Fees				
Sewer Service Fees City Residential	\$ 2,128,002	\$ 2,150,000	\$ 2,150,000	\$ 2,470,000
Sewer Service Fees City Commercial	623,953	670,000	590,000	705,000
Sewer Service Fees Rural Commercial	4,182	4,500	4,000	4,500
North Sewer Service Fees City Res.	1,071,965	1,070,000	1,120,000	1,280,000
North Sewer Service Fees City Comm	42,054	50,000	43,000	52,000
North Sewer Service Fees Rural Res.	117,628	110,000	122,000	145,000
North Sewer Service Fees Rural Comm.	4,845	4,500	5,000	5,300
Uncollectable Revenue-Sewer	(9,258)	0	0	0
Total Sewer Service Fees	\$ 3,983,371	\$ 4,059,000	\$ 4,034,000	\$ 4,661,800
Other Operating Revenues				
Service Connection Fee	\$ 58,696	\$ 70,000	\$ 55,000	\$ 60,000
Disconnect/Reconnect Fee	30,840	35,000	26,000	30,000
Forfeited Discounts	323,276	320,000	310,000	310,000
Total Other Operating Revenues	\$ 412,811	\$ 425,000	\$ 391,000	\$ 400,000
Other Revenues				
Interest	\$ 107,246	\$ 60,000	\$ 6,300	\$ 10,500
Other Revenues	20,931	86,500	15,000	20,000
Reimbursements For Damage	50,493	20,000	12,000	15,000
Total Other Revenues	\$ 178,670	\$ 166,500	\$ 33,300	\$ 45,500
Non-Operating Revenues				
Water Tap Fees South	\$ 1,609	\$ 10,000	\$ 9,000	\$ 10,000
Water Tap Fees North	95,730	10,000	20,000	20,000
Sewer Tap South Basin	7,917	10,000	8,000	10,000
Sewer Tap North Basin	91,000	5,000	20,000	20,000
Subdivision Development	32,761	5,000	4,000	5,000
Total Non-Operating Revenues	\$ 229,018	\$ 40,000	\$ 61,000	\$ 65,000
Charges For Services				
Water Credit Card Fees	\$ 74,262	\$ 70,000	\$ 85,000	\$ 85,000
Tower Lease Payments	367,129	340,000	340,000	340,000
Water Meter Installation	18,850	25,000	25,000	25,000
Total Charges For Services	\$ 460,241	\$ 435,000	\$ 450,000	\$ 450,000
TOTAL UTILITY FUND REVENUES	\$ 9,693,500	\$ 9,712,500	\$ 9,471,300	\$ 10,169,300



CITY OF BARTLETT ANALYSIS OF UTILITY REVENUE SOURCES FY 2022 Adopted Budget



The Utility Revenues include charges for water and sewer usage and connection and development fees for the water and sewer system. We are required to make the Utility system self-sufficient per Tennessee Water and Wastewater Financing Board. Water and sewer rates were increased in 2011. \$2 increase each in the water and sewer rates per month per customer for FY 2020. This year, small sewer rate increase to cover increased City of Memphis sewer treatment charges.



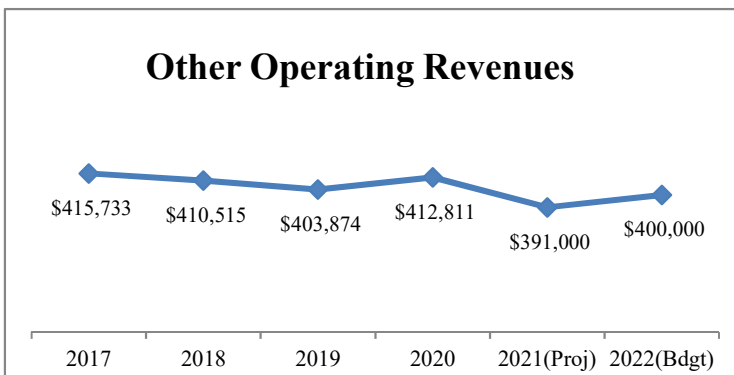
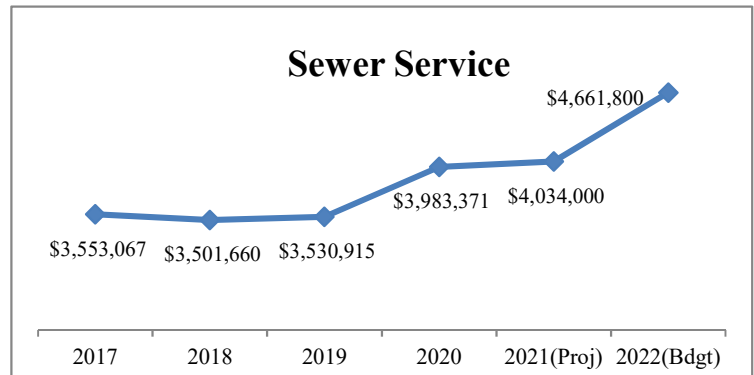
This revenue is based on the volume of water usage with a different rate for residential and commercial users. FY 2022 budget is based on 25 new additional users.



CITY OF BARTLETT ANALYSIS OF UTILITY REVENUE SOURCES FY 2022 Adopted Budget

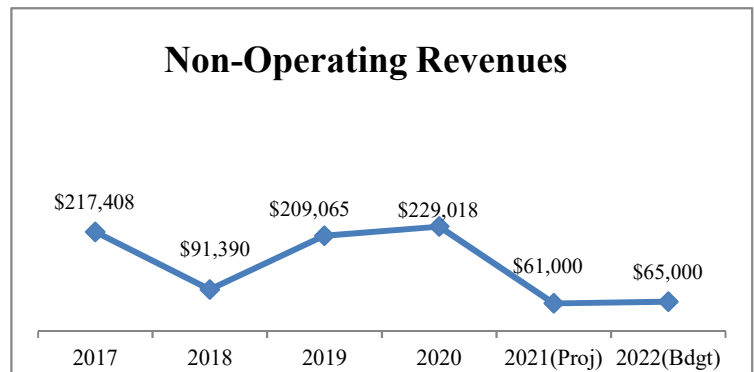


This revenue is based on the volume of water used and is a charge for the collection, treatment, and disposal of wastewater. Sewage in the North Basin is treated by the City and sewage in the South Basin is treated by the City of Memphis. Small sewer rate increase to cover increased City of Memphis sewer treatment charges. FY 2022 budget is based on 25 new additional users.



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

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

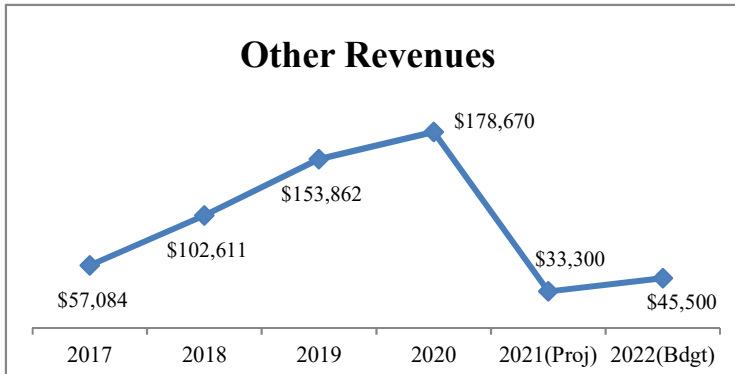




CITY OF BARTLETT ANALYSIS OF UTILITY REVENUE SOURCES FY 2022 Adopted Budget



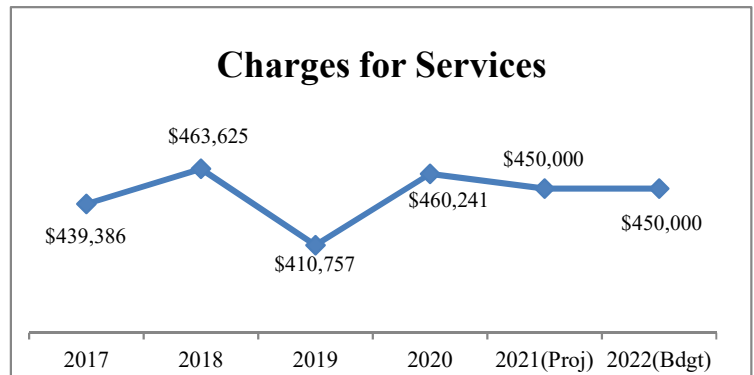
Other Revenues



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

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

Charges for Services





CITY OF BARTLETT
UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues				
Demand Response Program	\$ 12,790	\$ 10,500	\$ 14,000	\$ 14,000
Total Department Revenues	\$ 12,790	\$ 10,500	\$ 14,000	\$ 14,000
Personnel				
Essential OT	\$ 14,289	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR	25,426	0	0	0
Supervisor Salaries	282,344	484,608	484,608	513,945
Employee Wages	1,282,288	1,658,215	1,574,518	1,733,663
Overtime Wages	67,013	70,500	64,234	72,500
Special Hours	17,573	21,600	17,000	21,600
Part-Time	21,717	29,663	20,602	30,980
Vacation Pay	52,592	0	6,095	0
Educational Bonus	2,740	3,120	3,360	3,360
Sick Pay	3,466	0	0	0
Longevity Pay	35,899	50,612	48,834	54,488
Bonus	2,968	44,815	61,825	3,818
Employee Health Insurance	382,162	547,694	542,671	589,990
Employee Life Insurance	4,385	6,857	6,145	7,193
Worker's Compensation Insurance	48,588	40,989	40,956	41,886
Unemployment Compensation	366	0	35	0
Retiree Health Insurance	231,086	107,141	102,922	112,381
FICA	123,342	170,592	161,589	172,785
Pension Contribution	260,508	308,129	311,315	308,129
Contributory Retirement Plan	16,583	22,947	24,874	28,540
Total Personnel	\$ 2,875,336	\$ 3,567,482	\$ 3,471,583	\$ 3,695,258
Staffing Level				
<i>Full-Time</i>	<i>34.53</i>	<i>44.00</i>	<i>39.82</i>	<i>44.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.94</i>	<i>1.29</i>	<i>0.87</i>	<i>1.27</i>
Total Full-Time Equivalent (FTE)	35.47	45.29	40.69	45.27
Operations				
Training	\$ 2,662	\$ 6,900	\$ 5,795	\$ 6,200
Travel	1,166	7,350	4,800	5,800
Professional Services	585	2,000	1,000	2,000
Other Professional Service	31,358	56,500	34,300	44,500
Postage & Freight	94,332	101,250	92,550	101,250
Notice Publication	197	400	400	400
Dues & Subscriptions	748	2,160	2,175	2,410
Utilities	660,108	773,000	741,000	741,000
Water Purchased For Resale	50,079	60,000	55,000	55,000
Phones - Local	3,734	3,900	3,950	4,000
Cellular Phones	7,615	8,050	7,450	7,750
Data Processing - Software	5,537	30,780	12,000	16,100
Telecommunication Link	500	650	650	650
Shop Allocation	24,600	26,000	26,000	26,000
Vehicle Maintenance	40,808	37,500	37,500	37,500
Equipment Maintenance	183,563	309,495	287,000	312,000
Radio Maintenance	0	14,228	14,228	16,001



CITY OF BARTLETT
UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Computer Maintenance	26	4,220	0	10,000
Grounds Maintenance	3,543	4,100	4,100	4,100
Building Maintenance	16,435	23,000	28,000	29,500
Water & Sewer Line Maintenance	36,546	27,500	27,500	30,000
Waste Refuse	38,040	43,000	43,000	43,000
Bad Debt Expense	3,796	4,500	4,400	5,000
Office Supplies	5,820	8,500	5,500	8,500
Printing	19,552	22,350	18,150	22,550
Petroleum Supplies	64,530	57,000	57,000	67,000
Clothing & Uniforms	7,877	10,700	8,200	9,350
Operating Supplies	14,480	21,500	21,250	21,500
Cleaning Supplies	3,808	5,000	4,700	4,700
Chemical Supplies	107,500	110,800	110,800	110,800
Fill Sand, Dirt & Gravel	12,046	20,000	15,000	17,000
Concrete & Brick	5,301	7,000	5,500	6,000
Small Tools	478	2,900	1,900	2,400
Pipe & Materials-System Maintenance	43,932	70,000	52,000	60,000
Meters & Meter Boxes	7,727	7,000	5,000	6,000
Covid-19 Grant Expenses	913	0	300	300
Equipment Rental	0	500	500	500
Street Barricade & Equip Re	0	400	0	0
Equipment Leasing	1,268	1,440	650	800
Property Insurance	78,768	80,500	110,368	122,000
Vehicle & Equip Insurance	10,686	14,620	11,610	14,620
General Liability Insurance	20,374	21,600	15,834	21,600
Bank Charges	0	1,000	0	1,000
Credit Card Vendor Fees	73,374	70,000	95,000	95,000
Lab Testing	50,039	56,000	56,000	56,000
CSX Leases	2,412	2,500	2,500	2,500
Cash Over Or Short	4	100	0	100
Pollution Control Fees	19,994	51,200	51,200	51,200
In Lieu Of Tax Payments	590,534	580,000	583,254	580,000
Storage Fees	316	500	0	500
Sewer Service Fees	978,871	1,105,000	1,305,000	1,605,000
State Fees	1,000	1,000	1,000	1,000
Damage Claims	6,668	17,500	6,500	17,500
Miscellaneous Other Expenses	931	1,500	0	1,000
Total Operations	\$ 3,335,181	\$ 3,894,593	\$ 3,977,514	\$ 4,406,581
Transfers Out/Interdept Allocation				
Cost Sharing Allocation	\$ 0	\$ 593,534	\$ 593,534	\$ 593,534
Total Transfers Out	\$ 0	\$ 593,534	\$ 593,534	\$ 593,534
Capital				
Communications Equipment	\$ 0	\$ 1,000	\$ 0	\$ 500
Data Processing Equipment	10,565	14,710	8,710	10,800
Office Equipment	148	500	400	500
Vehicles	0	67,700	30,000	0
Other Equipment	0	15,000	2,750	2,000



CITY OF BARTLETT
UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Water/Sewer Mains & System Improvement	162,338	1,041,650	885,413	823,000
Total Capital	\$ 173,051	\$ 1,140,560	\$ 927,273	\$ 836,800
TOTAL UTILITY FUND EXPENDITURES	\$ 6,370,778	\$ 9,185,668	\$ 8,955,904	\$ 9,518,173

Utility Administration

City of Bartlett



FY 2022 Adopted

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Salaries	263,426	282,060	274,432	300,883
Benefits	144,208	141,911	142,342	144,988
Operations	1,781,639	1,979,160	2,115,609	2,463,120
Capital	137,005	135,500	125,813	132,000
Interdept Alloc	0	181,637	181,637	181,637
Total	2,326,278	2,720,268	2,839,833	3,222,628

FY 2021 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 2020 Actual	FY 2021 Forecast	FY 2022 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 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Essential OT	\$ 2,413	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR Act	8,959	0	0	0
Supervisor Salaries	61,845	61,845	61,845	65,161
Employee Wages	184,332	219,715	200,404	218,242
Overtime Wages	353	500	227	500
Part-Time	5,523	0	11,956	16,980
Vacation Pay	413	0	0	0
Sick Pay	675	0	0	0
Longevity Pay	5,743	6,062	5,196	5,611
Bonus	495	6,578	9,188	664
Employee Health Insurance	44,773	47,897	50,376	56,301
Employee Life Insurance	682	901	780	907
Worker's Compensation Insurance	468	343	336	338
Retiree Health Insurance	37,050	14,078	13,084	14,170
FICA	19,371	21,279	20,713	21,938
Pension Contribution	29,693	41,460	39,512	41,460
Contributory Retirement Plan	4,845	3,313	3,157	3,599
Total Personnel	\$ 407,633	\$ 423,971	\$ 416,774	\$ 445,871

Staffing Level

<i>Full-Time</i>	<i>6.58</i>	<i>7.00</i>	<i>6.20</i>	<i>7.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.32</i>	<i>0.00</i>	<i>0.58</i>	<i>0.73</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>6.90</i>	<i>7.00</i>	<i>6.78</i>	<i>7.73</i>

Operations

Training	\$ 0	\$ 1,000	\$ 595	\$ 1,000
Travel	0	2,000	0	1,000
Other Professional Service	0	22,000	0	10,000
Postage & Freight	93,789	100,000	91,300	100,000
Dues & Subscriptions	0	100	0	100
Phones - Local	995	1,000	1,050	1,100
Data Processing - Software	5,537	30,780	12,000	12,000
Equipment Maintenance	0	20,000	0	5,000
Computer Maintenance	26	4,220	0	10,000
Bad Debt Expense	3,796	4,500	4,400	5,000
Office Supplies	4,269	6,000	3,000	6,000
Printing	19,552	22,000	17,600	22,000
Operating Supplies	5	1,000	750	1,000
Equipment Leasing	1,268	1,440	650	800
Vehicle & Equip Insurance	0	20	10	20
General Liability Insurance	9,302	9,500	6,000	9,500
Bank Charges	0	1,000	0	1,000
Credit Card Vendor Fees	73,374	70,000	95,000	95,000
Cash Over Or Short	4	100	0	100
In Lieu Of Tax Payments	590,534	580,000	583,254	580,000
<i>Formula based on depreciated book value of assets.</i>				
Storage Fees	316	500	0	500
Sewer Service Fees	978,871	1,100,000	1,300,000	1,600,000

Based on treated sewer by City of Memphis.



**CITY OF BARTLETT
UTILITY ADMINISTRATION
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Damage Claims	0	1,000	0	1,000
Miscellaneous Other Expenses	0	1,000	0	1,000
Total Operations	\$ 1,781,639	\$ 1,979,160	\$ 2,115,609	\$ 2,463,120
Transfers Out/Interdept Allocation				
Cost Sharing Allocation	\$ 0	\$ 181,637	\$ 181,637	\$ 181,637
Total Transfers Out	\$ 0	\$ 181,637	\$ 181,637	\$ 181,637
Capital				
Communications Equipment	\$ 0	\$ 1,000	\$ 0	\$ 500
Data Processing Equipment	6,364	6,000	0	3,000
Office Equipment	148	500	400	500
Water Mains & System Improvement	130,493	128,000	125,413	128,000
Total Capital	\$ 137,005	\$ 135,500	\$ 125,813	\$ 132,000
Total Utility Administration	\$ 2,326,278	\$ 2,720,268	\$ 2,839,833	\$ 3,222,628

Water & Wastewater Services

FY 2022 Adopted

City of Bartlett



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 25,540 water meters.

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Salaries	903,615	1,093,931	1,062,543	1,129,536
Benefits	634,735	660,188	673,434	669,016
Operations	276,187	342,028	289,327	338,551
Capital	3,606	98,110	43,160	46,500
Interdept Alloc	0	152,389	152,389	152,389
Total	1,818,143	2,346,646	2,220,853	2,335,992

FY 2021 Performance Highlights

Our Tennessee-One-Call locate person processed 10,797 requests for locations in the last 12 months. This is an average of more than 445 per day; The crews maintain: 339 miles of sewer main, 7,315 sewer manholes, 29 lift stations, 385 miles of water main, 3,539 fire hydrants, 7,130 water valves, 39,570 sewer and water services, and 19 miles of forcemains.

Objective	Performance Measures	FY 2020 Actual	FY 2021 Forecast	FY 2022 Projected
Reduce wastewater system inflow and infiltration problems in order to reduce system repair costs	Cost of lift station repairs	\$22,500	\$24,300	\$25,000
Reduce maintenance cost by continuing to install the Badger Orion AMR Systems.	Cost of labor and materials repairing and installing automated read meters and transponders.	\$13,550	\$14,800	\$15,500
Maintain City's sewer and water lines, valves, manholes, and meters	Number of work tickets completed	9425	9520	9575



CITY OF BARTLETT

WATER & WASTEWATER SERVICES

FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Personnel				
Essential OT	\$ 9,614	\$ 0	\$ 0	\$ 0
Federal Mandated FFCR Act	16,467	0	0	0
Supervisor Salaries	70,377	171,453	171,453	180,873
Employee Wages	759,746	866,615	850,890	908,463
Overtime Wages	38,416	35,000	35,000	35,000
Special Hours	5,200	5,200	5,200	5,200
Part-Time	3,795	15,663	0	0
Vacation Pay	18,885	0	6,095	0
Educational Bonus	1,370	1,440	1,440	1,440
Sick Pay	325	0	0	0
Longevity Pay	22,687	28,776	28,776	31,815
Bonus	1,649	23,992	33,086	1,909
Employee Health Insurance	211,490	279,957	279,957	301,463
Employee Life Insurance	2,339	3,322	3,053	3,486
Worker's Compensation Insurance	32,892	24,392	24,384	24,571
Unemployment Compensation	366	0	35	0
Retiree Health Insurance	122,628	51,903	51,111	54,467
FICA	65,055	82,594	80,447	82,793
Pension Contribution	147,857	153,240	152,838	153,240
Contributory Retirement Plan	7,192	10,572	12,212	13,832
Total Personnel	\$ 1,538,350	\$ 1,754,119	\$ 1,735,977	\$ 1,798,552

Staffing Level

<i>Full-Time</i>	<i>19.00</i>	<i>23.00</i>	<i>20.62</i>	<i>23.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.08</i>	<i>0.75</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>19.08</i>	<i>23.75</i>	<i>20.62</i>	<i>23.00</i>

Operations

Training	\$ 1,609	\$ 1,300	\$ 600	\$ 600
Travel	1,166	1,750	1,200	1,200
Other Professional Service	15,258	18,000	18,000	18,000
Postage & Freight	9	200	200	200
Dues & Subscriptions	13	250	365	500
Utilities	9,586	13,000	11,000	11,000
Cellular Phones	2,555	2,800	2,200	2,500
Data Processing - Software	0	0	0	2,600
Shop Allocation	14,000	14,000	14,000	14,000
Vehicle Maintenance	34,312	30,000	30,000	30,000
Equipment Maintenance	11,891	12,000	10,000	12,000
Radio Maintenance	0	14,228	14,228	16,001
Building Maintenance	51	1,500	500	2,000
Water & Sewer Line Maintenance	36,546	27,500	27,500	30,000
Office Supplies	724	800	800	800
Printing	0	0	200	200
Petroleum Supplies	39,613	40,000	40,000	50,000
Clothing & Uniforms	6,150	8,500	6,000	7,150
Operating Supplies	8,717	13,000	13,000	13,000
Cleaning Supplies	1,672	1,800	1,500	1,500
Chemical Supplies	573	800	800	800



CITY OF BARTLETT
WATER & WASTEWATER SERVICES
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Fill Sand, Dirt & Gravel	12,046	20,000	15,000	17,000
Concrete & Brick	5,301	7,000	5,500	6,000
Small Tools	145	2,500	1,500	2,000
Pipe & Materials-System Maintenance	43,932	70,000	52,000	60,000
Meters & Meter Boxes	7,727	7,000	5,000	6,000
Covid-19 Grant Expenses	913	0	300	300
Street Barricade & Equip Re	0	400	0	0
Vehicle & Equip Insurance	8,208	11,000	8,000	11,000
General Liability Insurance	6,785	7,200	4,934	7,200
Damage Claims	6,668	15,000	5,000	15,000
Miscellaneous Other Expenses	16	500	0	0
Total Operations	\$ 276,187	\$ 342,028	\$ 289,327	\$ 338,551
Transfers Out/Interdept Allocation				
Cost Sharing Allocation	\$ 0	\$ 152,389	\$ 152,389	\$ 152,389
Total Transfers Out	\$ 0	\$ 152,389	\$ 152,389	\$ 152,389
Capital				
Data Processing Equipment	\$ 3,606	\$ 2,410	\$ 2,410	\$ 1,500
Vehicles	0	37,700	0	0
Other Equipment	0	13,000	750	0
Water Mains & System Improvement	0	45,000	40,000	45,000
Total Capital	\$ 3,606	\$ 98,110	\$ 43,160	\$ 46,500
Total Water & Wastewater Services	\$ 1,818,143	\$ 2,346,646	\$ 2,220,853	\$ 2,335,992

Utility Plant Operations

City of Bartlett



FY 2022 Adopted

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
<i>Revs/Recvrs</i>	8,979	8,000	10,000	10,000
Salaries	319,671	659,061	593,382	694,391
Benefits	229,064	358,999	346,413	364,402
Operations	940,337	1,187,395	1,187,568	1,205,900
Capital	3,126	573,650	455,000	355,000
Interdept Alloc	0	181,880	181,880	181,880
Total	1,483,218	2,952,984	2,754,243	2,791,573

