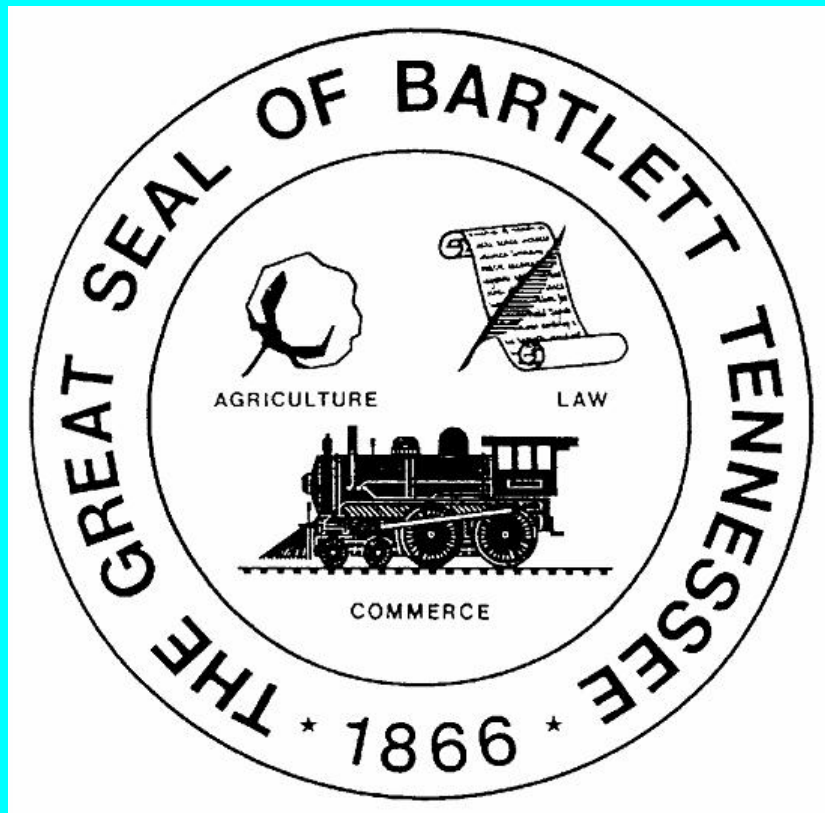


CITY OF BARTLETT **TENNESSEE**

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



A. Keith McDonald, Mayor
FISCAL 2023 ADOPTED BUDGET



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Bartlett
Tennessee**

For the Fiscal Year Beginning

July 01, 2021

Christopher P. Morill

Executive Director



BARTLETT VISION 2023



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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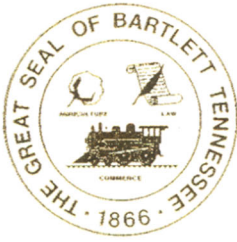
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CITY OF BARTLETT

T E N N E S S E E

INTRODUCTION



City of Bartlett

A. Keith McDonald, Mayor

May 24, 2022

Board of Mayor and Aldermen

City of Bartlett, Tennessee

This letter transmits the Budget for the fiscal year beginning July 1, 2022. 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 FY22 General Fund budget projected a break even from operations the finance department now projects an increase in fund balance for FY22 as a result of operations for the fiscal year ending June 30, 2022.

The FY23 annual operating budget represents the City's plans, policies, and strategies for maintaining a level of service to meet the needs and expectations of the citizens in the community. Bartlett is a corporate city established in 1866 and has a population, according the 2020 federal census of 57,786. The City's charter was last amended on April 14, 1993 and operates under a strong Mayor and Aldermen form of government as provided for in Tennessee state statutes.

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

1990. While the City is home to many companies with regional and international operations it continues to maintain its small town atmosphere. Commercial and residential development has remained steady since the recession in 2008 through 2019 which has contributed to increased property assessments and property tax revenues. Residential development slowed during calendar year 2019 and 2020; however, housing permits have increased for calendar year 2021 and 2022 through May of this year. Sales of existing homes have been strong as we slowly come out of the pandemic. Commercial development has remained steady since March 2020 with over \$50 million in new permits during this time period. Historic Bartlett Station, the Gotten House Museum, the Bartlett Performing Arts and Conference Center and thirty-one public parks provide year round cultural and recreational opportunities for the City's residents. The Bartlett Municipal School System, created in 2014, has been a contributing factor in increased home sales and commercial development. Existing residential properties sell quickly once on the market in Bartlett, selling at asking price and more, primarily due to its excellent school system and quality of life offered in the City. Bartlett's school system has won several awards from the State of Tennessee for its excellent education programs. The results have seen many new families wanting to move to Bartlett.

As required by the Bartlett City Charter this budget document is presented for your approval for the fiscal year 2023 operating and capital budgets. The State of Tennessee saw many of its revenue streams reduced by the effects of the pandemic; however state sales tax revenue has been strong during this period, growing over 31% from FY19 through FY21. 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, local option sales tax remained strong from major companies such as Walmart, Sam's, Lowe's. Online sales contributed to the robust sales tax growth during the pandemic and over the past two fiscal years.

Bartlett experienced a 27.9% growth in the per capita state sales tax allocations from FY20 to FY22. The growth in the state sales tax has been 31.2% for the six year period FY16 to FY21. The FY22 budget projected a 33.4% reduction in state sales tax revenue over FY21. Big box stores which were not mandated to be closed and online sales helped in generating this increase. The state's economy has continued to grow as pandemic mandates expired 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 expired in FY2022 is the state income tax. This tax on

dividends and certain interest income, was phased out over a four-year period by the Tennessee General Assembly beginning in FY18. The FY23 budget estimates a 6.8% increase in local option sales tax over FY22.

The overall General Fund budget for FY23 is set at \$61.5 million. This includes \$55.1 million in general operation for the various departments within the city plus \$6.4 million in transfers for other uses such as maintenance of effort appropriation for Bartlett City Schools, payment to Shelby County School System for costs associated with OPEB liability, and \$3,555,000 transfers to the City's Debt Service Fund for retirement of general obligation bonds and notes. The City has four (4) major funds reported in its Annual Comprehensive Financial Report: General Fund, General Purpose School Fund, Capital Projects Fund, and Education Capital Fund. Along with the General Fund budget of \$61.5 million the General Purpose School Fund has budgeted appropriations of \$92.5 million. The School Fund is using \$2.0 million in fund balance to supplement the \$90.5 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 since FY2021 is the American Rescue Plan Fund, created after Congress passed the American Rescue Plan Act of 2021 which provided Coronavirus State and Local Fiscal Recovery Funds to local governments. Bartlett was allocated a total of \$5.76 million in funding in two tranches. Bartlett received \$2.88 million May 2021 and received the remaining \$2.88 million in May 2022. These funds will be budgeted as projects are identified for their use.

The total budget for all funds included in the budget ordinance is \$184.5 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 2023. 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 FY23 budget continues this vision by maintaining services the citizens require even in these challenging times, providing for future development through a conservative and well-managed debt management policy, improved education facilities through opening of a newly renovated Bartlett High School, recruitment of retail and commercial developers, and continuing to strive for excellent staff members to carry out policies and programs set forth in the budget document.

Major Initiatives

To keep pace with the transportation needs of the growing population of residents, businesses, and arterial traffic of visitors, the City has projects in various stages of completion as well as planned projects included in the City's Capital Improvement Program for FY23-FY27. Other projects will help improve department facilities, improvements to arterial roadways and bridges, parks facilities, and water and sewer improvements:

- The City began planning for a new city shop for a central location for its fleet management operations in FY17 by purchasing land for the project. Additional revenues were allocated to the facility during FY18 through FY22. The total estimated cost of the facility was \$4,495,970. This state-of-the-art facility for equipment repair and maintenance was officially named the A. Keith McDonald Maintenance Facility.
- The major east-west arterial Old Bartlett West road from Kirby-Whitten to Austin Peay Highway has been in the planning stages since FY2005. The City completed the acquisition of right-of-way in FY20 with plans to begin construction in FY21. This is a \$7,350,000 project with 80% funding through the Tennessee Department of Transportation. 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 Applying 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 began in the spring of calendar 2022.

- The City continues to work with the State of Tennessee's Department of Transportation in funding improvements to its transportation overlay projects. The FY23 capital improvement program budget for these projects is \$500,000 with 80% TDOT funding. The five year projection for these TDOT projects is \$10,988,600 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 \$763,000 over the next five years to upgrade our facilities with TDOT providing 80% funding.
- The City has approved a new mixed use development called Union Depot. The development will have 622 residential units in addition to commercial units on 74 acres of property. Total investment for this project is estimated at \$162 million, resulting in an estimated \$5.2 million in property tax revenues for the City. Land clearing and construction will begin in early FY2023.
- Ford Motor Company has invested in its new "BlueOval City" a \$5.6 billion Ford mega campus for battery and vehicle manufacturing located about 45 minutes from Bartlett. The Bartlett Chamber of Commerce is working on four different projects with city officials on ways to attract manufacturing and automotive technology companies to provide services for this plant.

Other Significant Challenges

Increased Property Taxes and Other Sources of Revenue

The City's property tax assessments for tax year 2021 increased over 24% from the tax base in tax year 2020. Resulting assessments plus a 24 cent increase in Bartlett's property tax rate for FY2022 provided competitive salary improvements for firefighters, police officers, and public works employees in order to retain and attract quality professional for these positions. New recurring funding for the General Fund amounted to \$3.76 million in FY2022. Adding to the tax role have been 62 new residential unit permits in the past 12 months with a total valuation of \$24 million and 74 new commercial permits with total valuation of \$19 million. Existing properties are selling quickly once on the market. New construction has been hampered by a shortage of property, supply chain disruptions, 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 127 units per year.

Health Insurance Costs for Employees

The City continues to address the rising health care costs for its employees by remaining in an Interlocal Health Benefit Plan. Members of the plan include employees of three municipalities and four municipal school systems in Shelby County. The annual costs of insurance premiums and prescription drugs continue to rise, placing strain on the participant members to provide a revenue stream sufficient to cover these costs. Plan rates and contributions for each entity are set in advance each July 1st. The City used \$343,200 in non-recurring funds during FY21 to cover planned rate increases for the Plan. This increase was covered by property tax revenue increases in FY22. The projections for premium revenue from member entities for the plan for FY23 has resulted in a 2% 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 FY23 Capital Improvement Program budget provides \$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 FY23 is estimated at \$7.3 million.

Water and Sewer Operations

The Water and Sewer Fund has operated close to a break-even point for the last several years. Subdivision develop fees have historically provided additional resources which enable the fund to operate with a surplus. With developer fees recently 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. Due to this increase in sewer costs, the Board of Mayor and Aldermen increased the base sewer rate by \$2 per month for both residential and commercial customers. The result in operations reflect a increase in retained earnings for FY22 and should have positive results in FY23. The Water/Sewer Fund has an adopted budget in FY23 of \$8.8 million in total expenditures.

Bartlett Vision Statement

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

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

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

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

- Quality of Life - Adopt a more complete bikeway plan through a multi-year capital improvement program. Fletcher Creek Greenway Phase 2 was completed which extends the master planned trail from Yale Road to Byrd Boulevard. The project spanned 2,575 linear feet and was completed in 2021. Fletcher Creek Greenway Phase 3 is now under design with construction proposed to begin in summer of 2023 from Byrd Park across the front of the City's TCAT facility spanning 850 feet to Appling Road. Phase 4 of this project is under design with construction from Appling Road to Germantown Road proposed for calendar 2025. This project will span approximately 5,700 feet.
- Quality of Life – The first three phases of the master plan for Freeman Park with state of the art facilities for sports and entertainment venues has been completed. Major improvements have been made to the park, including soccer fields and the completed A. Keith McDonald Pavilion and a new multi-purpose field. Remainder major initiatives for Phase 4 and Phase 5 include an amphitheater, walking paths, picnic area and playground. These will require an updated system-wide master plan to obtain additional grant funds from the Tennessee Department of Economic Development. Bartlett currently boasts 29

municipal parks and facilities covering over 830 acres of recreation opportunities for Bartlett residents.

- **Education** - To support the City's municipal school system to provide an innovative and exemplary education for all students in a safe, high-performing district that encourages them to expand their horizons and achieve their potential. The city purchased land for the purpose of construction of a training facility in Bartlett to coordinate special training for students wishing to get into the medical device field of study. The new Tennessee College of Applied Technology (TCAT) opened in the spring of FY2022 and provides diverse educational opportunities to Bartlett students. The major renovation of its Bartlett High School, which opened in fall of 2021 should 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. A significant change in the city's zoning ordinance now provides for mixed use residential and commercial development in the future. The first mixed use development currently under construction is Union Depot with a projected investment of \$162 million. This project is estimated to bring in over \$5 million in property tax revenue within a few years.
- **General Government** - Control the City's debt and debt service requirements and maintain or improve its Standard & Poor's AAA and Moody's Aa1 bond ratings. The city maintained its current bond ratings from S & P and Moody's on its general obligation debt. There are plans to issue \$3.845 million in general obligation bonds in FY23 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 \$22 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 \$3,555,000 in transfers to its Debt Service Fund for FY22 and again in FY23 to retire current and future debt obligations.

Budget Overview

The Fiscal Year 2023 proposed budget for all funds, including Bartlett School Fund, is \$184 million. Excluding Bartlett School Fund, the Fiscal Year 2023 proposed budget for all funds is \$92.0 million, which represents a 3.64% increase compared to Fiscal Year 2022 Projections.

The proposed General Fund budget is \$61.49 million which represents a 7.78% increase compared to the General Fund budget for Fiscal Year 2022.

Highlights of the Adopted 2022 Budget

- \$0 Use of reserves in General Fund operating budget.
- General Fund Budget based on \$1.73 property tax rate
- 4% salary increase for full-time employees included for FY2023.
- 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 FY23 remains at \$1,737,826 and settlement charges for the Shelby County Board of Education OPEB costs remains at \$608,193. There will also be \$3,555,000 in operating transfers to the Debt Service Fund for the purpose of retiring annual bond and note requirements. This is a decrease of \$1,000,000 from FY2022.
- Current service levels are maintained for special revenue funds with planned use of fund balances in Drug Funds and General Purpose School Fund.
- 2% increase in health insurance costs; city will fund pension ADC requirements.
- Water and Sewer rates remain unchanged. City of Memphis sewer treatment charges remain a concern; however utility operations should result in positive change in net position for FY23.
- State of Tennessee ARP grant funds of \$3.4 million are projected over the next 3 years for sewer related projects.
- American Recovery Act grant funding of \$2.8 million will be used to purchase fire equipment and other qualified purchases over the next two fiscal years.

General Fund

General fund revenues are projected at \$61.5 million in FY23. Funds are provided for contributions to the city's Debt Service Fund to service existing and future debt issues. Budgeted expenditures of \$61.5 million include maintenance of effort appropriation of \$1,737,826 to Bartlett City Schools plus \$608,000 to Shelby County Board of Education for OPEB liability costs. Additional budgeted transfers include \$3.555 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

Tennessee 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. Capital amounts in State Street Aid Fund include \$400,000 in signal maintenance and \$160,000 in curb and handicap ramps. Solid Waste fund is intended to be self-supporting; fees will be unchanged from the prior year. We are budgeting a small surplus for FY23 in the Solid Waste Fund with the \$30 per month user fee per customer. Approximately \$791,000 in solid waste vehicles and equipment will be funded in Solid Waste Fund in FY23. The General-Improvement fund is used to fund city wide improvements and contribute to general fund balance. Its budget projects a surplus for FY23, using \$275,000 in transfers from the General Fund. Drug funds are used to support drug education and enforcement throughout city. We are budgeting a \$149,800 use of fund balance in the local and federal drug fund operations for FY23. Drainage fund supports efforts to monitor drainage and storm water and forestry. We are proposing no use of fund balance to balance the Drainage Fund budget. The Bartlett City Municipal School Fund is presented as a special revenue fund. The Bartlett City Board of Education presented its budget for inclusion in this budget document. The school fund budget totals \$92.5 million for FY23 with a \$2 million use of fund balance to cover OPEB and debt service expenses. The E-Citation Fund, with a budget of \$13,000 for police and city clerk operations, is the fourth 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 increased in FY22 in order to offset Memphis sewer treatment increases. We are projecting operations resulting in positive change in net position for FY23. There is budgeted a \$579,630 use of retained earnings to pay for projects included in the Water/Wastewater CIP improvements fund.

Debt Service Fund

One third of the 2¼ percent local option sales tax allocation to Bartlett goes to this fund to pay debt service for General Obligation debt. To supplement this revenue we are transferring \$3.555 million from the General Fund and a \$1 million transfer from the General Purpose School Fund to service the annual debt obligation. Total Debt Service Fund expenditures are \$9.15 million in FY23.

The City expects to issue \$4.85 million in general obligation bonds in FY23. The City did not issue capital outlay notes in FY22 and has no plans to issue them in FY23.

Capital Improvements Fund

We are requesting \$7,200,000 for capital improvement projects in FY23, a reduction of \$557,500 from the FY22 CIP budget. Funding sources include \$4,850,000 in G.O. bonds, \$400,000 in TDOT matching funds, \$1,370,370 in ARPA grant revenue, and \$579,630 in use of retained earnings from the Water/Sewer Fund. Major projects and capital acquisitions as noted previously include \$4.4 million in engineering projects, \$1,000,000 for a ladder fire truck, \$850,000 for parks and recreation and \$950,000 in sewer improvements.

Budget Projections

The budget is an important plan with reflects the visions of the Board for providing excellent services to the citizens of the community. The city of Bartlett is planning for future growth due to its location and business friendly environment. The 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 2021 Actual	FY 2022 Projection	FY 2023 Adopted	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected
General Fund Revenues	\$ 60,176,122	\$ 62,108,726	\$ 61,493,917	\$ 63,338,735	\$ 65,238,897	\$ 66,543,674
General Fund Expenditures	55,625,439	61,542,881	61,493,917	63,953,674	66,511,821	68,507,175
Fund Balance	34,338,098	34,903,943	34,903,943	34,289,004	33,016,080	31,052,579
Special Revenue Funds Revenue	\$ 100,102,382	\$ 101,250,798	\$ 101,507,521	\$ 104,552,747	\$106,643,802	\$108,776,678
Special Revenue Funds Expenditures	94,684,734	103,390,345	103,518,937	105,589,316	107,701,102	109,855,124
Fund Balance	44,270,030	42,130,482	40,119,066	39,082,497	38,025,196	36,946,749
Utility Fund Revenues	\$ 9,611,167	\$ 10,151,900	\$ 10,365,019	\$ 10,572,319	\$ 10,783,766	\$ 10,999,441
Utility Fund Expenditures	9,042,807	9,235,718	10,365,019	10,468,669	10,678,043	10,891,603
Cash Balance	13,417,306	14,333,488	14,333,488	14,437,138	14,542,862	14,650,699
Debt Service Fund Revenues	\$ 10,105,513	\$ 10,000,500	\$ 9,171,000	\$ 9,354,420	\$ 9,541,508	\$ 9,732,339
Debt Service Expenditures	9,169,024	9,426,689	9,151,804	9,334,840	9,521,537	9,807,183
Fund Balance	3,621,964	4,195,775	4,214,971	4,234,551	4,254,522	4,179,678

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 FY23 this policy would require an unassigned fund balance at June 30, 2023 of \$13.1 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 FY23 budget, the Board of Mayor and Aldermen adopts a property tax rate. As previously noted, the budget adopted a property tax rate of \$1.73. Property tax revenues account for approximately 51% of the total revenue in the General Fund with local taxes and intergovernmental revenue accounting for an additional 37% of total revenue.

With the Board's direction the administration is confident the City will make steady progress on fulfilling the goals and objectives outlined in its vision statement labeled Bartlett Vision 2023 which is presented on pp. 7-8 of this document.

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

The budgeting process and this document are further efforts and commitments to transparency in the affairs of the community. Department head meetings, board work sessions, and open

public participation has resulted in a document which we hope will build on and garner the public's trust in the operations of the City. We have attempted to cover some highlights in this letter. For a better understanding of the City's plan of operations for the coming fiscal year, the reader should review this document in its entirety. Inquiries or comments may be directed to Dick Phebus, Finance Director or 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 22-01 AMENDED

AN ORDINANCE TO ADOPT THE 2022-2023 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 (AS AMENDED).