FY 2021 Performance Highlights

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

Objective	Performance Measures	FY 2020 Actual	FY 2021 Forecast	FY 2022 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 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues				
Demand Response Program	\$ 8,979	\$ 8,000	\$ 10,000	\$ 10,000
Total Department Revenues	\$ 8,979	\$ 8,000	\$ 10,000	\$ 10,000
Personnel				
Essential OT	\$ 1,059	\$ 0	\$ 0	\$ 0
Supervisor Salaries	70,377	170,024	170,024	180,873
Employee Wages	209,551	439,037	390,952	463,518
Overtime Wages	19,213	25,000	17,360	25,000
Special Hours	7,073	11,000	6,400	11,000
Part-Time	12,399	14,000	8,646	14,000
Vacation Pay	29,391	0	0	0
Educational Bonus	180	240	480	480
Sick Pay	2,404	0	0	0
Longevity Pay	2,684	10,890	9,984	11,915
Bonus	495	9,913	13,535	913
Employee Health Insurance	64,427	155,686	144,568	164,454
Employee Life Insurance	783	1,949	1,676	2,062
Worker's Compensation Insurance	8,784	11,599	11,592	12,025
Retiree Health Insurance	41,282	30,453	28,049	32,220
FICA	22,719	49,829	43,482	50,254
Pension Contribution	54,787	81,897	86,163	81,897
Contributory Retirement Plan	1,128	6,543	6,884	8,182
Total Personnel	\$ 548,735	\$ 1,018,060	\$ 939,795	\$ 1,058,793
Staffing Level				
<i>Full-Time</i>	<i>4.95</i>	<i>10.00</i>	<i>9.00</i>	<i>10.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.54</i>	<i>0.54</i>	<i>0.29</i>	<i>0.54</i>
Total Full-Time Equivalent (FTE)	5.49	10.54	9.29	10.54
Operations				
Training	\$ 494	\$ 3,000	\$ 3,000	\$ 3,000
Travel	0	1,800	1,800	1,800
Other Professional Service	16,100	16,500	16,300	16,500
Postage & Freight	336	1,000	1,000	1,000
Notice Publication	197	300	300	300
Dues & Subscriptions	435	1,000	1,000	1,000
Utilities	495,020	580,000	550,000	550,000
Water Purchased For Resale	50,079	60,000	55,000	55,000
Phones - Local	1,430	1,600	1,600	1,600
Cellular Phones	4,847	5,000	5,000	5,000
Telecommunication Link	500	650	650	650
Shop Allocation	9,100	10,500	10,500	10,500
Vehicle Maintenance	2,215	3,500	3,500	3,500
Equipment Maintenance	139,160	232,495	232,000	250,000
Grounds Maintenance	1,475	1,500	1,500	1,500
Building Maintenance	10,003	19,000	25,000	25,000
Office Supplies	664	1,200	1,200	1,200
Printing	0	350	350	350
Petroleum Supplies	14,428	12,000	12,000	12,000



**CITY OF BARTLETT
PLANT OPERATIONS
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Clothing & Uniforms	660	800	800	800
Operating Supplies	0	1,000	1,000	1,000
Cleaning Supplies	2,042	3,000	3,000	3,000
Chemical Supplies	84,969	95,000	95,000	95,000
Property Insurance	58,605	60,000	89,868	90,000
Vehicle & Equip Insurance	1,091	1,500	1,500	1,500
General Liability Insurance	3,307	3,700	3,700	3,700
Lab Testing	22,469	25,000	25,000	25,000
CSX Leases	2,412	2,500	2,500	2,500
Pollution Control Fees	16,384	41,000	41,000	41,000
<i>Shelby County Wellhead protection, State Maintenance fee.</i>				
State Fees	1,000	1,000	1,000	1,000
Damage Claims	0	1,500	1,500	1,500
Miscellaneous Other Expenses	915	0	0	0
Total Operations	\$ 940,337	\$ 1,187,395	\$ 1,187,568	\$ 1,205,900
Transfers Out/Interdept Allocation				
Cost Sharing Allocation	\$ 0	\$ 181,880	\$ 181,880	\$ 181,880
Total Transfers Out	\$ 0	\$ 181,880	\$ 181,880	\$ 181,880
Capital				
Data Processing Equipment	\$ 284	\$ 5,000	\$ 5,000	\$ 5,000
Water Mains & System Improvement	2,842	568,650	450,000	350,000
<i>Tank Maintenance & Paint, Water Line Upgrades, Remove or paint Woodland tank.</i>				
Total Capital	\$ 3,126	\$ 573,650	\$ 455,000	\$ 355,000
Total Plant Operations	\$ 1,483,218	\$ 2,952,984	\$ 2,754,243	\$ 2,791,573

Utility

Sewer Treatment

FY 2022 Adopted

City of Bartlett



What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
<i>Revs/Recvrs</i>	3,811	2,500	4,000	4,000
Salaries	223,938	229,534	230,605	247,878
Benefits	156,680	141,798	148,432	144,164
Operations	337,018	386,010	385,010	399,010
Capital	29,313	333,300	303,300	303,300
Interdept Alloc	0	77,628	77,628	77,628
Total	743,138	1,165,770	1,140,975	1,167,980

FY 2021 Performance Highlights

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

Objective	Performance Measures	FY 2020 Actual	FY 2021 Forecast	FY 2022 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



**CITY OF BARTLETT
SEWER TREATMENT
FY 2022 Adopted Budget**



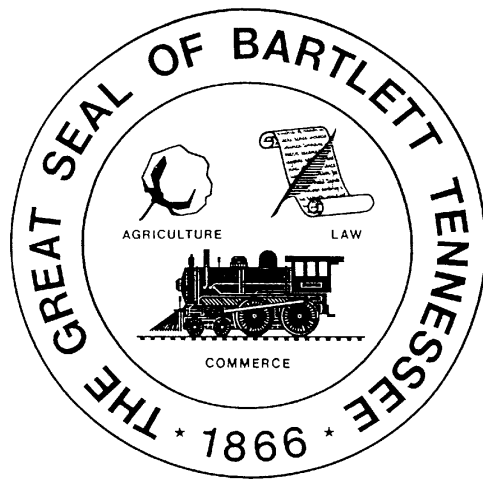
Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Department Revenues				
Demand Response Program	\$ 3,811	\$ 2,500	\$ 4,000	\$ 4,000
Total Department Revenues	\$ 3,811	\$ 2,500	\$ 4,000	\$ 4,000
Personnel				
Essential OT	\$ 1,203	\$ 0	\$ 0	\$ 0
Supervisor Salaries	79,745	81,286	81,286	87,038
Employee Wages	128,659	132,848	132,272	143,440
Overtime Wages	9,031	10,000	11,647	12,000
Special Hours	5,300	5,400	5,400	5,400
Vacation Pay	3,904	0	0	0
Educational Bonus	1,190	1,440	1,440	1,440
Sick Pay	62	0	0	0
Longevity	4,785	4,884	4,878	5,147
Bonus	330	4,332	6,016	332
Employee Health Insurance	61,473	64,154	67,770	67,772
Employee Life Insurance	581	685	636	738
Worker's Compensation Insurance	6,444	4,655	4,644	4,952
Retiree Health Insurance	30,126	10,707	10,678	11,524
FICA	16,197	16,890	16,947	17,800
Pension Contribution	28,170	31,532	32,802	31,532
Contributory Retirement Plan	3,419	2,519	2,621	2,927
Total Personnel	\$ 380,618	\$ 371,332	\$ 379,037	\$ 392,042
Staffing Level				
<i>Full-Time</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	4.00	4.00	4.00	4.00
Operations				
Training	\$ 559	\$ 1,600	\$ 1,600	\$ 1,600
Travel	0	1,800	1,800	1,800
Professional Services	585	2,000	1,000	2,000
Postage	199	50	50	50
Notice Publication	0	100	100	100
Dues & Subscriptions	300	810	810	810
Utilities	155,502	180,000	180,000	180,000
Phones - Local	1,308	1,300	1,300	1,300
Cellular Phones	213	250	250	250
Data Processing - Software	0	0	0	1,500
Shop Allocation	1,500	1,500	1,500	1,500
Vehicle Maintenance	4,281	4,000	4,000	4,000
Equipment Maintenance	32,512	45,000	45,000	45,000
Grounds Maintenance	2,068	2,600	2,600	2,600
Building Maintenance	6,380	2,500	2,500	2,500
Waste Refuse	38,040	43,000	43,000	43,000
Office Supplies	163	500	500	500
Petroleum Supplies	10,489	5,000	5,000	5,000
Clothing & Uniforms	1,067	1,400	1,400	1,400
Operating Supplies	5,758	6,500	6,500	6,500



**CITY OF BARTLETT
SEWER TREATMENT
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Cleaning Supplies	94	200	200	200
Chemical Supplies	21,958	15,000	15,000	15,000
Small Tools	332	400	400	400
Equipment Rental	0	500	500	500
Property Insurance	20,163	20,500	20,500	32,000
Vehicle & Equip Insurance	1,387	2,100	2,100	2,100
General Liability Insurance	980	1,200	1,200	1,200
Lab Testing	27,570	31,000	31,000	31,000
Pollution Control Fees	3,610	10,200	10,200	10,200
Sewer Service Fees	0	5,000	5,000	5,000
Total Operations	\$ 337,018	\$ 386,010	\$ 385,010	\$ 399,010
Transfers Out/Interdept Allocation				
Cost Sharing Allocation	\$ 0	\$ 77,628	\$ 77,628	\$ 77,628
Total Transfers Out	\$ 0	\$ 77,628	\$ 77,628	\$ 77,628
Capital				
Data Processing Equipment	\$ 310	\$ 1,300	\$ 1,300	\$ 1,300
Vehicles	0	30,000	30,000	0
Other Equipment	0	2,000	2,000	2,000
Sewer Mains & System Improvement	29,004	300,000	270,000	300,000
<i>Sewer Rehabs & sewer line upgrades.</i>				
Total Capital	\$ 29,313	\$ 333,300	\$ 303,300	\$ 303,300
Total Sewer Treatment	\$ 743,138	\$ 1,165,770	\$ 1,140,975	\$ 1,167,980



CITY OF BARTLETT

T E N N E S S E E

DEBT SERVICE FUND

The Debt Service Fund provides for the payment of principal, interest and other costs on the City's outstanding general obligation bonds.



City of Bartlett

Debt Service Fund

The Debt Service Fund provides for the payment of principal, interest and other costs on the City's outstanding obligations. The City currently have three type of obligations, general obligation bonds, utility bonds, and capital outlay notes. General Obligation Bonds and Utility Bonds are issued in a term of 20 years for capital projects and equipment that have a useful life that extends beyond the 20 years period. Capital Outlay Notes are issued in term of 5 or 7 years for vehicles and equipment that have a useful life for less than 20 years. Debt Service Fund is not a major fund.

The primary source of revenue for the Debt Service Fund is a portion (1/3) of the Local Sales Tax. For the Fiscal Year 2022, 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 \$3.5 million in general obligation bonds. The City doesn't plan to issue any capital outlay notes. Funding for sewers CIP projects will come from Utility Retained Earnings in FY 2022.

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 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
General Debt Service Revenues				
Local Sales Tax	\$ 3,476,565	\$ 3,282,250	\$ 3,650,000	\$ 3,832,500
Transfer From General Fund	3,055,000	4,555,000	4,555,000	4,555,000
Transfer From School for School Debt	1,000,000	1,000,000	1,000,000	1,000,000
Transfer From Solid Waste Fund	139,000	125,000	125,000	74,000
Transfer From CIP	461,851	525,000	362,337	90,000
Other Revenue	5,670	7,000	600	1,000
Total General Debt Service Revenues	\$ 8,138,085	\$ 9,494,250	\$ 9,692,937	\$ 9,552,500
General Debt Service Expenditures				
Paying Agent Fee	\$ 2,550	\$ 3,500	\$ 2,950	\$ 3,500
Go Bond Issuance Expense	70,070	72,000	48,000	75,000
TML Note Issuance Expense	8,653	10,000	7,200	10,000
2008A Principal	67,000	70,000	70,000	73,000
2010A Principal	735,000	745,000	745,000	390,000
2011A Principal	335,000	335,000	335,000	350,000
2012A Principal	855,000	625,000	625,000	640,000
2013A Principal	95,000	100,000	100,000	105,000
2015A Principal	200,000	205,000	205,000	205,000
2016A Principal	245,000	250,000	250,000	255,000
2017A Principal	1,605,000	1,680,000	1,680,000	1,760,000
2018A Principal	165,000	170,000	170,000	180,000
2019A Principal	0	205,000	205,000	215,000
2013B Capital Note Principal	115,000	118,000	118,000	0
2013A Capital Note Principal	196,000	0	0	0
2014 Capital Note Principal	152,000	155,000	155,000	159,000
2015 Capital Note Principal	152,000	155,000	155,000	158,000
2016 Capital Note Principal	158,000	161,000	161,000	165,000
2017 Capital Note Principal	269,000	275,000	275,000	282,000
2018 Capital Note Principal	174,000	180,000	180,000	187,000
2019 Capital Note Principal	0	317,000	317,000	327,000
2020A Capital Note Principal	0	218,000	219,000	239,000
2020B Capital Note Principal	0	0	0	330,000
2021 Capital Note Principal	0	0	0	210,334
2008A Interest	10,425	15,489	2,000	14,035
2010A Interest	59,203	42,547	42,547	28,825
2011A Interest	23,294	15,756	15,756	7,194
2012A Interest	139,263	117,063	117,063	98,088
2013A Interest	56,569	53,644	53,644	50,569
2015A Interest	194,150	190,100	190,100	186,000
2016A Interest	123,150	116,950	116,950	110,650
2017A Interest	280,775	261,650	261,650	241,775
School 2017A Interest	1,630,450	1,567,450	1,567,450	1,501,325
2018A Interest	228,325	219,950	219,950	211,200
2019A Interest	107,219	282,925	282,925	272,425
2020A Interest	0	150,000	0	0
2021A Interest	0	0	0	100,000
2013 Capital Note Interest	3,738	1,257	1,257	0
2013A Capital Note Interest	3,489	0	0	0



**CITY OF BARTLETT
GENERAL DEBT SERVICE
FY 2022 Adopted Budget**



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
2014 Capital Note Interest	8,541	5,179	5,179	1,741
2015 Capital Note Interest	11,185	8,079	8,079	4,892
2016 Capital Note Interest	14,434	11,340	11,340	8,177
2017 Capital Note Interest	36,732	30,395	30,395	23,906
2018 Capital Note Interest	44,253	38,079	38,076	31,672
2019 Capital Note Interest	34,748	71,640	71,640	61,528
2020A Capital Note Interest	0	39,456	38,153	36,511
2020B Capital Note Interest	0	0	72,671	154,350
2021 Capital Note Interest	0	0	0	47,436
Total General Debt Service Expenditure:	\$ 8,609,215	\$ 9,288,449	\$ 9,169,975	\$ 9,511,132
Net General Debt Service	\$ (471,130)	\$ 205,801	\$ 522,962	\$ 41,368
Beginning Fund Balance	\$ 3,156,605	\$ 2,685,475	\$ 2,685,475	\$ 3,208,436
Ending Fund Balance	\$ 2,685,475	\$ 2,891,276	\$ 3,208,436	\$ 3,249,804



City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - General Long-Term Debt
June 30, 2021

Fiscal Year	2021 Capital Note		2020B Capital Note		2020A Capital Note		2019 Capital Note		Series 2019 Bonds		2018 Capital Note		Series 2018 Bonds		2017 Capital Note		Series 2017 Bonds		2016 Capital Note	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2022	210,334	47,436	330,000	154,350	239,000	36,511	327,000	61,528	215,000	272,425	187,000	31,672	391,200	211,200	282,000	23,906	1,760,000	1,743,100	165,000	8,177
2023	214,000	47,590	336,000	147,789	244,000	31,611	337,000	51,104	225,000	261,425	193,000	25,041	391,950	201,950	288,000	17,265	1,850,000	1,652,850	168,000	4,947
2024	217,000	43,642	343,000	141,101	249,000	26,609	348,000	40,349	235,000	249,925	200,000	18,183	392,200	192,200	295,000	10,473	1,830,000	1,560,850	171,000	1,659
2025	222,000	39,638	350,000	134,275	254,000	21,505	359,000	29,249	245,000	237,925	207,000	11,081	391,950	181,950	302,000	3,518	1,925,000	1,466,975		
2026	226,000	35,542	357,000	127,311	260,000	16,298	370,000	17,804	260,000	225,300	214,000	3,734	391,200	171,200			2,030,000	1,368,100		
2027	230,000	31,371	364,000	120,209	265,000	10,968	382,000	5,997	275,000	211,925			389,950	159,950			2,135,000	1,263,975		
2028	234,000	27,127	371,000	112,970	270,000	5,535			290,000	197,800			393,075	148,075			2,235,000	1,154,725		
2029	239,000	22,810	378,000	105,592					300,000	183,050			390,575	135,575			2,155,000	1,044,975		
2030	243,000	18,399	386,000	98,067					315,000	167,675			393,800	123,800			2,270,000	934,350		
2031	247,000	13,914	394,000	90,384					330,000	153,200			392,800	112,800			2,375,000	830,100		
2032	251,000	9,356	401,000	82,553					345,000	139,700			391,400	101,400			2,470,000	733,200		
2033	256,000	4,725	409,000	74,574					360,000	125,600			389,600	89,600			2,570,000	632,400		
2034			417,000	66,438					375,000	110,900			392,300	77,300			2,680,000	527,400		
2035			426,000	58,135					390,000	95,600			389,500	64,500			2,785,000	418,100		
2036			434,000	49,664					405,000	79,700			391,200	51,200			2,895,000	304,500		
2037			443,000	41,025					420,000	63,200			392,300	37,300			3,020,000	186,200		
2038			452,000	32,210					440,000	46,000			392,800	22,800			3,145,000	62,900		
2039			460,000	23,226					455,000	28,100			392,700	7,700						
2040			470,000	14,066					475,000	9,500										
2041			479,000	4,718																
	<u>\$ 2,789,334</u>	<u>\$ 341,551</u>	<u>\$ 8,000,000</u>	<u>\$ 1,678,657</u>	<u>\$ 1,781,000</u>	<u>\$ 149,035</u>	<u>\$ 2,123,000</u>	<u>\$ 206,031</u>	<u>\$ 6,355,000</u>	<u>\$ 2,858,950</u>	<u>\$ 1,001,000</u>	<u>\$ 89,710</u>	<u>\$ 7,050,500</u>	<u>\$ 2,090,500</u>	<u>\$ 1,167,000</u>	<u>\$ 55,163</u>	<u>\$ 40,130,000</u>	<u>\$ 15,884,700</u>	<u>\$ 504,000</u>	<u>\$ 14,783</u>



City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - General Long-Term Debt
June 30, 2021

Fiscal Year	Series 2016 Bonds		2015 Capital Note		Series 2015 Bonds		2014 Capital Note		Series 2013 Bonds		Series 2012 Bonds		Series 2011 Bonds		Series 2010 Bonds		Series 2008 Bonds		Total	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest*	Principal	Interest
2022	255,000	110,650	158,000	4,892	205,000	186,000	159,000	1,741	105,000	50,569	640,000	98,088	350,000	7,194	390,000	28,825	73,000	3,390	6,441,534	3,081,653
2023	260,000	105,500	162,000	1,644	210,000	181,850			105,000	47,419	660,000	78,588	55,000	2,131	245,000	20,734	76,000	3,028	6,019,950	2,882,466
2024	380,000	99,100			215,000	175,450			110,000	44,194	690,000	61,788	55,000	722	60,000	16,694	80,000	2,652	5,870,200	2,685,590
2025	390,000	91,400			225,000	166,650			115,000	40,819	700,000	47,450			65,000	14,894	83,000	2,256	5,833,950	2,489,585
2026	400,000	83,500			235,000	157,450			115,000	37,369	715,000	31,969			65,000	12,944	87,000	1,844	5,725,200	2,290,364
2027	400,000	75,500			245,000	146,625			120,000	33,844	110,000	22,481			70,000	10,875	91,000	1,412	5,076,950	2,095,133
2028	415,000	67,350			255,000	134,125			125,000	30,169	115,000	19,528			70,000	8,688	95,000	962	4,868,075	1,907,053
2029	425,000	58,950			270,000	121,000			125,000	26,419	115,000	16,509			75,000	6,375	99,000	245	4,571,575	1,721,500
2030	430,000	50,400			280,000	107,250			130,000	22,431	120,000	13,200			75,000	3,891			4,642,800	1,539,462
2031	300,000	43,100			295,000	92,875			135,000	17,956	125,000	9,525			75,000	1,313			4,668,800	1,365,167
2032	305,000	37,050			310,000	77,750			140,000	13,144	125,000	5,775							4,738,400	1,199,928
2033	310,000	30,900			325,000	61,875			145,000	8,066	130,000	1,950							4,894,600	1,029,690
2034	320,000	24,600			340,000	45,250			150,000	2,719									4,674,300	854,607
2035	325,000	17,988			360,000	27,750													4,675,500	682,072
2036	330,000	11,028			375,000	9,375													4,830,200	505,466
2037	340,000	3,740																	4,615,300	331,465
2038																			4,429,800	163,910
2039																			1,307,700	59,026
2040																			945,000	23,566
2041																			479,000	4,718
	<u>\$ 5,585,000</u>	<u>\$ 910,755</u>	<u>\$ 320,000</u>	<u>\$ 6,537</u>	<u>\$ 4,145,000</u>	<u>\$ 1,691,275</u>	<u>\$ 159,000</u>	<u>\$ 1,741</u>	<u>\$ 1,620,000</u>	<u>\$ 375,116</u>	<u>\$ 4,245,000</u>	<u>\$ 406,850</u>	<u>\$ 460,000</u>	<u>\$ 10,047</u>	<u>\$ 1,190,000</u>	<u>\$ 125,231</u>	<u>\$ 684,000</u>	<u>\$ 15,789</u>	<u>\$ 89,308,834</u>	<u>\$ 26,912,420</u>

* - This is a variable rate loan. Interest rate assumed is 0.27% which was the rate for June 2020.

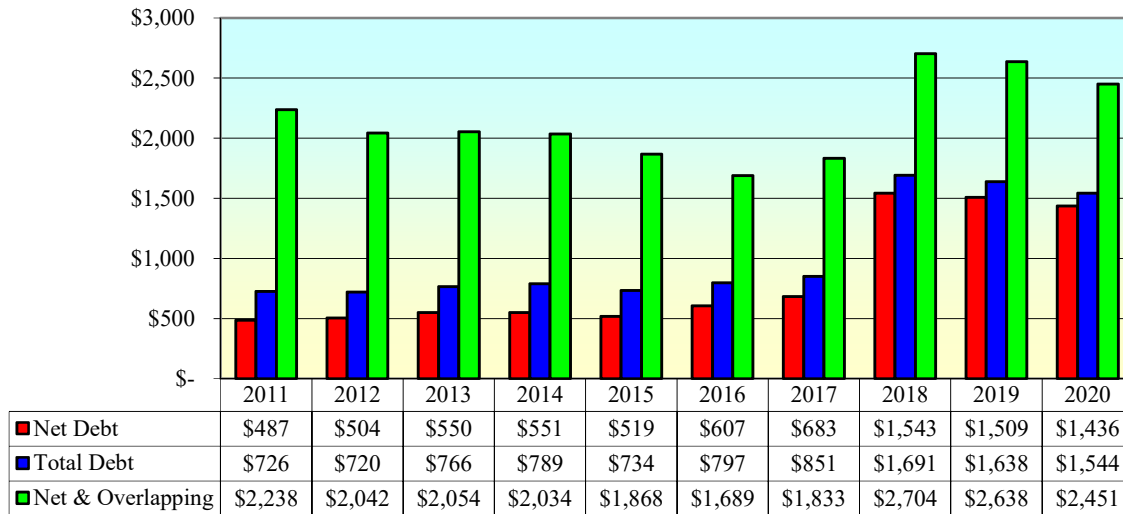


CITY OF BARTLETT ANALYSIS OF GENERAL DEBT SERVICE Last 10 Years



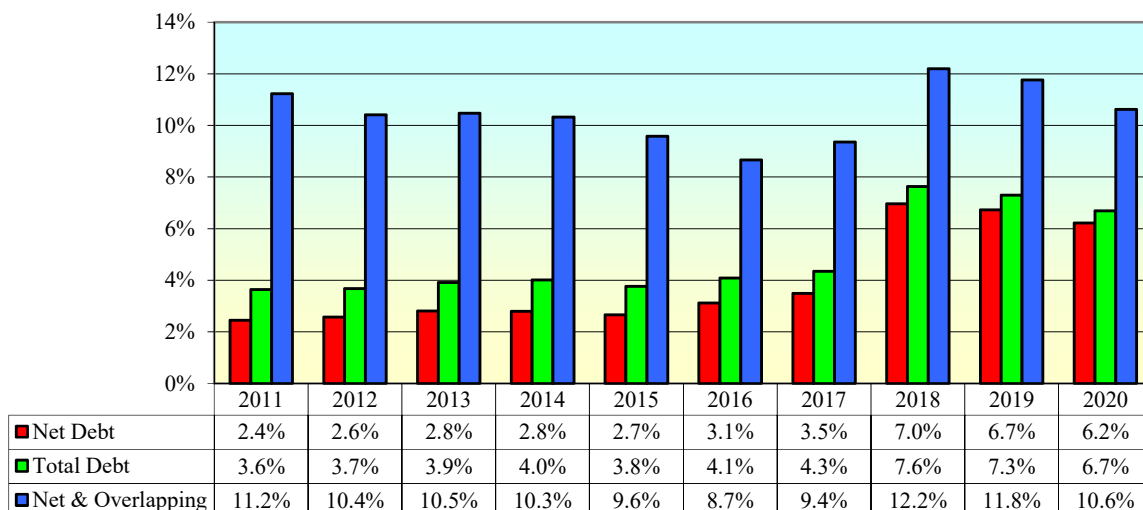
Debt per Capita (FY 2011 - FY 2020)

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, & FY18 which is not good. The City issues \$44mil G.O. bond for the Bartlett High School Renovation in FY 2018. It is better for FY 2019 and FY 2020.



Debt to Assessed Values (FY 2011 - FY 2020)

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. The City issues \$44mil G.O. bond for Bartlett City School H.S. construction is the cause of the big increase in debt to Assessed Values in FY18. Improving for FY 2019 and FY 2020.





CITY OF BARTLETT
UTILITY FUND DEBT SERVICE
FY 2022 Adopted Budget



Description	FY 2020 Actual	FY 2021 Revised	FY 2021 Projection	FY 2022 Adopted
Utility Debt Expenditures				
Paying Agent Fee	\$ 1,550	\$ 1,800	\$ 1,800	\$ 1,800
Debt Issuance Expense	(5,670)	47,000	4,100	47,000
2007B Principal	50,000	55,000	55,000	55,000
2008B Principal	50,000	52,000	52,000	54,000
2009B Principal	45,000	45,000	45,000	50,000
2010B Principal	305,000	310,000	310,000	320,000
2011B Principal	230,000	230,000	230,000	235,000
2012B Principal	240,000	250,000	250,000	260,000
2013B Principal	60,000	60,000	60,000	65,000
2007B Interest	21,578	20,091	20,091	17,809
2008B Interest	7,733	11,483	1,465	10,403
2009B Interest	20,608	19,674	19,674	18,140
2010B Interest	20,688	14,306	14,306	6,625
2011B Interest	23,979	20,913	20,913	15,675
2012B Interest	56,106	51,156	51,156	43,506
2013B Interest	34,096	32,896	32,896	31,021
Total Utility Debt Expenditures	\$ 1,160,668	\$ 1,221,319	\$ 1,168,401	\$ 1,230,979



City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - Water and Sewer Fund
June 30, 2021

Fiscal Year	Series 2013 Bonds		Series 2012 Bonds		Series 2011 Bonds		Series 2010 Bonds	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
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						
	<u>\$ 980,000</u>	<u>\$ 230,488</u>	<u>\$ 1,845,000</u>	<u>\$ 201,366</u>	<u>\$ 720,000</u>	<u>\$ 28,781</u>	<u>\$ 420,000</u>	<u>\$ 7,938</u>



City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - Water and Sewer Fund
June 30, 2021

Fiscal Year	Series 2009 Bonds		Series 2008 Bonds		Series 2007 Bonds		Total	
	Principal	Interest	Principal	Interest*	Principal	Interest	Principal	Interest
2022	50,000	18,140	54,000	1,369	55,000	17,809	1,039,000	134,145
2023	50,000	16,453	57,000	1,224	60,000	15,423	837,000	108,852
2024	50,000	14,703	59,000	1,069	60,000	12,933	744,000	88,200
2025	55,000	12,811	62,000	910	65,000	10,306	527,000	72,558
2026	55,000	10,776	64,000	742	65,000	7,544	539,000	59,365
2027	60,000	8,590	67,000	570	70,000	4,675	332,000	47,978
2028	60,000	6,250	70,000	389	75,000	1,594	345,000	38,495
2029	60,000	3,865	74,000	183			279,000	30,138
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
	<u>\$ 505,000</u>	<u>\$ 92,920</u>	<u>\$ 507,000</u>	<u>\$ 6,456</u>	<u>\$ 450,000</u>	<u>\$ 70,283</u>	<u>\$ 5,427,000</u>	<u>\$ 638,231</u>

* - This is a variable rate loan. Interest rate assumed is 0.27% which was the rate for June 2020.



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	
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
2018	8,405,111	6,092,835	2,312,276	1,065,000	240,857	1,305,857	1.77
2019	8,442,845	6,048,025	2,394,820	1,087,000	225,248	1,312,248	1.82
2020	9,896,304	5,777,130	4,119,174	980,000	196,826	1,176,826	3.50

(1) Excludes depreciation expense.

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

CITY OF BARTLETT

T E N N E S S E E

CAPITAL IMPROVEMENT PROGRAM

This section includes a summary of the five-year capital plan and project detail for each project in the 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 2022-2026 Capital Improvement budget. Sources of funds, expenditures and project start and completion dates are included. Only the FY 2022 projects were adopted while FY 2023-2026 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. We are proposing a general obligation bond issue of \$3.5 million and no capital note for FY 2022 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 2022 are the Old Brownsville West road project and Fletcher Creek Sewer Basin. The City will re-build Old Brownsville Road from Kirby Whitten to Austin Peay Highway, funded 80/20 through the surface transportation fund and started in 2005. We will study the Fletcher Creek Sewer basin to provide sewer storage tanks.

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. Since we are in the middle of the pandemic, most all of the approved projects are the maintenance type projects thus there is no impact on the operating budget.



CITY OF BARTLETT
FY 2022-2026 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION



	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
<u>Revenues</u>						
<u>Source of Funds</u>						
G.O. Bonds	\$ 3,488,500	\$ 5,312,000	\$ 6,556,500	\$ 4,286,000	\$ 4,496,000	\$ 24,139,000
Capital Note	0	1,319,000	1,470,000	1,259,000	1,225,000	5,273,000
FD311 Interest	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
Grant Funds	485,000	350,000	500,000	300,000	500,000	2,135,000
TDOT 80% match	3,354,000	200,000	5,246,000	760,000	0	9,560,000
Utility Bonds	0	1,600,000	1,500,000	0	0	3,100,000
Utility Retained Earnings	280,000	900,000	450,000	400,000	400,000	2,430,000
FD312 Transfers-unspent projects	0	0	0	0	0	0
FD312 Use of Fund Balance	0	0	0	0	0	0
Total Revenues	\$ 7,757,500	\$ 9,681,000	\$ 15,722,500	\$ 7,005,000	\$ 6,621,000	\$ 46,787,000
<u>Expenditures</u>						
<u>G.O. Bond/Other Funded</u>						
Administrative	\$ 0	\$ 0	\$ 30,000	\$ 0	\$ 0	\$ 30,000
Public Safety	405,000	1,595,000	815,000	815,000	815,000	4,445,000
Public Works	0	500,000	500,000	500,000	500,000	2,000,000
Engineering	6,842,500	4,130,000	10,437,500	4,830,000	3,880,000	30,120,000
Parks & Recreation/BPACC	230,000	956,000	1,990,000	460,000	1,026,000	4,662,000
Total G.O. Bond/Other Funded	\$ 7,477,500	\$ 7,181,000	\$ 13,772,500	\$ 6,605,000	\$ 6,221,000	\$ 41,257,000
<u>Utility Bond/Other Funded</u>						
Water	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Sewer	280,000	2,500,000	1,950,000	400,000	400,000	5,530,000
Total Utility Bond/Other Funded	\$ 280,000	\$ 2,500,000	\$ 1,950,000	\$ 400,000	\$ 400,000	\$ 5,530,000
Total Expenditures	\$ 7,757,500	\$ 9,681,000	\$ 15,722,500	\$ 7,005,000	\$ 6,621,000	\$ 46,787,000



CITY OF BARTLETT
FY 2022-2026 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY CATEGORY



	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
GENERAL FUND						
Source of Funds						
G.O. Bonds	\$ 3,488,500	\$ 5,312,000	\$ 6,556,500	\$ 4,286,000	\$ 4,496,000	\$ 24,139,000
Capital Note	0	1,319,000	1,470,000	1,259,000	1,225,000	5,273,000
FD311 Interest	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
Grant Funds	485,000	350,000	500,000	300,000	500,000	2,135,000
TDOT 80% match	3,354,000	200,000	5,246,000	760,000	0	9,560,000
Total Source	\$ 7,477,500	\$ 7,181,000	\$ 13,772,500	\$ 6,605,000	\$ 6,221,000	\$ 41,257,000
Project Costs						
Land/Right of Way	\$ 0	\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 50,000
Design/Engineering	1,022,500	345,000	450,000	140,000	200,000	2,157,500
Construction	6,050,000	4,529,000	11,911,500	5,180,000	4,770,000	32,440,500
Equipment/Furnishings	405,000	2,257,000	1,401,000	1,285,000	1,251,000	6,599,000
Other	0	0	10,000	0	0	10,000
Total Project Costs	\$ 7,477,500	\$ 7,181,000	\$ 13,772,500	\$ 6,605,000	\$ 6,221,000	\$ 41,257,000
UTILITY FUND						
Source of Funds						
Utility Bonds	\$ 0	\$ 1,600,000	\$ 1,500,000	\$ 0	\$ 0	\$ 3,100,000
Utility Retained Earnings	280,000	900,000	450,000	400,000	400,000	2,430,000
FD312 Transfers-unspent projects	0	0	0	0	0	0
FD312 Use of Fund Balance	0	0	0	0	0	0
Total Source	\$ 280,000	\$ 2,500,000	\$ 1,950,000	\$ 400,000	\$ 400,000	\$ 5,530,000
Project Costs						
Land/Right of Way	\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 50,000
Design/Engineering	230,000	100,000	50,000	0	0	380,000
Construction	0	2,400,000	1,900,000	400,000	400,000	5,100,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 280,000	\$ 2,500,000	\$ 1,950,000	\$ 400,000	\$ 400,000	\$ 5,530,000
TOTAL CIP COSTS	\$ 7,757,500	\$ 9,681,000	\$ 15,722,500	\$ 7,005,000	\$ 6,621,000	\$ 46,787,000



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2022 - FY 2026

PROJECT	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
<u>FUNDING SOURCES</u>						
General Obligation Bonds	\$ 3,488,500	\$ 5,312,000	\$ 6,556,500	\$ 4,286,000	\$ 4,496,000	\$ 24,139,000
Capital Note	0	1,319,000	1,470,000	1,259,000	1,225,000	5,273,000
Transfer In from Park Imp. Fund	150,000	0	0	0	0	150,000
Grant Funds	485,000	350,000	500,000	300,000	500,000	2,135,000
TDOT 80% match	3,354,000	200,000	5,246,000	760,000	0	9,560,000
Utility Bonds	0	1,600,000	1,500,000	0	0	3,100,000
Utility Retained Earnings	280,000	900,000	450,000	400,000	400,000	2,430,000
Total Funding Sources	\$ 7,757,500	\$ 9,681,000	\$ 15,722,500	\$ 7,005,000	\$ 6,621,000	\$ 46,787,000
<u>PROJECT COST</u>						
<u>Administrative</u>						
Vehicles & Equipment	\$ 0	\$ 0	\$ 30,000	\$ 0	\$ 0	\$ 30,000
Total Administrative	\$ 0	\$ 0	\$ 30,000	\$ 0	\$ 0	\$ 30,000
<u>Police</u>						
Police Vehicles & Equipment	\$ 405,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 2,145,000
Justice Center Maintenance	0	120,000	120,000	120,000	120,000	480,000
Total Police	\$ 405,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 2,625,000
<u>Fire</u>						
Fire Vehicles	\$ 0	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 160,000
Fire Ambulances	0	0	220,000	220,000	220,000	660,000
Fire Truck	0	1,000,000	0	0	0	1,000,000
Total Fire	\$ 0	\$ 1,040,000	\$ 260,000	\$ 260,000	\$ 260,000	\$ 1,820,000
<u>Public Works</u>						
Public Works Vehicles & Equip	\$ 0	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,000,000
Total Public Works	\$ 0	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,000,000
<u>Engineering</u>						
Engineering Vehicle	\$ 0	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2022 - FY 2026

PROJECT	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
City Wide Overlay	2,250,000	3,000,000	3,000,000	3,000,000	3,000,000	14,250,000
STP Overlay of Elmore, St. Elmo, & Brunswick Roads	54,000	0	346,000	0	0	400,000
TDOT-STP Overlay of Elmore, St. Elmo, & Brunswick Roads	216,000	0	1,384,000	0	0	1,600,000
Signal Pole Replacement	0	450,000	450,000	450,000	450,000	1,800,000
ADA Transition	20,000	0	190,000	190,000	0	400,000
TDOT-ADA Transition	80,000	0	760,000	760,000	0	1,600,000
Old Brownsville West	640,000	0	0	0	0	640,000
TDOT-Old Brownsville West	2,560,000	0	0	0	0	2,560,000
STP Overlay of Elmore Park Road, Old Brownsville	124,500	0	725,500	0	0	850,000
TDOT-STP Overlay of Elmore Park Road, Old Brownsville	498,000	0	2,902,000	0	0	3,400,000
Fletcher Creek Greenway Ph4	0	50,000	50,000	0	0	100,000
Fletcher Creek Ph4 TDOT	0	200,000	200,000	0	0	400,000
Various Drainage Projects	400,000	400,000	400,000	400,000	400,000	2,000,000
Total Engineering	\$ 6,842,500	\$ 4,130,000	\$ 10,437,500	\$ 4,830,000	\$ 3,880,000	\$ 30,120,000
<u>Parks</u>						
Parks Vehicles & Equipment	\$ 0	\$ 121,000	\$ 52,000	\$ 0	\$ 0	\$ 173,000
Recreation Ctr Equipment/Repairs	0	193,000	163,000	34,000	0	390,000
Singleton CC Equipment/Repairs	0	80,000	75,000	0	0	155,000
Senior Center Equipment/Repairs	0	48,000	40,000	26,000	26,000	140,000
Parks Maintenances	0	64,000	650,000	0	0	714,000
Transfer In from Park Imp. Fund	150,000	0	0	0	0	150,000
Grant Fund Parks Maintenances	80,000	0	0	0	0	80,000
Parks Restroom Renovations-ADA	0	100,000	0	100,000	0	200,000
Grant Fund Parks Restroom Renovation-ADA	0	350,000	0	300,000	0	650,000
W.J. Freeman Park	0	0	510,000	0	500,000	1,010,000
Grant Fund W.J. Freeman Park	0	0	500,000	0	500,000	1,000,000
Total Parks	\$ 230,000	\$ 956,000	\$ 1,990,000	\$ 460,000	\$ 1,026,000	\$ 4,662,000



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2022 - FY 2026

PROJECT	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
<u>Sewers</u>						
Sewers in Annexation Area	\$ 0	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000
Fletcher Creek Sewer Basin	100,000	0	0	0	0	100,000
Hatch Lane Eagle's Nest Sewer	150,000	1,600,000	1,500,000	0	0	3,250,000
Westbrook Sewer Extension	30,000	500,000	0	0	0	530,000
Upgrade Sewage Plant #2	0	0	50,000	0	0	50,000
Total Sewers	\$ 280,000	\$ 2,500,000	\$ 1,950,000	\$ 400,000	\$ 400,000	\$ 5,530,000
TOTAL CIP	\$ 7,757,500	\$ 9,681,000	\$ 15,722,500	\$ 7,005,000	\$ 6,621,000	\$ 46,787,000



ADMINISTRATIVE SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2022 - FY 2026

PROJECT	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
<u>Administrative</u>						
Vehicles & Equipment	\$ 0	\$ 0	\$ 30,000	\$ 0	\$ 0	\$ 30,000
Total Administrative	\$ 0	\$ 0	\$ 30,000	\$ 0	\$ 0	\$ 30,000
<u>Source of Funds</u>						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	0	30,000	0	0	30,000
FD311 Interest	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 0	\$ 0	\$ 30,000	\$ 0	\$ 0	\$ 30,000
<u>Project Costs</u>						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	0	0	30,000	0	0	30,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 0	\$ 30,000	\$ 0	\$ 0	\$ 30,000

ADMINISTRATIVE

BARTLETT CAPITAL IMPROVEMENT PROGRAM

Project No.: 10624

FY 2022 - FY 2026

Project Name: Vehicles and Equipment

Project Description

Replace 1 vehicle.

Project Schedule

Start

Finish

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

N/A

N/A

Equipment/Furnishings

07/23

06/24

Total Project

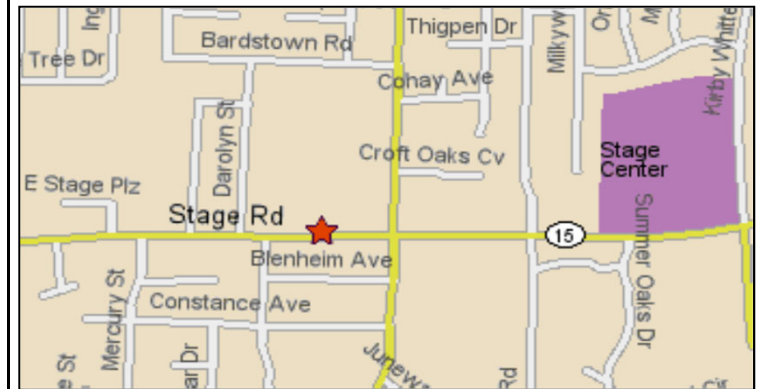
07/23

06/24

Location

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

Location Map



Impact on Operating Budget

FY 2022

FY 2023

FY 2024

Personnel

\$

0

\$

0

\$

0

Operations

0

2,600

2,600

Capital

0

0

0

Total Costs on Oper. Budget

\$

0

\$

2,600

\$

2,600

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

Source of Funds

FY 2022

FY 2023

FY 2024

FY 2025

FY 2026

TOTAL

G.O. Bonds

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Capital Note

0

0

30,000

0

0

30,000

FD311 Transfers-unspent projects

0

0

0

0

0

0

TDOT 80% match

0

0

0

0

0

0

Total Source

\$

0

\$

0

\$

30,000

\$

0

\$

0

\$

30,000

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

30,000

0

0

30,000

Other

0

0

0

0

0

0

Total Project Costs

\$

0

\$

30,000

\$

0

\$

0

\$

0

\$

30,000



PUBLIC SAFETY SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2022 - FY 2026

PROJECT	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
<u>Police</u>						
Police Vehicles & Equipment	\$ 405,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 2,145,000
Justice Center Maintenance	0	120,000	120,000	120,000	120,000	480,000
Total Police	\$ 405,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 2,625,000
<u>Fire</u>						
Fire Vehicles	\$ 0	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 160,000
Fire Ambulances	0	0	220,000	220,000	220,000	660,000
Fire Truck	0	1,000,000	0	0	0	1,000,000
Total Fire	\$ 0	\$ 1,040,000	\$ 260,000	\$ 260,000	\$ 260,000	\$ 1,820,000
<u>Source of Funds</u>						
G.O. Bonds	\$ 0	\$ 1,120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 1,480,000
Capital Note	0	475,000	695,000	695,000	695,000	2,560,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Grant Funds	405,000	0	0	0	0	405,000
Total Source	\$ 405,000	\$ 1,595,000	\$ 815,000	\$ 815,000	\$ 815,000	\$ 4,445,000
<u>Project Costs</u>						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	120,000	120,000	120,000	120,000	480,000
Equipment/Furnishings	405,000	1,475,000	695,000	695,000	695,000	3,965,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 405,000	\$ 1,595,000	\$ 815,000	\$ 815,000	\$ 815,000	\$ 4,445,000

Department: POLICE**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

FY 2022 - FY 2026

Project No.: 20322**Project Name: Police Vehicles & Equipment****Project Description**

Mobile Digital Computers (Hardware Equipment to support Police/Fire, CAD/RMS upgrade) \$230,000. Wireless Network Routers for Police/Fire Vehicles (Hardware Equipment to support CAD/RMS/Mapping and MDC connectivity) \$175,000. **Total Project Cost: \$405,000.**

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

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Utility Relocation

N/A

N/A

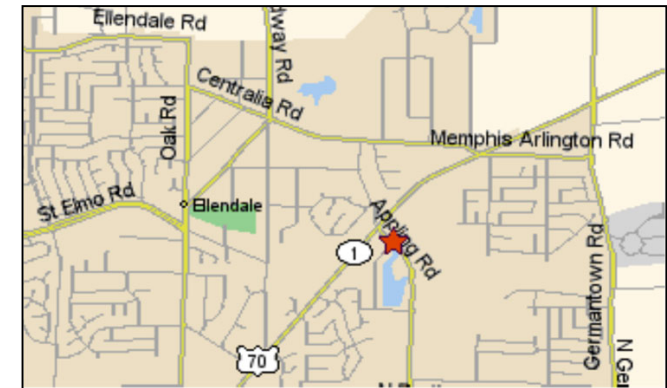
Equipment/Furnishings

07/21

06/26

Total Project**07/21****06/26****Location**

3730 Appling Rd.

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

Personnel

\$

0

\$

0

\$

0

Operations

0

45,000

46,000

Capital

0

0

0

Total Impact Oper. Budget

\$

0

\$

45,000

\$

46,000**Future Years and explanations:** \$30,000 petroleum & 17,000 repairs/maintenance per year.**Source of Funds****FY 2022****FY 2023****FY 2024****FY 2025****FY 2026****TOTAL**

G.O. Bonds

\$

0

\$

0

\$

0

\$

0

\$

0

Capital Note

0

435,000

435,000

435,000

435,000

1,740,000

FD311 Transfers-unspent projects

0

0

0

0

0

0

TDOT 80% match

0

0

0

0

0

0

Grant Funds

405,000

0

0

0

0

405,000**Total Source**

\$

405,000

\$

435,000

\$

435,000

\$

435,000

\$

435,000

\$

2,145,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Construction

0

0

0

0

0

0

Equipment/Furnishings

405,000

435,000

435,000

435,000

435,000

2,145,000

Other

0

0

0

0

0

0

Total Project Costs

\$

405,000

\$

435,000

\$

435,000

\$

435,000

\$

435,000

\$

2,145,000

Department: POLICE**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

FY 2022 - FY 2026

Project No.: 20523Project Name: Justice Center Maintenance**Project Description**

None for FY22.

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

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

07/22

06/26

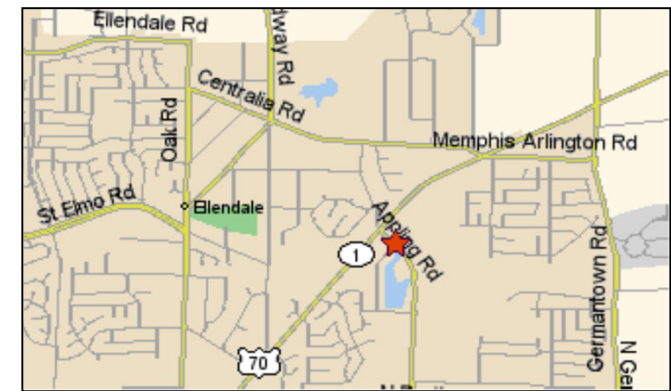
Equipment/Furnishings

N/A

N/A

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

3730 Appling Rd.

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

Personnel

\$

0

\$

0

\$

0

Operations

0

0

0

Capital

0

0

0

Total Impact Oper. Budget

\$

0

\$

0

\$

0**Source of Funds****FY 2022****FY 2023****FY 2024****FY 2025****FY 2026****TOTAL**

G.O. Bonds

\$

0

\$

120,000

\$

120,000

\$

120,000

\$

120,000

\$

480,000

Capital Note

0

0

0

0

0

0

FD311 Transfers-unspent projects

0

0

0

0

0

0

TDOT 80% match

0

0

0

0

0

0

Grant Funds

0

0

0

0

0

0

Total Source

\$

0

\$

120,000

\$

120,000

\$

120,000

\$

120,000

\$

480,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Construction

0

120,000

120,000

120,000

120,000

480,000

Equipment/Furnishings

0

0

0

0

0

0

Other

0

0

0

0

0

0

Total Project Costs

\$

0

\$

120,000

\$

120,000

\$

120,000

\$

120,000

\$

480,000

Department: FIRE**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2022 - FY 2026****Project No.: 25723****Project Name: Fire Vehicles****Project Description**

2023-2025 Replace aging Staff Vehicles.