SECTION 1: BE IT ORDAINED by the Board of Mayor and Aldermen of the City of Bartlett that the following appropriations for the 2022-2023 Fiscal Year for the City of Bartlett are as follows:

GENERAL FUND EXPENDITURES:	Fiscal Year 22/23
ADMINISTRATIVE:	
Legislative Board	\$ 891,555
Mayor's Office	\$ 945,665
Community Affairs	\$ 311,851
Building and Grounds	\$ 435,102
Bartlett Station Municipal Center	\$ 423,976
Library	\$ 1,427,064
Finance and Administration	\$ 1,813,210
City Court	\$ 1,173,299
Personnel	\$ 592,603
Planning and Economic Development	\$ 553,611
Total Administrative	\$ 8,567,936
PUBLIC SAFETY:	
Police Department	\$ 18,879,452
Fire Department	\$ 8,557,199
Ambulance Department	\$ 4,383,761
Code Enforcement	\$ 1,166,682
Total Public Safety	\$ 32,987,094
PUBLIC WORKS:	
Administration	\$ 612,714
City Shop	\$ 1,526,526
General Maintenance	\$ 1,744,179
General Services	\$ 354,414
Grounds Maintenance	\$ 1,535,111
Animal Control	\$ 811,204
Engineering Administration	\$ 515,103
Engineering & Inspection	\$ 438,213
Total Public Works	\$ 7,537,464
PARKS AND RECREATION:	
Administration	\$ 525,439
Community Center	\$ 1,032,220
Athletics	\$ 807,725
Maintenance	\$ 2,054,406
School Ground Maintenance	\$ 332,551
Senior Citizen Center	\$ 443,278
Recreation Center	\$ 1,798,153
Total Parks and Recreation	\$ 6,993,772

PERFORMING ARTS:

Performing Arts Center	\$	777,765
Total Performing Arts	\$	777,765

OTHER GENERAL FUND ITEMS /TRANSFERS OUT

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

TOTAL GENERAL FUND EXPENDITURES **\$ 63,253,050**

GENERAL FUND REVENUES/TRANSFERS:

Property Taxes	\$	29,731,000
Local Taxes	\$	17,178,430
Licenses & Privileges	\$	1,626,200
Intergovernmental	\$	7,654,000
General Charges for Services	\$	3,745,960
Department Revenues	\$	1,759,133
Court Charges	\$	1,258,000
Other Revenue	\$	132,327
Transfer In from General Improvement Fund	\$	168,000

TOTAL GENERAL FUND REVENUES/TRANSFERS **\$ 63,253,050**

SPECIAL REVENUE FUNDS EXPENDITURES

Street Aid Fund	\$	2,260,000
Solid Waste Fund	\$	7,323,166
General Improvement Fund	\$	877,050
Drug Enforcement Fund	\$	297,000
DEA Enforcement Fund	\$	125,000
Drainage Control Fund	\$	129,656
Park Improvement Fund	\$	0
E-Citation Fund	\$	13,000
Bartlett City School Fund	\$	92,494,065

TOTAL SPECIAL REVENUE FUNDS EXPENDITURES **\$ 103,518,937**

SPECIAL REVENUE FUNDS REVENUES/SOURCES

Special Revenue Funds Revenue	\$	101,507,521
Use of Fund Balance	\$	2,011,416

TOTAL SPECIAL REVENUE FUNDS REV./SOURCES **\$ 103,518,937**

UTILITY FUND EXPENDITURES

Administration	\$	2,286,812
Water & Wastewater Services	\$	2,543,076
Plant Operations	\$	2,764,120
Sewer Treatment	\$	1,219,378
Total Utility Operation Expenditures	\$	8,813,386

Utility Debt – Principal	\$	822,000
Utility Debt -- Interest & Charges	\$	161,503
Total Utility Debt Expenditures	\$	983,503

Transfer to Capital Improvement Fund	\$	579,630

TOTAL UTILITY FUND EXPENDITURES **\$ 10,376,519**

UTILITY FUND REVENUES/SOURCES

Utility Fund Revenues	\$	10,365,019
Department Revenues	\$	11,500

TOTAL UTILITY FUND REVENUES/SOURCES **\$ 10,376,519**

GENERAL DEBT SERVICE FUND EXPENDITURES

Principal	\$	5,918,000
Interest and Other Charges	\$	3,233,804
Contribution to Fund Balance	\$	19,196

TOTAL GENERAL DEBT SERVICE EXPENDITURES **\$ 9,171,000**

GENERAL DEBT SERVICE REVENUES/SOURCES

Debt Service Revenues	\$	9,171,000

TOTAL GENERAL DEBT SERVICE REV/SOURCES **\$ 9,171,000**

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, 2022.

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, 2022. 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 2022-2023 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: 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 FY2022-23 administered by the Bartlett City Board of Education. These budget documents, "School General Fund Exhibit A" and "School Special Revenue Fund Exhibit B", are presented in the FY2022-23 Approved Special Revenue Budget and the FY2022-23 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 FY2022-2023 as noted within this section were previously presented and approved as contained in Ordinance 22-01 by the Bartlett Board of Mayor and Aldermen passed on 3rd reading on May 24, 2022. Ordinance 22-01 shall remain in full force and effect.)

SECTION 9: CITY FEES SCHEDULE -- BE IT FURTHER ORDAINED that "Exhibit B" represents the fiscal year 2022-2023 comprehensive fees schedule for the City of Bartlett, Tennessee and establishes the rates for fiscal year 2022-2023. Any rate or fee not included in the attached 2022-2023 schedule established by previous resolution, ordinance or administrative action will remain in effect.

SECTION 10: 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 11: OPERATING BUDGETS EXPIRE AT JUNE 30 -- BE IT FURTHER ORDAINED that Operating budgets not spent or formally encumbered expire at June 30, 2023. Capital Projects are authorized on a "project" basis -- and the appropriation expires on completion of the project.

SECTION 12: NO APPROPRIATION EXCEEDED -- BE IT FURTHER ORDAINED that no appropriation listed above may be exceeded without appropriate ordinance action to amend the budget.

SECTION 13: 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 2023 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, 2023.

SECTION 14: DETAILED LINE-ITEM -- BE IT FURTHER ORDAINED that a detailed line-item financial plan shall be prepared in support of the budget.

SECTION 15: 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 16: 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 17: EFFECTIVE DATE -- BE IT FURTHER ORDAINED that this Ordinance becomes effective July 1, 2022.

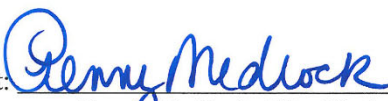
FIRST READING: April 26, 2022

SECOND READING: May 10, 2022

THIRD READING: May 24, 2022


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


A. Keith McDonald, Mayor

Attest: 
Penny Medlock, City Clerk

ORDINANCE 22-02

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 2022

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 2022 Real and Personal Property Tax Rate shall be levied as follows:

SECTION 1: TAX RATE – Effective July 1, 2022, there is hereby levied upon all real property in the City of Bartlett pursuant to TCA 67-5-101 et sec., a tax calculated upon a rate of \$1.73 (One Dollar and Seventy-Three Cents) for each \$100.00 of assessed valuation and there is hereby levied upon all taxable personal property a tax calculated upon a rate of \$1.73 (One Dollar and Seventy-Three Cents) for each \$100.00 of assessed valuation.

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

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

FIRST READING: April 26, 2022

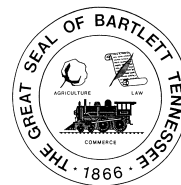
SECOND READING: May 10, 2022

THIRD READING: May 24, 2022


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


A. Keith McDonald, Mayor

Attest: 
Penny Medlock, City Clerk



THE BUDGET DOCUMENT

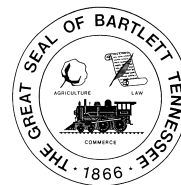
The City of Bartlett Fiscal 2023 Budget is organized into eight sections. They are Introduction, Summary, General Fund, Special Revenue Funds, Utility Fund, Debt Service Fund, Capital Improvement Plan and the Appendix, each designated by a tab. All funds are appropriated by the Board of Mayor and Aldermen. General, Bartlett School and Utility are major funds while other funds are non-major funds.

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

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

Introduction

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



Summary

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

General Fund

The General Fund section presents the operating budget for each function and department (including cost centers). Budgets are presented at a summary level, function level, department, cost center and at a line item detail level, and with an explanation for each FY 2023 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

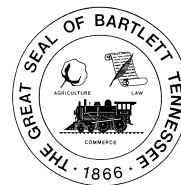
This section includes the budgets for the City's Debt Service Fund. This fund provides for the payment of principal, interest and other costs on the City's outstanding general obligation and water and sewer bonds. Also included are the schedules of bonds payable for both the general and water and sewer 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 2023 capital budget. Sources of funds, expenditures and project start and completion dates are included.

Appendix

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



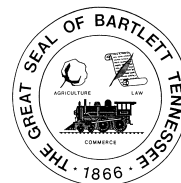
THE BUDGET PROCESS

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

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



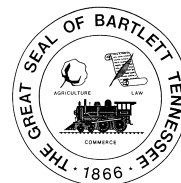
for the budget year. The budget for each fund must be balanced (i.e. total revenues and sources of funds must equal total expenditures) and the capital plan must identify sources of funding. Our goal as specified in the budget ordinance is to maintain the unassigned general fund balance at 20% of projected 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 2023 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 4% over FY 2022 projection. All revenues based on residential growth such as solid waste, water and sewer and other development fees are based on only 30 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

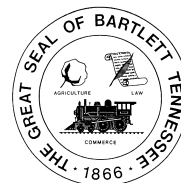
The Charter of the City of Bartlett requires the Finance Director to prepare and submit an annual budget and explanatory message at least forty-five (45) days before the beginning of the fiscal year. According to the Charter, the budget message should include the financial policies used to develop the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

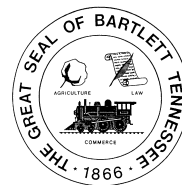
Budget Basis

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



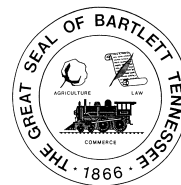
include the revised budget, actual expenditures and balance of funds available. The Finance Department presents a summarized financial status report to the Board of Mayor and Aldermen each month in the form of a Treasurer's Report. Forecasts of projected annual revenues and expenditures are prepared 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 2022-2023

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 14	Budget Instruction Memo Distributed to Departments
Monday	February 28	Operating & CIP budgets Forecasts/Requests Due (The budget coordinator met with each department and went over their budget)
Month	Beginning March 21	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	April 26	Board Meeting – Budget First Reading (Proposed budget copies were presented to the Board of Mayor and Aldermen). *The public hearing is set for May 24, 2022 @6:00pm.
Tuesday	May 10	Board Meeting – Budget Second Reading. *The public hearing is set for May 24, 2022 @6:00pm.
Tuesday	May 24	Board Meeting – Budget Third Reading – Approved. *The public hearing: Individuals will have a maximum of three minutes to speak either for or against the item, with a total of 20 minutes for each side.
Friday	May 27	Adopted budget copies were presented to the Board of Mayor and Aldermen

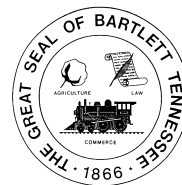


FINANCIAL POLICIES

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

Operating Management Policies

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



Capital Management Policies

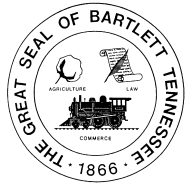
- A five-year Capital Improvement Plan will be developed and updated annually, including funding sources. Capital improvement projects will be defined as infrastructure or equipment with a useful life of 2 or more years and a cost of \$20,000 or more. The City use two types of debt obligations, general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

Debt Management Policies

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

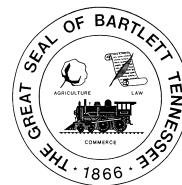
Reserve Policies

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

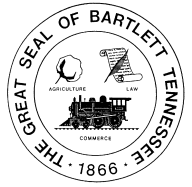
In order to maintain a clean, attractive city this budget includes a new position in Solid Waste. This will allow Bartlett to continue to avoid delays in yard waste collection, provide curbside pick-up of fall leaves, and continue to convert to fully automated packers and continue our recycling efforts. 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 ninth 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 \$92.5 million for FY 2023 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.

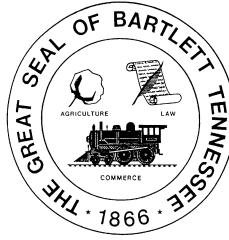
The Codes and Permits Office will continue to offer next day service for inspections. Continued expansion of the water and sewer system and planned, orderly expansions through annexation will be pursued. The Bartlett Station Commission will continue to promote re-development of the oldest part of Bartlett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

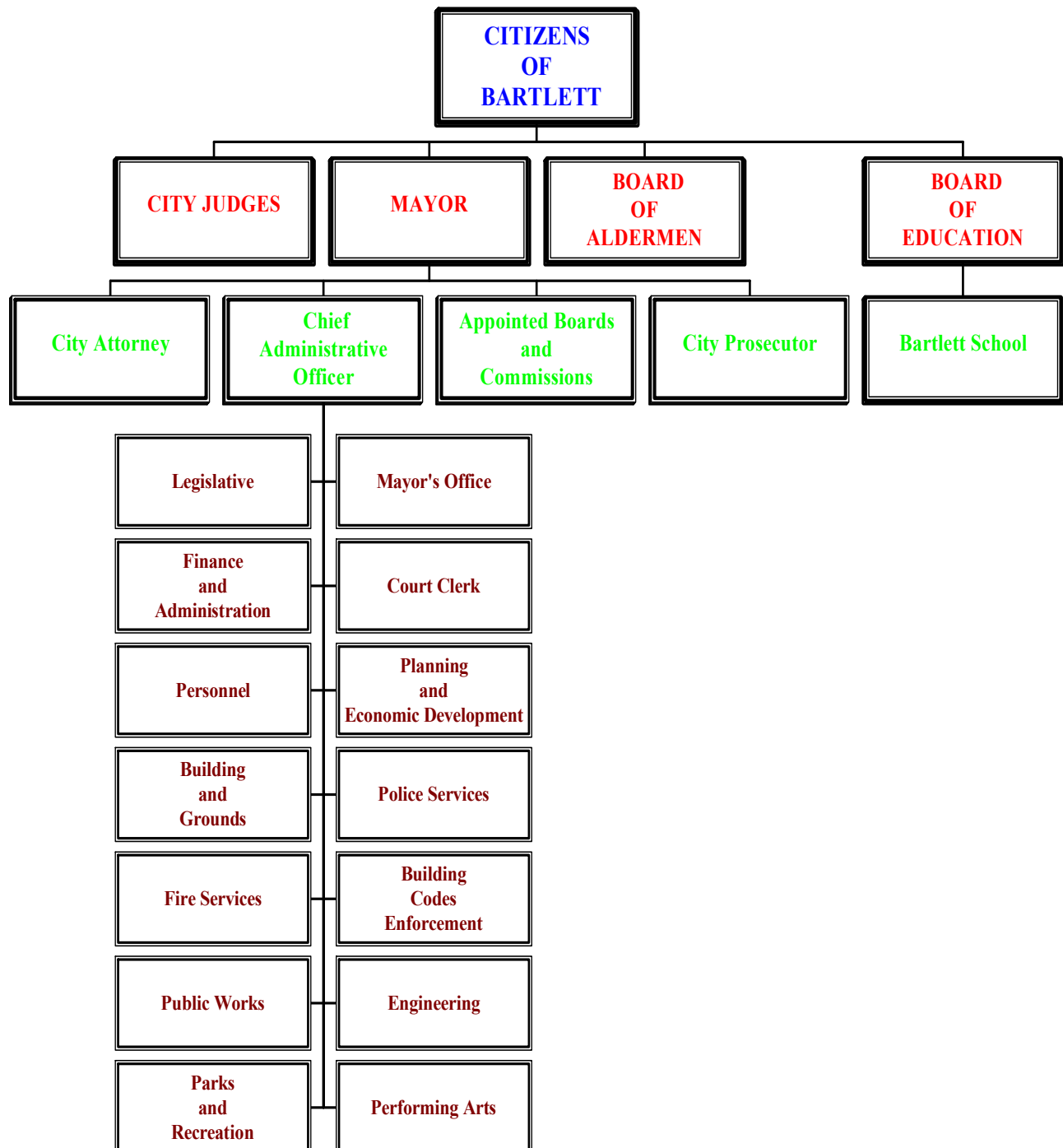
The Code Enforcement Office and Fire Marshall will continue to provide safety inspections for new construction, renovations and commercial facilities to ensure the safety of the structures and our citizens.

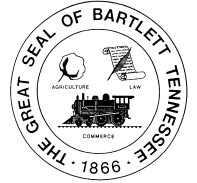
Part of the half-cent Sales Tax revenue will reimburse costs to provide officers in middle and high schools in Bartlett. We will continue to provide crossing guards at schools, both public and private, and enforce speed lanes in school zones.



CITY OF BARTLETT

ORGANIZATION CHART





City of Bartlett City Officials

Fiscal 2022-2023

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

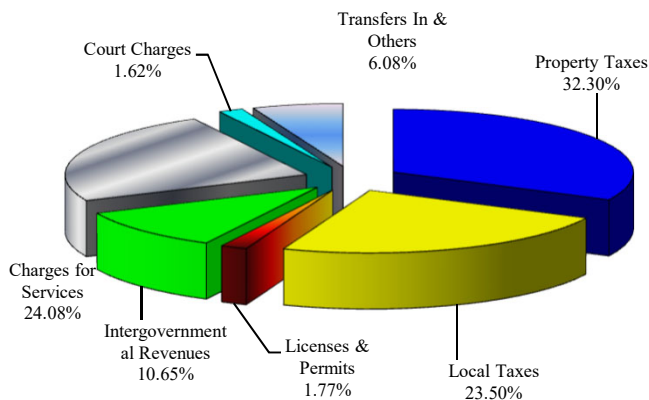


CITY OF BARTLETT ALL FUNDS - FUNCTION SUMMARY FY 2023 Adopted Budget

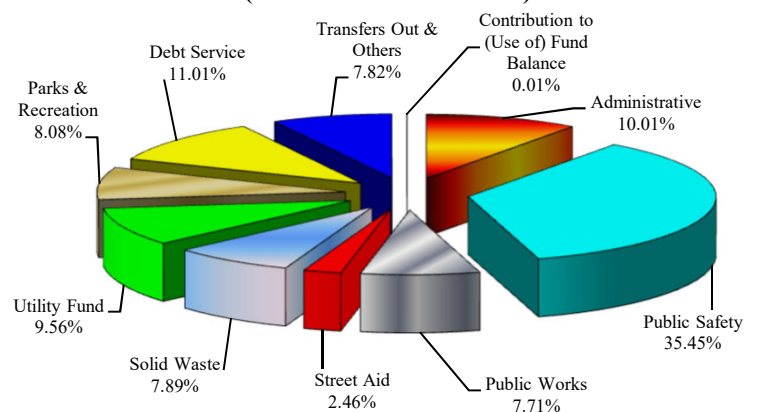


Description	General Fund	Special Revenue Funds	Utility Fund	Debt Service Fund	Total All Funds
Revenues					
Property Taxes	\$ 29,731,000	\$ 0	\$ 0	\$ 0	\$ 29,731,000
Local Taxes	17,178,430	0	0	4,450,000	21,628,430
Licenses & Permits	1,626,200	0	0	0	1,626,200
Intergovernmental Revenues	7,654,000	2,150,000	0	0	9,804,000
Charges for Services	3,745,960	8,165,500	10,253,500	0	22,164,960
Court Charges	1,258,000	237,000	0	0	1,495,000
Transfers In & Others	300,327	460,956	111,519	4,721,000	5,593,802
Bartlett School Fund Revenues	0	90,494,065	0	0	90,494,065
Total Revenues	\$ 61,493,917	\$ 101,507,521	\$ 10,365,019	\$ 9,171,000	\$ 182,537,457
Expenditures					
Administrative	\$ 8,505,009	\$ 709,050	\$ 0	\$ 0	\$ 9,214,059
Public Safety	32,193,764	435,000	0	0	32,628,764
Public Works	6,967,139	129,656	0	0	7,096,795
Street Aid	0	2,260,000	0	0	2,260,000
Solid Waste	0	7,259,166	0	0	7,259,166
Utility Fund	0	0	8,801,886	0	8,801,886
Parks & Recreation	7,438,986	0	0	0	7,438,986
Debt Service	0	0	983,503	9,151,804	10,135,307
Transfers Out & Others	6,389,019	232,000	579,630	0	7,200,649
Bartlett School Fund Expenditures	0	92,494,065	0	0	92,494,065
Total Expenditures	\$ 61,493,917	\$ 103,518,937	\$ 10,365,019	\$ 9,151,804	\$ 184,529,677
Contribution to (Use of) Fund Balance	\$ 0	\$ (2,011,416)	\$ 0	\$ 19,196	\$ (1,992,220)
Beginning Fund Balance	\$ 34,903,943	\$ 42,130,482	\$ 14,333,488	\$ 4,195,775	\$ 95,563,689
Bartlett School Ending Fund Balance		\$ 35,651,694			\$ 35,651,694
Ending Fund Balance	\$ 34,903,943	\$ 40,119,066	\$ 14,333,488	\$ 4,214,971	\$ 93,571,469

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



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

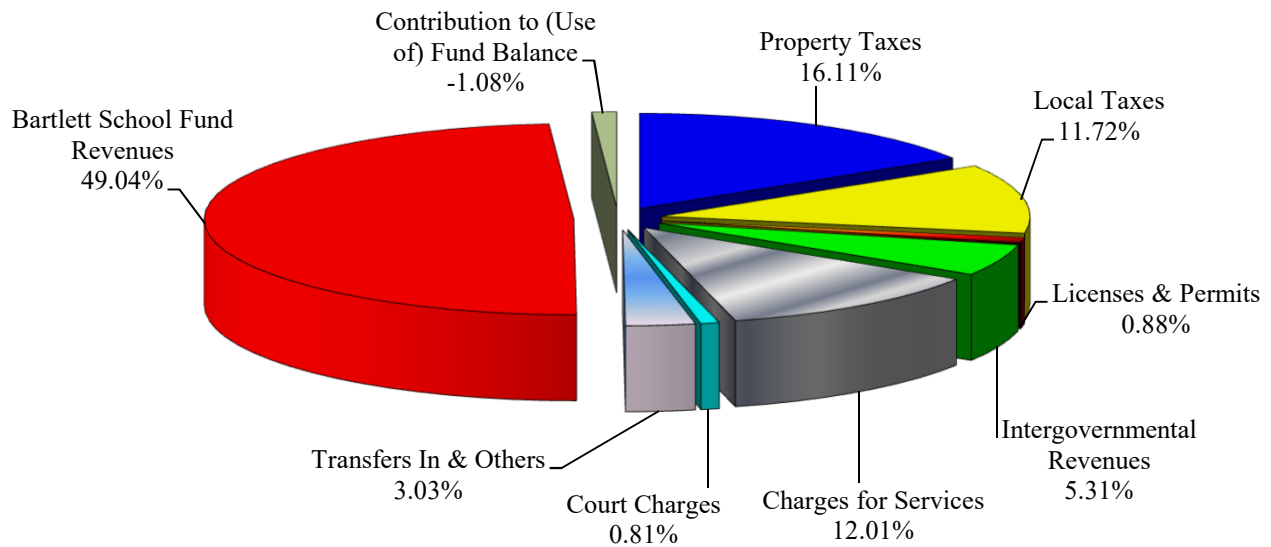




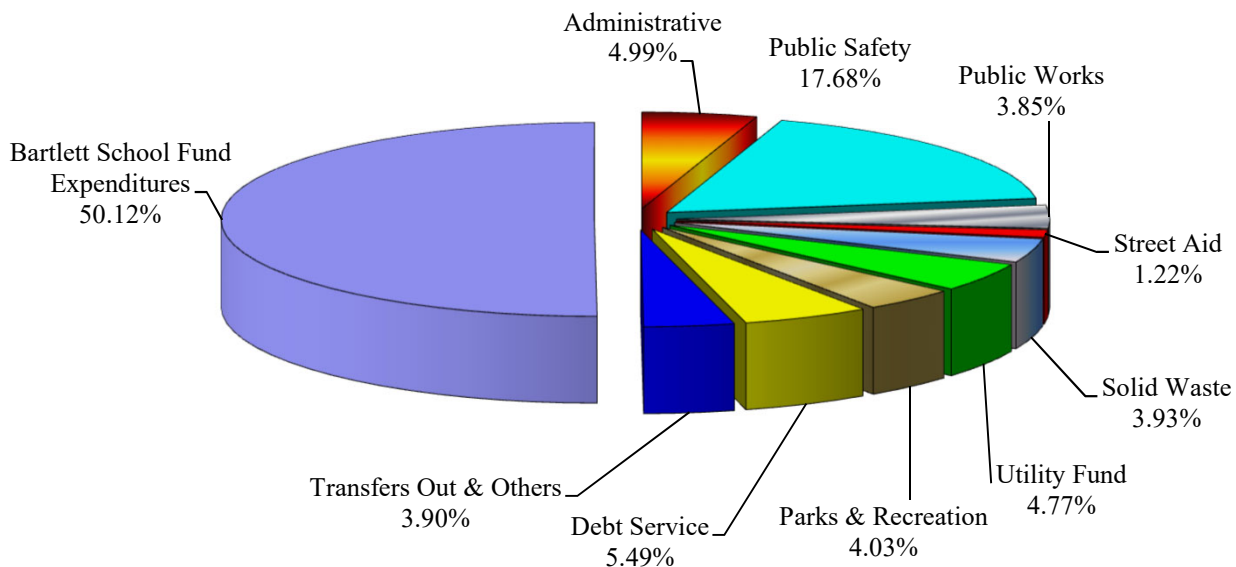
CITY OF BARTLETT ALL FUNDS FY 2023 Adopted Budget

Bartlett Municipal School Fund alone (50.12% 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 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
<u>Revenues</u>				
Property Taxes	\$ 26,041,658	\$ 29,305,000	\$ 29,831,000	\$ 29,731,000
Local Taxes	19,986,656	19,926,590	20,965,360	21,628,430
License & Permits	1,580,278	1,577,000	1,699,400	1,626,200
Intergovernmental	9,183,289	9,386,300	9,689,000	9,804,000
Charges for Services	20,698,277	21,321,125	21,953,362	22,164,960
Court Charges	1,767,141	1,701,000	1,645,000	1,495,000
Transfers In & Others	11,201,582	7,352,549	7,503,049	5,593,802
Bartlett School Fund Revenues	89,536,304	90,225,753	90,225,753	90,494,065
Total Revenues	\$ 179,995,184	\$ 180,795,317	\$ 183,511,924	\$ 182,537,457
<u>Expenditures</u>				
Department Revenues/Recoveries	\$ 1,930,248	\$ 2,781,401	\$ 1,904,741	\$ 1,770,633
Salaries	29,536,546	32,988,629	32,266,279	35,638,936
Benefits	18,732,772	18,665,009	18,039,275	18,788,445
Other Personnel	630,433	1,017,759	981,656	1,093,544
Operations	15,496,377	18,376,384	17,084,171	17,573,199
Capital	1,791,004	5,244,096	4,819,794	3,465,165
Debt Service	10,267,011	10,653,612	10,550,431	10,046,307
Transfer Out/Interdept Allocation	8,734,345	10,606,901	9,533,014	7,200,649
Bartlett School Fund Expenditures	85,263,765	92,225,753	92,225,753	92,494,065
Total Expenditures	\$ 168,522,004.40	\$ 186,996,742	\$ 183,595,632	\$ 184,529,677
Net From Operations	\$ 11,473,179	\$ (6,201,424)	\$ (83,709)	\$ (1,992,220)
*Bartlett School Fund Balance	\$ 39,651,694	\$ 37,651,694	\$ 37,651,694	\$ 35,651,694
Total Beginning Fund Balance**	\$ 48,795,063	\$ 55,995,704	\$ 55,995,704	\$ 57,911,995
Total Ending Fund Balance**	\$ 55,995,704	\$ 51,794,279	\$ 57,911,995	\$ 57,919,775

** Does not include Bartlett School Fund Balance



CITY OF BARTLETT
ALL FUNDS SUMMARY - SUMMARY BY CATEGORY
FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
General Fund				
Revenues	\$ 60,176,122	\$ 59,855,464	\$ 62,108,726	\$ 61,493,917
Expenditures	55,625,439	61,825,109	61,542,881	61,493,917
Total General Fund	\$ 4,550,682	\$ (1,969,644)	\$ 565,845	\$ 0
Undesignated Beginning Fund Balance	\$ 29,787,416	\$ 34,338,098	\$ 34,338,098	\$ 34,903,943
Undesignated Ending Fund Balance	\$ 34,338,098	\$ 32,368,454	\$ 34,903,943	\$ 34,903,943
Special Revenue Funds				
Revenues	\$ 100,102,382	\$ 101,218,053	\$ 101,250,798	\$ 101,507,521
Expenditures	94,684,734	104,149,155	103,390,345	103,518,937
Total Special Revenue Funds	\$ 5,417,649	\$ (2,931,102)	\$ (2,139,547)	\$ (2,011,416)
*Bartlett School Fund Balance	\$ 39,651,694	\$ 37,651,694	\$ 37,651,694	\$ 35,651,694
Beginning Fund Balance (W/out School FB)	\$ 3,473,226	\$ 4,618,336	\$ 4,618,336	\$ 4,478,788
Ending Fund Balance (W/out School FB)	\$ 4,618,336	\$ 3,687,233	\$ 4,478,788	\$ 4,467,372
Utility Fund				
Revenues	\$ 9,611,167	\$ 10,169,300	\$ 10,151,900	\$ 10,365,019
Expenditures	9,042,807	11,511,345	9,235,718	10,365,019
Total Utility Fund	\$ 568,360	\$ (1,342,045)	\$ 916,182	\$ 0
Beginning Cash Balance	\$ 12,848,946	\$ 13,417,306	\$ 13,417,306	\$ 14,333,488
Ending Cash Balance	\$ 13,417,306	\$ 12,075,261	\$ 14,333,488	\$ 14,333,488
Debt Service Fund				
Revenues	\$ 10,105,513	\$ 9,552,500	\$ 10,000,500	\$ 9,171,000
Expenditures	9,169,024	9,511,133	9,426,689	9,151,804
Total Debt Service Fund	\$ 936,489	\$ 41,367	\$ 573,811	\$ 19,196
Undesignated Beginning Fund Balance	\$ 2,685,475	\$ 3,621,964	\$ 3,621,964	\$ 4,195,775
Undesignated Ending Fund Balance	\$ 3,621,964	\$ 3,663,331	\$ 4,195,775	\$ 4,214,971
All Operating Funds				
Revenues	\$ 179,995,184	\$ 180,795,317	\$ 183,511,924	\$ 182,537,457
Expenditures	168,522,004	186,996,742	183,595,632	184,529,677
Total All Operating Funds	\$ 11,473,179	\$ (6,201,424)	\$ (83,709)	\$ (1,992,220)
Total Beginning Fund Balance**	\$ 48,795,063	\$ 55,995,704	\$ 55,995,704	\$ 57,911,995
Total Ending Fund Balance**	\$ 55,995,704	\$ 51,794,279	\$ 57,911,995	\$ 57,919,775

** Does not include Bartlett School Fund Balance



CITY OF BARTLETT

GENERAL FUND - SUMMARY BY CATEGORY

FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
<u>Revenues</u>				
Property Taxes	\$ 26,041,658	\$ 29,305,000	\$ 29,831,000	\$ 29,731,000
Local Taxes	15,924,499	16,094,090	16,685,360	17,178,430
License & Permits	1,580,278	1,577,000	1,699,400	1,626,200
Intergovernmental	7,139,019	7,286,300	7,539,000	7,654,000
Charges for Services	3,123,059	3,106,325	3,821,762	3,745,960
Court Charges	1,518,058	1,406,000	1,410,000	1,258,000
Other Revenue	4,849,551	1,080,749	1,122,204	300,327
Total Revenues	\$ 60,176,122	\$ 59,855,464	\$ 62,108,726	\$ 61,493,917
<u>Expenditures</u>				
<i>Department Revenues/Recoveries</i>	<i>\$ 1,919,264</i>	<i>\$ 2,767,401</i>	<i>\$ 1,879,241</i>	<i>\$ 1,759,133</i>
Salaries	25,494,109	28,420,293	27,996,789	30,869,526
Benefits	15,870,301	16,070,220	15,603,607	16,308,102
Other Personnel	520,095	825,694	791,526	900,544
Operations	6,860,419	8,586,608	8,206,010	8,615,244
Capital	458,434	1,814,676	1,963,176	170,615
Transfer Out	8,341,345	8,875,019	8,861,014	6,389,019
Total Expenditures	\$ 55,625,439	\$ 61,825,109	\$ 61,542,881	\$ 61,493,917
Net From Operations	\$ 4,550,682	\$ (1,969,644)	\$ 565,845	\$ 0
Undesignated Beginning Fund Balance	\$ 29,787,416	\$ 34,338,098	\$ 34,338,098	\$ 34,903,943
Reserves/Encumbrances	0			
Undesignated Ending Fund Balance	\$ 34,338,098	\$ 32,368,454	\$ 34,903,943	\$ 34,903,943



CITY OF BARTLETT
SPECIAL REVENUE FUNDS - SUMMARY BY CATEGORY
FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
<u>Revenues</u>				
Intergovernmental Revenues	\$ 2,044,269	\$ 2,100,000	\$ 2,150,000	\$ 2,150,000
Charges for Services	8,091,103	8,156,000	8,131,100	8,165,500
Court Charges	249,083	295,000	235,000	237,000
Transfers In & Others	181,623	441,300	508,945	460,956
Bartlett School Fund Revenues	89,536,304	90,225,753	90,225,753	90,494,065
Total Revenues	\$ 100,102,382	\$ 101,218,053	\$ 101,250,798	\$ 101,507,521
<u>Expenditures</u>				
Salaries	\$ 1,929,924	\$ 2,195,648	\$ 2,078,167	\$ 2,482,496
Benefits	1,245,521	1,272,219	1,195,692	1,325,823
Other Personnel	110,337	192,065	190,130	193,000
Operations	4,816,000	5,231,839	5,193,865	5,031,303
Capital	926,186	2,173,283	2,114,738	1,760,250
Transfer Out/Interdept Allocation	393,000	858,348	392,000	232,000
Bartlett School Fund Expenditures	85,263,765	92,225,753	92,225,753	92,494,065
Total Expenditures	94,684,734	104,149,155	103,390,345	103,518,937
Net from Operations	\$ 5,417,649	\$ (2,931,102)	\$ (2,139,547)	\$ (2,011,416)
Bartlett School Fund Balance	\$ 39,651,694	\$ 37,651,694	\$ 37,651,694	\$ 35,651,694
Beginning Fund Balance (W/out School FB)	\$ 3,473,226	\$ 4,618,336	\$ 4,618,336	\$ 4,478,788
Ending Fund Balance (W/out School FB)	\$ 4,618,336	\$ 3,687,233	\$ 4,478,788	\$ 4,467,372



CITY OF BARTLETT
UTILITY FUND - SUMMARY BY CATEGORY
FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
<u>Revenues</u>				
Operating Revenues	\$ 9,484,116	\$ 10,058,800	\$ 10,000,500	\$ 10,253,500
Other Revenues	58,631	45,500	66,400	36,519
Non-Operating Revenues	68,421	65,000	85,000	75,000
Total Revenues	\$ 9,611,167	\$ 10,169,300	\$ 10,151,900	\$ 10,365,019
<u>Expenditures</u>				
<i>Department Revenues/Recoveries</i>	\$ 10,984	\$ 14,000	\$ 25,500	\$ 11,500
Salaries	2,112,513	2,372,688	2,191,323	2,286,914
Benefits	1,616,950	1,322,570	1,239,976	1,154,520
Operations	3,762,476	4,469,437	3,617,232	3,837,652
Capital	406,384	1,256,137	741,880	1,534,300
Interdept Alloc	0	593,534	0	0
Total Expenditures	\$ 7,887,339	\$ 10,000,366	\$ 7,764,911	\$ 8,801,886
Cash Flow	\$ 1,723,829	\$ 168,934	\$ 2,386,989	\$ 1,563,133
<u>Less:</u>				
Debt Service	\$ 1,155,469	\$ 1,230,979	\$ 1,190,807	\$ 983,503
Transfer to Capital Improvement Fund	0	280,000	280,000	579,630
Total	\$ 1,155,469	\$ 1,510,979	\$ 1,470,807	\$ 1,563,133
Net Cash Flow	\$ 568,360	\$ (1,342,045)	\$ 916,182	\$ 0
Beginning Cash Balance	\$ 12,848,946	\$ 13,417,306	\$ 13,417,306	\$ 14,333,488
Ending Cash Balance	\$ 13,417,306	\$ 12,075,261	\$ 14,333,488	\$ 14,333,488



CITY OF BARTLETT
GENERAL DEBT SERVICE FUND - SUMMARY BY CATEGORY
FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
<u>Revenues</u>				
Local Sales Tax	\$ 4,062,157	\$ 3,832,500	\$ 4,280,000	\$ 4,450,000
Transfers & Others	6,043,356	5,720,000	5,720,500	4,721,000
Total Revenues	\$ 10,105,513	\$ 9,552,500	\$ 10,000,500	\$ 9,171,000
<u>Expenditures</u>				
Agent Fees	\$ 2,950	\$ 3,500	\$ 4,000	\$ 4,000
Issuance Cost	54,532	85,000	63,064	85,000
Bond Principal	5,965,000	6,230,334	6,225,334	5,918,000
Interest	3,146,542	3,192,299	3,134,291	3,144,804
Total Expenditures	\$ 9,169,024	\$ 9,511,133	\$ 9,426,689	\$ 9,151,804
Net from Operations	\$ 936,489	\$ 41,367	\$ 573,811	\$ 19,196
Beginning Fund Balance	\$ 2,685,475	\$ 3,621,964	\$ 3,621,964	\$ 4,195,775
Ending Fund Balance	\$ 3,621,964	\$ 3,663,331	\$ 4,195,775	\$ 4,214,971



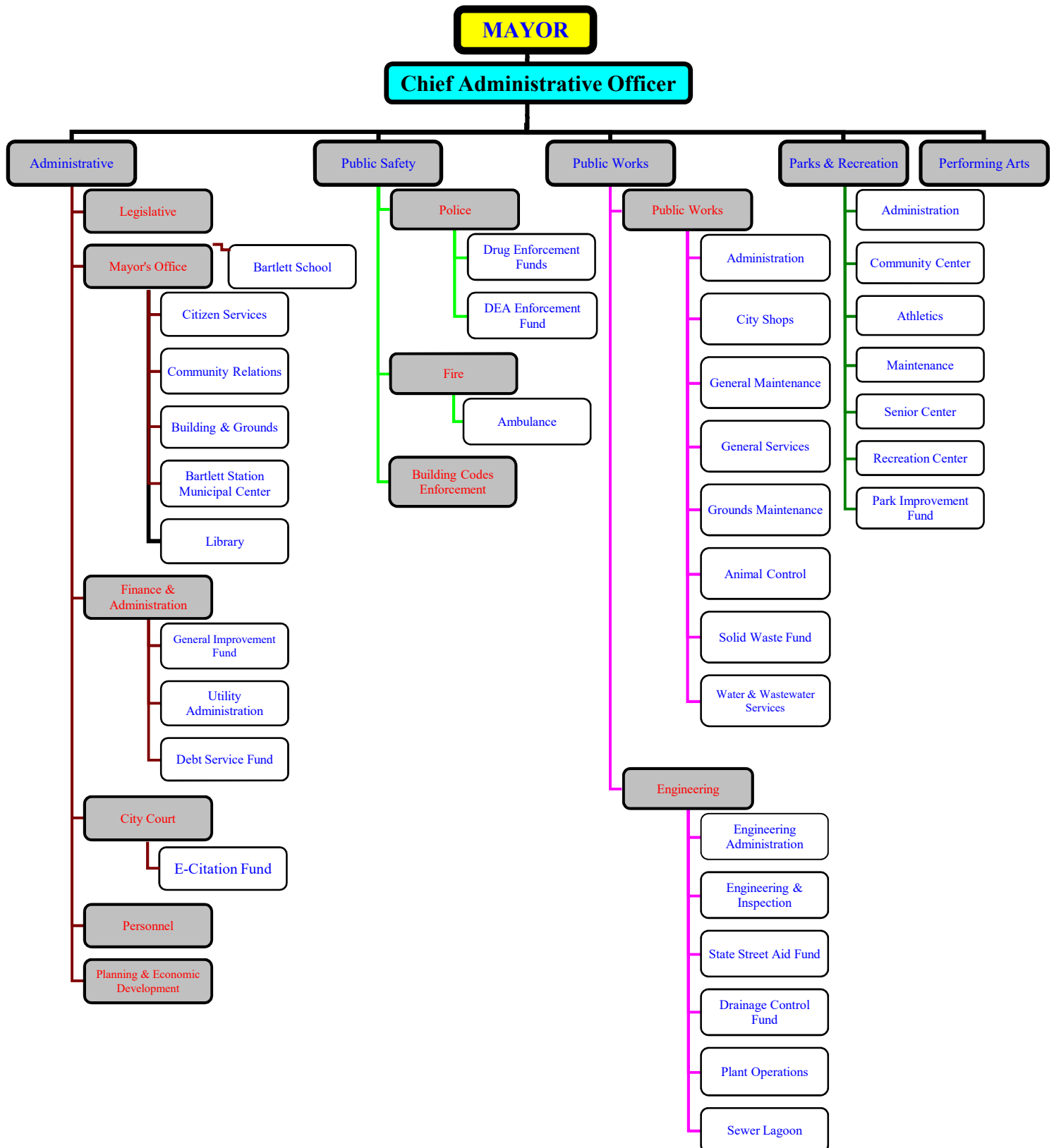
CITY OF BARTLETT
FY 2023-2027 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION



	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
Revenues						
Source of Funds						
G.O. Bonds	\$ 4,850,000	\$ 5,980,000	\$ 6,241,000	\$ 5,088,000	\$ 3,890,000	\$ 26,049,000
Capital Note	0	1,650,000	1,592,000	1,499,000	1,333,000	6,074,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
Grant Funds	0	500,000	300,000	500,000	0	1,300,000
TDOT 80% match	400,000	6,076,000	3,465,600	1,452,000	0	11,393,600
Utility Bonds	0	0	2,032,446	1,500,000	0	3,532,446
Utility Retained Earnings	579,630	982,446	1,000,000	450,000	400,000	3,412,075
FD312 Transfers-unspent projects	0	0	0	0	0	0
American Rescue Plan Grant	1,370,370	1,521,273	1,521,273	0	0	4,412,917
Total Revenues	\$ 7,200,000	\$ 16,819,719	\$ 16,152,319	\$ 10,489,000	\$ 5,623,000	\$ 56,284,038
Expenditures						
G.O. Bond/Other Funded						
Administrative	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000
Public Safety	1,000,000	847,000	907,000	887,000	607,000	4,248,000
Public Works	0	500,000	500,000	500,000	500,000	2,000,000
Engineering	4,400,000	11,035,000	8,333,600	5,255,000	3,440,000	32,463,600
Parks & Recreation/BPACC	850,000	1,894,000	1,858,000	1,897,000	676,000	7,175,000
Total G.O. Bond/Other Funded	\$ 6,250,000	\$ 14,316,000	\$ 11,598,600	\$ 8,539,000	\$ 5,223,000	\$ 45,926,600
Utility Bond/Other Funded						
Water	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Sewer	950,000	2,503,719	4,553,719	1,950,000	400,000	10,357,438
Total Utility Bond/Other Funded	\$ 950,000	\$ 2,503,719	\$ 4,553,719	\$ 1,950,000	\$ 400,000	\$ 10,357,438
Total Expenditures	\$ 7,200,000	\$ 16,819,719	\$ 16,152,319	\$ 10,489,000	\$ 5,623,000	\$ 56,284,038



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				Fire CIP
	Ambulance				
	Building Codes				
	Enforcement				Codes Enforcement CIP
Public Works	Public Works Administration	Solid Waste Fund	Water & Wastewater Services		Public Works CIP
	City Shops				
	General Maintenance				
	General Services				
	Grounds Maintenance				
	Animal Control				
	Engineering Administration	State Street Aid Fund	Plant Operations	Utility Fund Debt Service	Engineering CIP
	Engineering & Inspection	Drainage Control Fund	Sewer Lagoon		Utility Water CIP Utility Sewer CIP
Parks & Recreations	Parks Administration	Park Improvement Fund			Parks & Recreation CIP
	Community Center				
	Athletics				
	Parks Maintenance				
	Senior Center				
	Recreation Center				
Performing Arts					



CITY OF BARTLETT STAFFING LEVEL SCHEDULE FY 2023 Adopted Budget



Fiscal Year 2023 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 add 7 new full time positions for FY23. During FY22, the City added 7 new positions. The net increase, from original FY22 budget to FY23 budget, is 14. Police added 3 police officers and 3 dispatchers while Codes Enforcement added an inspector in Public Safety. Public Works and Engineering each moved 1 position from the Utility Fund back to the General Fund. Parks added 7 positions. The net FTE increase is 14.09. Finance budgeted an assistant director for half a year, resulting a 0.5 increase 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 2021 Actual	FY 2022 Revised Budget	FY 2022 Projection	FY 2023 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)	0.00	0.00	0.00	0.00
Total Mayor's Office FTE	5.00	5.00	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	2.16	3.00
Part Time (converted to FTE)	1.66	2.26	1.53	1.95
Total B.S. Community Center FTE	4.66	5.26	3.69	4.95
Finance and Administration				
Full Time	14.60	15.50	15.42	16.00
Part Time (converted to FTE)	0.39	0.73	0.14	0.00
Total Finance & Administration FTE	14.99	16.23	15.56	16.00
City Court				
Full Time	11.84	12.00	11.85	12.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total City Court FTE	11.84	12.00	11.85	12.00



CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised Budget	FY 2022 Projection	FY 2023 Adopted
Personnel				
Full Time	5.00	5.00	4.93	5.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Personnel FTE	5.00	5.00	4.93	5.00
Planning & Economic Development				
Full Time	3.55	5.00	3.90	5.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Planning & Eco Devpmnt FTE	3.55	5.00	3.90	5.00
Full Time	53.99	56.50	54.26	57.00
Part Time (converted to FTE)	2.05	2.99	1.67	1.95
Total Administrative FTE	56.04	59.49	55.93	58.95
Public Safety				
Police				
Full Time	157.18	166.00	159.93	172.00
Part Time (converted to FTE)	6.08	7.16	6.58	8.31
Total Police FTE	163.27	173.16	166.51	180.31
Fire				
Full Time	72.00	72.00	72.00	72.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Fire FTE	72.00	72.00	72.00	72.00
Ambulance Service				
Full Time	31.47	34.00	29.65	34.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Ambulance Service FTE	31.47	34.00	29.65	34.00
Building Codes Enforcement				
Full Time	10.00	10.00	10.00	11.00
Part Time (converted to FTE)	1.83	1.57	1.97	1.84
Total Bldg. Codes Enforcement FTE	11.83	11.57	11.97	12.84
Full Time	270.65	282.00	271.58	289.00
Part Time (converted to FTE)	7.91	8.73	8.55	10.15
Total Public Safety FTE	278.57	290.73	280.13	299.15
Public Works				
Administration				
Full Time	3.00	3.00	3.00	4.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Administration FTE	3.00	3.00	3.00	4.00
City Shops				
Full Time	11.37	13.00	11.42	13.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total City Shops FTE	11.37	13.00	11.42	13.00



CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised Budget	FY 2022 Projection	FY 2023 Adopted
General Maintenance				
Full Time	17.35	18.00	16.21	18.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total General Maintenance FTE	17.35	18.00	16.21	18.00
General Services				
Full Time	2.69	4.00	4.00	4.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total General Services FTE	2.69	4.00	4.00	4.00
Grounds Maintenance				
Full Time	13.00	14.00	13.32	14.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Grounds Maintenance FTE	13.00	14.00	13.32	14.00
Animal Control				
Full Time	7.80	8.00	7.00	8.00
Part Time (converted to FTE)	1.13	1.50	0.60	1.50
Total Animal Control FTE	8.93	9.50	7.60	9.50
Engineering Administration				
Full Time	2.00	2.00	2.00	3.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Engineering Administration FTE	2.00	2.00	2.00	3.00
Engineering & Inspection				
Full Time	3.00	3.00	3.00	3.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Engineering & Inspection FTE	3.00	3.00	3.00	3.00
Full Time	60.21	65.00	59.95	67.00
Part Time (converted to FTE)	1.13	1.50	0.60	1.50
Total Public Works FTE	61.34	66.50	60.55	68.50
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	4.00	5.00	5.00	6.00
Part Time (converted to FTE)	8.12	10.07	6.26	9.38
Total Community Center FTE	12.12	15.07	11.26	15.38
Athletics				
Full Time	3.00	3.00	3.00	3.00
Part Time (converted to FTE)	6.63	5.97	6.70	5.97
Total Athletics FTE	9.63	8.97	9.70	8.97



**CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised Budget	FY 2022 Projection	FY 2023 Adopted
Maintenance				
Full Time	16.50	17.00	15.86	23.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Maintenance FTE	16.50	17.00	15.86	23.00
School Ground Maintenance				
Full Time	2.00	2.00	2.00	2.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total School Ground Maintenance FTE	2.00	2.00	2.00	2.00
Senior Center				
Full Time	4.00	4.00	4.00	4.00
Part Time (converted to FTE)	0.34	0.44	0.46	0.61
Total Senior Center FTE	4.34	4.44	4.46	4.61
Recreation Center				
Full Time	10.00	11.00	10.00	11.00
Part Time (converted to FTE)	13.20	15.88	14.20	15.61
Total Recreation Center FTE	23.20	26.88	24.20	26.61
Full Time	43.50	46.00	43.86	53.00
Part Time (converted to FTE)	28.29	32.36	27.62	31.57
Total Parks FTE	71.79	78.36	71.48	84.57
Performing Arts				
Full Time	2.40	3.00	3.00	3.00
Part Time (converted to FTE)	0.87	1.33	1.13	1.33
Total Performing Arts FTE	3.27	4.33	4.13	4.33
FULL TIME	430.75	452.50	432.65	469.00
PART TIME (converted to FTE)	40.25	46.91	39.57	46.50
TOTAL GENERAL FUND FTE	471.01	499.41	472.22	515.50
SPECIAL REVENUE FUNDS				
Solid Waste Fund				
Full Time	41.05	44.00	37.53	44.00
Part Time (converted to FTE)	1.66	2.25	2.04	2.25
Total Solid Waste Fund FTE	42.71	46.25	39.57	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	42.05	45.00	38.53	45.00
PART TIME (converted to FTE)	1.66	2.25	2.04	2.25
TOTAL SPECIAL REVENUE FUNDS FTE	43.71	47.25	40.57	47.25



CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised Budget	FY 2022 Projection	FY 2023 Adopted
UTILITY				
<i>Administration</i>				
Full Time	6.20	7.00	5.76	7.00
Part Time (converted to FTE)	0.58	0.73	0.47	0.73
Total Administration FTE	6.78	7.73	6.23	7.73
<i>Water & Wastewater Services</i>				
Full Time	20.62	23.00	20.59	22.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Water & Wastewater Services FTE	20.62	23.00	20.59	22.00
<i>Plant Operations</i>				
Full Time	9.00	10.00	8.90	9.00
Part Time (converted to FTE)	0.29	0.54	0.30	0.54
Total Plant Operations FTE	9.29	10.54	9.20	9.54
<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	39.82	44.00	39.25	42.00
PART TIME (converted to FTE)	0.87	1.27	0.77	1.27
TOTAL UTILITY FTE	40.69	45.27	40.02	43.27
ALL FUNDS				
FULL TIME	512.62	541.50	510.43	556.00
PART TIME (converted to FTE)	42.78	50.43	42.38	50.02
TOTAL ALL FUNDS FTE	555.41	591.93	552.81	606.02

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 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Revenues				
Property Taxes	\$ 26,041,658	\$ 29,305,000	\$ 29,831,000	\$ 29,731,000
Local Taxes	15,924,499	16,094,090	16,685,360	17,178,430
License & Permits	1,580,278	1,577,000	1,699,400	1,626,200
Intergovernmental	7,139,019	7,286,300	7,539,000	7,654,000
Charges for Services	3,123,059	3,106,325	3,821,762	3,745,960
Court Charges	1,518,058	1,406,000	1,410,000	1,258,000
Other Revenue/Transfers	4,849,551	1,080,749	1,122,204	300,327
Total Revenues	\$ 60,176,122	\$ 59,855,464	\$ 62,108,726	\$ 61,493,917
Expenditures				
Legislative	\$ 766,022	\$ 817,807	\$ 765,086	\$ 891,555
Mayor's Office	712,351	639,774	844,979	945,665
Community Relations	187,256	291,716	253,863	296,851
Building & Grounds	362,335	408,020	412,262	435,102
Bartlett Station Municipal Center	419,951	426,615	426,415	423,976
Library	1,206,204	1,302,776	1,406,490	1,427,064
Finance	1,712,507	1,344,434	1,625,422	1,813,210
City Court	1,068,198	1,131,989	1,089,493	1,165,699
Personnel	555,301	463,270	513,594	552,276
Planning	405,109	526,654	436,625	553,611
Police	15,678,352	17,652,389	17,636,262	18,116,122
Fire Services and Ambulance	11,836,755	12,891,345	12,574,906	12,910,960
Codes Enforcement	1,018,641	1,151,331	1,206,158	1,166,682
Public Works	4,677,110	5,575,041	5,430,247	6,013,823
Engineering	686,681	908,591	884,333	953,316
Parks & Recreation	5,497,026	6,624,050	6,400,759	6,661,221
Performing Arts	494,296	794,288	774,973	777,765
Expenditures	\$ 47,284,094	\$ 52,950,090	\$ 52,681,867	\$ 55,104,898
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	12,858	33,000	18,995	33,000
Trfr. Out Drainage Fund	0	100,000	100,000	100,000
Trfr. Out Debt Service	4,555,000	4,555,000	4,555,000	3,555,000
Trfr. Out Street Aid Fund	53,896	0	0	0
Trfr. Out General Improvement Fund	0	275,000	275,000	275,000
Trfr. Out Bartlett Station	123,572	80,000	80,000	80,000
Trfr. Out to CIP	1,250,000	1,486,000	1,486,000	0
Total Transfers Out	\$ 8,341,345	\$ 8,875,019	\$ 8,861,014	\$ 6,389,019
Total Expenditures	\$ 55,625,439	\$ 61,825,109	\$ 61,542,881	\$ 61,493,917
Net From Operations	4,550,682	(1,969,644)	565,845	0
Beginning Fund Balance	\$ 29,787,416	\$ 34,338,098	\$ 34,338,098	\$ 34,903,943
Ending Fund Balance	\$ 34,338,098	\$ 32,368,454	\$ 34,903,943	\$ 34,903,943



CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Property Taxes				
Real Property Tax	\$ 23,451,360	\$ 26,800,000	\$ 27,700,000	\$ 27,600,000
Personalty Tax	1,055,058	980,000	1,110,000	1,140,000
Property Tax - Utility	185,747	135,000	225,000	185,000
In-Lieu Of Tax - Utility	583,254	580,000	0	0
In-Lieu Of Tax - Industry	69,545	80,000	66,000	66,000
In-Lieu Of Tax - MLG&W	353,824	360,000	380,000	380,000
Delinquent Tax	175,585	250,000	210,000	210,000
Interest & Penalty	167,285	120,000	140,000	150,000
Total Property Taxes	\$ 26,041,658	\$ 29,305,000	\$ 29,831,000	\$ 29,731,000
Local Taxes				
Local Sales Tax	8,124,314	\$ 8,465,000	\$ 8,560,000	\$ 8,900,000
Sales Tax Half Cent	4,504,207	4,596,090	4,763,360	4,956,430
Wholesale Beer Tax	802,303	800,000	810,000	810,000
Wholesale Liquor Tax	510,514	470,000	500,000	520,000
Beer Permits Application	1,750	2,000	2,000	2,000
Retail Liquor Licenses	21,970	25,000	24,000	24,000
Beer Privilege Tax	8,146	8,000	8,000	8,000
Gross Receipts Business	1,157,882	1,000,000	1,200,000	1,150,000
Business Licenses	3,000	3,000	3,000	3,000
Return Fee-Business License	16,289	15,000	15,000	15,000
Collection Fees - Business Tax	108,146	100,000	110,000	100,000
Catv Franchise Fees	385,115	370,000	390,000	390,000
AT&T Franchise Fee	157,292	160,000	140,000	140,000
Hotel/Motel Tax	123,572	80,000	160,000	160,000
Total Local Taxes	\$ 15,924,499	\$ 16,094,090	\$ 16,685,360	\$ 17,178,430
License & Permits				
Issuing Fees	\$ 14,287	\$ 13,000	\$ 16,000	\$ 16,000
New Building Permits	83,384	70,000	120,000	110,000
New Electrical Permits	45,460	40,000	65,000	60,000
New Plumbing Permits	29,707	25,000	40,000	40,000
New Mechanical Permits	57,196	55,000	85,000	75,000
Zoning Application Fees	1,000	2,500	8,000	5,000
Planning Fees	2,080	1,500	2,400	2,200
Short-Term Rental Permit Fees	225	500	500	500
S/D Application Fees	3,840	2,500	10,000	7,000
Miscellaneous Building Permits	29,221	18,000	25,000	25,000
Board Of Zoning Appeals	4,200	2,000	4,000	4,000
Subdivision Inspection Fees	30,161	45,000	25,000	30,000
Subdivision Engineering Fees	8,720	13,500	9,000	10,000
Subdivision Sewer Review Fees	471	500	500	500
Road Cut & Boring Permit	1,940	2,500	2,000	2,000
Site Plan Review	11,306	13,000	15,000	15,000
Sign Review	12,300	11,000	8,000	10,000
Building Plan Review	8,260	7,000	10,000	10,000



CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Sign Inspection	5,255	4,500	4,000	4,000
Auto Reg Fee	1,231,265	1,250,000	1,250,000	1,200,000
Total License & Permits	\$ 1,580,278	\$ 1,577,000	\$ 1,699,400	\$ 1,626,200
Intergovernmental Revenues				
State Sales Tax	\$ 5,993,176	\$ 6,279,300	\$ 6,500,000	\$ 6,710,000
State Income Tax	122,913	0	0	0
State Beer Tax	26,743	25,000	27,000	27,000
State Liquor Tax	103,715	95,000	125,000	110,000
State Excise Tax	40,125	15,000	40,000	40,000
State Petroleum Tax	112,146	112,000	107,000	107,000
State Sports Betting Tax	20,873	55,000	60,000	60,000
State TVA In Lieu Of Tax	659,695	645,000	620,000	540,000
STG Telecom Sales Tax	59,633	60,000	60,000	60,000
Total Intergovernmental Revenues	\$ 7,139,019	\$ 7,286,300	\$ 7,539,000	\$ 7,654,000
Misc Charges For Services				
City Service Fees	\$ 15,871	\$ 12,000	\$ 15,000	\$ 15,000
Ambulance Fees	1,292,652	1,250,000	1,450,000	1,320,000
Tow-In Fees	3,625	4,000	3,000	4,000
Publication Fees	700	1,000	1,000	1,000
Police Background Check	606	5,000	1,000	1,000
Bartlett Station Municipal Center Fees	40,656	50,300	101,600	131,600
Community Relations	9,075	2,150	815	9,700
Library Fees	16,001	20,000	17,300	17,800
Total Misc Charges For Services	\$ 1,379,186	\$ 1,344,450	\$ 1,589,715	\$ 1,500,100
Parks & Rec Charges				
Senior Citizens Center	\$ 32,307	\$ 35,200	\$ 40,050	\$ 65,360
Community Center	282,355	204,300	345,056	346,100
Athletics	213,635	255,125	252,245	263,450
Recreation Center	1,122,847	1,128,800	1,386,911	1,336,750
Total Parks & Rec Charges	\$ 1,651,144	\$ 1,623,425	\$ 2,024,262	\$ 2,011,660
BPACC Revenues	\$ 92,728	\$ 138,450	\$ 207,785	\$ 234,200
Court Fines & Costs				
City Court Fines	\$ 1,506,962	\$ 1,400,000	\$ 1,400,000	\$ 1,250,000
Other Court Costs	11,097	6,000	10,000	8,000
Total Court Fines & Costs	\$ 1,518,058	\$ 1,406,000	\$ 1,410,000	\$ 1,258,000
Other Revenues				
Interest	\$ 30,605	\$ 30,000	\$ 15,000	\$ 30,000
Shelby County CARES Act Grant	3,024,400	0	0	0
Governor's Local Government Support Grant	1,338,990	665,323	665,323	0
Sale Of Equipment	98,365	50,000	40,000	50,000
Public Entity Partners Dividend	120,000	0	0	0
Other Revenues	69,191	167,426	233,881	52,327



CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2023 Adopted Budget



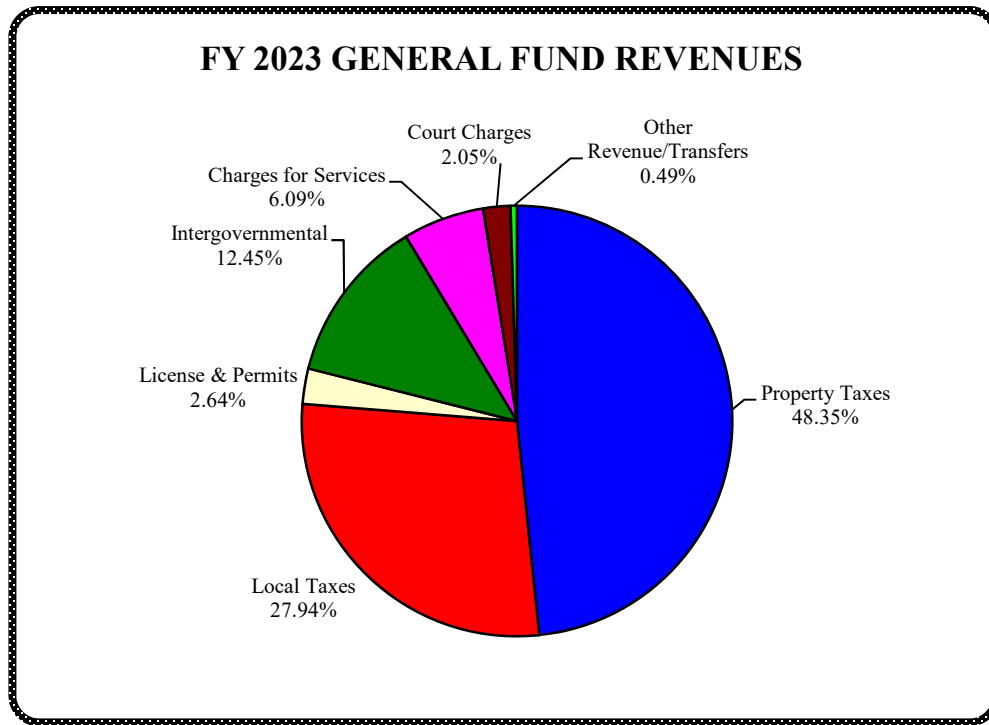
Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Transfer In	168,000	168,000	168,000	168,000
Total Other Revenues	\$ 4,849,551	\$ 1,080,749	\$ 1,122,204	\$ 300,327
TOTAL GENERAL FUND REVENUES	\$ 60,176,122	\$ 59,855,464	\$ 62,108,726	\$ 61,493,917



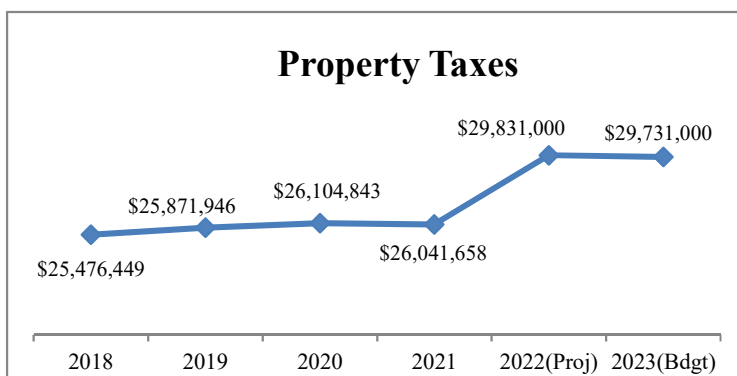
CITY OF BARTLETT

ANALYSIS OF GENERAL FUND REVENUE SOURCES

FY 2023 Adopted Budget



General Fund (GF) Revenues are classified into seven major sources; Property Taxes, Local Taxes, License & Permits, Intergovernmental, Charges for Services, Court Charges and Other Revenue. Property and Local Taxes are Bartlett's largest sources of revenue, a combined 76.28% of all General Fund Revenues in FY 2023. The City received \$4.36 million one-time grants from the Federal Government and the State in FY21 and received \$665k from the State in FY22. 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 \$1.73 property tax rate.



Property Taxes represent the largest percentage (48.35%) of all GF Revenues. FY23 General Fund budget is using a certified recapture tax rate of \$1.73, 2 cent less than from the \$1.75 tax rate for FY22. FY23 tax rate is effectively for the 2022 tax year. In the last 20 years, the property tax rate increased in 2021 (24 cent increase, reduced to 22 cents in 2022), in 2017 (35 cent increase), in 2007 (a 23 cent increase), and in 2003 (a 15 cent increase). Taxes are due on February 28, 2023 and become delinquent March 1, 2023.

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



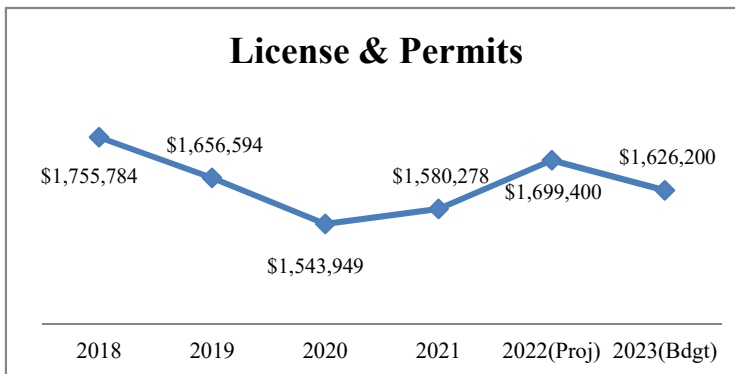
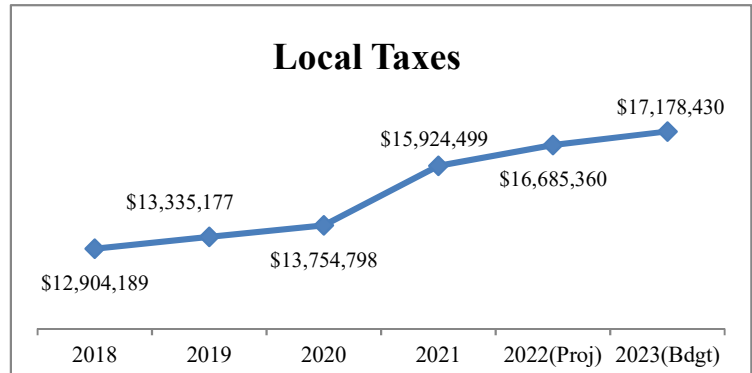
CITY OF BARTLETT

ANALYSIS OF GENERAL FUND REVENUE SOURCES

FY 2023 Adopted Budget

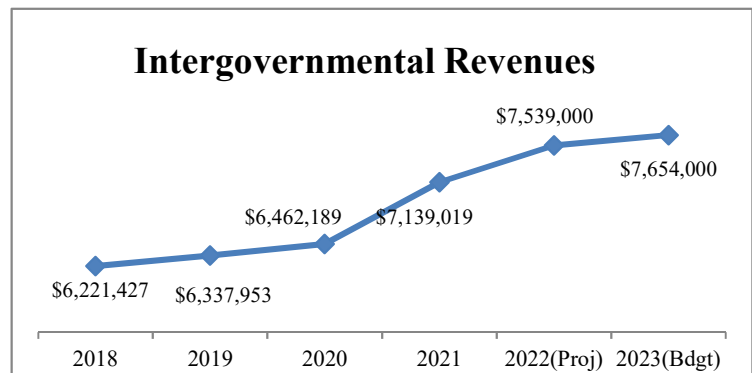


Local Taxes is the second largest source of revenue and represent 27.94% of all GF Revenues. They are comprised primarily of Local Sales Taxes (\$8,900,000), more than half of all local taxes, Sales Tax School Reimbursement (\$4,956,430), Wholesale Beer Taxes (\$810,000), and Gross Receipts Business (\$1,150,000). 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 2023 includes the maintenance of effort, school debt service transfer, Dare program and Shelby County Board of Education buildings. FY23 budget has a 2.96% increase over FY22 projected.