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

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

N/A

N/A

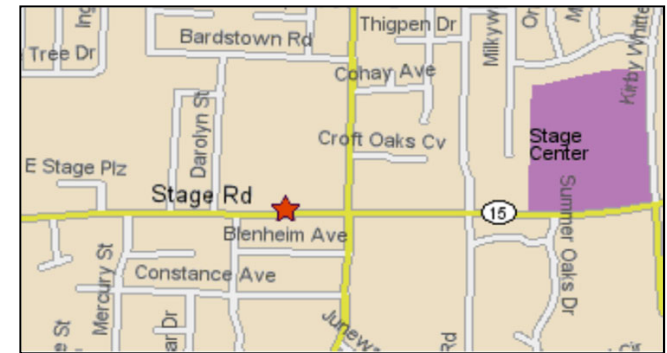
Equipment/Furnishings

07/22

06/26

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

2939 Altruria Rd, Bartlett, TN 38134

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

Personnel

\$

0

\$

0

\$

0

Operations

0

3,500

3,500

Capital

0

0

0

Total Impact Oper. Budget

\$

0

\$

3,500

\$

3,500**Future Years and explanations:** \$3,000 petroleum & \$500 repairs/maintenance per year.**FY 2022****FY 2023****FY 2024****FY 2025****FY 2026****TOTAL****Source of Funds**

G.O. Bonds

\$

0

\$

0

\$

0

\$

0

\$

0

Capital Note

0

40,000

40,000

40,000

40,000

160,000

FD311 Transfers-unspent projects

0

0

0

0

0

0

TDOT 80% match

0

0

0

0

0

0

Grant Funds

0

0

0

0

0

0

Total Source

\$

0

\$

40,000

\$

40,000

\$

40,000

\$

40,000

\$

160,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Construction

0

0

0

0

0

0

Equipment/Furnishings

0

40,000

40,000

40,000

40,000

160,000

Other

0

0

0

0

0

0

Total Project Costs

\$

0

\$

40,000

\$

40,000

\$

40,000

\$

40,000

\$

160,000

Department: FIRE**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2022 - FY 2026****Project No.: 25624****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

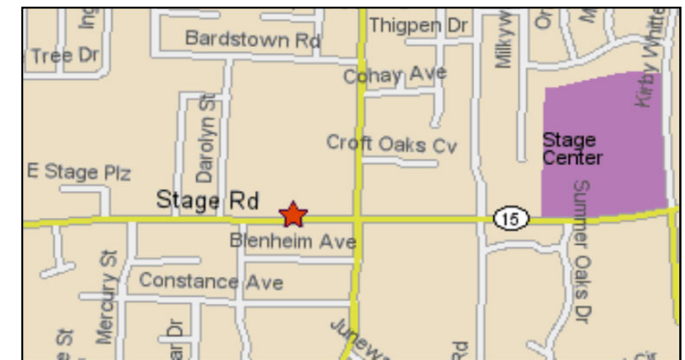
N/A

N/A

Equipment/Furnishings

07/21

06/25

Total Project**07/21****06/25****Location****Location Map****Impact on Operating Budget****FY 2022****FY 2023****FY 2024**

Personnel

\$ 0 \$ 0 \$ 0

Operations

0 0 7,500

Capital

0 0 0

Total Impact Oper. Budget**\$ 0 \$ 0 \$ 7,500****Future Years and explanations:** Petroleum & repairs/maintenance cost is around 8,000/year.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	0	220,000	220,000	220,000	660,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Grant Funds	0	0	0	0	0	0
Total Source	\$ 0	\$ 0	\$ 220,000	\$ 220,000	\$ 220,000	\$ 660,000
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	220,000	220,000	220,000	660,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 0	\$ 220,000	\$ 220,000	\$ 220,000	\$ 660,000

Department: FIRE**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2022 - FY 2026****Project No.: 25223****Project Name: Fire Truck 2023****Project Description**

Replace Ladder Truck Platform 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 1, 2939 Altruria Rd., Bartlett, TN 38134

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

Personnel

\$ 0

\$ 0

\$ 0

Operations

0

25,000

25,000

Capital

0

0

0

Total Impact Oper. Budget**\$ 0****\$ 25,000****\$ 25,000****Future Years and explanations:** \$17,000 petroleum & \$8,000 repairs/maintenance per year.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 1,000,000	\$ 0	\$ 0	\$ 0	\$ 1,000,000
Capital Note	0	0	0	0	0	0
FD311 Transfers-unspent projects	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Grant Funds	0	0	0	0	0	0
Total Source	\$ 0	\$ 1,000,000	\$ 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	0	0	0	0	0	0
Equipment/Furnishings	0	1,000,000	0	0	0	1,000,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 1,000,000	\$ 0	\$ 0	\$ 0	\$ 1,000,000



PUBLIC WORKS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2022 - FY 2026

PROJECT	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Public Works						
Public Works Vehicles & Equip	\$ 0	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,000,000
Total Public Works	\$ 0	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,000,000
Engineering						
Engineering Vehicle	\$ 0	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000
City Wide Overlay	2,250,000	3,000,000	3,000,000	3,000,000	3,000,000	14,250,000
STP Overlay of Elmore, St. Elmo, &	270,000	0	1,730,000	0	0	2,000,000
Signal Pole Replacement	0	450,000	450,000	450,000	450,000	1,800,000
ADA Transition	100,000	0	950,000	950,000	0	2,000,000
Old Brownsville West	3,200,000	0	0	0	0	3,200,000
STP Overlay of Elmore Park Road,	622,500	0	3,627,500	0	0	4,250,000
Fletcher Creek Greenway Ph4	0	250,000	250,000	0	0	500,000
Various Drainage Projects	400,000	400,000	400,000	400,000	400,000	2,000,000
Total Engineering	\$ 6,842,500	\$ 4,130,000	\$ 10,437,500	\$ 4,830,000	\$ 3,880,000	\$ 30,120,000
Source of Funds						
G.O. Bonds	\$ 3,488,500	\$ 3,900,000	\$ 5,161,500	\$ 4,040,000	\$ 3,850,000	\$ 20,440,000
Capital Note	0	530,000	530,000	530,000	530,000	2,120,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	3,354,000	200,000	5,246,000	760,000	0	\$ 9,560,000
Total Source	\$ 6,842,500	\$ 4,630,000	\$ 10,937,500	\$ 5,330,000	\$ 4,380,000	\$ 32,120,000
Project Costs						
Land/Right of Way	\$ 0	\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 50,000
Design/Engineering	992,500	300,000	350,000	100,000	100,000	1,842,500
Utility Relocation	0	0	0	0	0	0
Construction	5,850,000	3,750,000	10,057,500	4,700,000	3,750,000	28,107,500
Landscaping	0	0	0	0	0	0
Equipment/Furnishings	0	530,000	530,000	530,000	530,000	2,120,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 6,842,500	\$ 4,630,000	\$ 10,937,500	\$ 5,330,000	\$ 4,380,000	\$ 32,120,000

<u>Department:</u> PUBLIC WORKS		BARTLETT CAPITAL IMPROVEMENT PROGRAM	
		FY 2022 - FY 2026	
<u>Project No.:</u> 30723			
<u>Project Name:</u> Public Works Vehicles & Equipment			

<u>Department:</u> PUBLIC WORKS		BARTLETT CAPITAL IMPROVEMENT PROGRAM	
		FY 2022 - FY 2026	
<u>Project No.:</u> 30723			
<u>Project Name:</u> Public Works Vehicles & Equipment			

<u>Department:</u> PUBLIC WORKS		BARTLETT CAPITAL IMPROVEMENT PROGRAM	
		FY 2022 - FY 2026	
<u>Project No.:</u> 30723			
<u>Project Name:</u> Public Works Vehicles & Equipment			

<u>Department:</u> PUBLIC WORKS		BARTLETT CAPITAL IMPROVEMENT PROGRAM	
		FY 2022 - FY 2026	
<u>Project No.:</u> 30723			
<u>Project Name:</u> Public Works Vehicles & Equipment			

<u>Department:</u> PUBLIC WORKS		BARTLETT CAPITAL IMPROVEMENT PROGRAM	
		FY 2022 - FY 2026	
<u>Project No.:</u> 30723			
<u>Project Name:</u> Public Works Vehicles & Equipment			

<u>Project Description</u> None for 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		07/19	06/23
	Total Project		07/19	06/23

<u>Location</u> Public Works buildings around the City.				<u>Location Map</u> At various locations throughout the City.			
<u>Impact on Operating Budget</u>							
	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>				
Personnel	\$ 0	\$ 0	\$ 0				
Operations	0	54,000	54,000				
Capital	0	0	0				
Total Impact Oper. Budget	<u>\$ 0</u>	<u>\$ 54,000</u>	<u>\$ 54,000</u>				
<u>Future Years and explanations:</u> \$37,000 petroleum & 19,000 repairs/maintenance per year.							

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
<u>Source of Funds</u>						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	500,000	500,000	500,000	500,000	2,000,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 0	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,000,000
<u>Project Costs</u>						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	0	500,000	500,000	500,000	500,000	2,000,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,000,000

Department: ENGINEERING**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 42023****FY 2022 - FY 2026****Project Name: Engineering Vehicle****Project Description**

No Vehicle for FY22.

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

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

N/A

N/A

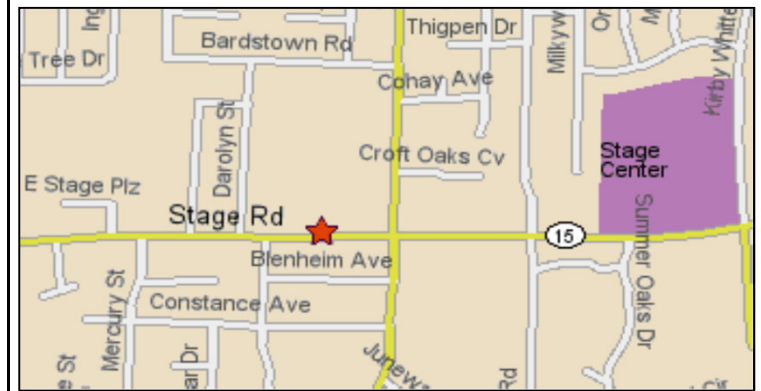
Equipment/Furnishings

07/19

06/23

Total Project**07/21****10/21****Location**

6382 Stage Road, Bartlett.

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

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.**Source of Funds****FY 2022****FY 2023****FY 2024****FY 2025****FY 2026****TOTAL**

G.O. Bonds \$ 0 \$ 0 \$ 0 \$ 0 \$ 0 \$ 0

Capital Note 0 30,000 30,000 30,000 30,000 120,000

FD311 Transfers-unspent projects 0 0 0 0 0 0

FD311 Use of Fund Balance 0 0 0 0 0 0

TDOT 80% match 0 0 0 0 0 0

Total Source \$ 0 \$ 30,000 \$ 30,000 \$ 30,000 \$ 30,000 \$ 120,000**Project Costs**

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

Design/Engineering 0 0 0 0 0 0

Construction 0 0 0 0 0 0

Equipment/Furnishings 0 30,000 30,000 30,000 30,000 120,000

Other 0 0 0 0 0 0

Total Project Costs \$ 0 \$ 30,000 \$ 30,000 \$ 30,000 \$ 30,000 \$ 120,000

Department: ENGINEERING**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2022 - FY 2026****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

07/21

06/22

Equipment/Furnishings

N/A

N/A

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

All over the city.

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

Personnel

\$

0

\$

0

\$

0

Operations

0

0

0

Capital

0

0

0

Total Impact Oper. Budget

\$

0

\$

0

\$

0**Future Years and explanations:** No impact on the operating budget.**Source of Funds****FY 2022****FY 2023****FY 2024****FY 2025****FY 2026****TOTAL**

G.O. Bonds

\$

2,250,000

\$

3,000,000

\$

3,000,000

\$

3,000,000

\$

3,000,000

\$

14,250,000

Capital Note

0

0

0

0

0

0

FD311 Transfers-unspent projects

0

0

0

0

0

0

FD311 Use of Fund Balance

0

0

0

0

0

0

TDOT 80% match

0

0

0

0

0

0

Total Source

\$

2,250,000

\$

3,000,000

\$

3,000,000

\$

3,000,000

\$

3,000,000

\$

14,250,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Construction

2,250,000

3,000,000

3,000,000

3,000,000

3,000,000

14,250,000

Equipment/Furnishings

0

0

0

0

0

0

Other

0

0

0

0

0

0

Total Project Costs

\$

2,250,000

\$

3,000,000

\$

3,000,000

\$

3,000,000

\$

3,000,000

\$

14,250,000

Department: ENGINEERING**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 458****FY 2022 - FY 2026****Project Name: STP Asphalt Overlay of Elmore Road, Elmore Park, & Brunswick Roads****Project Description**

Use STP 2023 Funds for the Asphalt Overlay of Elmore Road, Elmore Park, & Brunswick Roads

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

Land/Right of Way

N/A

N/A

Design/Engineering

08/21

08/23

Utility Relocation

NA

NA

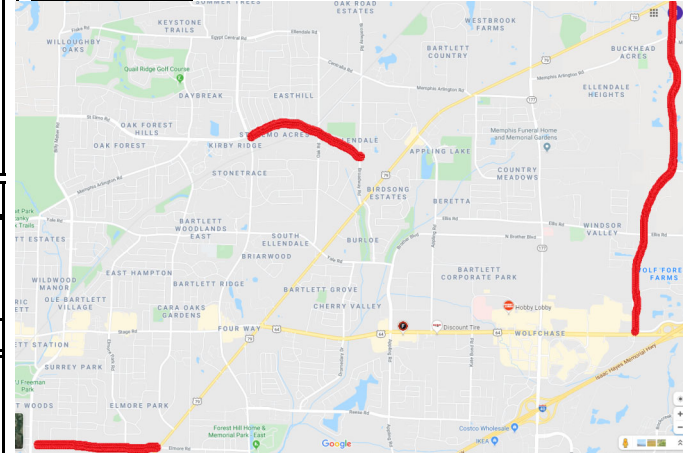
Construction

08/23

12/25

Total Project**08/21****12/25****Location**

Elmore Road Between US 70 and Bartlett Boulevard, St. Elmo between Broadway and Oak Road, and Brunswick Road between US 64 and US 70.

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

Personnel

\$ 0

\$ 0

\$ 0

Operations

0

0

0

Capital

0

0

0

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

G.O. Bonds

\$ 54,000

\$ 0

\$ 346,000

\$ 0

\$ 0

\$ 400,000

Capital Note

0

0

0

0

0

0

FD311 Transfers-unspent projects

0

0

0

0

0

0

FD311 Use of Fund Balance

0

0

0

0

0

0

TDOT 80% match

\$ 216,000

0

1,384,000

0

0

1,384,000

Total Source**\$ 270,000****\$ 0****\$ 1,730,000****\$ 0****\$ 0****\$ 1,784,000****Project Costs**

Land/Right of Way

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

Design/Engineering

270,000

0

0

0

0

270,000

Construction

0

0

1,730,000

0

0

1,730,000

Equipment/Furnishings

0

0

0

0

0

0

Other

0

0

0

0

0

0

Total Project Costs**\$ 270,000****\$ 0****\$ 1,730,000****\$ 0****\$ 0****\$ 2,000,000**

Department: ENGINEERING**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2022 - FY 2026****Project No.: 459****Project Name: Annual Signal Pole Replacement****Project Description**

These projects involve replacing a Traffic Signal Pole each year to the new mast arm style.
Construction for this work is being paid out of State Street Aid (121.48121.979) FY21 Design and CEI
\$ are for Bartlett Blvd/Ivanhoe

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

Land/Right of Way

N/A

N/A

Design/Engineering

07/21

07/26

Construction

07/21

06/26

Equipment/Furnishings

N/A

N/A

Total Project**07/21****07/26****Location**

Various locations around the city.

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

Personnel \$ 0 \$ 0 \$ 0

Operations 0 0 0

Capital 0 0 0

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

G.O. Bonds \$ 0 \$ 450,000 \$ 450,000 \$ 450,000 \$ 450,000 \$ 1,800,000

Capital Note 0 0 0 0 0 0

FD311 Transfers-unspent projects 0 0 0 0 0 0

FD311 Use of Fund Balance 0 0 0 0 0 0

TDOT 80% match 0 0 0 0 0 0

Total Source **\$ 0** **\$ 450,000** **\$ 450,000** **\$ 450,000** **\$ 450,000** **\$ 1,800,000****Project Costs**

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

Design/Engineering 0 100,000 100,000 100,000 100,000 400,000

Construction 0 350,000 350,000 350,000 350,000 1,400,000

Equipment/Furnishings 0 0 0 0 0 0

Other 0 0 0 0 0 0

Total Project Costs **\$ 0** **\$ 450,000** **\$ 450,000** **\$ 450,000** **\$ 450,000** **\$ 1,800,000**

Department: ENGINEERING				BARTLETT CAPITAL IMPROVEMENT PROGRAM		
Project No.: 455				FY 2022 - FY 2026		
Project Name: ADA Transition Plan						
Project Description Use STP Funds to Construct ADA Improvements in accordance with the City's ADA Plan. The Plan includes spending \$10M within 20 years. This FY 2023 TIP Funding Plan includes spending \$2M over the next 3 years.				Project Schedule		
				Start		
				Finish		
				Land/Right of Way		
				Design/Engineering		
				Utility Relocation		
				Construction		
				Total Project		
Location Locations all over the City.				Location Map Around the City.		
Impact on Operating Budget						
	FY 2022	FY 2023	FY 2024			
Personnel	\$ 0	\$ 0	\$ 0			
Operations	0	0	0			
Capital	0	0	0			
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0			
Future Years and explanations: No impact on the operating budget.						

Department: ENGINEERING**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 422****FY 2022 - FY 2026****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

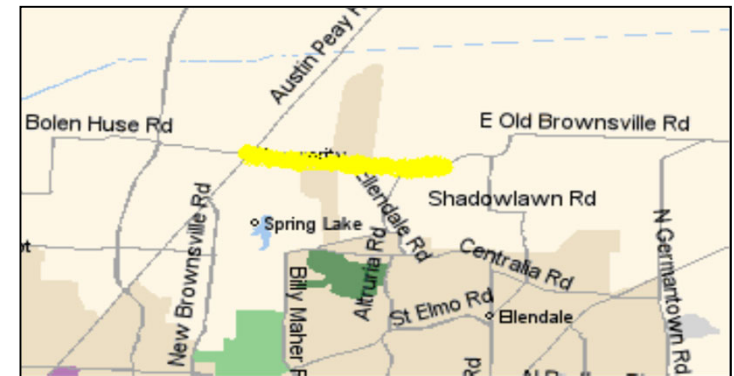
Construction

07/18

06/24

Total Project**07/15****06/24****Location**

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

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

Personnel \$ 0 \$ 0 \$ 0

Operations 0 0 0

Capital 0 0 0

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

G.O. Bonds \$ 640,000 \$ 0 \$ 0 \$ 0 \$ 0 \$ 640,000

Capital Note 0 0 0 0 0 0

FD311 Transfers-unspent projects 0 0 0 0 0 0

FD311 Use of Fund Balance 0 0 0 0 0 0

TDOT 80% match 2,560,000 0 0 0 0 2,560,000

Total Source \$ **3,200,000** \$ **0** \$ **0** \$ **0** \$ **0** \$ **3,200,000****Project Costs**

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

Design/Engineering 0 0 0 0 0 0

Construction 3,200,000 0 0 0 0 3,200,000

Equipment/Furnishings 0 0 0 0 0 0

Other 0 0 0 0 0 0

Total Project Costs \$ **3,200,000** \$ **0** \$ **0** \$ **0** \$ **0** \$ **3,200,000**

Department: ENGINEERING**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 4581****FY 2022 - FY 2026****Project Name: STP Overlay of St. Elmo, Old Brownsville Road, Ellendale Road, and Billy Maher Road****Project Description**

Use STP Funds for the asphalt overlay of St. Elmo between Oak and Kirby Whitten, Old Brownsville Road between Kirby Whitten and Germantown Road, Ellendale Road between Fiske Road and Old Brownsville Road, and Billy Maher Road between Memphis Arlington & Fiske Road.

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

Land/Right of Way

N/A

N/A

Design/Engineering

07/22

07/23

Utility Relocation

NA

NA

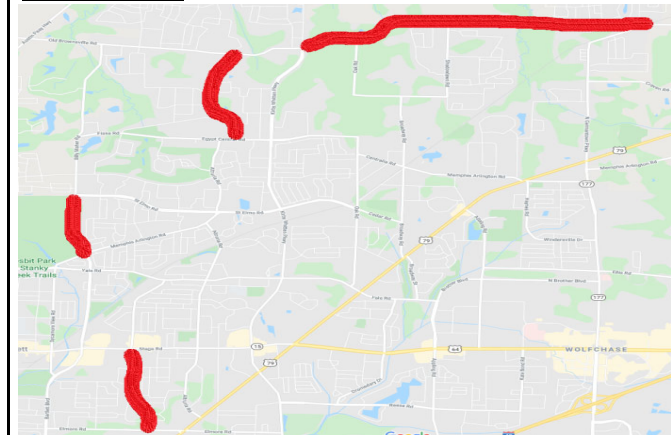
Construction

08/23

06/24

Total Project**07/22****06/24****Location**

See Description Above

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

Personnel \$ 0 \$ 0 \$ 0

Operations 0 0 0

Capital 0 0 0

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

G.O. Bonds (Local Match) \$ 124,500 \$ 725,500 \$ 0 \$ 0 \$ 850,000

Capital Note 0 0 0 0 0

FD311 Transfers-unspent projects 0 0 0 0 0

FD311 Use of Fund Balance 0 0 0 0 0

TDOT 80% match 498,000 2,902,000 0 0 3,400,000

Total Source \$ 622,500 \$ 0 \$ 3,627,500 \$ 0 \$ 0 \$ 4,250,000**Project Costs**

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

Design/Engineering 622,500 0 0 0 622,500

Construction 0 0 3,627,500 0 3,627,500

Equipment/Furnishings 0 0 0 0 0

Other 0 0 0 0 0

Total Project Costs \$ 622,500 \$ 0 \$ 3,627,500 \$ 0 \$ 0 \$ 4,250,000

Department: ENGINEERING**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.:** 4514**FY 2022 - FY 2026****Project Name:** Fletcher Creek Greenway Ph4**Project Description**

4th Phase of the Fletcher Creek Greenway

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

Land/Right of Way

01/21

10/22

Design/Engineering

01/22

01/23

Construction

01/23

12/24

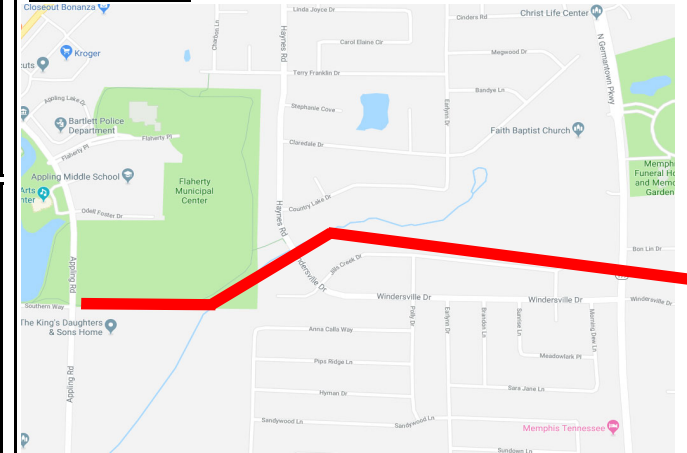
Equipment/Furnishings

N/A

N/A

Total Project**01/21****12/24****Location**

Fletcher Creek Just North of Ellis Road

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

Personnel

\$

0

\$

0

\$

0

Operations

0

0

0

Capital

0

0

0

Total Impact Oper. Budget

\$

0

\$

0

\$

0**Future Years and explanations:** No impact on the operating budget.**Source of Funds****FY 2022****FY 2023****FY 2024****FY 2025****FY 2026****TOTAL**

G.O. Bonds

\$

0

\$

50,000

\$

50,000

\$

0

\$

0

\$

100,000

Capital Note

0

0

0

0

0

0

0

FD311 Transfers-unspent projects

0

0

0

0

0

0

0

FD311 Use of Fund Balance

0

0

0

0

0

0

0

TDOT 80% match

0

200,000

200,000

0

0

0

400,000**Total Source**

\$

0

\$

250,000

\$

250,000

\$

0

\$

0

\$

500,000**Project Costs**

Land/Right of Way

\$

0

\$

50,000

\$

0

\$

0

\$

0

\$

50,000

Design/Engineering

0

200,000

250,000

0

0

0

450,000

Construction

0

0

0

0

0

0

0

Equipment/Furnishings

0

0

0

0

0

0

0

Other

0

0

0

0

0

0

0**Total Project Costs**

\$

0

\$

250,000

\$

250,000

\$

0

\$

0

\$

500,000

Department: ENGINEERING				BARTLETT CAPITAL IMPROVEMENT PROGRAM		
Project No.: 63622				FY 2022 - FY 2026		
Project Name: Various Drainage Projects						
Project Description Drain Projects located around the city.				Project Schedule		
				Start		
				Finish		
				Land/Right of Way		
				Design/Engineering		
				Construction		
				Equipment/Furnishings		
				Total Project		
Location Around the city.				Location Map At various locations throughout the City.		