The Office of Code Enforcement sets, monitors and collects most of the **License and Permit** fees. FY 2023 budget for subdivision and new construction permit fees are based on 75 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, 87.67%. There has been steady increase since FY 2018 to FY 2023.





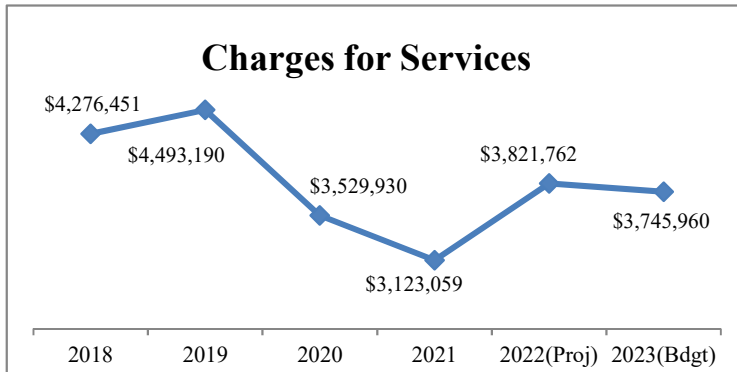
CITY OF BARTLETT

ANALYSIS OF GENERAL FUND REVENUE SOURCES

FY 2023 Adopted Budget



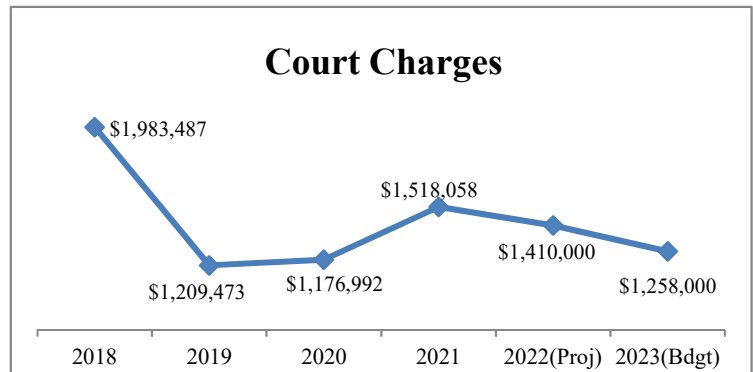
Charges for Services



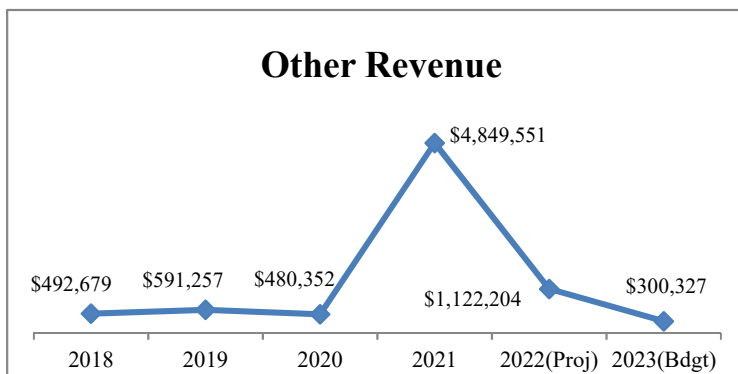
Parks and Recreation fees account for the largest share (35.69%) of **Charges for Services**. The basic parks & recreation fees was increased by 14% starting October 2019, the last increase was in 2005. After this increase, our fees are still lower than those of the surrounding centers. The second largest share of Charges for Services is the ambulance fees (\$1,320,000). 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.

Court Charges



Other Revenue



One-time COVID-19 grants from the Federal and the State Government, total \$4.36 mil, help the overall revenues for FY21. We also received a grant of \$665k from the State in FY22. Other revenues are Sales of Equipment and a transfer from the General Improvement Fund. The transfer from the General Improvement Fund to the General Fund (based on Bartlett's Ordinance and General Improvement Fund balance) is \$168,000 for FY 2023.



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues				
Local Sales Tax .5% Reimbursement	\$ 957,462	\$ 971,594	\$ 998,950	\$ 1,035,208
State Police Training Grant	94,400	0	0	0
State Fire Training Grant	76,000	0	0	0
Supplemental Ambulance Payment	25,336	20,000	30,000	30,000
CERT Class Fees	8,000	0	0	0
Weed Cutting Fees	31,290	40,000	27,000	30,000
Electronic Traffic Citation Fee	3,957	7,600	4,500	7,600
Insurance Recoveries	41,206	30,000	35,000	30,000
Transfer from Grants Fund	19,976	0	0	0
Intergovernment Reimbursement	75,103	50,000	52,000	50,000
Criminal Seizure Settlement	13,071	10,000	10,000	10,000
Civil Seizure Settlement	19,306	10,000	10,000	10,000
Breath Alcohol Test Charges	1,100	1,000	1,000	1,000
COVID-19 Grants	0	0	166,466	0
Donations	0	15,000	5,000	15,000
Animal Shelter Donations	16,465	12,000	17,000	16,000
Animal Shelter Boarding	1,160	5,000	1,000	1,000
Animal Shelter Capture Fee	4,095	5,000	3,000	3,000
Animal Shelter Adoption	38,769	40,000	40,000	40,000
Animal Shelter City License	26,900	30,000	23,000	25,000
Animal Shelter Misc Revenues	9,968	15,000	10,000	10,000
Cost Sharing Allocation Recovery	0	1,059,882	0	0
Shop Expense Allocation	455,700	445,325	445,325	445,325
Total Department Revenues	\$ 1,919,264	\$ 2,767,401	\$ 1,879,241	\$ 1,759,133
Personnel				
Federal Mandated FFCR	\$ 53,563	\$ 0	\$ 0	\$ 0
Supervisor Salaries	4,354,111	4,704,000	4,589,007	5,080,482
Employee Wages	19,373,236	21,821,581	21,253,642	23,700,147
Overtime Wages	723,250	711,300	1,081,744	845,400
Special Hours	137,618	171,000	179,023	185,100
Holiday Pay	547,655	611,021	619,150	660,132
Contracted Services	470,460	749,000	731,716	827,000
Part-Time	847,605	1,012,412	890,523	1,055,397
Instructional Expense	5,844	12,000	9,740	12,000
Vaccination Overtime	70,466	0	0	0
Vacation Pay	125,689	65,000	57,112	140,400
Educational Bonus	164,550	302,640	310,860	333,280
Sick Pay	75,696	55,000	25,000	145,000
Longevity Pay	551,094	618,780	615,863	684,496
FLSA Wages	74,272	74,000	83,000	87,000
Bonus	643,846	49,995	44,032	50,991
Employee Incentive	3,411	12,136	12,136	12,136
Employee Testing	41,674	55,000	44,990	55,000
Other Personnel Costs	6,842	9,694	7,930	9,544
Employee Health Insurance	5,859,709	6,163,690	5,843,632	6,306,968
Employee Life Insurance	64,590	84,105	75,090	91,392
Workers' Comp Insurance	533,297	565,432	516,714	613,662
Unemployment Compensation	9,568	1,000	1,971	1,000
Retiree Health Insurance	1,182,880	1,325,504	1,288,261	1,438,047



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
FICA	1,995,559	2,163,867	2,132,723	2,375,546
Pension Contribution	3,674,436	3,648,248	3,648,264	3,024,769
Contributory Retirement Plan	293,579	329,802	329,799	343,283
Total Personnel	\$ 41,884,505	\$ 45,316,207	\$ 44,391,922	\$ 48,078,172

Staffing Level

<i>Full-Time</i>	<i>430.75</i>	<i>452.50</i>	<i>432.65</i>	<i>469.00</i>
<i>Part-Time (converted to FTE)</i>	<i>40.25</i>	<i>46.91</i>	<i>39.57</i>	<i>46.50</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>471.01</i>	<i>499.41</i>	<i>472.22</i>	<i>515.50</i>

Operations

Training	\$ 67,179	\$ 167,000	\$ 153,532	\$ 215,650
State Training Salary Supplement	170,400	0	0	0
Firearms Training	14,575	58,288	60,288	48,000
Volunteer Expense	1,629	16,000	30,800	7,300
Travel	16,638	76,400	82,753	156,950
Legal Fees	18,584	75,000	75,000	75,000
Mayor's Youth Council	0	5,000	0	5,000
Professional Services	133,591	161,700	133,000	169,800
Contracted Services	121,018	126,000	127,800	128,000
Other Professional Service	69,542	160,105	154,858	158,500
Boards & Commissions	43,333	84,500	60,800	76,000
DUI Testing Fees	0	5,000	0	1,000
Sexual Offender Register	20,602	2,000	1,100	2,000
Civil & Criminal Seizure Expense	6,525	6,000	683	6,000
Postage & Freight	36,756	52,810	47,419	51,005
Notice Publication	18,242	40,100	20,000	40,100
Dues & Subscriptions	67,981	95,575	89,228	96,245
Meetings	2,297	10,450	9,759	11,950
Employee Appreciation	0	3,000	3,181	4,500
Utilities	607,359	698,949	648,862	706,000
Phones-Local	68,244	69,365	69,733	71,211
Cellular Phones	113,958	99,776	147,824	156,016
Telecommunication Link	77,640	99,000	47,180	52,500
Library Charge-Shelby Co.	1,095,086	1,150,000	1,262,700	1,300,000
Reappraisal Charge from County	237,849	220,000	0	0
Shop Allocation	209,700	209,700	209,438	209,800
Vehicle Maintenance	386,792	394,552	403,569	413,425
Equipment Maintenance	124,133	178,200	190,605	180,350
Radio Maintenance	158,760	184,158	187,433	177,705
Computer Maintenance	7,600	7,600	7,600	7,600
Grounds Maintenance	327,445	444,245	411,225	415,000
Building Maintenance	214,922	303,096	352,453	255,900
Pool Maintenance	15,337	24,000	19,200	21,500
Swim Competitions	27,065	50,000	45,000	46,750
Fuel System Maintenance	(6,164)	250,000	250,000	340,000
Street Painting & Signs	35,710	29,888	29,888	30,000
Automobile Allowance	8,311	7,500	7,694	8,100
Office Supplies	79,373	96,305	80,747	95,445
Printing	37,573	77,854	69,999	82,750
Christmas Expenses	252	2,700	2,255	2,500



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2023 Adopted Budget



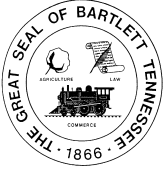
Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Medical Supplies	139,623	158,400	162,800	172,500
Special Designation Expend	2,419	1,000	1,000	1,000
Ticket Sales Expenditures-BPAC	12,729	15,000	12,900	15,000
Petroleum Supplies	472,375	552,475	546,875	547,175
Special Events	758	35,000	57,000	40,500
Concession Supplies Client	113	700	239	740
Preschool Supplies	2,715	4,600	4,600	4,600
Recreation Supplies	53,448	61,274	56,100	60,100
Concession Supplies	54,276	81,600	81,000	81,500
Field Trips	4,308	12,000	12,000	12,000
Tournament Expenses	0	500	500	750
Cost of Goods Sold	456	3,000	2,000	3,000
Clothing & Uniforms	174,490	304,383	308,431	259,850
Operating Supplies	176,431	245,953	222,713	240,930
Cleaning Supplies	58,167	67,800	56,880	66,200
Chemical Supplies	1,656	1,550	1,500	500
Air Service	7,436	7,543	7,300	7,300
Film & Developing	0	800	1,184	1,250
Fill Sand, Dirt & Gravel	33,604	29,987	31,250	28,000
Asphalt/Street Repairs	133,938	168,000	168,000	168,000
Concrete & Brick	7,977	9,500	9,500	9,500
Miscellaneous Shop Parts	2,514	2,400	2,400	2,400
Small Tools	18,597	30,284	27,837	27,400
Tournament Awards	1,933	7,000	3,000	4,000
Fire Hose	5,068	6,000	6,000	6,000
Pipe & Materials-System Maintenance	8,793	7,500	12,472	9,000
Miscellaneous Supplies	4,858	5,000	5,000	5,500
Jail Operations	42,704	61,075	71,075	50,000
First Responder Expense	1,992	2,100	2,100	2,100
Covid-19 Grant Expenses	87,891	35,964	545	0
Vaccination Supplies	62,083	0	0	0
CERT Training Supplies	0	1,200	1,200	1,200
Public Awareness	18,351	40,000	38,000	45,000
CPR Classes	40	0	0	0
Fire Prevention	5,328	6,000	6,000	6,000
Community Promotions	4,961	8,000	3,000	8,000
Travel Club	0	0	0	15,000
Equipment Rental	10,986	38,050	37,300	30,900
Street Barricade & Equip Rental	1,750	1,000	1,000	10,000
Equipment Leasing	19,413	26,110	23,826	26,980
Property Insurance	92,477	96,585	106,285	106,285
Vehicle & Equip Insurance	109,938	128,438	128,211	128,211
General Liability Insurance	207,344	240,472	238,941	238,941
Other Insurance	7,332	8,900	9,950	10,450
Bank Charges	251	500	500	500
Credit Card Vendor Fees	44,863	72,900	47,318	54,120
Interest Refund	1,413	2,000	1,000	1,000
State Fees	56,746	35,000	33,592	36,000
Cash Over/Short	(223)	650	460	660
Tow-In Fees	9,600	9,700	9,700	9,700
License Fees	280	750	300	750



CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Animal Control Fees	1,470	2,100	1,990	0
K-9 Operations	5,305	8,000	11,309	9,000
Storage Fees	0	450	150	450
Election Expenses	12,362	13,000	0	20,000
Contingency	9,595	125,000	75,000	125,000
Damage Claims	16,686	30,500	23,550	28,400
Miscellaneous Other Expenses	14,961	31,100	39,622	50,350
Total Operations	\$ 6,860,419	\$ 8,586,608	\$ 8,206,010	\$ 8,615,244
Capital				
Fencing & Landscaping	\$ 2,543	\$ 800	\$ 959	\$ 800
Building Improvements	149,553	334,744	369,493	30,000
Park Improvements	0	31,952	31,952	0
Communications Equipment	140	1,145	1,145	1,145
Data Processing Equipment	13,530	38,770	32,750	0
Office Equipment	91	1,500	1,500	1,500
Vehicles	36,374	864,151	867,081	50,000
Furniture	9,240	45,726	44,426	29,750
Other Equipment	243,218	495,887	605,670	57,420
Curb & Sidewalk Repairs	0	0	8,200	0
Transfer to Grants Fund	3,744	0	0	0
Total Capital	\$ 458,434	\$ 1,814,676	\$ 1,963,176	\$ 170,615
TOTAL GENERAL FUND EXPEND'S	\$ 47,284,094	\$ 52,950,090	\$ 52,681,867	\$ 55,104,898



City of Bartlett

ADMINISTRATIVE FY 2023 Adopted Budget

Full-Time Authorized Personnel Positions

Legislative Board

City Attorney	1
Alderman	6
Total Legislative Board	7

Mayor's Office

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

Finance and Administration

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

City Court

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

Personnel

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

The Administrative function includes the Legislative Board, Mayor's Office (which includes the Mayor's Office, Community Relations, Building and Grounds, Bartlett Station Municipal Center and the Library), Finance and Administration, Court Clerk, Personnel, and Planning and Economic Development. The Administrative function budget had a net increase of \$730,780 (9.4%) over the FY 2022 Projection. A lower FY22 projection was caused by a few positions not filled until the end of the year. There were no staffing changes. FY 2023 budget included a career ladder pay increase and 4% salary increase for full-time employees.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2021 Actual</u>	<u>FY 2022 Revised</u>	<u>FY 2022 Projection</u>	<u>FY 2023 Adopted</u>
Revenues	41,360	1,120,889	47,907	62,927
Salaries	3,291,355	3,631,146	3,390,328	3,787,413
Benefits	1,759,687	1,787,934	1,682,577	1,697,417
Other Personnel	46,828	60,244	50,167	60,244
Operations	2,328,850	2,933,385	2,643,929	2,951,112
Capital	9,873	61,235	55,135	71,750
Total	7,395,234	7,353,055	7,774,229	8,505,009

Planning & Economic Development

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

TOTAL ADMINISTRATIVE

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CITY OF BARTLETT

ADMINISTRATIVE BUDGET SUMMARY

FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	\$ 37,403	\$ 38,407	\$ 38,407	\$ 40,327
Electronic Traffic Citation Fee	3,957	7,600	4,500	7,600
Donations	0	15,000	5,000	15,000
Cost Sharing Allocation Recovery	0	1,059,882	0	0
Total Department Revenues/Grants	\$ 41,360	\$ 1,120,889	\$ 47,907	\$ 62,927

Personnel				
Federal Mandated FFCR	\$ 5,944	\$ 0	\$ 0	\$ 0
Supervisor Salaries	1,445,301	1,583,366	1,485,022	1,596,566
Employee Wages	1,775,092	1,964,598	1,839,602	2,116,017
Overtime Wages	9,436	20,600	17,405	21,600
Special Hours	5,200	5,200	7,800	7,800
Contracted Services	4,725	0	2,850	3,000
Part-Time	45,656	57,382	37,649	42,430
Vaccination Overtime	3,165	0	0	0
Vacation Pay	30,920	0	2,097	25,400
Educational Bonus	4,920	6,780	4,500	5,400
Sick Pay	0	0	0	20,000
Longevity Pay	63,704	75,077	71,869	77,137
Bonus	71,261	4,891	4,287	4,634
Employee Incentives	3,411	12,136	12,136	12,136
Employee Testing	41,674	55,000	44,990	55,000
Other Personnel Costs	5,154	5,244	5,177	5,244
Employee Health Insurance	611,554	652,062	585,906	614,468
Employee Life Insurance	7,458	10,713	8,874	11,238
Workers' Comp Insurance	15,824	15,527	15,528	16,094
Unemployment Compensation	87	0	413	0
Retiree Health Insurance	158,679	177,397	165,451	185,630
FICA	251,744	273,802	251,953	290,008
Pension Contribution	497,232	514,459	514,476	390,182
Contributory Retirement Plan	39,728	45,090	45,087	45,090
Total Personnel	\$ 5,097,870	\$ 5,479,324	\$ 5,123,072	\$ 5,545,074

Staffing Level

<i>Full-Time</i>	<i>53.99</i>	<i>56.50</i>	<i>54.26</i>	<i>57.00</i>
<i>Part-Time (converted to FTE)</i>	<i>2.05</i>	<i>2.99</i>	<i>1.67</i>	<i>1.95</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>56.04</i>	<i>59.49</i>	<i>55.93</i>	<i>58.95</i>

Operations

Training	\$ 3,488	\$ 28,500	\$ 22,500	\$ 46,500
Travel	535	30,100	26,000	64,100
Legal Fees	18,584	75,000	75,000	75,000
Mayor's Youth Council	0	5,000	0	5,000
Professional Service	104,384	121,700	99,500	127,300
Contracted Services	50,249	50,000	51,800	52,000
Other Professional Service	36,793	113,200	108,740	114,300
Boards & Commissions	43,333	84,500	60,800	76,000
Postage & Freight	26,481	35,100	30,301	33,100
Notice Publication	18,242	40,000	20,000	40,000



CITY OF BARTLETT
ADMINISTRATIVE BUDGET SUMMARY
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Dues & Subscriptions	32,695	48,280	48,275	48,280
Meetings	619	5,900	5,095	6,400
Utilities	139,086	169,000	151,849	172,000
Phones - Local	17,576	18,873	20,209	20,268
Cellular Phones	25,239	25,308	22,085	24,208
Telecommunication Link	45,316	44,000	45,500	50,000
Library Charge-Shelby Co.	1,095,086	1,150,000	1,262,700	1,300,000
Reappraisal Charge from County	237,849	220,000	0	0
Shop Allocation	6,300	6,300	6,300	6,300
Vehicle Maintenance	2,912	7,200	6,800	7,450
Equipment Maintenance	17,222	16,800	24,908	17,100
Computer Maintenance	7,600	7,600	7,600	7,600
Grounds Maintenance	11,195	19,200	13,200	20,200
Building Maintenance	31,378	49,477	65,338	49,000
Automobile Allowance	8,311	7,500	7,694	8,100
Office Supplies	39,761	42,745	35,495	44,095
Printing	23,964	46,528	45,327	54,200
Petroleum Supplies	5,994	9,675	9,575	9,675
Special Events	0	15,000	5,000	15,000
Concession Supplies Client	113	200	239	240
Clothing & Uniforms	145	2,150	2,080	2,100
Operating Supplies	21,535	50,154	42,575	51,700
Cleaning Supplies	9,543	7,800	5,580	5,500
Film & Developing	0	550	984	1,050
Small Tools	399	550	383	450
Tournament Awards	448	2,000	1,000	2,000
First Responder Expenses	1,992	2,100	2,100	2,100
Covid-19 Grant Expenses	43,231	5,750	0	0
Community Promotions	4,961	8,000	3,000	8,000
Equipment Rental	8,550	30,650	30,000	32,000
Equipment Leasing	7,190	7,660	8,000	8,700
Property Insurance	27,915	28,311	31,381	31,381
Vehicle & Equip Insurance	2,238	3,059	2,933	2,933
General Liability Insurance	104,370	115,615	118,152	118,152
Other Insurance	0	0	50	50
Bank Charges	251	500	500	500
Credit Card Vendor Fee	12,307	10,700	8,409	920
Interest Refund	1,413	2,000	1,000	1,000
Cash Over/Short	(70)	550	310	560
Storage Fees	0	300	0	300
Election Expenses	12,362	13,000	0	20,000
Contingency	9,595	125,000	75,000	125,000
Damage Claims	0	1,000	500	1,000
Miscellaneous Other Expenses	10,170	23,300	32,162	42,300
Total Operations	\$ 2,328,850	\$ 2,933,385	\$ 2,643,929	\$ 2,951,112

Capital

Building Improvements	\$	1,590	\$	9,550	\$	4,550	\$	5,000
Data Processing Equipment		7,868		0		0		0



CITY OF BARTLETT
ADMINISTRATIVE BUDGET SUMMARY
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Vehicles	0	24,459	24,459	50,000
Furniture	415	27,226	26,126	16,750
Total Capital	\$ 9,873	\$ 61,235	\$ 55,135	\$ 71,750
TOTAL ADMINISTRATIVE	\$ 7,395,234	\$ 7,353,055	\$ 7,774,229	\$ 8,505,009

Legislative Board

City of Bartlett



FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
<i>Revenues</i>	0	270,057	0	0
Salaries	186,861	216,000	216,000	216,000
Benefits	90,680	99,386	91,618	84,587
Operations	488,481	772,478	457,468	590,968
Capital	0	0	0	0
Total	766,022	817,807	765,086	891,555

FY 2022 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 2021 Actual	FY 2022 Forecast	FY 2023 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 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues/Grants				
Cost Sharing Allocation Recovery	\$ 0	\$ 270,057	\$ 0	\$ 0
Total Department Revenues/Grants	\$ 0	\$ 270,057	\$ 0	\$ 0
Personnel				
Supervisor Salaries	\$ 72,000	\$ 72,000	\$ 72,000	\$ 72,000
Employee Wages	114,861	144,000	144,000	144,000
Bonus	1,504	83	82	83
Employee Health Insurance	34,645	34,646	28,332	28,909
Employee Life Insurance	44	50	44	50
Workers' Comp Insurance	3,748	3,431	3,432	3,432
Retiree Health Insurance	6,943	10,800	9,300	10,800
FICA	13,595	15,718	15,760	15,760
Pension Contribution	27,967	31,806	31,812	22,701
Contributory Retirement Plan	2,234	2,852	2,856	2,852
Total Personnel	\$ 277,541	\$ 315,386	\$ 307,618	\$ 300,587
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	\$ 510	\$ 4,000	\$ 4,000	\$ 15,000
Travel	0	5,000	5,000	20,000
Legal Fees	18,584	75,000	75,000	75,000
Other Professional Service	10,150	50,000	50,000	50,000
Boards & Commissions	42,901	83,500	60,000	75,000
<i>Chamber of Commerce \$35k, Arts Council \$10k, Shelby County Books from Birth \$7.5k, Historic Preservation \$10k and others.</i>				
Postage & Freight	333	2,500	2,500	2,500
Notice Publication	18,242	40,000	20,000	40,000
Dues & Subscriptions	21,694	30,000	30,000	30,000
Meetings	10	2,000	2,000	2,000
Cellular Phones	5,475	4,200	4,200	4,200
Reappraisal Charge from County	237,849	220,000	0	0
Office Supplies	1,190	500	500	1,000
Printing	582	1,000	1,000	3,000
Operating Supplies	121	500	500	500
First Responder Expenses	1,992	2,100	2,100	2,100
Covid-19 Grant Expenses	4,442	1,000	0	0
General Liability Insurance	97,071	107,178	110,668	110,668
Election Expenses	12,362	13,000	0	20,000
Contingency	9,595	125,000	75,000	125,000
Miscellaneous Other Expenses	5,377	6,000	15,000	15,000
Total Operations	\$ 488,481	\$ 772,478	\$ 457,468	\$ 590,968
Total Legislative Board	\$ 766,022	\$ 817,807	\$ 765,086	\$ 891,555

Mayor's Office

City of Bartlett



FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Revenues	0	217,430	5,000	15,000
Salaries	840,359	887,988	889,264	945,838
Benefits	459,774	446,681	448,304	442,041
Operations	1,581,986	1,892,427	1,957,156	2,085,779
Capital	5,978	59,235	54,285	70,000
Total	2,888,097	3,068,901	3,344,009	3,528,658

FY 2022 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 2021 Actual	FY 2022 Forecast	FY 2023 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 2023 Adopted Budget**

Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues/Grants				
Cost Sharing Allocation Recovery	\$ 0	\$ 202,430	\$ 0	\$ 0
Total Department Revenues/Grants	\$ 0	\$ 202,430	\$ 0	\$ 0
Personnel				
Supervisor Salaries	\$ 385,913	\$ 406,366	\$ 413,217	\$ 433,971
Employee Wages	56,316	59,143	59,144	62,106
Overtime Wages	0	1,000	500	1,000
Part-Time	216	0	0	0
Vacation Pay	0	0	0	5,400
Longevity Pay	15,643	19,116	19,639	22,016
Bonus	6,016	415	330	415
Employee Health Insurance	69,868	69,290	69,868	69,290
Employee Life Insurance	1,228	1,490	1,401	1,587
Workers' Comp Insurance	1,428	1,505	1,500	1,611
Retiree Health Insurance	22,112	23,275	23,618	24,804
FICA	34,990	35,650	36,742	38,600
Pension Contribution	68,429	64,628	64,632	52,136
Contributory Retirement Plan	5,467	5,964	5,964	5,964
Total Personnel	\$ 667,625	\$ 687,842	\$ 696,555	\$ 718,900
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	\$ (179)	\$ 7,000	\$ 7,000	\$ 11,000
Travel	345	10,000	10,000	25,000
Mayor's Youth Council	0	5,000	0	5,000
Other Professional Service	14,000	37,000	37,000	37,000
<i>Tyler Marketing charges for recording of Board of Mayor & Aldermen meetings, Planning Commission meetings and FYI show.</i>				
Postage & Freight	681	3,500	3,500	3,500
Dues & Subscriptions	3,565	10,000	10,000	10,000
Meetings	322	1,200	1,200	1,200
Phones - Local	1,489	3,100	3,100	3,100
Cellular Phones	6,220	7,200	7,200	8,400
Shop Allocation	1,000	1,000	1,000	1,000
Vehicle Maintenance	601	1,700	1,700	1,700
Equipment Maintenance	0	300	300	300
Automobile Allowance	6,000	6,000	6,000	6,000
Office Supplies	1,924	4,500	4,500	4,500
Printing	1,522	3,500	3,500	5,000
Petroleum Supplies	1,351	2,500	2,500	2,500
Clothing & Uniforms	0	500	500	500
Operating Supplies	300	6,000	6,000	7,500
Film & Developing	0	50	50	50
Small Tools	0	100	100	100
Covid-19 Grant Expenses	93	500	0	0
Equipment Leasing	1,621	1,500	1,500	1,700



**CITY OF BARTLETT
MAYOR'S OFFICE
FY 2023 Adopted Budget**

Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Vehicle & Equip Insurance	277	379	323	323
General Liability Insurance	814	1,274	842	842
Other Insurance	0	0	50	50
Damage Claims	0	500	500	500
Miscellaneous Other Expenses	211	15,000	15,000	25,000
Total Operations	\$ 42,157	\$ 129,303	\$ 123,365	\$ 161,765
Capital				
Data Processing Equipment	\$ 2,154	\$ 0	\$ 0	\$ 0
Vehicles	0	24,459	24,459	50,000
Furniture	415	600	600	15,000
Total Capital	\$ 2,569	\$ 25,059	\$ 25,059	\$ 65,000
Total Mayor's Office	\$ 712,351	\$ 639,774	\$ 844,979	\$ 945,665



**CITY OF BARTLETT
COMMUNITY RELATIONS
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues/Grants				
BBQ Cooking Context Revenues	\$ 0	\$ 15,000	\$ 5,000	\$ 15,000
Total Department Revenues/Grants	\$ 0	\$ 15,000	\$ 5,000	\$ 15,000
Personnel				
Supervisor Salaries	\$ 82,488	\$ 87,038	\$ 88,326	\$ 93,199
Longevity Pay	4,949	5,222	5,300	5,592
Bonus	1,504	83	82	83
Employee Health Insurance	14,455	14,455	14,454	14,455
Employee Life Insurance	229	279	261	298
Workers' Comp Insurance	103	107	108	115
Retiree Health Insurance	4,124	4,352	4,416	4,660
FICA	6,564	6,739	6,895	7,237
Pension Contribution	12,764	12,146	12,144	9,795
Contributory Retirement Plan	1,020	1,105	1,104	1,105
Total Personnel	\$ 128,200	\$ 131,526	\$ 133,090	\$ 136,539
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	\$ 0	\$ 1,500	\$ 1,000	\$ 2,500
Travel	0	1,500	1,000	2,500
Professional Services	11,000	33,000	22,000	25,000
<i>Fireworks contract.</i>				
Other Professional Service	6,209	20,000	15,000	20,000
<i>Christmas parade, festivals & picnic contracts.</i>				
Postage & Freight	177	1,000	1,000	1,000
Dues & Subscriptions	0	200	200	200
Meetings	135	200	200	200
Phones - Local	194	200	200	200
Cellular Phones	808	2,000	1,500	2,000
Shop Allocation	700	700	700	700
Vehicle Maintenance	140	500	500	500
Grounds Maintenance	0	7,000	1,000	7,000
Office Supplies	7,321	5,000	2,500	5,000
Printing	12,687	30,528	30,527	35,000
Petroleum Supplies	608	1,000	1,000	1,000
BBQ Cooking Context Expenditures	0	15,000	5,000	15,000
Operating Supplies	12,540	21,954	15,000	22,000
Film & Developing	0	500	934	1,000
Tournament Awards	448	2,000	1,000	2,000
Community Promotions	4,961	8,000	3,000	8,000
Equipment Rental	630	22,650	22,000	24,000
Vehicle & Equip Insurance	191	236	225	225
General Liability Insurance	307	522	287	287
Total Operations	\$ 59,055	\$ 175,190	\$ 125,773	\$ 175,312
Total Community Relations	\$ 187,256	\$ 291,716	\$ 253,863	\$ 296,851



CITY OF BARTLETT BUILDINGS AND GROUNDS FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Employee Wages	\$ 112,751	\$ 119,711	\$ 123,701	\$ 131,465
Overtime Wages	2,584	3,000	4,000	5,000
Longevity Pay	2,484	3,045	3,160	3,604
Bonus	4,512	249	247	249
Employee Health Insurance	27,358	27,392	26,568	27,391
Employee Life Insurance	315	383	365	421
Workers' Comp Insurance	3,255	3,374	3,372	3,742
Retiree Health Insurance	5,638	5,986	6,185	6,573
FICA	8,786	9,010	9,526	10,194
Pension Contribution	17,446	16,603	16,608	13,817
Contributory Retirement Plan	1,394	1,520	1,524	1,520
Total Personnel	\$ 186,522	\$ 190,273	\$ 195,256	\$ 203,976
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
Other Professional Service	0	0	190	300
Dues & Subscriptions	35	0	0	0
Utilities	61,896	75,000	75,000	85,000
Phones - Local	1,428	1,100	1,513	1,600
Telecommunication Link	45,316	44,000	45,500	50,000
Shop Allocation	3,000	3,000	3,000	3,000
Vehicle Maintenance	1,875	3,000	3,000	3,000
Equipment Maintenance	1,067	3,500	3,500	3,500
Grounds Maintenance	8,306	10,000	10,000	11,000
Building Maintenance	12,166	31,777	31,777	30,000
Office Supplies	13	0	50	50
Petroleum Supplies	1,704	2,500	2,500	2,500
Clothing & Uniforms	45	1,500	1,500	1,500
Operating Supplies	6,151	16,000	16,000	16,000
Cleaning Supplies	1,548	2,800	2,800	3,000
Small Tools	0	200	200	200
Covid-19 Grant Expenses	13,177	3,500	0	0
Equipment Rental	7,920	8,000	8,000	8,000
Property Insurance	8,430	8,629	9,509	9,509
Vehicle & Equip Insurance	1,307	1,410	1,289	1,289
General Liability Insurance	388	531	378	378
Miscellaneous Other Expenses	40	800	800	800
Total Operations	\$ 175,813	\$ 217,747	\$ 217,006	\$ 231,126
Total Building & Grounds	\$ 362,335	\$ 408,020	\$ 412,262	\$ 435,102



CITY OF BARTLETT
BARTLETT STATION MUNICIPAL CENTER
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Federal Mandated FFCR Act	\$ 2,567	\$ 0	\$ 0	\$ 0
Supervisor Salaries	65,068	68,829	69,845	73,693
Employee Wages	97,601	102,499	95,008	102,974
Part-Time	34,855	40,402	35,523	42,430
Vaccination Overtime	1,227	0	0	0
Longevity Pay	2,647	4,131	4,132	4,422
Bonus	5,171	907	742	907
Employee Health Insurance	54,836	54,836	54,836	54,836
Employee Life Insurance	457	548	485	565
Workers' Comp Insurance	3,182	2,737	2,736	2,710
Unemployment Compensation	87	0	0	0
Retiree Health Insurance	8,237	8,566	8,243	8,833
FICA	14,671	15,140	14,678	16,352
Pension Contribution	25,169	24,258	24,264	18,567
Contributory Retirement Plan	2,011	2,175	2,175	2,175
Total Personnel	\$ 317,786	\$ 325,028	\$ 312,667	\$ 328,464
Staffing Level				
<i>Full-Time</i>	<i>3.00</i>	<i>3.00</i>	<i>2.16</i>	<i>3.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.66</i>	<i>2.26</i>	<i>1.53</i>	<i>1.95</i>
Total Full-Time Equivalent (FTE)	4.66	5.26	3.69	4.95
Operations				
Other Professional Service	\$ 635	\$ 500	\$ 1,050	\$ 1,000
Postage & Freight	65	100	101	100
Dues & Subscriptions	87	80	75	80
Meetings	18	500	935	1,000
Utilities	44,494	52,000	42,849	47,000
Phones - Local	1,270	1,250	1,293	1,295
Cell Phone	612	700	477	500
Vehicle Maintenance	0	500	100	500
Equipment Maintenance	15,921	12,000	20,183	12,000
Grounds Maintenance	2,889	2,200	2,200	2,200
Building Maintenance	12,942	11,700	27,161	12,000
Automobile Allowance	16	200	194	200
Office Supplies	735	1,845	1,845	1,845
Printing	0	250	0	150
Petroleum Supplies	22	75	75	75
Concession Supplies Client	113	200	239	240
Clothing & Uniforms	101	150	80	100
Operating Supplies	0	500	100	500
Cleaning Supplies	7,995	5,000	2,780	2,500
Small Tools	399	250	83	150
Covid-19 Grant Expenses	139	750	0	0
Property Insurance	8,415	8,415	9,507	9,507
Vehicle & Equip Insurance	0	272	247	247
General Liability Insurance	441	450	403	403
Credit Card Vendor Fees	807	700	909	920



CITY OF BARTLETT
BARTLETT STATION MUNICIPAL CENTER
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Miscellaneous Other Expenses	2,232	1,000	862	1,000
Total Operations	\$ 100,346	\$ 101,587	\$ 113,748	\$ 95,512
Capital				
Data Processing Equipment	1,819	0	0	0
Total Capital	\$ 1,819	\$ 0	\$ 0	\$ 0
Total Bartlett Station Municipal Center	\$ 419,951	\$ 426,615	\$ 426,415	\$ 423,976



**CITY OF BARTLETT
LIBRARY
FY 2023 Adopted Budget**

Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Operations				
Contracted Services	\$ 50,249	\$ 50,000	\$ 51,800	\$ 52,000
<i>Guard Services.</i>				
Utilities	32,696	42,000	34,000	40,000
Phones - Local	4,050	4,200	4,800	4,800
Library Charge-City of Memphis	1,095,086	1,150,000	1,262,700	1,300,000
Equipment Maintenance	187	700	800	1,000
Building Maintenance	6,270	6,000	6,400	7,000
Office Supplies	6,987	4,400	5,200	5,200
Operating Supplies	0	1,500	1,500	1,500
Property Insurance	7,803	8,000	8,752	8,752
General Liability Insurance	1,296	1,300	1,302	1,302
Cash Over/Short	(9)	0	10	10
Damage Claims	0	500	0	500
Total Operations	\$ 1,204,614	\$ 1,268,600	\$ 1,377,264	\$ 1,422,064
Capital				
Building Improvements	\$ 1,590	\$ 9,550	\$ 4,550	\$ 5,000
Furniture	0	24,626	24,676	0
Total Capital	\$ 1,590	\$ 34,176	\$ 29,226	\$ 5,000
Total Library	\$ 1,206,204	\$ 1,302,776	\$ 1,406,490	\$ 1,427,064

Finance and Administration

City of Bartlett



FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Revenues	0	448,373	0	0
Salaries	996,606	1,055,898	957,324	1,130,791
Benefits	540,041	557,884	511,681	505,092
Operations	175,860	178,525	155,917	176,327
Capital	0	500	500	1,000
Total	1,712,507	1,344,434	1,625,422	1,813,210

FY 2022 Performance Highlights

Awarded the Fiscal Year 2022 GFOA Distinguished Budget Presentation Award for the 20th straight year and the Certificate of Achievement for Excellence in Financial Reporting for the 32nd 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 2021 Actual	FY 2022 Forecast	FY 2023 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 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues/Grants				
Cost Sharing Allocation Recovery	\$ 0	\$ 448,373	\$ 0	\$ 0
Total Department Revenues/Grants	\$ 0	\$ 448,373	\$ 0	\$ 0
Personnel				
Federal Mandated FFCR Act	\$ 3,378	\$ 0	\$ 0	\$ 0
Supervisor Salaries	309,823	384,174	359,989	418,066
Employee Wages	666,740	649,144	587,359	704,125
Overtime Wages	1,356	5,600	5,000	5,600
Contracted Services	4,725	0	2,850	3,000
Part-Time	10,584	16,980	2,126	0
Vaccination Overtime	1,498	0	0	0
Vacation Pay	11,926	0	1,044	0
Education Bonus	2,880	2,880	1,800	1,440
Longevity Pay	17,377	21,728	21,052	22,075
Bonus	22,476	1,411	1,237	1,328
Employee Health Insurance	192,116	222,077	189,357	204,728
Employee Life Insurance	2,346	3,307	2,664	3,591
Workers' Comp Insurance	1,713	1,666	1,668	1,882
Retiree Health Insurance	48,969	51,666	47,357	56,110
FICA	75,623	77,790	70,146	82,878
Pension Contribution	151,049	162,238	162,240	117,939
Contributory Retirement Plan	12,068	13,121	13,116	13,121
Total Personnel	\$ 1,536,646	\$ 1,613,782	\$ 1,469,005	\$ 1,635,883
Staffing Level				
<i>Full-Time</i>	<i>14.60</i>	<i>15.50</i>	<i>15.42</i>	<i>16.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.39</i>	<i>0.73</i>	<i>0.14</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	14.99	16.23	15.56	16.00
Operations				
Training	\$ 1,124	\$ 5,000	\$ 4,000	\$ 5,000
Travel	0	5,000	3,500	5,000
Professional Services	91,750	83,900	73,900	94,500
<i>Auditor & Trustee Fees.</i>				
Postage & Freight	20,312	22,000	19,000	21,000
Dues & Subscriptions	3,216	3,500	3,510	3,500
Phones - Local	4,588	4,500	4,630	4,600
Cellular Phones	8,498	7,600	5,300	5,500
Equipment Maintenance	47	100	100	100
Automobile Allowance	2,295	1,300	1,500	1,900
Office Supplies	13,108	15,000	13,000	15,000
Printing	9,008	9,000	9,000	9,000
Operating Supplies	2,404	3,000	3,000	3,000
Covid-19 Grant Expenses	476	0	0	0
Equipment Leasing	857	1,000	1,000	1,200
Property Insurance	3,267	3,267	3,613	3,613
General Liability Insurance	1,808	1,808	1,864	1,864
Bank Charges	251	500	500	500
Credit Card Vendor Fees	11,500	10,000	7,500	0



CITY OF BARTLETT
FINANCE AND ADMINISTRATION
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Interest Refund	1,413	2,000	1,000	1,000
Cash Over/Short	(60)	50	0	50
Total Operations	\$ 175,860	\$ 178,525	\$ 155,917	\$ 176,327
Capital				
Furniture	\$ 0	\$ 500	\$ 500	\$ 1,000
Total Capital	\$ 0	\$ 500	\$ 500	\$ 1,000
Total Finance and Administration	\$ 1,712,507	\$ 1,344,434	\$ 1,625,422	\$ 1,813,210

City Court

City of Bartlett



FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Revenues	3,957	7,600	4,500	7,600
Salaries	697,187	767,184	733,846	792,933
Benefits	341,504	337,047	327,298	342,717
Operations	29,568	35,358	32,849	37,649
Capital	3,895	0	0	0
Total	1,068,198	1,131,989	1,089,493	1,165,699