PARKS AND RECREATION SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2022 - FY 2026

PROJECT	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
<u>Parks and Recreation</u>						
Parks Vehicles & Equipment	\$ 0	\$ 121,000	\$ 52,000	\$ 0	\$ 0	\$ 173,000
Recreation Ctr Equipment/Repairs	0	193,000	163,000	34,000	0	390,000
Singleton CC Equipment/Repairs	0	80,000	75,000	0	0	155,000
Senior Center Equipment/Repairs	0	48,000	40,000	26,000	26,000	140,000
Parks Maintenances	230,000	64,000	650,000	0	0	944,000
Parks Restroom Renovations-ADA	0	450,000	0	400,000	0	850,000
W.J. Freeman Park	0	0	1,010,000	0	1,000,000	2,010,000
Total Parks and Recreation	\$ 230,000	\$ 956,000	\$ 1,990,000	\$ 460,000	\$ 1,026,000	\$ 4,662,000
<u>Source of Funds</u>						
G. O. Bonds	\$ 0	\$ 292,000	\$ 1,275,000	\$ 126,000	\$ 526,000	\$ 2,219,000
Capital Note	0	314,000	215,000	34,000	0	563,000
Transfer In from Park Imp. Fund	150,000	0	0	0	0	150,000
Grant Funds	80,000	350,000	500,000	300,000	500,000	1,730,000
Total Source	\$ 230,000	\$ 956,000	\$ 1,990,000	\$ 460,000	\$ 1,026,000	\$ 4,662,000
<u>Project Costs</u>						
Design/Engineering	\$ 30,000	\$ 45,000	\$ 100,000	\$ 40,000	\$ 100,000	\$ 315,000
Construction	200,000	659,000	1,734,000	360,000	900,000	3,853,000
Equipment/Furnishings	0	252,000	146,000	60,000	26,000	484,000
Other	0	0	10,000	0	0	10,000
Total Project Costs	\$ 230,000	\$ 956,000	\$ 1,990,000	\$ 460,000	\$ 1,026,000	\$ 4,662,000

Department: PARKS & RECREATION**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 50723****FY 2022 - FY 2026****Project Name: Parks Vehicles & Equipment****Project Description**

FY23: Backhoe \$96k, 2 -72 in. Hustler mowers \$25 - **TOTAL \$121k;** **FY24:** 1 Bobcat T595 Compact Tractor Loader-\$52k - **Total \$52k;**

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

07/22

06/24

Total Project**07/22****06/24****Location**

At various locations throughout the City.

Location Map

At various locations throughout the City.

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

Personnel

\$ 0

\$ 0

\$ 0

Operations

0

18,000

18,000

Capital

0

0

0

Total Impact Oper. Budget**\$ 0****\$ 18,000****\$ 18,000**

Future Years and explanations: \$11,000 petroleum & 7,000 repairs/maintenance per year.

Source of Funds**FY 2022****FY 2023****FY 2024****FY 2025****FY 2026****TOTAL**

G.O. Bonds

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

Capital Note

0

121,000

52,000

0

0

173,000

FD311 Transfers-unspent projects

0

0

0

0

0

0

Transfer In from Park Imp. Fund

0

0

0

0

0

0

Grant Funds

0

0

0

0

0

0**Total Source****\$ 0****\$ 121,000****\$ 52,000****\$ 0****\$ 0****\$ 173,000****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

121,000

52,000

0

0

173,000

Other

0

0

0

0

0

0**Total Project Costs****\$ 0****\$ 121,000****\$ 52,000****\$ 0****\$ 0****\$ 173,000**

Department: PARKS & RECREATION				BARTLETT CAPITAL IMPROVEMENT PROGRAM			
Project No.: 51723				FY 2022 - FY 2026			
Project Name: Singleton Community Center Equipment/Repairs							
Project Description FY23 - ADA transition improvements - \$35k; replace handicap ramps in front hall \$25k; replace front entry doors (6) \$20k; Total \$80k; FY24 - remodel Preschool, Basement and Gym bathrooms \$75k; Total \$75k				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		07/22	06/24
				Total Project		07/22	06/24
Location 7266 Third Road				Location Map			
Impact on Operating Budget							
	FY 2022	FY 2023	FY 2024				
Personnel	\$ 0	\$ 0	\$ 0				
Operations	0	0	0				
Capital	0	0	0				
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 0				
Future Years and explanations:							

Department: PARKS & RECREATION**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 54323****FY 2022 - FY 2026****Project Name: Recreation Center Equipment/Repairs****Project Description**

FY23 - Carpet Replacement \$70k; Cardio Equipment \$35k; RTU-6 \$74K; RTU-11 \$14K **Total \$193k; FY24** – Security Updates \$10K; Duct Cleaning \$22k; Cardio Floor 30k; RTU-7 - \$74K; Parking lot repair - \$27k, **Total \$163k; FY25 - Air Curtain- \$10k, Gym Curtain 24K; Total - \$34k**

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

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

N/A

N/A

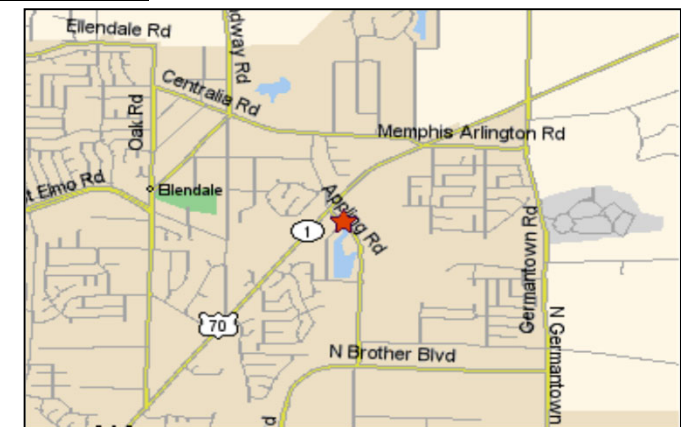
Equipment/Furnishings

07/22

06/25

Total Project**07/22****06/25****Location**

7700 Flaherty Place.

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

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 2022****FY 2023****FY 2024****FY 2025****FY 2026****TOTAL****Source of Funds**

G.O. Bonds

\$

0

\$

0

\$

0

\$

0

\$

0

Capital Note

0

193,000

163,000

34,000

0

390,000

FD311 Transfers-unspent projects

0

0

0

0

0

Transfer In from Park Imp. Fund

0

0

0

0

0

Grant Funds

0

0

0

0

0**Total Source**

\$

0

\$

193,000

\$

163,000

\$

34,000

\$

0

\$

390,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

Construction

0

70,000

69,000

0

0

139,000

Equipment/Furnishings

0

123,000

94,000

34,000

0

251,000

Other

0

0

0

0

0**Total Project Costs**

\$

0

\$

193,000

\$

163,000

\$

34,000

\$

0

\$

390,000

Department: PARKS AND RECREATION**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 51823****FY 2022 - FY 2026****Project Name: Bartlett Senior Center Equipment/Repairs****Project Description**

FY23: Restrooms Remodel ADA - \$40,000, HVAC unit (1) - \$8k, **Total - \$48k; FY24:** Kitchen Remodel Updates & ADA Changes - \$40K, **Total: 40K; FY25:** Replacement Elliptical - \$4K, HVAC Units (2) - \$22K, **Total: 26K; FY26:** Replacement Treadmills (3) - \$18k, Replacement Recumbent Bicycles (2) - \$8k, **Total - \$26k**

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

07/22

06/26

Total Project**07/17****06/17****Location**

5727 Woodlawn, Bartlett, TN 38134

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

Personnel

\$

0

\$

0

\$

0

Operations

0

0

0

Capital

0

0

0

Total Impact Oper. Budget

\$

0

\$

0

\$

0**Future Years and explanations:** No impact on the operating budget.**Source of Funds****FY 2022****FY 2023****FY 2024****FY 2025****FY 2026****TOTAL**

G.O. Bonds

\$

0

\$

48,000

\$

40,000

\$

26,000

\$

26,000

\$

140,000

Capital Note

0

0

0

0

0

0

FD311 Transfers-unspent projects

0

0

0

0

0

0

Transfer In from Park Imp. Fund

0

0

0

0

0

0

Grant Funds

0

0

0

0

0

0

Total Source

\$

0

\$

48,000

\$

40,000

\$

26,000

\$

26,000

\$

140,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Construction

0

40,000

40,000

0

0

80,000

Equipment/Furnishings

0

8,000

0

26,000

26,000

60,000

Other

0

0

0

0

0

0

Total Project Costs

\$

0

\$

48,000

\$

40,000

\$

26,000

\$

26,000

\$

140,000

Department: PARKS & RECREATION**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 51422****FY 2022 - FY 2026****Project Name: Parks Maintenance****Project Description**

FY22 - Professional fees for Parks Master Plan-\$30k, Erosion Problems at Blue Lagoon Park-\$120k, Laser grade ballfields at Deermon - \$ 80k Community Foundation Grant, **TOTAL: \$262k ; FY23** - Repave W. J. Freeman Park walking path-\$64k **TOTAL: \$60k; FY24** – Redo Deermon Lighting - \$650k, **TOTAL: \$650k**

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

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

07/20

06/25

Equipment/Furnishings

N/A

N/A

Total Project**07/20****06/25****Location**

At various locations throughout the City.

Location Map

At various locations throughout the City.

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

Personnel

\$ 0

\$ 0

\$ 0

Operations

0

0

0

Capital

0

0

0

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

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

Source of Funds**FY 2022****FY 2023****FY 2024****FY 2025****FY 2026****TOTAL**

G.O. Bonds

\$ 0

64,000

650,000

\$ 0

\$ 0

\$ 714,000

Capital Note

0

0

0

0

0

0

FD311 Transfers-unspent projects

0

0

0

0

0

0

Transfer In from Park Imp. Fund

150,000

0

0

0

0

150,000

Grant Funds

80,000

0

0

0

0

80,000

Total Source**\$ 230,000****\$ 64,000****\$ 650,000****\$ 0****\$ 0****\$ 944,000****Project Costs**

Land/Right of Way

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

Design/Engineering

30,000

0

0

0

0

30,000

Construction

200,000

64,000

650,000

0

0

914,000

Equipment/Furnishings

0

0

0

0

0

0

Other

0

0

0

0

0

0

Total Project Costs**\$ 230,000****\$ 64,000****\$ 650,000****\$ 0****\$ 0****\$ 944,000**

Department: PARKS & RECREATION				BARTLETT CAPITAL IMPROVEMENT PROGRAM																																																				
Project No.: 51402				FY 2022 - FY 2026																																																				
Project Name: W.J. Freeman Park																																																								
Project Description FY22 \$0, FY23 \$0, FY24 Amphitheater - Building, stage, lighting, handicap parking and access, loop trails and sidewalks. TOTAL: \$1,010,000. (Bond \$510,000, Grant \$500,000). FY26 Disc Golf Course - Parking lot, Restroom, Playground TOTAL - \$1,000,000 (Bond \$500k, Grant \$500k)				Project Schedule <table><thead><tr><th></th><th>Start</th><th>Finish</th></tr></thead><tbody><tr><td>Land/Right of Way</td><td>N/A</td><td>N/A</td></tr><tr><td>Design/Engineering</td><td>N/A</td><td>N/A</td></tr><tr><td>Construction</td><td>07/23</td><td>06/27</td></tr><tr><td>Equipment/Furnishings</td><td>N/A</td><td>N/A</td></tr><tr><td>Total Project</td><td>07/23</td><td>06/27</td></tr></tbody></table>					Start	Finish	Land/Right of Way	N/A	N/A	Design/Engineering	N/A	N/A	Construction	07/23	06/27	Equipment/Furnishings	N/A	N/A	Total Project	07/23	06/27																															
	Start	Finish																																																						
Land/Right of Way	N/A	N/A																																																						
Design/Engineering	N/A	N/A																																																						
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Equipment/Furnishings	N/A	N/A																																																						
Total Project	07/23	06/27																																																						
Location 2619 Bartlett Boulevard, Bartlett, TN 38134				Location Map 																																																				
Impact on Operating Budget <table><thead><tr><th></th><th>FY 2022</th><th>FY 2023</th><th>FY 2024</th></tr></thead><tbody><tr><td>Personnel</td><td>\$ 0</td><td>\$ 0</td><td>\$ 9,000</td></tr><tr><td>Operations</td><td>0</td><td>0</td><td>1,000</td></tr><tr><td>Capital</td><td>0</td><td>0</td><td>0</td></tr><tr><td>Total Impact Oper. Budget</td><td>\$ 0</td><td>\$ 0</td><td>\$ 10,000</td></tr></tbody></table>					FY 2022	FY 2023	FY 2024	Personnel	\$ 0	\$ 0	\$ 9,000	Operations	0	0	1,000	Capital	0	0	0	Total Impact Oper. Budget	\$ 0	\$ 0	\$ 10,000	Future Years and explanations: Once completed, part-time employees and maintenance costs will be expected to be around \$10,000/year.																																
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Capital	0	0	0																																																					
Total Impact Oper. Budget	\$ 0	\$ 0	\$ 10,000																																																					
Source of Funds <table><thead><tr><th></th><th>FY 2022</th><th>FY 2023</th><th>FY 2024</th><th>FY 2025</th><th>FY 2026</th><th>TOTAL</th></tr></thead><tbody><tr><td>G.O. Bonds</td><td>\$ 0</td><td>\$ 0</td><td>\$ 510,000</td><td>\$ 0</td><td>\$ 500,000</td><td>\$ 1,010,000</td></tr><tr><td>Capital Note</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr><tr><td>FD311 Transfers-unspent projects</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr><tr><td>Transfer In from Park Imp. Fund</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr><tr><td>Grant Funds</td><td>0</td><td>0</td><td>500,000</td><td>0</td><td>500,000</td><td>1,000,000</td></tr><tr><td>Total Source</td><td>\$ 0</td><td>\$ 0</td><td>\$ 1,010,000</td><td>\$ 0</td><td>\$ 1,000,000</td><td>\$ 2,010,000</td></tr></tbody></table>					FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL	G.O. Bonds	\$ 0	\$ 0	\$ 510,000	\$ 0	\$ 500,000	\$ 1,010,000	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	500,000	0	500,000	1,000,000	Total Source	\$ 0	\$ 0	\$ 1,010,000	\$ 0	\$ 1,000,000	\$ 2,010,000				
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL																																																		
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Total Source	\$ 0	\$ 0	\$ 1,010,000	\$ 0	\$ 1,000,000	\$ 2,010,000																																																		
Project Costs <table><tbody><tr><td>Land/Right of Way</td><td>\$ 0</td><td>\$ 0</td><td>\$ 0</td><td>\$ 0</td><td>\$ 0</td><td>\$ 0</td></tr><tr><td>Design/Engineering</td><td>0</td><td>0</td><td>100,000</td><td>0</td><td>100,000</td><td>200,000</td></tr><tr><td>Construction</td><td>0</td><td>0</td><td>900,000</td><td>0</td><td>900,000</td><td>1,800,000</td></tr><tr><td>Equipment/Furnishings</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr><tr><td>Other</td><td>0</td><td>0</td><td>10,000</td><td>0</td><td>0</td><td>10,000</td></tr><tr><td>Total Project Costs</td><td>\$ 0</td><td>\$ 0</td><td>\$ 1,010,000</td><td>\$ 0</td><td>\$ 1,000,000</td><td>\$ 2,010,000</td></tr></tbody></table>				Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	Design/Engineering	0	0	100,000	0	100,000	200,000	Construction	0	0	900,000	0	900,000	1,800,000	Equipment/Furnishings	0	0	0	0	0	0	Other	0	0	10,000	0	0	10,000	Total Project Costs	\$ 0	\$ 0	\$ 1,010,000	\$ 0	\$ 1,000,000	\$ 2,010,000											
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0																																																		
Design/Engineering	0	0	100,000	0	100,000	200,000																																																		
Construction	0	0	900,000	0	900,000	1,800,000																																																		
Equipment/Furnishings	0	0	0	0	0	0																																																		
Other	0	0	10,000	0	0	10,000																																																		
Total Project Costs	\$ 0	\$ 0	\$ 1,010,000	\$ 0	\$ 1,000,000	\$ 2,010,000																																																		

Location Map

The map shows the area around the Bartlett Cinema Ten. Key features include:

- Streets:** McCleary Dr, Glenn Dr, Hood Ave, Ferguson Rd, Bartlett Blvd, Ivanshoe Rd, Hickory Grove Ln, Cedar Oak Cove, Carriage Dr, Bridle Path Dr, Magnolia Woods Dr, W.J. Freeman Blvd, and W.J. Freeman Park Dr.
- Landmarks:** Bartlett Cinema Ten (blue square), W.J. Freeman Park (green area), Hannington Creek (blue line), The UPS Store, Kroger, and Applebee's.
- Other Labels:** "Bartlett Blvd" is labeled twice, and "W.J. Freeman Blvd" is labeled once.

Future Years and explanations: Once completed, part-time employees and maintenance costs will be expected to be around \$10,000/year.

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 510,000	\$ 0	\$ 500,000	\$ 1,010,000
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	500,000	0	500,000	1,000,000
Total Source	\$ 0	\$ 0	\$ 1,010,000	\$ 0	\$ 1,000,000	\$ 2,010,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	100,000	0	100,000	200,000
Construction	0	0	900,000	0	900,000	1,800,000
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	10,000	0	0	10,000
Total Project Costs	\$ 0	\$ 0	\$ 1,010,000	\$ 0	\$ 1,000,000	\$ 2,010,000



UTILITY FUND SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2022 - FY 2026

PROJECT	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
<u>Sewers</u>						
Sewers in Annexation Area	\$ 0	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000
Fletcher Creek Sewer Basin	100,000	0	0	0	0	100,000
Hatch Lane Eagle's Nest Sewer	150,000	1,600,000	1,500,000	0	0	3,250,000
Westbrook Sewer Extension	30,000	500,000	0	0	0	530,000
Upgrade Sewage Plant #2	0	0	50,000	0	0	50,000
Total Sewers	\$ 280,000	\$ 2,500,000	\$ 1,950,000	\$ 400,000	\$ 400,000	\$ 5,530,000
<u>Source of Funds</u>						
Utility Bonds	\$ 0	\$ 1,600,000	\$ 1,500,000	\$ 0	\$ 0	\$ 3,100,000
Utility Retained Earnings	280,000	900,000	450,000	400,000	400,000	2,430,000
FD312 Transfers-unspent projects	0	0	0	0	0	0
FD312 Use of Fund Balance	0	0	0	0	0	0
Total Source	\$ 280,000	\$ 2,500,000	\$ 1,950,000	\$ 400,000	\$ 400,000	\$ 5,530,000
<u>Project Costs</u>						
Land/Right of Way	\$ 50,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 50,000
Design/Engineering	230,000	100,000	50,000	0	0	380,000
Construction	0	2,400,000	1,900,000	400,000	400,000	5,100,000
Landscaping	0	0	0	0	0	0
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 280,000	\$ 2,500,000	\$ 1,950,000	\$ 400,000	\$ 400,000	\$ 5,530,000

Department: ENGINEERING - SEWER**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 81123****FY 2022 - FY 2026****Project Name: Sewers in Annexation Area****Project Description**

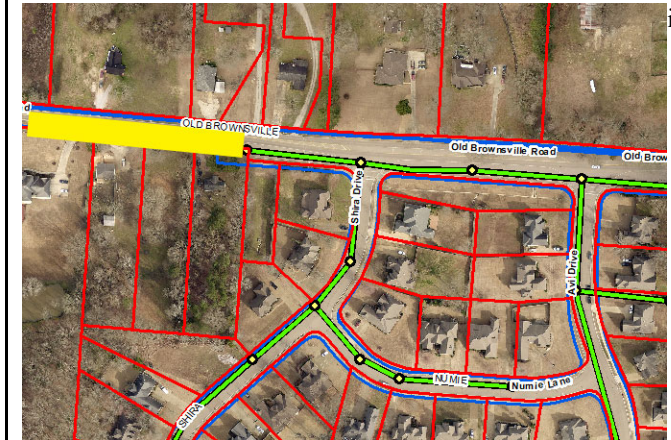
Funds for extending sewers in our annexed areas. For FY-22, these funds will be used for the Construction of the Hatchie Meadows Sewer Extension

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

Land/Right of Way	07/22	06/26
Design/Engineering	07/22	06/26
Utility Relocation	N/A	N/A
Construction	07/22	06/26
Total Project	07/22	06/26

Location

These projects are located at various locations around the City.

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

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

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

Source of Funds**FY 2022****FY 2023****FY 2024****FY 2025****FY 2026****TOTAL**

Utility Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Utility Retained Earnings	0	400,000	400,000	400,000	400,000	1,600,000
FD312 Transfers-unspent projects	0	0	0	0	0	0
FD312 Use of Fund Balance	0	0	0	0	0	0
Total Source	\$ 0	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000

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	0	400,000	400,000	400,000	400,000	1,600,000
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	\$ 0	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000

Department: ENGINEERING - SEWER				BARTLETT CAPITAL IMPROVEMENT PROGRAM		
Project No.: 805				FY 2022 - FY 2026		
Project Name: Fletcher Creek Sewer Basin Study						
Project Description This Study will analyze the City of Memphis Sewer Model, and the Memphis Requests for Bartlett to provide sewer storage tanks.				Project Schedule		
				Start		
				Finish		
				Land/Right of Way		
				Design/Engineering		
				Utility Relocation		
				Construction		
				Total Project		
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 2022	FY 2023	FY 2024			
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.						

Department: ENGINEERING - SEWER**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2022 - FY 2026****Project No.: 806****Project Name: Hatch Lane Eagle's Nest Sewer****Project Description**

Funds for extending sewers to Hatch Lane, Harch Cove, and Eagle's Nest. This Project would also remove the Shadowlawn Sewer Pump Station. (Shown in the map as a Yellow Star)

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

Land/Right of Way

07/21

07/23

Design/Engineering

08/21

08/23

Utility Relocation

N/A

N/A

Construction

04/23

10/25

Total Project**07/21****10/25****Location**

Hatch Lane/Old Brownsville Road

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

Personnel

\$ 0

\$ 0

\$ 0

Operations

0

0

0

Capital

0

0

0

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

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

Source of Funds**FY 2022****FY 2023****FY 2024****FY 2025****FY 2026****TOTAL**

Utility Bonds

\$ 0

\$ 1,600,000

\$ 1,500,000

\$ 0

\$ 0

\$ 3,100,000

Utility Retained Earnings

150,000

0

0

0

0

150,000

FD312 Transfers-unspent projects

0

0

0

0

0

0

FD312 Use of Fund Balance

0

0

0

0

0

0

Total Source**\$ 150,000****\$ 1,600,000****\$ 1,500,000****\$ 0****\$ 0****\$ 3,250,000****Project Costs**

Land/Right of Way

\$ 50,000

\$ 0

\$ 0

\$ 0

\$ 0

\$ 50,000

Design/Engineering

100,000

100,000

0

0

0

200,000

Utility Relocation

0

0

0

0

0

0

Construction

0

1,500,000

1,500,000

0

0

3,000,000

Landscaping

0

0

0

0

0

0

Equipment/Furnishings

0

0

0

0

0

0

Other

0

0

0

0

0

0

Total Project Costs**\$ 150,000****\$ 1,600,000****\$ 1,500,000****\$ 0****\$ 0****\$ 3,250,000**

Department: ENGINEERING - SEWER**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 81171****FY 2022 - FY 2026****Project Name: Westbrook Sewer Extension****Project Description**

Funds for extending sewers along Westbrook and Mem-Arlington. This extension will also remove the Mem-Arl Pump Station.