FY 2022 Performance Highlights

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

Objective	Performance Measures	FY 2021 Actual	FY 2022 Forecast	FY 2023 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 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
City Service Fees				
Electronic Traffic Citation Fee	\$ 3,957	\$ 7,600	\$ 4,500	\$ 7,600
Total City Service Fees	\$ 3,957	\$ 7,600	\$ 4,500	\$ 7,600
Personnel				
Supervisor Salaries	\$ 239,907	\$ 240,623	\$ 245,498	\$ 252,223
Employee Wages	447,290	513,361	474,048	525,910
Overtime Wages	4,791	8,000	6,500	7,000
Special Hours	5,200	5,200	7,800	7,800
Vacation Pay	0	0	1,053	20,000
Educational Bonus	1,560	3,900	2,700	2,880
Sick Pay	0	0	0	20,000
Longevity Pay	10,302	11,259	11,000	11,351
Bonus	16,543	996	825	825
Employee Health Insurance	108,384	105,347	100,354	90,893
Employee Life Insurance	1,459	2,413	1,953	2,490
Workers' Comp Insurance	1,127	1,158	1,164	1,213
Retiree Health Insurance	34,359	37,699	35,977	38,907
FICA	52,979	56,969	54,972	62,630
Pension Contribution	106,298	107,558	107,556	81,780
Contributory Retirement Plan	8,493	9,748	9,744	9,748
Total Personnel	\$ 1,038,692	\$ 1,104,231	\$ 1,061,144	\$ 1,135,650
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>11.84</i>	<i>12.00</i>	<i>11.85</i>	<i>12.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>11.84</i>	<i>12.00</i>	<i>11.85</i>	<i>12.00</i>
Operations				
Training	\$ 0	\$ 500	\$ 500	\$ 1,500
Travel	0	1,000	1,000	3,000
Other Professional Service	5,800	5,700	5,500	6,000
Postage & Freight	3,177	4,000	2,500	3,000
Dues & Subscriptions	879	1,200	1,200	1,200
Phones - Local	2,131	2,100	2,150	2,150
Cellular Phones	735	700	600	700
Shop Allocation	700	700	700	700
Vehicle Maintenance	0	500	500	500
Computer Maintenance	7,600	7,600	7,600	7,600
Office Supplies	3,995	4,000	3,900	4,000
Printing	166	1,000	500	800
Petroleum Supplies	1,134	1,600	1,500	1,600
Operating Supplies	0	400	400	400
Covid-19 Grant Expenses	164	0	0	0
Equipment Leasing	1,967	2,000	2,000	2,000
Vehicle & Equip Insurance	0	236	307	307
General Liability Insurance	1,122	1,122	1,192	1,192
Cash Over/Short	0	500	300	500
Miscellaneous Other Expenses	0	500	500	500
Total Operations	\$ 29,568	\$ 35,358	\$ 32,849	\$ 37,649



**CITY OF BARTLETT
CITY COURT
FY 2023 Adopted Budget**

Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Capital				
Data Processing Equipment	\$ 3,895	\$ 0	\$ 0	\$ 0
Total Capital	\$ 3,895	\$ 0	\$ 0	\$ 0
Total City Court	\$ 1,068,198	\$ 1,131,989	\$ 1,089,493	\$ 1,165,699

Personnel

City of Bartlett



FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
<i>Revenues</i>	37,403	177,429	38,407	40,327
Salaries	320,404	363,967	318,039	338,780
Benefits	180,671	176,331	155,178	149,712
Other Personnel	46,828	60,244	50,167	60,244
Operations	44,802	40,157	28,617	43,867
Capital	0	0	0	0
Total	555,301	463,270	513,594	552,276

FY 2022 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 2021 Actual	FY 2022 Forecast	FY 2023 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 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	\$ 37,403	\$ 38,407	\$ 38,407	\$ 40,327
Cost Sharing Allocation Recovery	0	139,022	0	0
Total Department Revenues/Grants	\$ 37,403	\$ 177,429	\$ 38,407	\$ 40,327
Personnel				
Supervisor Salaries	\$ 182,863	\$ 211,713	\$ 121,834	\$ 129,191
Employee Wages	137,201	151,754	195,800	209,089
Overtime Wages	340	500	405	500
Vaccination Overtime	440	0	0	0
Vacation Pay	13,035	0	0	0
Educational Bonus	480	0	0	0
Longevity Pay	3,922	4,214	0	0
Bonus	7,520	415	412	412
Employee Incentives	3,411	12,136	12,136	12,136
Employee Testing	41,674	55,000	44,990	55,000
Other Personnel Costs	5,154	5,244	5,177	5,244
Employee Health Insurance	55,687	56,247	49,197	48,993
Employee Life Insurance	736	1,163	885	1,082
Workers' Comp Insurance	637	897	900	681
Unemployment Compensation	0	0	413	0
Retiree Health Insurance	15,818	18,173	16,612	16,914
FICA	25,504	31,658	23,191	29,624
Pension Contribution	49,524	47,110	47,112	35,552
Contributory Retirement Plan	3,957	4,318	4,320	4,318
Total Personnel	\$ 547,902	\$ 600,542	\$ 523,384	\$ 548,736
Staffing Level				
<i>Full-Time</i>	<i>5.00</i>	<i>5.00</i>	<i>4.93</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	4.93	5.00
Operations				
Training	\$ 1,154	\$ 9,000	\$ 4,500	\$ 9,000
Travel	190	6,600	4,500	6,600
Professional Services	1,634	4,800	3,600	7,800
Postage & Freight	1,735	2,000	1,700	2,000
Dues & Subscriptions	2,246	2,000	1,800	2,000
Meetings	60	1,500	750	1,500
Phones - Local	1,295	1,323	1,323	1,323
Cellular Phones	1,871	1,808	1,808	1,808
Shop Allocation	500	500	500	500
Vehicle Maintenance	122	500	250	500
Equipment Maintenance	0	200	25	200
Office Supplies	3,215	4,000	2,200	4,000
Printing	0	1,250	800	1,250
Petroleum Supplies	782	1,000	1,000	1,000
Operating Supplies	18	300	75	300
Covid-19 Grant Expenses	24,740	0	0	0
Equipment Leasing	2,060	2,160	2,800	2,800



**CITY OF BARTLETT
PERSONNEL
FY 2023 Adopted Budget**

Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Vehicle & Equip Insurance	272	286	317	317
General Liability Insurance	598	630	669	669
Storage Fees	0	300	0	300
Miscellaneous Other Expenses	2,310	0	0	0
Total Operations	\$ 44,802	\$ 40,157	\$ 28,617	\$ 43,867
Total Personnel	\$ 555,301	\$ 463,270	\$ 513,594	\$ 552,276

Planning & Economic Development

City of Bartlett



FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Salaries	249,938	340,109	275,855	363,071
Benefits	147,018	170,605	148,498	173,268
Operations	8,153	14,440	11,922	16,522
Capital	0	1,500	350	750
Total	405,109	526,654	436,625	553,611

FY 2022 Performance Highlights

Processed 247 DRC sign applications; Review of 173 commercial site plans, 13 preliminary subdivision plats, 12 final subdivision plats, and 6 minor subdivision plats; Nine cases heard by Board of Zoning Appeals; Assisted Industrial Development Board approve one PILOT, creation of a Sewer PILOT and TIF policies and procedures, and approval of one TIF; Assisted Bartlett Station Commission on one façade grant and 6 tenant incentives and expansion of incentive boundaries; Five 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 160 business licenses; Generated zoning letters with documentation; Assisted multiple real estate deals (agents/buyers); Miscellaneous research; and, coordinated economic development and local business assistance with the BACC.

Objective	Performance Measures	FY 2021 Actual	FY 2022 Forecast	FY 2023 Projected
Improve Regulations through Amendments	Submit Ordinance Amendments	1	1	2
Improve Customer/Applicant Service	Steamline 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 2023 Adopted

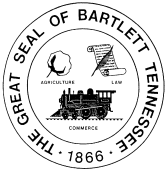
Objective	Performance Measures	FY 2021 Actual	FY 2022 Forecast	FY 2023 Projected
Continue to provide staff support to six Boards and Commissions as well as coordinate continuing education opportunities as required by the State of TN.	Maintain an open line of communication to all Board and Commission members; provide new member packets that are specific to the Commission or Board; manage	Monitor for Accomplishment	Monitor for Accomplishment	Monitor for Accomplishment
Generate an Economic Development Dashboard in partnership with the Bartlett Chamber of Commerce.	Improve communications with site developers, commercial land brokers and businesses by providing easy online access to demographics and economic information relative to Bartlett and possibly the surrounding area.	Monitor for Accomplishment	Monitor for Accomplishment	Monitor for Accomplishment



CITY OF BARTLETT
PLANNING & ECONOMIC DEVELOPMENT
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Supervisor Salaries	\$ 107,240	\$ 112,623	\$ 114,313	\$ 124,223
Employee Wages	142,333	224,986	160,542	236,348
Overtime Wages	365	2,500	1,000	2,500
Vacation Pay	5,959	0	0	0
Educational Bonus	0	0	0	1,080
Longevity Pay	6,380	6,362	7,586	8,077
Bonus	6,016	332	330	332
Employee Health Insurance	54,205	67,772	52,940	74,973
Employee Life Insurance	644	1,080	816	1,154
Workers' Comp Insurance	631	652	648	708
Retiree Health Insurance	12,479	16,880	13,743	18,029
FICA	19,034	25,128	20,043	26,733
Pension Contribution	38,587	48,112	48,108	37,895
Contributory Retirement Plan	3,083	4,287	4,284	4,287
Total Personnel	\$ 396,956	\$ 510,714	\$ 424,353	\$ 536,339
Staffing Level				
<i>Full-Time</i>	<i>3.55</i>	<i>5.00</i>	<i>3.90</i>	<i>5.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	3.55	5.00	3.90	5.00
Operations				
Training	\$ 879	\$ 1,000	\$ 1,000	\$ 2,000
Travel	0	1,000	1,000	2,000
Boards & Commissions	432	1,000	800	1,000
Dues & Subscriptions	973	1,300	1,500	1,300
Meetings	75	500	0	500
Phones - Local	1,132	1,100	1,200	1,200
Cellular Phones	1,020	1,100	1,000	1,100
Shop Allocation	400	400	400	400
Vehicle Maintenance	174	500	750	750
Office Supplies	1,273	3,500	1,800	3,500
Petroleum Supplies	394	1,000	1,000	1,000
Equipment Rental	684	1,000	700	1,000
Vehicle & Equip Insurance	191	240	225	225
General Liability Insurance	525	800	547	547
Total Operations	\$ 8,153	\$ 14,440	\$ 11,922	\$ 16,522
Capital				
Furniture	0	1,500	350	750
Total Capital	\$ 0	\$ 1,500	\$ 350	\$ 750
Total Planning & Economic Development	\$ 405,109	\$ 526,654	\$ 436,625	\$ 553,611



City of Bartlett

PUBLIC SAFETY FY 2023 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	21
Jailer	13
Patrolman	89
Captain	6
Detective	16
Lieutenant	13
Skill clerk	5
Supervisor of Records	<u>1</u>
Total Police	<u>172</u>

Fire

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

Ambulance Service

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

Building Codes Enforcement

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

The Public Safety function includes Police, Fire & Ambulance, and Building Codes Enforcement. The Public Safety Function budget increased by \$776,438 (2.47%) over the FY 2022 Projection. Police added 3 police officers and 3 dispatchers while Codes Enforcement added an inspector in Public Safety. FY 2023 budget included a career ladder pay increase and 4% salary increase for full-time employees.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2021 Actual</u>	<u>FY 2022 Revised</u>	<u>FY 2022 Projection</u>	<u>FY 2023 Adopted</u>
Revenues	913,761	733,131	911,597	793,330
Salaries	16,272,159	18,178,077	18,153,718	19,497,125
Benefits	10,674,504	10,820,871	10,646,694	10,916,364
Other Personnel	1,688	4,450	2,753	4,300
Operations	2,233,422	2,481,102	2,530,278	2,498,360
Capital	<u>265,736</u>	<u>943,695</u>	<u>995,480</u>	<u>70,945</u>
Total	<u>28,533,748</u>	<u>31,695,065</u>	<u>31,417,326</u>	<u>32,193,764</u>

TOTAL PUBLIC SAFETY 289



CITY OF BARTLETT

PUBLIC SAFETY BUDGET SUMMARY

FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	\$ 544,251	\$ 612,131	\$ 612,131	\$ 662,330
State Police Training Grant	94,400	0	0	0
State Fire Training Grant	76,000	0	0	0
Supplemental Ambulance Payment	25,336	20,000	30,000	30,000
Intergovernment Reimbursement	75,103	50,000	52,000	50,000
CERT Class Fees	8,000	0	0	0
Criminal Seizure Awards	13,071	10,000	10,000	10,000
Civil Seizure Settlement	19,306	10,000	10,000	10,000
Drug Testing Fee	1,100	1,000	1,000	1,000
Covid-19 Grants	0	0	166,466	0
Insurance Recoveries-Police	37,217	30,000	30,000	30,000
Transfer From Grants Fund	19,976	0	0	0
Total Department Revenues/Grants	\$ 913,761	\$ 733,131	\$ 911,597	\$ 793,330
Personnel				
Federal Mandated FFCR	\$ 618	\$ 0	\$ 0	\$ 0
Supervisor Salaries	1,382,249	1,454,045	1,429,724	1,564,308
Employee Wages	14,021,942	15,880,718	15,503,929	16,880,466
Overtime Wages	630,539	568,400	952,481	706,400
Special Hours	47,164	43,200	54,656	45,300
Holiday Pay	547,655	611,021	619,150	660,132
Part-Time	189,646	231,714	212,928	300,651
Vaccination Overtime	62,205	0	0	0
Vacation Pay	74,636	65,000	50,812	95,000
Educational Bonus	145,550	279,940	291,720	313,160
Sick Pay	75,696	55,000	25,000	105,000
Longevity Pay	366,230	407,720	410,753	457,922
FLSA Wages	74,272	74,000	83,000	87,000
Bonus	407,007	26,145	24,158	26,892
Other Personnel Costs	1,688	4,450	2,753	4,300
Employee Health Insurance	3,864,260	4,025,607	3,940,371	4,073,331
Employee Life Insurance	42,971	55,357	49,879	58,982
Workers' Comp Insurance	373,387	406,182	357,450	435,446
Unemployment Compensation	1,894	1,000	1,089	1,000
Retiree Health Insurance	767,572	866,297	844,679	921,600
FICA	1,297,726	1,406,185	1,407,211	1,523,119
Pension Contribution	2,383,044	2,328,354	2,328,360	1,938,498
Contributory Retirement Plan	190,400	213,063	213,062	219,282
Total Personnel	\$ 26,948,351	\$ 29,003,398	\$ 28,803,165	\$ 30,417,789
Staffing Level				
<i>Full-Time</i>	<i>270.65</i>	<i>282.00</i>	<i>271.58</i>	<i>289.00</i>
<i>Part-Time (converted to FTE)</i>	<i>7.91</i>	<i>8.73</i>	<i>8.55</i>	<i>10.15</i>
Total Full-Time Equivalent (FTE)	278.57	290.73	280.13	299.15
Operations				
Training	\$ 59,369	\$ 125,000	\$ 119,000	\$ 140,000
State Training Salary Supp	170,400	0	0	0



CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Firearms Training	14,575	58,288	60,288	48,000
Volunteer Expense	1,373	15,500	30,000	6,500
Travel	13,862	33,500	44,000	63,000
Contracted Services	70,770	76,000	76,000	76,000
Other Professional Service	9,470	9,600	9,600	9,600
Dui Testing Fees	0	5,000	0	1,000
Sexual Offender Reg.	20,602	2,000	1,100	2,000
Criminal Seizure Expense	6,525	6,000	683	6,000
Postage & Freight	5,970	8,850	9,000	8,800
Notice Publication	0	100	0	100
Dues & Subscriptions	9,943	12,770	11,970	12,765
Meetings	1,466	3,950	4,326	4,950
Utilities	141,907	165,000	158,000	175,000
Phones - Local	27,111	26,784	26,684	26,710
Cellular Phones	65,077	49,968	103,825	107,258
Telecommunication Link	32,324	55,000	1,680	2,500
Shop Allocation	82,700	82,700	82,700	82,700
Vehicle Maintenance	277,436	269,452	285,572	284,000
Equipment Maintenance	29,691	51,700	57,700	55,000
Radio Maintenance	112,791	132,463	135,659	131,744
Grounds Maintenance	9,237	15,792	16,000	16,000
Building Maintenance	54,284	70,000	70,000	70,000
Office Supplies	19,322	27,700	22,200	25,700
Printing	5,423	11,151	10,900	10,900
Christmas Expenses	252	2,700	2,255	2,500
Medical Supplies	106,326	118,900	122,800	130,000
Petroleum Supplies	298,486	348,000	348,000	348,000
Clothing & Uniforms	139,232	262,833	267,499	217,500
Operating Supplies	39,515	43,322	51,300	51,680
Cleaning Supplies	4,297	6,000	6,000	6,000
Chemical Supplies	429	550	500	500
Air Service	7,436	7,543	7,300	7,300
Film & Developing	0	250	200	200
Small Tools	5,047	13,584	11,500	10,800
Fire Hose	5,068	6,000	6,000	6,000
Jail Operations	42,704	61,075	71,075	50,000
Covid-19 Grant Expenses	14,736	0	0	0
Vaccination Supplies	62,083	0	0	0
CERT Training Supplies	0	1,200	1,200	1,200
Public Awareness	2,226	8,000	6,000	8,000
CPR Classes	40	0	0	0
Fire Prevention	5,328	6,000	6,000	6,000
Equipment Leasing	4,579	7,400	7,400	7,400
Property Insurance	17,228	19,109	19,517	19,517
Vehicle & Equip Insurance	78,334	90,894	91,413	91,413
General Liability Insurance	78,752	91,225	96,773	96,773
Other Insurance	1,900	1,900	1,900	1,900
Credit Card Vendor Fees	1,754	2,000	2,000	3,000
State Fees	51,468	30,000	30,000	30,000



CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Tow-In Fees	9,600	9,700	9,700	9,700
K-9 Operations	5,305	8,000	11,309	9,000
Storage Fees	0	150	150	150
Damage Claims	9,320	18,900	13,900	15,900
Miscellaneous Other Expenses	350	1,600	1,700	1,700
Total Operations	\$ 2,233,422	\$ 2,481,102	\$ 2,530,278	\$ 2,498,360
Capital				
Building Improvements	\$ 88,596	\$ 65,980	\$ 67,568	\$ 25,000
Communications Equipment	140	1,145	1,145	1,145
Data Processing Equipment	4,548	0	0	0
Office Equipment	91	1,500	1,500	1,500
Vehicles	36,374	686,921	689,851	0
Furniture	8,825	12,000	12,000	12,300
Other Equipment	123,419	176,150	223,416	31,000
Transfer to Grants Fund	3,744	0	0	0
Total Capital	\$ 265,736	\$ 943,695	\$ 995,480	\$ 70,945
TOTAL PUBLIC SAFETY	\$ 28,533,748	\$ 31,695,065	\$ 31,417,326	\$ 32,193,764

Police Department

City of Bartlett



FY 2023 Adopted

What We Do

The Bartlett Police Department is a state-accredited department with one hundred twenty-eight sworn officers providing service to the approximately sixty thousand citizens of Bartlett, Tennessee. The department is sworn to uphold the laws and ordinances of the City of Bartlett, Shelby County, Tennessee. The department will protect and defend the constitutional rights of all citizens and visitors who frequent the city.

Summary Revenue/Expenditure Type

Category	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Revenues	784,873	713,131	713,131	763,330
Salaries	9,331,108	10,618,216	10,598,477	11,491,141
Benefits	5,803,314	5,867,238	5,844,982	5,970,081
Other Personnel	1,688	3,500	1,953	3,500
Operations	1,213,231	1,412,369	1,435,934	1,399,230
Capital	113,883	464,196	468,047	15,500
Total	15,678,352	17,652,389	17,636,262	18,116,122

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.

FY 2022 Performance Highlights

The Bartlett Police Department's dedication to safety and service has been highlighted by a 12% decrease in the total number of reported crimes and a 6% decrease in injury-related crashes during the previous year. Moreover, the department has remained devoted to community engagement by introducing Coffee w/a Cop sessions, a mentorship program with Youth Villages, and cultivating a 13% increase in social media followers. The procurement of grant funding has further augmented these efforts through participation in Operation Relentless Pursuit and the expansion of the department's Body Worn Camera program. In addition, our sworn workforce complement was increased, and an enhanced compensation package was approved, by the Mayor and Board of Alderman, to expand recruitment and improve retention. In the coming fiscal year, the department will continue its data-driven approach to proactive policing concepts in conjunction with community-oriented strategies to guarantee the City of Bartlett remains a safe place to live, work, and raise a family.