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

Land/Right of Way

07/21

02/22

Design/Engineering

09/21

09/22

Utility Relocation

N/A

N/A

Construction

03/23

09/24

Total Project**07/21****09/24****Location**

Mem-Arlington - Westbrook Road

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

Personnel

\$ 0

\$ 0

\$ 0

Operations

0

0

0

Capital

0

0

0

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

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

Source of Funds**FY 2022****FY 2023****FY 2024****FY 2025****FY 2026****TOTAL**

Utility Bonds

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

Utility Retained Earnings

30,000

500,000

0

0

0

500,000

FD312 Transfers-unspent projects

0

0

0

0

0

0

FD312 Use of Fund Balance

0

0

0

0

0

0

Total Source**\$ 30,000****\$ 500,000****\$ 0****\$ 0****\$ 0****\$ 500,000****Project Costs**

Land/Right of Way

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

Survey

30,000

0

0

0

0

30,000

Utility Relocation

0

0

0

0

0

0

Construction

0

500,000

0

0

0

500,000

Landscaping

0

0

0

0

0

0

Equipment/Furnishings

0

0

0

0

0

0

Other

0

0

0

0

0

0

Total Project Costs**\$ 30,000****\$ 500,000****\$ 0****\$ 0****\$ 0****\$ 530,000**

Department: ENGINEERING - SEWER**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 807****FY 2022 - FY 2026****Project Name: Sewer Plant 2 Upgrade****Project Description**

IN the coming years, this lagoon will reach capacity. Options are to Buy land and Construct a new Sewer Plant, or install sewer lines and/or pumps to pump some of the sewer flow back to WWTP #1 in order to reduce the flow to this plant and extend its life. The first step in this process would be to hire a consultant to analyze this plan and the infrastructure options mentioned above.

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

07/23

06/24

Total Project**07/23****06/24****Location****Impact on Operating Budget****FY 2022****FY 2023****FY 2024**

Personnel \$ 0 \$ 0 \$ 0

Operations 0 0 0

Capital 0 0 0

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

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

Utility Retained Earnings 0 0 50,000 0 0 50,000

FD312 Transfers-unspent projects 0 0 0 0 0 0

FD312 Use of Fund Balance 0 0 0 0 0 0

Total Source **\$ 0** **\$ 0** **\$ 50,000** **\$ 0** **\$ 0** **\$ 50,000****Project Costs**

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

Design/Engineering 0 0 50,000 0 0 50,000

Utility Relocation 0 0 0 0 0 0

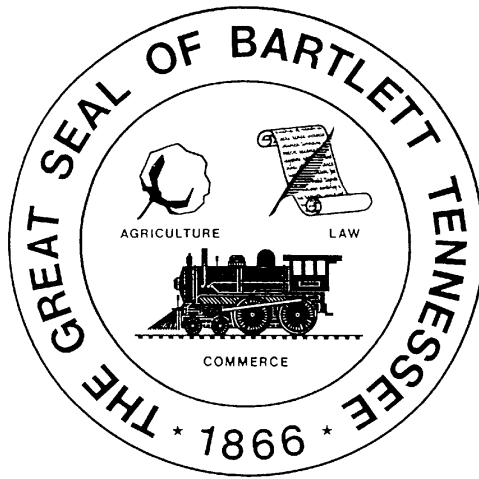
Construction 0 0 0 0 0 0

Landscaping 0 0 0 0 0 0

Equipment/Furnishings 0 0 0 0 0 0

Other 0 0 0 0 0 0

Total Project Costs **\$ 0** **\$ 0** **\$ 50,000** **\$ 0** **\$ 0** **\$ 50,000**



CITY OF BARTLETT

T E N N E S S E E

APPENDIX



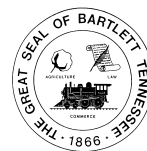
Date of Incorporation – 1866
Date Charter Adopted – April 14, 1993
Form of Government – Mayor and Aldermen

Bartlett, with a 2010 census population of 54,613 is the geographic center of Shelby County and the second largest city in Shelby County. With the new annexation January 1, 2013, Bartlett will have a population of 56,488. 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.

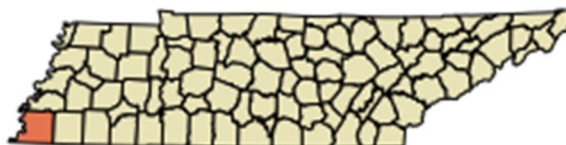
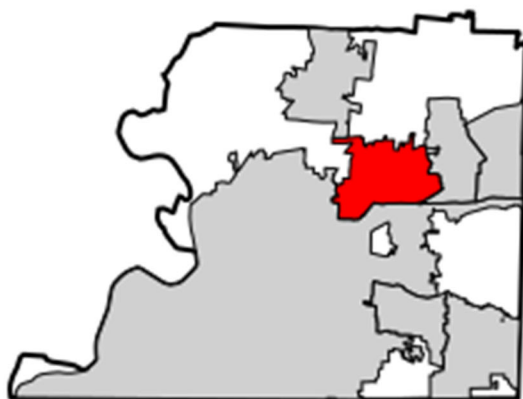
Bartlett's industrial area is home to many companies including Brother Industries USA, Brother International Corporation, Gyrus ENT, Brimhall Foods Company and the USDA Cotton Classing Plant. While home for many industries, Bartlett continues to maintain its small town atmosphere. Historic Bartlett Station,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

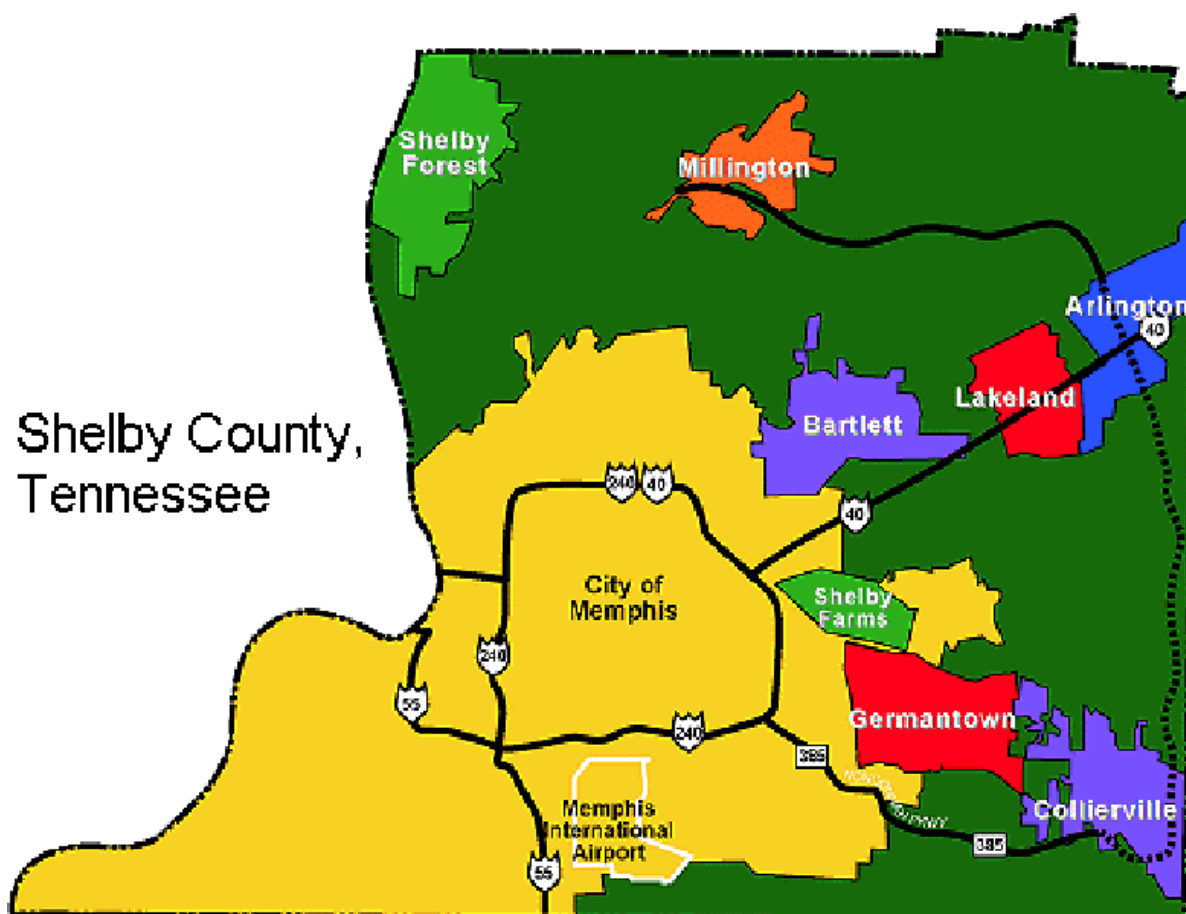
With great schools, a low tax rate, first-class recreational facilities and great neighborhoods Bartlett offers its citizens a small town atmosphere in a metropolitan area.

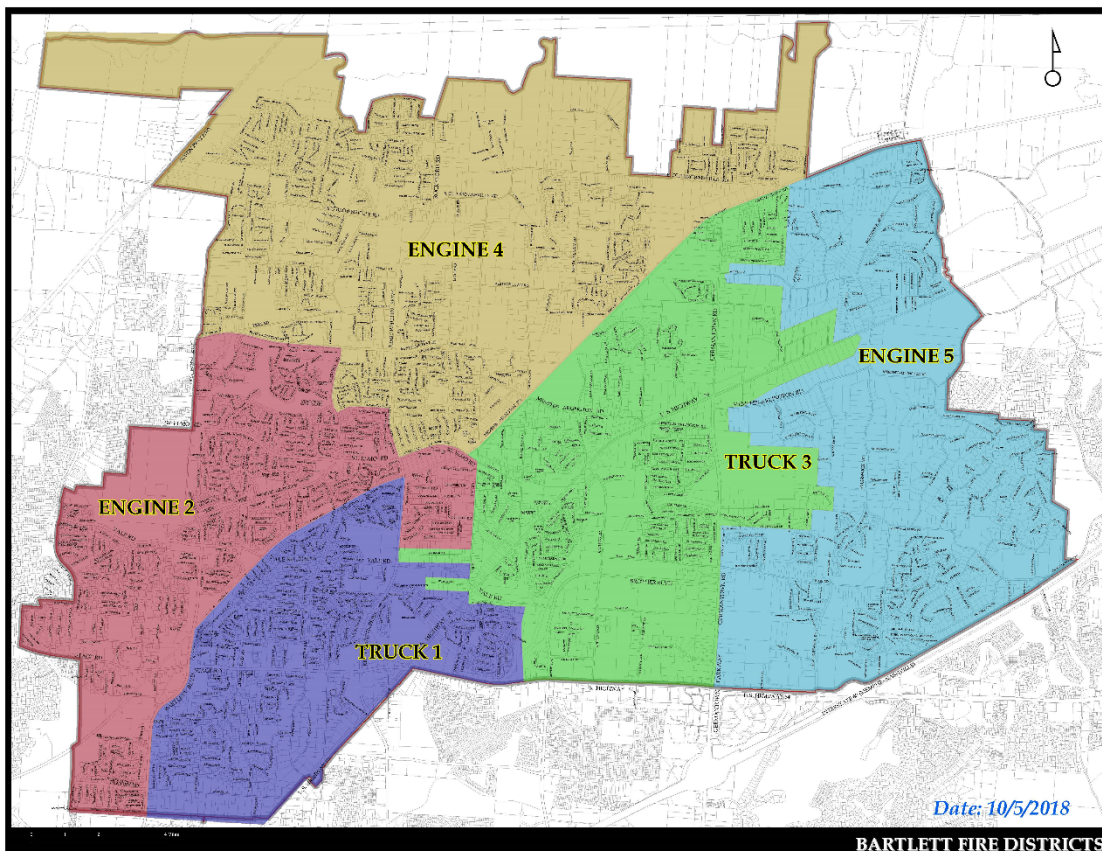
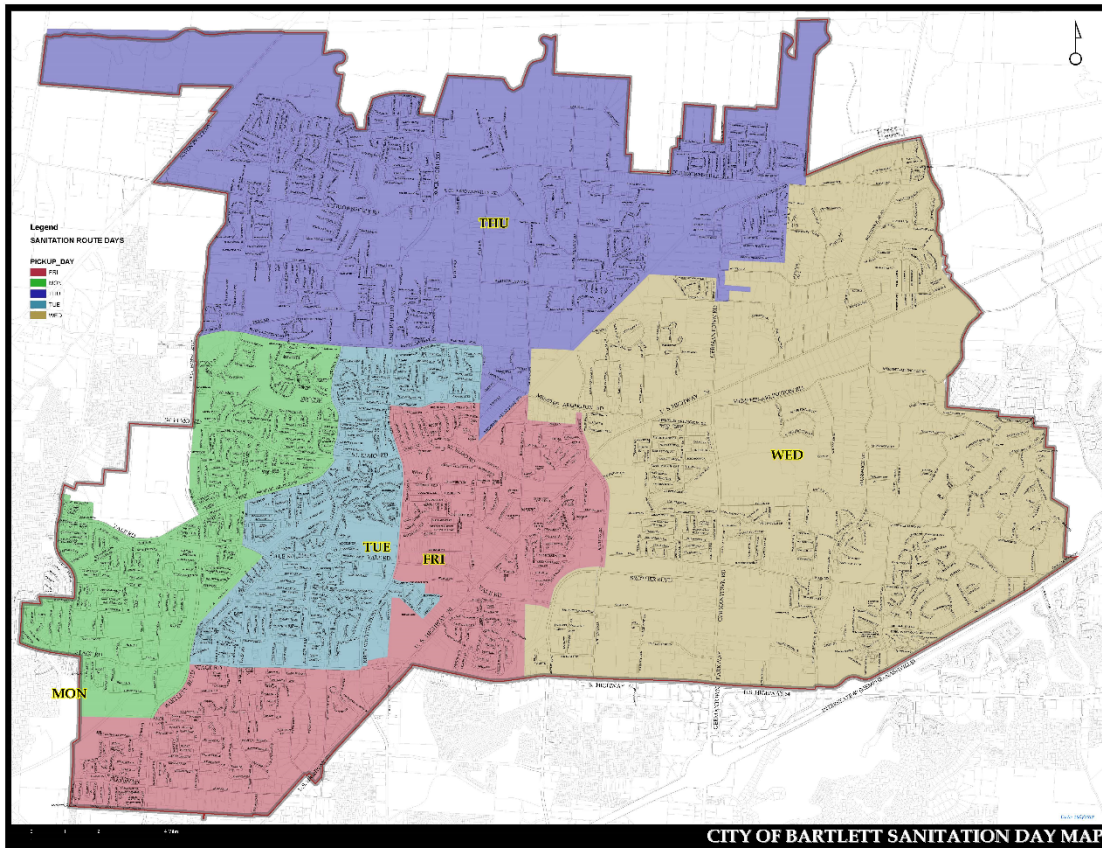


City of Bartlett, Shelby County, Tennessee

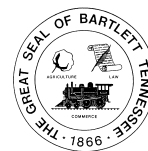


Shelby County,
Tennessee





BARTLETT COMMUNITY PROFILE



GEOGRAPHIC

Total Square Miles in City Limits	32.3
Miles of Streets	301
City Lane Miles	678
State Highway Lane Miles	20.95
Total Lane Miles	699

SEWER SYSTEM

Miles of Sewer Lines	353
Number of Sewer Connections	20,418
Pump Stations	25
Capacity of Bartlett System (Gallons/day)	2,700,000

WATER SYSTEM

Miles of Water Lines	372
Number of Water Connections	21,594
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 (2020)

Customer Name	Assessed Value
Brother International	\$ 35,748,450
Tenet Healthcare/St. Francis	30,728,175
Walmart Real Estate Trust	12,833,340
UHS of Lakeland Inc	12,196,390
Passco Wolfchase DST	11,227,160
Gyros AMCI Inc	10,118,660

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

2018	125
2019	51
2020	26
2021	38

COMMERCIAL INDUSTRIAL/PERMITS

2018	162
2019	96
2020	91
2021	87

HOUSING UNITS

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

2021 TAX YEAR

Property Tax Rate	1.75
Local Sales Tax	2.75%
State Sales Tax	7.00%

Bond Ratings

Standard and Poor's	AAA
Moody's	Aa1



GLOSSARY OF TERMS

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

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

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

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

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

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

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

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

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

BSMC – Bartlett Station Municipal Center.

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

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

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

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

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

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

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

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



GLOSSARY OF TERMS

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

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

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

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

Cost Center - A sub-unit of a department.

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

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

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

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

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

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

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

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

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

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

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

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

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

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



GLOSSARY OF TERMS

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

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

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

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

GAAP – Generally accepted accounting principles – conventions, rules, and procedures that serve as the norm for the fair presentation of financial statements.

GASB - Governmental Accounting Standards Board.

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

GFOA - Government Finance Officers Association.

GHSO - The Governor's Highway Safety Office (GHSO) is Tennessee's advocate for highway safety. This office works with law enforcement, judicial personnel and community advocates to coordinate activities and initiatives relating to the human behavioral aspects of highway safety.

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

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

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

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

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

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

Major Fund – A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements and subject to a separate opinion in the independent auditor's report. The General Fund is always a major fund.

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

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



GLOSSARY OF TERMS



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

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

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

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

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

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

SCADA - Supervisory Control and Data Acquisition, a computer system monitoring and controlling a process.

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

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

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

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

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



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2022 - FY 2026

PROJECT	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
<u>FUNDING SOURCES</u>						
General Obligation Bonds	\$ 3,488,500	\$ 5,312,000	\$ 6,556,500	\$ 4,286,000	\$ 4,496,000	\$ 24,139,000
Capital Note	0	1,319,000	1,470,000	1,259,000	1,225,000	5,273,000
Transfer In from Park Imp. Fund	150,000	0	0	0	0	150,000
Grant Funds	485,000	350,000	500,000	300,000	500,000	2,135,000
TDOT 80% match	3,354,000	200,000	5,246,000	760,000	0	9,560,000
Utility Bonds	0	1,600,000	1,500,000	0	0	3,100,000
Utility Retained Earnings	280,000	900,000	450,000	400,000	400,000	2,430,000
Total Funding Sources	\$ 7,757,500	\$ 9,681,000	\$ 15,722,500	\$ 7,005,000	\$ 6,621,000	\$ 46,787,000
<u>PROJECT COST</u>						
<u>Administrative</u>						
Vehicles & Equipment	\$ 0	\$ 0	\$ 30,000	\$ 0	\$ 0	\$ 30,000
Total Administrative	\$ 0	\$ 0	\$ 30,000	\$ 0	\$ 0	\$ 30,000
<u>Police</u>						
Police Vehicles & Equipment	\$ 405,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 2,145,000
Justice Center Maintenance	0	120,000	120,000	120,000	120,000	480,000
Total Police	\$ 405,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 2,625,000
<u>Fire</u>						
Fire Vehicles	\$ 0	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 160,000
Fire Ambulances	0	0	220,000	220,000	220,000	660,000
Fire Truck	0	1,000,000	0	0	0	1,000,000
Total Fire	\$ 0	\$ 1,040,000	\$ 260,000	\$ 260,000	\$ 260,000	\$ 1,820,000
<u>Public Works</u>						
Public Works Vehicles & Equip	\$ 0	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,000,000
Total Public Works	\$ 0	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,000,000
<u>Engineering</u>						
Engineering Vehicle	\$ 0	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2022 - FY 2026

PROJECT	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
City Wide Overlay	2,250,000	3,000,000	3,000,000	3,000,000	3,000,000	14,250,000
STP Overlay of Elmore, St. Elmo, & Brunswick Road	54,000	0	346,000	0	0	400,000
TDOT-STP Overlay of Elmore, St. Elmo, & Brunswick Road	216,000	0	1,384,000	0	0	1,600,000
Signal Pole Replacement	0	450,000	450,000	450,000	450,000	1,800,000
ADA Transition	20,000	0	190,000	190,000	0	400,000
TDOT-ADA Transition	80,000	0	760,000	760,000	0	1,600,000
Old Brownsville West	640,000	0	0	0	0	640,000
TDOT-Old Brownsville West	2,560,000	0	0	0	0	2,560,000
STP Overlay of Elmore Park Road, Old Brownsville	124,500	0	725,500	0	0	850,000
TDOT-STP Overlay of Elmore Park Road, Old Brownsville	498,000	0	2,902,000	0	0	3,400,000
Fletcher Creek Greenway Ph4	0	50,000	50,000	0	0	100,000
Fletcher Creek Ph4 TDOT	0	200,000	200,000	0	0	400,000
Various Drainage Projects	400,000	400,000	400,000	400,000	400,000	2,000,000
Total Engineering	\$ 6,842,500	\$ 4,130,000	\$ 10,437,500	\$ 4,830,000	\$ 3,880,000	\$ 30,120,000
Parks						
Parks Vehicles & Equipment	\$ 0	\$ 121,000	\$ 52,000	\$ 0	\$ 0	\$ 173,000
Recreation Ctr Equipment/Repairs	0	193,000	163,000	34,000	0	390,000
Singleton CC Equipment/Repairs	0	80,000	75,000	0	0	155,000
Senior Center Equipment/Repairs	0	48,000	40,000	26,000	26,000	140,000
Parks Maintenances	0	64,000	650,000	0	0	714,000
Transfer In from Park Imp. Fund	150,000	0	0	0	0	150,000
Grant Fund Parks Maintenances	80,000	0	0	0	0	80,000
Parks Restroom Renovations-ADA	0	100,000	0	100,000	0	200,000
Grant Fund Parks Restroom Renovation-ADA	0	350,000	0	300,000	0	650,000
W.J. Freeman Park	0	0	510,000	0	500,000	1,010,000
Grant Fund W.J. Freeman Park	0	0	500,000	0	500,000	1,000,000
Total Parks	\$ 230,000	\$ 956,000	\$ 1,990,000	\$ 460,000	\$ 1,026,000	\$ 4,662,000



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2022 - FY 2026

PROJECT	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
<u>Sewers</u>						
Sewers in Annexation Area	\$ 0	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 1,600,000
Fletcher Creek Sewer Basin	100,000	0	0	0	0	100,000
Hatch Lane Eagle's Nest Sewer	150,000	1,600,000	1,500,000	0	0	3,250,000
Westbrook Sewer Extension	30,000	500,000	0	0	0	530,000
Upgrade Sewage Plant #2	0	0	50,000	0	0	50,000
Total Sewers	\$ 280,000	\$ 2,500,000	\$ 1,950,000	\$ 400,000	\$ 400,000	\$ 5,530,000
TOTAL CIP	\$ 7,757,500	\$ 9,681,000	\$ 15,722,500	\$ 7,005,000	\$ 6,621,000	\$ 46,787,000

Bartlett City Schools



2021-2022

Federal Projects Fund Budget

BARTLETT CITY SCHOOLS

Title Funds

Title Funds Revenue		2020-2021	2021-2022
<u>ACCT</u>	<u>Description</u>	<u>BUDGET</u>	<u>BUDGET</u>
142-47141	Title I-A	2,833,349	1,643,762
142-47141	Consolidated Administration	358,732	133,430
142-47141	Title I-Neglected	961,598	723,929
142-47141	Title I- Delinquent	62,712	36,288
142-47189	Title II-A	533,522	497,183
142-47141	Title III - ELA	17,106	2,677
142-47590	Title IV	347,293	173,201
Total Title Funds		5,114,312	3,210,469

BARTLETT CITY SCHOOLS

Title I-A

Title I-A

<u>ACCT</u>	<u>Description</u>	2021-2022	2021-2022
		<u>PERS</u>	<u>BUDGET</u>
116	Teachers	2	7,055
138	Instructional Computer Personnel	1	20,147
169	Part Time Salaries	14	171,785
189	Other Salaries	7	266,903
195	Substitute Teachers		14,800
201	Social Security		37,284
204	State Retirement		26,591
206	Life insurance		949
207	Medical insurance		35,028
212	Medicare		7,309
311	Contracts other Systems		15,356
355	Mileage		2,577
429	Instructional Supplies & Materials		284,501
499	Other Supplies & Materials		203
524	Inservice/ Staff Development		38,141
599	Other Charges		368,876
722	Equipment		219,184
790	Other Equipment		87,635
	Indirect Costs		<u>39,436</u>
	Total Title I-A		1,643,762

Informational Note:

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

BARTLETT CITY SCHOOLS
Title I- Consolidated Administration

Title Consolidated Administration

<u>ACCT</u>	<u>Description</u>	2021-2022 <u>PERS</u>	2021-2022 <u>BUDGET</u>
105	Supervisor	1	57,154
138	Computer Instruction Personnel	0.5	10,217
162	Clerical Personnel	0.75	11,028
189	Other Salaries	0.5	12,264
201	Social Security		6,189
204	State Retirement		11,704
206	Life insurance		467
207	Medical insurance		6,355
212	Medicare		1,447
355	Mileage		1,708
499	Other Supplies & Materials		2,000
524	Inservice/ Staff Development		6,533
790	Other Equipment		2,536
	Indirect Costs		<u>3,826</u>
	Total Title Consolidated Administration		133,430

Informational Note:

Consolidated Administration reflects employees who spend 100% of their time administering ther federally funded Title I-A, Title I-A Neglected, Title II-A, and Title III grants. Funded 50% by Title I-A, 48% by Title I-A Neglected, 1.4 by Title II-A, and .6% by Title IV.

BARTLETT CITY SCHOOLS

Title I-A Neglected

Title I-A Neglected

<u>ACCT</u>	<u>Description</u>	2020-2021	2021-2022
		<u>PERS</u>	<u>BUDGET</u>
169	Part Time Salaries	0.25	1,891
189	Other Salaries & Wages	1	43,452
201	Social Security		3,332
204	State Retirement		4,708
206	Life Insurance		160
207	Medical Insurance		12,152
212	Medicare		779
355	Travel		1,100
399	Other Contracted Services		340,263
429	Instructional Supplies & Materials		122,782
524	In-Service/Staff Development		33,031
722	Regular Instruction Equipment		152,752
	Indirect Costs		<u>7,527</u>
	Total Title I-A Neglected		723,929

Informational Note:
Title I-A, Neglected

BARTLETT CITY SCHOOLS

Title I Part D

Title I Part D

<u>ACCT</u>	<u>Description</u>	2020-2021 <u>PERS</u>	2021-2022 <u>BUDGET</u>
169	Part-Time Employees	0.25	2,340
201	Social Security		145
212	Medicare		34
429	Instructional Supplies & Materials		21,601
524	Staff Development		0
722	Regular Instructional Equipment		11,445
	Indirect Costs		<u>723</u>
	Total Title I Part D		36,288

Informational Note:
Title I, Part D

BARTLETT CITY SCHOOLS

Title II-A

Title II-A

<u>ACCT</u>	<u>Description</u>	2021-2022 <u>PERS</u>	2021-2022 <u>BUDGET</u>
105	Supervisor	1	104,869
169	Part-Time Employees	8	35,112
189	Other Salaries (and Stipends)	6	98,333
195	Substitute Teachers		8,800
201	Social Security		14,874
204	State Retirement		21,529
206	Life Insurance		664
207	Medical Insurance		26,800
212	Medicare		3,575
399	Other Contracted Services		645
524	Inservice/ Staff Development		26,159
790	Other Equipment		145,650
	Indirect Costs		<u>10,172</u>
	Total Title II-A		497,183

Informational Note:

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

BARTLETT CITY SCHOOLS
Title III -English Language Learners

Title III

<u>ACCT</u>	<u>Description</u>	2021-2022 <u>PERS</u>	2021-2022 <u>BUDGET</u>
196	In-Service Training		763
429	Instructional Supplies & Materials		1,799
	Indirect Costs		115
	Total Title III - ELL		2,677

Informational Note:

Title III funds support instructional services for English Language Learners.

BARTLETT CITY SCHOOLS

Title IV

Title IV

<u>ACCT</u>	<u>Description</u>	2021-2022 <u>PERS</u>	2021-2022 <u>BUDGET</u>
130	Social Workers	2	65,065
189	Other Salaries	1	33,622
201	Social Security		5,695
204	State Retirement		11,590
206	Life insurance		416
207	Medical insurance		18,667
212	Medicare		1,587
355	Mileage		1,676
429	Instructional Supplies		14,093
524	InService/Staff Development		11,434
599	Other Charges		1,828
722	Regular Instructional Equipment		2,521
	Indirect Costs		<u>5,007</u>
	Total Title IV		173,201

Informational Note:

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

BARTLETT CITY SCHOOLS

IDEA Pt. B

IDEA - Revenue

<u>ACCT</u>	<u>Description</u>	2020-2021 <u>BUDGET</u>	2021-2022 <u>BUDGET</u>
142-47143	IDEA Pt B	2,185,976	1,105,957
142-47143	IDEA Preschool	66,130	50,068
142-47143	IDEA Supplemental	<u>12,657</u>	<u>12,657</u>
Total IDEA Revenue		2,264,763	1,168,682

Informational Note:

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

BARTLETT CITY SCHOOLS

IDEA Pt. B

IDEA Pt. B

<u>ACCT</u>	<u>Description</u>	2021-2022	2021-2022
		<u>PERS</u>	<u>BUDGET</u>
105	Supervisor/Director	0.5	53,532
131	Medical Personnel	2	75,390
163	Educational Assistants	10	171,619
171	Speech Pathologist	1	75,299
189	Other Salaries	4.5	255,232
201	Social Security		42,743
204	State Retirement		76,911
206	Life insurance		2,539
207	Medical insurance		163,165
212	Medicare		9,996
355	Travel		692
429	Instructional Supplies and Materials		73,875
499	Other Supplies & Materials		27,661
524	Staff Development		1,898
725	Special Education Equipment		37,766
790	Other Equipment		6,905
	Indirect Costs		<u>30,733</u>
	Total IDEA Pt. B		1,105,957

Informational Note:

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

BARTLETT CITY SCHOOLS
IDEA Preschool

IDEA Preschool

<u>ACCT</u>	<u>Description</u>	2021-2022 <u>PERS</u>	2021-2022 <u>BUDGET</u>
429	Instructional Supplies & Materials		19,651
524	In-Service/Staff Development		5,585
599	Other Charges		250
725	Special Education Equipment		19,603
790	Other Equipment		4,144
	Indirect Costs		<u>835</u>
	Total IDEA Preschool		50,068

Informational Note:

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

BARTLETT CITY SCHOOLS
IDEA Supplemental

IDEA Supplemental

<u>ACCT</u>	<u>Description</u>	2021-2022 <u>PERS</u>	2021-2022 <u>BUDGET</u>
499	Other Supplies & Materials		6,657
524	Staff Development		<u>6,000</u>
	Total IDEA Supplemental		12,657

Informational Note:

The IDEA Supplemental/Discretionary Funds are used to purchase programs to progress monitor and benchmark students with disabilities. In addition, professional development will be provided to support interventions and academic strategies.

BARTLETT CITY SCHOOLS

CTE Perkins

CTE- Revenue

<u>ACCT</u>	<u>Description</u>	2020-2021 <u>BUDGET</u>	2021-2022 <u>BUDGET</u>
142-47131	CTE Perkins Basic	139,964	19,297
142-47131	CTE Perkins Reserve	50,000	16,850
Total CTE Revenue		189,964	36,147

Informational Note: The Perkins Grants are principal sources of federal funding to states and discretionary grantees for the improvement of secondary and postsecondary career and technical education programs. It is also used for student examination fees to obtain industry certifications in their respective

BARTLETT CITY SCHOOLS

CTE- Perkins Basic

CTE- Perkins Basic

		2021-2022	2021-2022
<u>ACCT</u>	<u>Description</u>	<u>PERS</u>	<u>BUDGET</u>
429	Instructional Supplies and Materials		10,901
499	Other Supplies and Materials		373
524	Staff Development		1,540
599	Other Charges		500
730	Vocational Equipment		5,363
	Indirect Cost		621
	Total CTE- Perkins Basic		19,297

BARTLETT CITY SCHOOLS
Perkins Reserve Consolidated

Perkins Reserve Consolidated

<u>ACCT</u>	<u>Description</u>	2021-2022 <u>PERS</u>	2021-2022 <u>BUDGET</u>
399	Other Contracted Services		4,350
499	Other Supplies & Materials		12,500
	Total Perkins Reserve		16,850

BARTLETT CITY SCHOOLS
CARES ACT

CARES Act - Revenue

<u>ACCT</u>	<u>Description</u>	2020-2021 <u>BUDGET</u>	2021-2022 <u>BUDGET</u>
142-47301	ESSER 1.0	2,167,190	301,121
142-47301	ESSER 2.0	7,850,156	7,850,156
142-47303	LEA Reopening & Programmatic Grant	125,000	0
142-47304	Remote Learning Technology	185,415	0
142-47305	Tech Connectivity	8,100	0
Total CARES Act Revenue		10,335,861	8,151,277

Informational Note: The Coronavirus Aid, Relief, and Economic Security (CARES) Act provides an economic stimulus to individuals, businesses, and local education agencies (LEAs). These funds are to purchase and upgrade unique items in regards to COVID-19 needs and support for the schools. Through Technology, supplies to sanitize, and other activities that are necessary to maintain the operation and continuity of services.

BARTLETT CITY SCHOOLS

ESSER 1.0

ESSER 1.0

<u>ACCT</u>	<u>Description</u>	2021-2022 <u>PERS</u>	2021-2022 <u>BUDGET</u>
163	Educational Assistant	3.5	42,324
189	Other Salaries	15	149,282
195	Substitute Teachers		40,352
201	Social Security		17,782
204	State Retirement		3,985
206	Life insurance		26
207	Medical insurance		6,449
212	Medicare		3,951
311	Contracts other Systems		33,520
429	Instructional Supplies & Materials		1,389
499	Other Supplies & Materials		54
722	Equipment		908
725	Special Education Equipment		1,100
	Total Esser 1.0		301,121

Informational Note: The ESSER 1 funds are used to purchase education technology, provide summer learning and supplemental after-school programs (including online learning), address needs of special populations, conduct other activities necessary to to maintain operation of services and employ existing staff and coordination activities, and provide emergency relief funds to address the impact that COVID-19 has had and continues to have on elementary and secondary schools. Funds available until September 2022.

BARTLETT CITY SCHOOLS

ESSER 2.0

ESSER 2.0

<u>ACCT</u>	<u>Description</u>	2021-2022	2021-2022
		<u>PERS</u>	<u>BUDGET</u>
163	Educational Assistants	10	137,805
189	Other Salaries	49	544,015
195	Certified Substitute Teachers	12	85,837
201	Social Security		42,273
204	State Retirement		29,984
206	Life Insurance		1,053
207	Medical Insurance		46,257
212	Employer Medicare		879
304	Architects		355,000
331	Legal Services		35,000
350	Internet Connectivity		70,000
399	Other Contracted Services		25,000
422	Food Supplies		720,000
429	Instructional Supplies and Materials		440,000
471	Software		151,000
707	Building Improvements		5,000,000
725	Special Education Equipment		30,000
	Indirect Cost		136,053
	Total ESSER 2.0 Fund		7,850,156

Informational Note: The ESSER 2.0 funds build on ESSER 1 by adding two key spending priorities around learning loss and school facility repairs and maintenance.

BARTLETT CITY SCHOOLS
LEA Reopening & Programmatic Supports Grant

LEA Reopening & Programmatic Grant

<u>ACCT</u>	<u>Description</u>	2021-2022 <u>PERS</u>	2021-2022 <u>BUDGET</u>
725	Special Education Equipment		0
	Total LEA Reopening Grant		0

Informational Note: The ESSER 2.0 funds build on ESSER 1 by adding two key spending priorities around learning loss and school facility repairs and maintenance. The grant ended 12.31.20.

BARTLETT CITY SCHOOLS
Remote Learning Technology

Remote Learning Technology

<u>ACCT</u>	<u>Description</u>	2021-2022 <u>PERS</u>	2021-2022 <u>BUDGET</u>
429	Instructional Supplies and Materials		0
499	Other Supplies and Materials		0
524	Staff Development		0
599	Other Charges		0
730	Vocational Equipment		0
	Indirect Cost		0
	Total Remote Learning Technology		0

Informational Note: The Remote Learning Technology grant is used to support districts in implementing the Continuous Learning Plans and 1:1 technology programs and available only for the FY21 budget year and ended 9.30.20.

BARTLETT CITY SCHOOLS

Tech Connectivity

Tech Connectivity

<u>ACCT</u>	<u>Description</u>	2021-2022 <u>PERS</u>	2021-2022 <u>BUDGET</u>
<u>350</u>	Tech Connectivity		0
Total Tech Connectivity Revenue			0

Informational Note: The Tech Connectivity grant to provide internet connectivity to students in need. The grant ended 12.31.20.

Bartlett City Schools



2021-2022

Discretionary Grants Fund Budget

BARTLETT CITY SCHOOLS
Discretionary Grants

Revenue

<u>ACCT</u>	<u>Description</u>	2021-2022 <u>BUDGET</u>
44990	First 8 Pre-K	\$64,302
45690	Voluntary Pre-K	95,975
46590	Coordinated School Health	38,850
46981	Safe Schools	148,017
46981	School Safety	33
46981	School Resource Officer	210,000
	TOTAL	\$557,177

BARTLETT CITY SCHOOLS

First 8 Pre-K

First 8 Pre-K

<u>ACCT</u>	<u>Description</u>	<u>2021-2022</u> <u>PERS</u>	<u>2021-2022</u> <u>BUDGET</u>
116	Teachers	1	\$25,467
163	Educational Assistant:	1	12,539
195	Sub- Teachers		500
201	Social Security		2,720
204	State Retirement		2,352
206	Life insurance		45
207	Medical insurance		16,833
212	Medicare		634
422	Food Supplies		91
429	Instructional Supplies & Materials		6
524	Inservice/Staff Development		1,000
599	Other Charges		310
	Indirect Costs		1,805
	Total First 8 Pre-K		\$64,302

Informational Note:

The First 8 Pre-K grant is used to create an early childhood education program for "at-risk" children and their families served by BCS to coordinate and provide the services to develop school readiness skills in an environment that fosters learning and promotes success in kindergarten and throughout the child's life.

BARTLETT CITY SCHOOLS
Voluntary Pre-K

Voluntary Pre-K

<u>ACCT</u>	<u>Description</u>	2021-2022	2021-2022
		<u>PERS</u>	<u>BUDGET</u>
116	Teachers	2	\$67,634
195	Substitute Teachers		400
201	Social Security		4,513
204	State Retirement		7,429
206	Life insurance		265
207	Medical insurance		8,811
212	Medicare		1,056
422	Food Supplies		126
429	Instructional Supplies & Materials		134
524	In-Service/Staff Development		1,625
599	Other Charges		1,200
	Indirect Costs		2,783
	Total Voluntary Pre-K		\$95,975

Informational Note:

The Voluntary Pre-K grant is used to create an early childhood education program for "at-risk" children and their families served by BCS to coordinate and provide the services to develop school readiness skills in an environment that fosters learning and promotes success in kindergarten and throughout the child's life.

BARTLETT CITY SCHOOLS
Coordinated School Health

Coordinated School Health

<u>ACCT</u>	<u>Description</u>	2021-2022	2021-2022
		<u>PERS</u>	<u>BUDGET</u>
105	Supervisor/Director	1	\$31,232
201	Social Security		1,875
204	State Retirement		2,895
206	Life insurance		101
212	Medicare		438
355	Travel		40
499	Other Supplies & Materials		1,419
524	In-Service/Staff Development		850
Total Coordinated School Health			\$38,850

Informational Note:

Coordinated School Health supports and integrates components which work together to develop and reinforce health-related knowledge, skills, attitudes and behavior and make health an important priority at schools. It focuses on children's health issues and the development of health literacy.

BARTLETT CITY SCHOOLS

Safe Schools

Safe Schools

<u>ACCT</u>	<u>Description</u>	2021-2022 <u>PERS</u>	2021-2022 <u>BUDGET</u>
309	Contract With Government Agencies		\$25,000
399	Other Contracted Services		6,300
790	Other Equipment		116,717
	Total Safe Schools		\$148,017

Informational Note:

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

BARTLETT CITY SCHOOLS
School Safety

School Safety

<u>ACCT</u>	<u>Description</u>	2021-2022 <u>PERS</u>	2021-2022 <u>BUDGET</u>
499	Other Supplies and Materials		\$33
	Total Safe Schools		\$33

Informational Note:

School Safety Funds are provided for the use of safety equipment to improve additional video surveillance systems in schools and related computer devices, provide computers for security personnel, provide card/badge access and implement appropriated intervention and prevention programs to meet the needs of students.

BARTLETT CITY SCHOOLS

School Resource Officer

School Resource Officer

<u>ACCT</u>	<u>Description</u>	<u>2021-2022</u> <u>PERS</u>	<u>2021-2022</u> <u>BUDGET</u>
309	Contract With Government Agencies		\$210,000
	Total School Resource Officer		\$210,000

Informational Note:

School Resource Officer funds are provided to station an Officer at each school location to ensure a safe environment for all students and employees.

Bartlett City Schools



2021-2022

Nutrition Fund Budget

BARTLETT CITY SCHOOLS
School Nutrition

School Nutrition

Revenue		<u>2020-21</u>	<u>2021-22</u>
<u>ACCT</u>	<u>Description</u>		
143-43521	Lunch Payments - Children	\$ 762,241	\$ 720,000
143-43522	Lunch Payments - Adults	\$ 41,205	\$ 40,000
143-43523	Income from Breakfast	\$ 71,115	\$ 70,000
143-43525	Ala Carte Sales	\$ 499,675	\$ 550,000
143-47111	USDA School Lunch Program	\$ 1,108,249	\$ 1,173,000
143-47113	USDA Breakfast	\$ 225,918	\$ 240,000
143-46520	State Matching	\$ 24,251	\$ 24,251
143-44165	Commodity Rebates	\$ -	\$ 3,000
Total School Nutrition Revenue		\$ 2,732,654	\$ 2,820,251

BARTLETT CITY SCHOOLS
School Nutrition

School Nutrition

Expenditures		<u>2020-21</u>	<u>2021-22</u>
<u>ACCT</u>	<u>Description</u>		
143-73100-16501	Cafeteria Managers	\$ 393,254	\$ 355,802
143-73100-16502	School Nutrition Technicians	\$ 618,591	\$ 573,873
143-73100-18900	Other Salaries & Wages	\$ 124,350	\$ 124,350
143-73100-16506	Substitue Helpers	\$ 33,000	\$ 20,000
143-73100-20100	Social Security	\$ 72,490	\$ 66,590
143-73100-20400	State Retirement	\$ 47,982	\$ 44,510
143-73100-20600	Life insurance	\$ 3,905	\$ 3,622
143-73100-20700	Medical insurance	\$ 115,000	\$ 115,000
143-73100-21200	Medicare	\$ 16,953	\$ 15,573
143-73100-33600	Maintenance & Repair Equipment	\$ 16,000	\$ 15,000
143-73100-35400	Transportation- Food	\$ 3,000	\$ 3,000
143-73100-39900	Other Contracted Services	\$ 344,529	\$ 740,620
143-73100-42200	Food Supplies	\$ 800,000	\$ 590,611
143-73100-43500	Office Supplies	\$ 400	\$ 500
143-73100-49900	Other Supplies and Materials	\$ 95,000	\$ 90,000
143-73100-59900	Other Charges	\$ 1,200	\$ 1,200
143-73100-71000	Food Service Equipment	\$ 47,000	\$ 60,000
Total School Nutrition Expenditures		\$ 2,732,654	\$ 2,820,251

Informational Note:

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

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

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)	\$ 810.00	\$135/hr x 6 (2 hrs. free)
	Boardroom (all day)	\$ 240.00	\$40/hr x 6 (2 hrs. free)
	Chapel (all day)	\$ 480.00	\$80 x 6 (2 hrs. free)
	Reception Hall (all day)	\$ 420.00	\$70/hr x 6 (2 hrs. free)
	Weekend and Evening Rates		
	Auditorium	\$125/hr.	4-hr. minimum
	Banquet Hall	\$175/hr	4-hr. minimum
	Boardroom	\$50/hr	3-hr. minimum
	Chapel	\$95/hr.	4-hr. minimum
	Reception Hall	\$85/hr	3-hr. minimum
	Equipment Rental		
	Sound System (Includes Sound Tech)	\$125/\$175	\$125 - R.H./\$175 - B.H. All Day
	Sound Technician	\$ 20.00	Per hour with 4-hr. minimum
	Wedding and Reception Packages		
	Reception only		
	Banquet Hall	\$ 1,400.00	8 hours
	Reception Hall	\$ 680.00	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	\$ 2,625.00	7 hrs. in Aud/10 hrs. in B.H.
	Auditorium & Reception Hall	\$ 1,725.00	7 hrs. in Aud/10 hrs. in R.H.
	Chapel & Banquet Hall	\$ 2,415.00	7 hrs. in Chapel/10 hrs. in B.H.
	Chapel & Reception Hall	\$ 1,515.00	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%	
	Returned Check Fee	\$ 20.00	Each or Amt of check, whichever is less
	Taxicab Permit Fee, per cab	\$ 80.00	Annual

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
City Court	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
	Alcohol/Drug Treatment Fee	\$ 100.00	Set by State
	Breath Alcohol Test Charge	\$ 17.50	Set by State
	Cash Bond Forfeiture Fee	\$ 13.75	Set by State
	City Court Costs	\$ 102.50	Set by City
	City Litigation Tax	\$ 13.75	Can be no more that State Lit. Tax
	County Drug Treatment Fee	\$ 70.00	Set by State
	County Veteran Fee	\$ 50.00	Set by State
	Criminal Privilege Tax on Litigation	\$ 29.50	Set by State
	DA Crime Fee	\$ 75.00	Set by State
	DUI-Interlock Fee	\$ 40.00	Set by State
	DUI-Blood Test Charge	\$ 250.00	Set by State
	Drug Test Fee	\$ 10.00	Set by City
	E-Ticket Fee	\$ 5.00	Set by State
	Expungement Fee-City	\$ 100.00	Set by City
	Expungement Fee-State	\$ 350.00	Set by State
	Indigent Tax	\$ 12.50	Set by State
	Probation Fee	\$ 250.00	Set by City
	Reinstatement Fees From State	\$ 10.00	Per person when DL Reinstated
	Sexual Assault Fee	\$ 200.00	Set by State
	State Court Costs (Criminal Charge)	\$ 62.00	Set by State
	State Court Costs (Traffic Charge)	\$ 42.00	Set by State
	State Drug Treatment Fee	\$ 10.00	Set by State
	State Impair Driv. Fund Fees	\$ 5.00	Set by State
	State Litigation Tax	\$ 13.75	Set by State
	State Tax On Crimes Against Person/Crim. Injury Fund	\$ 26.50	Or \$50.00 (Set by State)
	Traffic Privilege Tax on Litigation	\$ 17.75	Set by State
	Traumatic Brain Injury Fund	\$15 or \$30	Set by State
	No Drivers License Fee	\$ 15.00	Set by State
	Late Fee on Traffic Citation-(1st FTA Ord.3-406)	\$ 50.00	Set by City
Planning	11 X 17 COLOR MAPS Copy Fee	\$ 3.00	Each
	Article V – Schedule Of District Regulations Copy Fee	\$ 2.50	Each
	Handbook Copy Fee	\$ 6.00	Each
	Landscape/Tree Ordinance Copy Fee	\$ 3.50	Each
	Re-Record Plat Fees	\$ 50.00	Each
	Sign Ordinance Copy Fee	\$ 18.00	Each
	Sign Summary, Appendix 5 & Chart 1 Copy Fee	\$ 1.25	Each
	Subdivision Ordinance Copy Fee	\$ 7.00	Each

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
	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	\$ 300.00	Each
	Minor Site Plan Review	\$ 50.00	Each
	Site Plan - Planning Commission		
	Site Plan Review (without contract)	\$ 300.00	Each
	Site Plan Review (with contract)	\$ 500.00	Each
	Subdivision		
	Construction Plan	\$ 300.00	Each
	Plus	\$ 20.00	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	\$ 500.00	Five acres or less, \$30 per acre after first five and maximum fee of \$2,000
	Planned Development: Outline Plan Amendment	\$ 300.00	
	Rerecording	\$ 50.00	Each
	Renotification Fee	\$ 100.00	Up to 100 labels and \$1.00 per label over first 100
		\$ 1.00	
	Reprocessing of Applications	\$ 150.00	Five acres or less, \$15 per acre after first five and maximum fee of \$1,000
	Rezoning	\$ 1,000.00	Five acres or less, \$100 per acre after first five and maximum fee of \$3,000
	Special Use Permits	\$ 500.00	Five acres or less, \$50 per acre after first five and maximum fee of \$3,000
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

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
	Tow fees (Each)		
	Passenger Vehicles	\$ 125.00	Each
	Class "B" Vehicles	\$ 200.00	Trucks & Trailers 1.5 Tons
	Class "C" Vehicles	\$ 350.00	Large Trucks, Tractors & Trailers 3 Tons
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

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
	New construction of or addition to existing	\$ 0.05	Per square foot (1&2 family dwelling)
	Minimum fee of	\$ 125.00	
	Removal or moving of structures	\$ 200.00	
	Special events	\$ 60.00	
	Temporary construction trailer (6 months)	\$ 60.00	
	Work commencing before permit issued	Double Fee	
	Electrical Permit Fees		
	0-150 amperes	\$ 70.00	
	151-400 amperes	\$ 125.00	
	Over 400 amperes	\$ 250.00	
	277 to 480 volt phase	\$ 2.00	Per Amp
	Amending Permit Fee	\$ 20.00	
	Circuits with capacity of more than 1 KW		
	For the first 5 KW	\$ 5.00	
	For each additional KW	\$ 3.00	
	Empty Conduits	\$ 10.00	For each 50' of conduit or bank of conduits
	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	

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
	Power Rectifier-more than 100 amperes	\$ 3.00	Each unit
	Power Rectifier-up to 100 amperes	\$ 15.00	
	Relocated Houses	\$ 50.00	
	X-ray unit-120 volt	\$ 15.00	
	X-ray unit-208/240 volt	\$ 50.00	
	Mobile Homes (manufactured)	\$ 50.00	
	Reconnecting Signs		
	1st circuit	\$ 15.00	
	Each additional circuit	\$ 2.00	
	Mercury Vapor Light P.O.L.	\$ 15.00	
	Re-inspection of interior wiring	\$ 50.00	Out of service for 90 days or more
	Residential Low Voltage		
	After Electrical-roughin	\$ 50.00	
	Before Electrical-roughin	\$ 30.00	
	Residential Temporary Meter Center	\$ 25.00	
	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	

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

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

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
Public Works	Adoption Fee	\$ 65.00	Each
	Animal License Fee	\$ 6.00	Each (altered)
		\$ 16.00	Each (non-altered)
		\$ 3.00	Replacement Cost
	Boarding Fees	\$ 15.00	Per Day
	Capture Fees		
	1st offense	\$ 40.00	Each
	2nd offense	\$ 70.00	Each
	3rd offense	\$ 100.00	Each
	Grass Cutting of Vacant Houses	Actual Cost	Materials, Equipments & Labor Cost
	Shelter Misc. Revenue	\$ 25.00	Owner surrender
		\$ 50.00	Cremation fee
		\$ 20.00	Micro-chipping
Solid Waste	Appliance Pickup	\$ 30.00	Each
	Commercial Pickup-Set Up Fee	\$ 20.00	Each
	Commercial Pickup - Charge for Cart	\$ 55.00	Each
	Commercial Pickup - Monthly Charges:		
	For 1 Cart	\$ 30.00	Monthly
	For 2 Carts	\$ 35.00	Monthly
	For 3 Carts	\$ 40.00	Monthly
	Residential Cart Replacement Cost	\$ 55.00	Each
	Residential Cart Additional Purchase	\$ 55.00	Each
	Residential Pickup	\$ 30.00	Monthly
Water/Wastewater	Yard Waste Cart Purchase	\$ 55.00	Each - While Grant carts are available
	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 usage of Fire Hydrant Meter		Current City rates for water usage
	City Water Rates		
	Residential -- City Customers	\$ 7.80	The first 2,000 gallons
	Residential -- City Customers	\$ 1.80	each additional 1,000 gallons
	Residential -- Rural Customers	\$ 10.70	The first 2,000 gallons
	Residential -- Rural Customers	\$ 2.70	each additional 1,000 gallons
	Commercial -- City Customers	\$ 12.88	The first 2,000 gallons
	Commercial -- City Customers	\$ 2.10	each additional 1,000 gallons
	Commercial -- Rural Customers	\$ 17.59	The first 2,000 gallons
	Commercial -- Rural Customers	\$ 3.15	each additional 1,000 gallons
	City Sewer Rates		
	Residential -- City Customers	\$ 9.19	The first 2,000 gallons
	Residential -- City Customers	\$ 1.89	each additional 1,000 gallons
	Residential -- Rural Customers	\$ 12.09	The first 2,000 gallons
	Residential -- Rural Customers	\$ 2.04	each additional 1,000 gallons

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
	Commercial -- City Customers	\$ 17.89	The first 2,000 gallons
	Commercial -- City Customers	\$ 2.04	each additional 1,000 gallons
	Commercial -- Rural Customers	\$ 25.14	The first 2,000 gallons
	Commercial -- Rural Customers	\$ 2.18	each additional 1,000 gallons
Engineering	Fee for Plans and Specifications (for copies)		
	From \$100,000 to \$250,000	\$ 25.00	
	From \$250,001 to \$500,000	\$ 50.00	
	From \$500,001 to \$750,000	\$ 75.00	
	Greater than \$750,000	\$ 100.00	
	Commercial & Industrial		
	City Subdivision Inspection		
	Minimum, per lot	\$ 300.00	Whichever is greater
	Or % of Development Cost	3.0%	Whichever is greater
	Drainage Control Fee		
	For those lots not served by a detention basin	\$ 500.00	Per half acre
	For those lots served by a detention basin	\$ 250.00	Per half acre
	Sewer Connection Charge		
	Per Acre	\$ 2,333.00	Whichever is greater
	Per Front Foot	\$ 33.00	Whichever is greater
	Sewer Review Fee		
	Minimum	\$ 25.00	Per contract
	Per lot	\$ 10.00	Whichever is greater
	Per 250 feet of Sewer line Extension	\$ 25.00	Whichever is greater
	Subdivision and site plan review		
	Minimum	\$ 175.00	Whichever is greater
	Or % of Public Improvement Cost	1.5%	Whichever is greater
	Water Connection Fee	\$ 3,000.00	Per lot
	Water Plant Expansion % of Water Main Cost	15%	
	Water System Engineering % of Water Main Cost	6%	
	Residential		
	City Subdivision Inspection		
	Minimum, per lot	\$ 300.00	Whichever is greater
	Or % of Development Cost	3.0%	Whichever is greater
	Drainage Control Fee		
	For those lots not served by a detention basin	\$ 500.00	Per lot
	For those lots served by a detention basin	\$ 250.00	Per lot
	Park Land Development Fee	\$ 700.00	Per lot
	Sewer Connection Charge	\$ 2,000.00	
	Sewer Review Fee		
	Minimum	\$ 25.00	Per contract
	Per lot	\$ 10.00	Whichever is greater
	Per 250 feet of Sewer line Extension	\$ 25.00	Whichever is greater
	Subdivision and site plan review	\$ 175.00	Per lot
	Water Connection Fee	\$ 2,000.00	Per lot

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
	Water Plant Expansion Percent of Water Main Cost	15%	
	Water System Engineering % of Water Main Cost	6%	
	Street Cut Permit per 25 feet of cut	\$ 10.00	
Parks	Facility Rental		
	A. Keith McDonald Pavilion (\$500 Security Deposit)	\$ 300.00	Residents(1/2 day/\$600 all day)
		\$ 450.00	Non-Residents(1/2 day/\$900 all day)
	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
		\$ 525.00	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	\$ 15.00	Per person
	Youth Sports-per team		
	6 & u basketball	\$ 350.00	
	8 & u basketball	\$ 425.00	
	10 & u basketball	\$ 450.00	
	17 & u basketball	\$ 525.00	
	6 & u to 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

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
	Clogging	\$ 25.00	Resident per month
		\$ 30.00	Nonresident per month
		\$ 15.00	Senior per month
	Pottery		
	Hand Building	\$ 145.00	Resident per session
		\$ 150.00	Nonresident per session
	Wheel Class	\$ 160.00	Resident per session
		\$ 165.00	Nonresident per session
	Clay	\$ 25.00	
	Pottery Tools	\$ 20.00	
	Art Programs		
	Children's Art Classes	\$ 300.00	Per session (Ages 9-14)
		\$ 175.00	Per session (Ages 5-8)
	Saturday Artists	\$ 200.00	Per Session (Ages 5-8)
		\$ 300.00	Per Session (Ages 9-14)
	Summer Art Camp	\$ 125.00	Per Session (Ages 5-9)
		\$ 150.00	Per Session (Ages 10-16)
	Sewing by Design	\$ 20.00	Resident, per month
		\$ 25.00	Non-Resident, per month
	Dance		
	Recreational Dance Program	\$ 45.00	Resident per month
		\$ 50.00	Non-resident per month
	Summer Dance Camp	\$ 90.00	Resident per session
		\$ 100.00	Non-resident per session
	Camp Singleton		
	Fall Break Camp	\$ 125.00	Resident per week
	Fall Break Camp	\$ 135.00	Non-Resident per week
	Camp day rate, Resident	\$ 30.00	Resident per day
	Camp day rate, Non-Resident	\$ 35.00	Non-Resident per day
	Spring Break Camp	\$ 125.00	Resident per week
	Spring Break Camp	\$ 135.00	Non-Resident per week
	Camp day rate, Resident	\$ 30.00	Resident per day
	Camp day rate, Non-Resident	\$ 35.00	Non-Resident per day
	Summer Day Camp		
	Full Summer tuition, Resident	\$ 1,000.00	Resident, full summer
	Full Summer tuition, Non-Resident	\$ 1,100.00	Non-Resident, full summer
	Camp 1 wk, Resident	\$ 125.00	Resident, per week
	Camp 1 wk, Resident, 1st sibling	\$ 120.00	Resident, 1st sibling, per week
	Camp 1 wk, Resident, 2nd sibling	\$ 115.00	Resident, 2nd sibling, per week
	Camp 1 wk, Non-Resident	\$ 135.00	Non-Resident, per week
	Camp 1 wk, Non-Resident, 1st sibling	\$ 130.00	Non-Resident, 1st sibling, per week
	Camp 1 wk, Non-Resident, 2nd sibling	\$ 125.00	Non-Resident, 2nd sibling, per week
	Camp day rate, Resident	\$ 30.00	Resident, per day
	Camp day rate, Non-Resident	\$ 35.00	Non-Resident, per day

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
Facility Rental			
Regular Hours			
	Classroom	\$ 30.00	Resident per hour
		\$ 40.00	Non-resident per hour
	Stage Room	\$ 40.00	Resident per hour
		\$ 50.00	Non-resident per hour
	Auditorium	\$ 60.00	Resident per hour
		\$ 70.00	Non-resident per hour
	Kitchen, with Auditorium	\$ 50.00	Resident Flat Fee
		\$ 55.00	Non-Resident Flat Fee
	Gymnasium, one side only	\$ 65.00	Resident per hour
		\$ 75.00	Non-resident per hour
	Gymnasium, whole gym	\$ 130.00	Resident per hour
		\$ 150.00	Non-resident per hour
	Concession Stand	\$ 100.00	Resident Flat Fee
		\$ 125.00	Non-Resident Flat Fee
Basketball Tournament			
	2 Day, Resident	\$ 1,750.00	
	2 Day, Non-Resident	\$ 1,900.00	
	Full Week, Resident	\$ 2,200.00	
	Full Week, Non-Resident	\$ 2,400.00	
After Hours (2 Hour Minimum)			
	Classroom	\$ 65.00	Resident per hour
		\$ 75.00	Non-resident per hour
	Stage Room	\$ 80.00	Resident per hour
		\$ 90.00	Non-resident per hour
	Auditorium	\$ 125.00	Resident per hour
		\$ 145.00	Non-resident per hour
	Kitchen, with Auditorium	\$ 60.00	Resident Flat Fee
		\$ 65.00	Non-resident Flat Fee
	Gymnasium, one side only	\$ 145.00	Resident per hour
		\$ 165.00	Non-resident per hour
	Gymnasium, whole gym	\$ 290.00	Resident per hour
		\$ 350.00	Non-resident per hour
	Deposit Auditorium, Classrooms, Gym & Stage Rm	\$ 200.00	
	Deposit Teen Parties	\$ 500.00	Cash
	Rectangle Tables	\$ 6.00	
	Metal Chairs	\$ 0.75	
IDs			
		\$ 40.00	Resident per year
		\$ 60.00	Non-resident per year
		\$ 5.00	Day Pass

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
Martial Arts			
	Kendo	\$ 25.00	Per month
	Aikido	\$ 30.00	Resident, per month
		\$ 35.00	Non-Resident, per month
Preschool			
	Registration fee	\$ 25.00	
	Book Club-4 & 5 yrs old (Fridays)	\$ 50.00	Resident per session
		\$ 55.00	Non-resident per session
	Preschool Playtime-2 yrs old (Fridays)	\$ 60.00	Resident per month
		\$ 65.00	Non-resident per month
	Preschool-3 & 4 yrs old		
	Two days per week, resident	\$ 90.00	Resident per month
	Two days per week, non-resident	\$ 95.00	Non-resident per month
	Four days per week, resident	\$ 180.00	Resident per month
	Four days per week, non-resident	\$ 190.00	Non-resident per month
	Pre-K Camp- 3 & 4 yrs old	\$ 80.00	Resident per session - 3 wks
		\$ 85.00	Non-resident per session - 3 wks
Special Events			
	Halloween	\$ 1.00	Per adult
	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
	Baton	\$ 109.00	Resident per Session
		\$ 114.00	Non-Resident per Session
		\$ 55.00	Resident, additional sibling per session
		\$ 60.00	Non-Resident, additional sibling per session
	ACT Prep	\$ 200.00	Resident per session
		\$ 205.00	Nonresident per session
	Driver Education	\$ 560.00	Resident per session
		\$ 560.00	Nonresident per session
	Piano Lessons	\$ 250.00	Resident per session - 12 weeks
		\$ 275.00	Non-Resident per session - 12 weeks
	Tennis (Ages 7-17)	\$ 60.00	Resident - 1 Lesson Per Week
		\$ 65.00	Non Resident - 1 Lesson Per Week
	Theatre	\$ 180.00	Resident per session - 12 weeks
		\$ 185.00	Non-Resident per session - 12 weeks
	Drum Lessons	\$ 25.00	Resident - per lesson
		\$ 30.00	Non-Resident - per lesson

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
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
	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

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
	Manicure	\$ 15.00	
	Pedicure	\$ 21.00	
	Special Care Fee	\$ 10.00	Additional (case-by-case)
	Massage - Chair		
	15-minutes	\$ 22.00	Per 15-minute appointment
	30-minutes	\$ 40.00	Per 30-minute appointment
	Memberships		
	Basic Membership	\$ 15.00	Per Year
	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
	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	\$ 690.00	Yearly
	Corporate Senior Household	\$ 580.00	Yearly
	Corporate Senior Single	\$ 382.00	Yearly
	Corporate Single	\$ 456.00	Yearly
	Corporate Household	\$ 64.00	Monthly
	Corporate Senior Household	\$ 54.00	Monthly
	Corporate Senior Single	\$ 35.00	Monthly
	Corporate Single	\$ 42.00	Monthly
	Employee Household	\$ 384.00	Yearly
	Employee Senior Household	\$ 276.00	Yearly
	Employee Senior Single	\$ 192.00	Yearly
	Employee Single	\$ 252.00	Yearly
	Non-Resident College Membership	\$ 161.00	Yearly
	Non-Resident Day Pass Daily	\$ 15.00	Daily
	Non-Resident Day Pass Weekly	\$ 40.00	Weekly
	Non-Resident Household	\$ 837.00	Yearly
	Non-Resident Senior Household	\$ 752.00	Yearly
	Non-Resident Senior Single	\$ 493.00	Yearly
	Non-Resident Single	\$ 555.00	Yearly

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
	Resident College Membership	\$ 143.75	Yearly
	Resident Day Pass Daily	\$ 10.00	Daily
	Resident Day Pass Weekly	\$ 26.00	Weekly
	Resident Household	\$ 555.00	Yearly
	Resident Senior Household	\$ 406.00	Yearly
	Resident Senior Single	\$ 272.00	Yearly
	Resident Single	\$ 357.00	Yearly
	Resident Single - Monthly	\$ 33.00	Monthly
	Resident Household - Monthly	\$ 52.00	Monthly
	Resident Senior Single - Monthly	\$ 25.00	Monthly
	Resident Senior Household - Monthly	\$ 38.00	Monthly
	Non-Resident Single	\$ 178.00	3-Month
	Non-Resident Household	\$ 267.00	3-Month
	Non-Resident Senior Single	\$ 158.00	3-Month
	Non-Resident Senior Household	\$ 240.00	3-Month
	Non-Resident Single	\$ 52.00	Monthly
	Non-Resident Household	\$ 78.00	Monthly
	Non-Resident Senior Single	\$ 46.00	Monthly
	Non-Resident Senior Household	\$ 70.00	Monthly
	Resident Single	\$ 113.00	3-Month
	Resident Household	\$ 178.00	3-Month
	Resident Senior Single	\$ 86.00	3-Month
	Resident Senior Household	\$ 130.00	3-Month
	Non-Resident Single	\$ 178.00	3-Month
	Non-Resident Household	\$ 267.00	3-Month
	Non-Resident Senior Single	\$ 158.00	3-Month
	Non-Resident Senior Household	\$ 240.00	3-Month
	Corporate Single	\$ 148.00	3-Month
	Corporate Household	\$ 219.00	3-Month
	Corporate Senior Single	\$ 124.00	3-Month
	Corporate Senior Household	\$ 185.00	3-Month
	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 lesson per mem	\$ 45.00	
	1 student 1 lesson per non-mem	\$ 75.00	
	1 student 4 lessons per mem	\$ 100.00	
	1 student 4 lessons per non-mem	\$ 130.00	
	Lifeguard Instructor mem	\$ 225.00	
	Lifeguard Instructor non- mem	\$ 250.00	
	Lifeguard recert mem fee	\$ 75.00	
	Lifeguard recert non-mem fee	\$ 100.00	
	Lifeguard training mem fee	\$ 200.00	

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
	Lifeguard training non-mem fee	\$ 230.00	
	Masters swim mem daily	\$ 40.00	Monthly
	Masters swim non-mem daily	\$ 55.00	Monthly
	Swim class member fee	\$ 80.00	
	Swim class non-member fee	\$ 110.00	
	Swim club registration	\$ 10.00	
	WSI class mem	\$ 225.00	
	WSI class non-mem	\$ 250.00	
	Daycare		
	Daycare mem 12 sessions	\$ 20.00	
	Daycare mem 6 sessions	\$ 10.00	
	Daycare mem daily	\$ 2.00	
	Daycare non-mem 12 sessions	\$ 20.00	
	Daycare non-mem 6 sessions	\$ 10.00	
	Daycare non-mem daily	\$ 2.00	
	Unlimited childcare 1 mo.	\$ 30.00	
	Facility Rental		
	Basketball court rental	\$ 55.00	1/2 Court - 1 Hour Member
		\$ 75.00	1/2 Court - 2 Hour Member
		\$ 90.00	1/2 Court - 1 Hour Non-Member
		\$ 110.00	1/2 Court - 2 Hour Non-Member
		\$ 110.00	Full Court - 1 Hour Member
		\$ 165.00	Full Court - 2 Hour Member
		\$ 155.00	Full Court - 1 Hour Non-Member
		\$ 210.00	Full Court - 2 Hour Non-Member
	Large Meeting Room Rental	\$ 125.00	2 hour Member
		\$ 155.00	3 hour Member
		\$ 185.00	4 hour Member
		\$ 155.00	2 hour Non-Member
		\$ 185.00	3 hour Non-Member
		\$ 215.00	4 hour Non-Member
	Meeting Room 2	\$ 95.00	2 hour Member
		\$ 125.00	3 hour Member
		\$ 155.00	4 hour Member
		\$ 125.00	2 hour Non-Member
		\$ 155.00	3 hour Non-Member
		\$ 185.00	4 hour Non-Member
	Choose 1 Package	\$ 115.00	Member
		\$ 150.00	Non-Member
	Choose 2 Package	\$ 150.00	Member
		\$ 200.00	Non-Member
	Home School Swim	\$ 3.00	
	HS Lap Lane Rental fee	\$ 6.00	
	Lock-In Rental Balance	\$ 800.00	

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
	Lock-In Rental Deposit	\$ 150.00	
	Pool Lane Rental member	\$ 15.00	
	Pool Lane Rental nonmember	\$ 20.00	
	Pool Play Area Rental member	\$ 50.00	1 Hour
	Pool Play Area Rental member	\$ 75.00	2 Hour
	Pool Play Area Rental nonmember	\$ 70.00	1 Hour
	Pool Play Area Rental nonmember	\$ 95.00	2 Hour
	Racquetball court rental	\$ 25.00	Per hour
	Scuba	\$ 10.00	Per person
	Yearly locker rental	\$ 60.00	
	Inflatable - Giant Slide - Member	\$ 95.00	
	Inflatable - Castle - Member	\$ 70.00	
	Inflatable - Basketball Hoops - Member	\$ 60.00	
	Inflatable - Giant Slide - Non-Member	\$ 125.00	
	Inflatable - Castle - Non-Member	\$ 95.00	
	Inflatable - Basketball Hoops - Non-Member	\$ 65.00	
	Rental Security Deposit (Refundable)	\$ 150.00	
Fitness			
	Fire Workout - 4 Weeks - Member	\$ 120.00	
	Fire Workout - 4 Weeks - Non-Member	\$ 140.00	
	Fire Workout - 1 Class - Member	\$ 20.00	
	Fire Workout - 1 Class - Non-Member	\$ 25.00	
	1 Hr Personal Training Member	\$ 50.00	
	1 Hr Personal Training Non-Member	\$ 65.00	
	12 Hrs Personal Training Member	\$ 513.00	
	12 Hrs Personal Training Non-Member	\$ 684.00	
	2 Hr Update Personal Training	\$ 75.00	
	20 Hrs Personal Training Member	\$ 800.00	
	20 Hrs Personal Training Non-Member	\$ 1,000.00	
	20/20/20 Senior Member	\$ 130.00	
	20/20/20 Senior Non-Member	\$ 170.00	
	3 Hr Personal Training Member	\$ 100.00	
	3 Hr Personal Training Non-Member	\$ 145.00	
	30 Hrs Personal Training Member	\$ 1,050.00	
	30 Hrs Personal Training Non-Member	\$ 1,350.00	
	6 Hrs Personal Training Member	\$ 270.00	
	6 Hrs Personal Training Non-Member	\$ 360.00	
	Eager To Exercise Mem	\$ 30.00	
	Eager To Exercise Non-Mem	\$ 40.00	
	Fast Track	\$ 225.00	
	Fitness Assessment	\$ 25.00	
	Indoor Triathlon	\$ 20.00	
	Just For Teens Member	\$ 65.00	
	Just For Teens Non-Member	\$ 85.00	

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
	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	
	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	

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
	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	\$ 40.00	
	BXST 101 Member - 2nd	\$ 30.00	
	BXST 101 Non-Member	\$ 55.00	
	BXST 101 Non-Member - 2nd	\$ 45.00	
	Late fee	\$ 10.00	
	Black team mem	\$ 60.00	Monthly
	Black team non-mem	\$ 75.00	Monthly
	Black 2nd swimmer mem	\$ 50.00	Monthly
	Black 2nd swimmer non-mem	\$ 65.00	Monthly
	Red team mem	\$ 70.00	Monthly
	Red team non-mem	\$ 85.00	Monthly
	Red 2nd swimmer mem	\$ 60.00	Monthly
	Red 2nd swimmer non-mem	\$ 75.00	Monthly
	Senior member	\$ 80.00	Monthly
	Senior non-mem	\$ 95.00	Monthly
	Senior 2nd swimmer mem	\$ 70.00	Monthly
	Senior 2nd swimmer non-mem	\$ 85.00	Monthly
	USS transfer fee in LSC	\$ 5.00	
	USS transfer fee out of LSC	\$ 10.00	
	White team mem	\$ 45.00	Monthly
	White team non-mem	\$ 65.00	Monthly
	White 2nd swimmer mem	\$ 40.00	Monthly
	White 2nd swimmer non-mem	\$ 55.00	Monthly
	Yearly registration fee	\$ 110.00	
	Yearly US reg fee	\$ 74.00	
Performing Arts	BOX OFFICE		
	Credit card processing - per subscription	\$ 5.00	On Total Order
	Credit card processing - per ticket	\$2 & \$4	Depending on Ticket Price
	Tickets - Buy 5 or More Shows Subscription	\$7.50 / \$11.25	5 Shows - 25% off
		\$ 15.00	5 Shows - 25% off
		\$18.75 - \$26.25	5 Shows - 25% off
	Tickets - Subscribers - Headliner Series	\$40 / \$50	
	Theatre - Public - Headliner Series	\$ 50.00	
	Tickets - Public - Showcase Series	\$ 35.00	
	Theatre - Public - Live Theatre Series	\$ 20.00	
	Tickets - Subscriber - Family Series	\$10 / \$15	Youth & Adult

City of Bartlett
Fees Schedule
Fiscal Year 2021-2022

Department	Type	Amount	Frequency/Notes/Description
CLASSES & INSTRUCTION			
	Summer camp - per participant	\$ 125.00	Fee - includes deposit
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	\$ 50.00	
	Removal of seats - per row/event	\$ 50.00	
	Stage Audio --- Lighting Techs per hour	\$35 -- \$20	
	Stage risers - per event	\$ 100.00	
	Stage screen only - per event	\$ 25.00	
	Wireless Mics - per event - per mic	\$ 85.00	
SPACE RENTAL			
	Auditorium (per hr, 4-hour minimum)	\$ 125.00	Includes House Manager
	Lobby (per hr, 4-hour minimum)	\$ 85.00	Includes House Manager
	Green Room (per hr, 4-hour minimum)	\$ 40.00	Includes House Manager
	Studio (per hr, 4-hour minimum)	\$ 60.00	Includes House Manager
	Conference Room (per hr, 4-hr minimum)	\$ 50.00	Includes House Manager
Sponsorship		\$ 1,000.00	& Up
Special Partnerships		\$ 500.00	\$500 to \$999