Objective	Performance Measures	FY 2021 Actual	FY 2022 Forecast	FY 2023 Projected
Reduce the # of crashes with injuries through coordinated enforcement and education.	# of crashes with injuries per year and the percentage reduction.	164 6% Decrease	159 3% Decrease	154 3% Decrease
Reduce the # of reported crimes through community collaboration, data policing, and special enforcement.	# of crimes reported to Tennessee Incident Based Reporting System (TIBRS) by year and % increase.	1,180 12% Decrease	1,157 2% Decrease	1,134 2% Decrease
Increase the # of followers across all social media accounts in an effort to further community engagement initiatives.	# of social media followers per year and percentage increase.	69,404 13% Increase	72,874 5% Increase	76,518 5% Increase



**CITY OF BARTLETT
POLICE DEPARTMENT
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	\$ 544,251	\$ 612,131	\$ 612,131	\$ 662,330
State Police Training Grant	94,400	0	0	0
Intergovernmental Reimbursement	55,551	50,000	50,000	50,000
Criminal Seizure Awards	13,071	10,000	10,000	10,000
Civil Seizure Awards	19,306	10,000	10,000	10,000
Drug Testing Fee	1,100	1,000	1,000	1,000
Insurance Recoveries-Police	37,217	30,000	30,000	30,000
Transfer from Grants Fund	19,976	0	0	0
Total Department Revenues/Grants	\$ 784,873	\$ 713,131	\$ 713,131	\$ 763,330
Personnel				
Supervisor Salaries	\$ 480,379	\$ 511,739	\$ 472,898	\$ 551,403
Employee Wages	8,279,951	9,447,147	9,285,941	10,174,408
Overtime Wages	405,141	460,000	652,081	506,000
Special Hours	17,655	8,000	18,356	8,000
Holiday Pay	312,971	355,000	363,150	380,985
Part-Time	147,982	191,330	169,201	251,330
Vaccination Overtime	20,806	0	0	0
Vacation Pay	24,802	25,000	25,000	25,000
Educational Bonus	74,730	80,000	80,000	80,000
Sick Pay	0	25,000	0	25,000
Longevity Pay	192,994	216,320	220,042	253,273
Bonus	235,397	16,268	14,841	16,932
Other Personnel Costs	1,688	3,500	1,953	3,500
Employee Health Insurance	2,063,189	2,128,902	2,166,300	2,225,138
Employee Life Insurance	24,692	31,812	28,781	34,287
Workers' Comp Insurance	215,587	237,268	207,606	254,780
Unemployment Compensation	1,894	1,000	1,089	1,000
Retiree Health Insurance	435,419	497,453	486,194	535,739
FICA	737,212	813,777	812,541	883,271
Pension Contribution	1,355,333	1,318,236	1,318,236	1,127,255
Contributory Retirement Plan	108,288	121,202	121,202	127,421
Total Personnel	\$ 15,136,110	\$ 16,488,954	\$ 16,445,412	\$ 17,464,722
Staffing Level				
<i>Full-Time</i>	<i>157.18</i>	<i>166.00</i>	<i>159.93</i>	<i>172.00</i>
<i>Part-Time (converted to FTE)</i>	<i>6.08</i>	<i>7.16</i>	<i>6.58</i>	<i>8.31</i>
Total Full-Time Equivalent (FTE)	163.27	173.16	166.51	180.31
Operations				
Training	\$ 21,089	\$ 45,000	\$ 45,000	\$ 50,000
State Training Salary Supp	94,400	0	0	0
Firearms Training	14,575	58,288	60,288	48,000
Volunteer Expense	137	1,500	0	1,500
Travel	13,832	25,000	25,000	35,000
Other Professional Service	29	2,000	2,000	2,000
DUI Testing Fees	0	5,000	0	1,000
Sexual Offender Reg.	20,602	2,000	1,100	2,000
Criminal Seizure Expense	6,525	6,000	683	6,000



**CITY OF BARTLETT
POLICE DEPARTMENT
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Postage & Freight	2,032	2,500	2,500	2,500
Notice Publication	0	100	0	100
Dues & Subscriptions	7,981	9,000	9,000	9,000
Meetings	1,287	3,000	3,376	4,000
Utilities	85,230	105,000	90,000	105,000
Phones - Local	14,460	15,000	15,000	15,000
Cellular Phones	41,457	28,000	81,857	85,000
Telecommunication Link	32,324	55,000	1,680	2,500
Shop Allocation	50,000	50,000	50,000	50,000
Vehicle Maintenance	165,328	150,452	161,572	160,000
Equipment Maintenance	11,778	8,700	8,700	10,000
Radio Maintenance	58,849	72,281	72,915	70,000
Grounds Maintenance	3,331	5,000	5,000	5,000
Building Maintenance	38,799	40,000	40,000	40,000
Office Supplies	11,803	18,000	12,500	16,000
Printing	3,160	8,000	8,000	8,000
Medical Supplies	915	10,000	7,800	10,000
Petroleum Supplies	232,579	255,000	255,000	255,000
Clothing & Uniforms	62,394	161,903	175,249	125,000
Operating Supplies	18,695	20,000	25,000	25,000
Cleaning Supplies	4,297	6,000	6,000	6,000
Small Tools	3,315	7,200	7,200	6,500
Jail Operations	42,704	61,075	71,075	50,000
Covid-19 Grant Expenses	6,082	0	0	0
Public Awareness	2,226	8,000	6,000	8,000
Equipment Leasing	3,567	5,500	5,500	5,500
Property Insurance	9,642	11,145	10,843	10,843
Vehicle & Equip Insurance	53,965	58,374	64,103	64,103
General Liability Insurance	57,687	61,352	75,684	75,684
Tow-In Fees	9,600	8,000	8,000	8,000
K-9 Operations	5,305	8,000	11,309	9,000
Damage Claims	1,250	15,000	10,000	12,000
Miscellaneous Other Expenses	0	1,000	1,000	1,000
Total Operations	\$ 1,213,231	\$ 1,412,369	\$ 1,435,934	\$ 1,399,230
Capital				
Building Improvements	\$ 64,096	\$ 22,568	\$ 22,568	\$ 0
Office Equipment	91	1,500	1,500	1,500
Vehicles	23,092	304,979	304,979	0
Furniture	1,895	4,000	4,000	4,000
Other Equipment	24,710	131,150	135,000	10,000
Total Capital	\$ 113,883	\$ 464,196	\$ 468,047	\$ 15,500
Total Police Department	\$ 15,678,352	\$ 17,652,389	\$ 17,636,262	\$ 18,116,122

Fire & Ambulance Department

City of Bartlett



FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Revenues	128,888	20,000	198,466	30,000
Salaries	6,339,223	6,921,187	6,873,572	7,285,332
Benefits	4,504,705	4,595,223	4,435,835	4,569,206
Other Personnel	0	950	800	800
Operations	970,002	1,007,701	1,031,877	1,031,622
Capital	151,713	386,284	431,288	54,000
Total	11,836,755	12,891,345	12,574,906	12,910,960

FY 2022 Performance Highlights

In FY 2022, the Bartlett Fire Department continued to fulfill the mission of serving and protecting the community despite the continued challenges of COVID. The fire department teamed up with other City departments to provide a vaccination site to Northeast Shelby County. Lakeland and Arlington joined in the efforts to provide an efficient option to those seeking vaccinations. We are very proud of what our team accomplished during such an important time. In addition to providing vaccinations, the relationships developed and team-building efforts between departments and municipalities were impressive. Although challenging, the Bartlett Fire Department worked safely through multiple surges and variants. On a positive note, fire personnel increased training significantly. The department reached its highest recorded total with over 30,000 training hours. This exceeds the previous year by 11,000 hours. Additionally, the goal of adding technology to simplify processes still exist, as well as improving ISO rating on the next evaluation. Regardless of which direction COVID leads, the fire department remains committed to providing safe and progressive services to the community.

Objective	Performance Measures	FY 2021 Actual	FY 2022 Forecast	FY 2023 Projected
1. Reduce sick time usage	Annual decrease from 2018 totals (10,720 -446.7 days)	Skewed with COVID	Skewed with COVID	Less than 10,200 hrs /425 days
2. Increase training hours	Annual increase	19,019 - 179 hrs /person	30,105- 284 hrs /person	35,000 - 330 hrs /person

Fire & Ambulance Department

City of Bartlett



FY 2023 Adopted

Objective	Performance Measures	FY 2021 Actual	FY 2022 Forecast	FY 2023 Projected
3. Upgrade current fire/medical based technology	The addition of services followed by feedback from users	ESO Fire Modules	Automatic Vehicle Location (AVL)	Station Alerting System
4. Improve ISO rating for the community (Moved to June 30, 2022)	Increase areas of lower scores on previous ISO assessment	Increase Training	Establish Written Training Standard	95% compliance on Training Standard



**CITY OF BARTLETT
FIRE DEPARTMENT
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues/Grants				
State Fire Training Grant	\$ 53,600	\$ 0	\$ 0	\$ 0
Intergovernment Reimbursement	0	0	2,000	0
Total Department Revenues/Grants	\$ 53,600	\$ 0	\$ 2,000	\$ 0
Personnel				
Supervisor Salaries	\$ 717,183	\$ 750,376	\$ 762,602	\$ 801,639
Employee Wages	3,581,840	3,846,542	3,915,420	3,973,007
Overtime Wages	174,450	78,000	200,000	100,000
Special Hours	27,508	32,900	31,000	32,000
Holiday Pay	160,604	163,252	163,000	180,035
Vaccination Overtime	20,983	0	0	0
Vacation Pay	28,690	20,000	15,000	40,000
Educational Bonus	62,460	101,700	111,000	124,440
Sick Pay	56,699	30,000	25,000	80,000
Longevity Pay	146,248	159,875	160,000	170,254
FLSA Wages	49,415	48,000	52,000	55,000
Bonus	111,289	5,976	5,854	5,976
Other Personnel Costs	0	450	400	400
Employee Health Insurance	1,144,208	1,149,711	1,129,107	1,127,950
Employee Life Insurance	11,813	14,680	13,756	15,279
Workers' Comp Insurance	78,897	83,585	72,502	87,460
Retiree Health Insurance	214,911	229,851	233,902	238,732
FICA	368,430	370,113	387,416	395,839
Pension Contribution	665,028	631,459	631,464	501,803
Contributory Retirement Plan	53,134	57,457	57,456	57,457
Total Personnel	\$ 7,673,791	\$ 7,773,927	\$ 7,966,878	\$ 7,987,271
Staffing Level				
<i>Full-Time</i>	<i>72.00</i>	<i>72.00</i>	<i>72.00</i>	<i>72.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	72.00	72.00	72.00	72.00
Operations				
Training	\$ 6,570	\$ 20,000	\$ 25,000	\$ 25,000
State Training Salary Supp	53,600	0	0	0
Volunteer Expense	1,236	14,000	30,000	5,000
Travel	30	5,000	15,000	15,000
Postage & Freight	642	600	800	600
Dues & Subscriptions	877	2,800	2,000	2,600
Meetings	71	600	600	600
Utilities	56,677	60,000	68,000	70,000
Phones - Local	9,389	8,400	8,300	8,400
Cellular Phones	10,454	8,500	8,500	8,500
Shop Allocation	19,000	19,000	19,000	19,000
Vehicle Maintenance	87,339	75,000	80,000	80,000
Equipment Maintenance	9,418	13,000	19,000	15,000
Radio Maintenance	35,770	37,694	40,000	40,000
Grounds Maintenance	5,906	10,792	11,000	11,000
Building Maintenance	15,485	30,000	30,000	30,000



**CITY OF BARTLETT
FIRE DEPARTMENT
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Office Supplies	3,920	5,500	5,500	5,500
Printing	366	550	500	500
Christmas Expenses	252	2,700	2,255	2,500
Petroleum Supplies	37,495	52,000	52,000	52,000
Clothing & Uniforms	55,994	57,180	55,000	55,000
Operating Supplies	19,627	22,022	25,000	25,000
Chemical Supplies	429	550	500	500
Air Service	2,634	2,500	2,500	2,500
Film & Developing	0	200	200	200
Small Tools	1,732	5,884	3,800	3,800
Fire Hose	5,068	6,000	6,000	6,000
CERT Training Supplies	0	1,200	1,200	1,200
Fire Prevention	5,328	6,000	6,000	6,000
Equipment Leasing	121	1,000	1,000	1,000
Property Insurance	7,586	7,964	8,674	8,674
Vehicle & Equip Insurance	18,943	22,396	21,564	21,564
General Liability Insurance.	13,037	18,677	13,090	13,090
Other Insurance	1,900	1,900	1,900	1,900
Tow-In Fees	0	1,200	1,200	1,200
Damage Claims	7,495	1,400	1,400	1,400
Miscellaneous Other Expenses	350	600	700	700
Total Operations	\$ 494,738	\$ 522,809	\$ 567,183	\$ 540,928
Capital				
Building Improvements	\$ 24,500	\$ 43,412	\$ 45,000	\$ 25,000
Data Processing Equipment	4,548	0	0	0
Vehicles	0	42,000	42,000	0
Furniture	3,465	4,000	4,000	4,000
Other Equipment	21,515	45,000	45,000	0
Transfer to Grants Fund	3,744	0	0	0
Total Capital	\$ 57,772	\$ 134,412	\$ 136,000	\$ 29,000
Total Fire Department	\$ 8,172,701	\$ 8,431,148	\$ 8,668,061	\$ 8,557,199



CITY OF BARTLETT AMBULANCE FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues/Grants				
State Fire Training Grant	\$ 22,400	\$ 0	\$ 0	\$ 0
Supplemental Ambulance Payment	25,336	20,000	30,000	30,000
Intergovernmental Reimbursement	19,552	0	0	0
Class Fees	8,000	0	0	0
Covid-19 Grants	0	0	166,466	0
Total Department Revenues/Grants	\$ 75,288	\$ 20,000	\$ 196,466	\$ 30,000
Personnel				
Supervisor Salaries	\$ 77,447	\$ 79,307	\$ 81,600	\$ 87,043
Employee Wages	1,707,865	2,102,062	1,777,950	2,186,643
Overtime Wages	50,929	30,000	100,000	100,000
Special Hours	2,001	2,000	5,000	5,000
Holiday Pay	74,080	92,769	93,000	99,112
Vaccination Overtime	20,181	0	0	0
Vacation Pay	19,218	20,000	10,000	20,000
Educational Bonus	7,640	97,520	100,000	107,040
Sick Pay	18,997	0	0	0
Longevity Pay	16,946	20,814	20,000	22,631
FLSA Wages	24,858	26,000	31,000	32,000
Bonus	46,456	2,822	2,391	2,822
Other Personnel Costs	0	500	400	400
Employee Health Insurance	494,420	579,504	476,068	545,552
Employee Life Insurance	4,935	6,953	5,450	7,270
Workers' Comp Insurance	69,027	75,450	67,466	81,756
Retiree Health Insurance	89,266	109,114	92,977	113,597
FICA	147,705	176,749	158,150	191,427
Pension Contribution	276,105	295,053	295,056	238,958
Contributory Retirement Plan	22,060	26,816	26,820	26,816
Total Personnel	\$ 3,170,137	\$ 3,743,433	\$ 3,343,328	\$ 3,868,067
Staffing Level				
<i>Full-Time</i>	<i>31.47</i>	<i>34.00</i>	<i>29.65</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>
Total Full-Time Equivalent (FTE)	31.47	34.00	29.65	34.00
Operations				
Training	\$ 28,699	\$ 58,000	\$ 45,000	\$ 60,000
State Training Salary Supp	22,400	0	0	0
Travel	0	3,000	3,000	10,000
Contracted Services	70,770	76,000	76,000	76,000
<i>Ambulance billing service.</i>				
Other Professional Services	9,375	7,500	7,500	7,500
Postage & Freight	130	500	450	450
Dues & Subscriptions	435	600	600	600
Meetings	108	150	150	150
Cellular Phones	8,206	8,500	8,500	8,500
Shop Allocation	10,000	10,000	10,000	10,000
Vehicle Maintenance	21,763	40,000	40,000	40,000
Equipment Maintenance	8,496	30,000	30,000	30,000



**CITY OF BARTLETT
AMBULANCE
FY 2023 Adopted Budget**

Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Radio Maintenance	13,064	16,744	17,000	16,000
Office Supplies	221	700	700	700
Printing	380	400	400	400
Medical Supplies	105,412	108,900	115,000	120,000
Petroleum Supplies	17,766	27,000	27,000	27,000
Clothing & Uniforms	19,722	41,500	35,000	35,000
Operating Supplies	1,013	1,000	1,000	1,000
Air Service	4,802	5,043	4,800	4,800
Film & Developing	0	50	0	0
Small Tools	0	200	200	200
Covid-19 Grant Expenses	8,612	0	0	0
Vaccination Supplies	62,083	0	0	0
CPR Classes	40	0	0	0
Vehicle & Equip Insurance	3,287	7,471	3,457	3,457
General Liability Insurance	7,014	9,634	6,937	6,937
Ambulance Assessment Fees	51,468	30,000	30,000	30,000
Tow-In Fee	0	500	500	500
Damage Claims	0	1,500	1,500	1,500
Total Operations	\$ 475,264	\$ 484,892	\$ 464,694	\$ 490,694
Capital				
Vehicles	\$ 13,283	\$ 247,872	\$ 247,872	\$ 0
Furniture	3,465	4,000	4,000	4,000
Other Equipment	77,194	0	43,416	21,000
Total Capital	\$ 93,941	\$ 251,872	\$ 295,288	\$ 25,000
Total Ambulance	\$ 3,664,054	\$ 4,460,197	\$ 3,906,844	\$ 4,353,761

Building Codes Enforcement

City of Bartlett



FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Salaries	601,828	638,674	681,669	720,652
Benefits	366,485	358,410	365,877	377,077
Operations	50,188	61,032	62,467	67,508
Capital	140	93,215	96,145	1,445
Total	1,018,641	1,151,331	1,206,158	1,166,682

FY 2022 Performance Highlights

Code Enforcement issued 58 new house permits in 2021. As of January 2022, there have been 3 new house permits issued. Some commercial permits issued during 2021 were Building "G" Farley Gym at Bartlett High School, BHS 9th Grade Academy-Interior Remodel, McDonald's (Hwy 70 & Appling), Gentle Care Animal Hospital, Wendy's Interior & Exterior Refresh (Hwy 64) & MLGW New Guard Shack, Canopy, & fence. 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 2021 Actual	FY 2022 Forecast	FY 2023 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 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Federal Mandated FFCR	\$ 618	\$ 0	\$ 0	\$ 0
Supervisor Salaries	107,240	112,623	112,624	124,223
Employee Wages	452,286	484,967	524,618	546,408
Overtime Wages	20	400	400	400
Special Hours	0	300	300	300
Part-Time	41,664	40,384	43,727	49,321
Vaccination Overtime	234	0	0	0
Vacation Pay	1,926	0	812	10,000
Educational Bonus	720	720	720	1,680
Longevity Pay	10,041	10,711	10,711	11,764
Bonus	13,865	1,079	1,072	1,162
Employee Health Insurance	162,443	167,490	168,896	174,691
Employee Life Insurance	1,530	1,912	1,892	2,146
Workers' Comp Insurance	9,876	9,879	9,876	11,450
Retiree Health Insurance	27,976	29,879	31,606	33,532
FICA	44,379	45,546	49,104	52,582
Pension Contribution	86,577	83,606	83,604	70,482
Contributory Retirement Plan	6,917	7,588	7,584	7,588
Total Personnel	\$ 968,313	\$ 997,084	\$ 1,047,546	\$ 1,097,729

Staffing Level

<i>Full-Time</i>	<i>10.00</i>	<i>10.00</i>	<i>10.00</i>	<i>11.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.83</i>	<i>1.57</i>	<i>1.97</i>	<i>1.84</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>11.83</i>	<i>11.57</i>	<i>11.97</i>	<i>12.84</i>

Operations

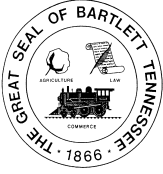
Training	\$ 3,012	\$ 2,000	\$ 4,000	\$ 5,000
Travel	0	500	1,000	3,000
Other Professional Service	66	100	100	100
Postage & Freight	3,165	5,250	5,250	5,250
Dues & Subscriptions	650	370	370	565
Meetings	0	200	200	200
Phones - Local	3,263	3,384	3,384	3,310
Cellular Phones	4,960	4,968	4,968	5,258
Shop Allocation	3,700	3,700	3,700	3,700
Vehicle Maintenance	3,005	4,000	4,000	4,000
Radio Maintenance	5,108	5,744	5,744	5,744
Office Supplies	3,378	3,500	3,500	3,500
Printing	1,518	2,201	2,000	2,000
Petroleum Supplies	10,646	14,000	14,000	14,000
Clothing & Uniforms	1,122	2,250	2,250	2,500
Operating Supplies	180	300	300	680
Small Tools	0	300	300	300
Covid-19 Grant Expenses	43	0	0	0
Equipment Leasing	891	900	900	900
Vehicle & Equip Insurance	2,139	2,653	2,289	2,289
General Liability Insurance	1,014	1,562	1,062	1,062
Credit Card Vendor Fees	1,754	2,000	2,000	3,000
Storage Fees	0	150	150	150



CITY OF BARTLETT
BUILDING CODES ENFORCEMENT
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Damage Claims	575	1,000	1,000	1,000
Total Operations	\$ 50,188	\$ 61,032	\$ 62,467	\$ 67,508
Capital				
Communications Equipment	\$ 140	\$ 1,145	\$ 1,145	\$ 1,145
Vehicles	0	92,070	95,000	0
Furniture	0	0	0	300
Total Capital	\$ 140	\$ 93,215	\$ 96,145	\$ 1,445
Total Building Codes Enforcement	\$ 1,018,641	\$ 1,151,331	\$ 1,206,158	\$ 1,166,682



City of Bartlett

Full-Time Authorized Personnel Positions

Public Works Administration

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

Public Works City Shop

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

Public Works General Maintenance

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

Public Works General Services

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

Public Works Grounds Maintenance

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

Public Works Animal Control

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

Engineering Administration

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

PUBLIC WORKS/ ENGINEERING FY 2023 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 \$652,559 (10.33%) over the FY 2023 Projection. Public Works and Engineering each moved their Assistant Director position from the Utility Fund back to the General Fund, thus the big increase. There were no other staffing changes. FY 2023 budget included a career ladder pay increase and 4% salary increase for full-time employees.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2021 Actual</u>	<u>FY 2022 Revised</u>	<u>FY 2022 Projection</u>	<u>FY 2023 Adopted</u>
Revs/Recvrs	584,347	592,325	566,325	570,325
Salaries	2,933,543	3,248,889	3,155,310	3,768,879
Benefits	1,931,003	1,930,569	1,804,872	2,006,477
Other Personnel	97,251	220,000	187,465	220,000
Operations	974,122	1,456,583	1,456,804	1,536,208
Capital	12,219	219,916	276,455	5,900
Total	<u>5,363,791</u>	<u>6,483,632</u>	<u>6,314,580</u>	<u>6,967,139</u>

Engineering and Inspection

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

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

Public Works Summary

FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
<i>Revs/Recvrs</i>	584,347	592,325	566,325	570,325
Salaries	2,531,650	2,814,882	2,732,169	3,203,304
Benefits	1,702,566	1,703,620	1,578,037	1,705,322
Other Personnel	97,251	220,000	187,465	220,000
Operations	917,770	1,331,089	1,339,968	1,450,122
Capital	12,219	97,775	158,934	5,400
Total	4,677,110	5,575,041	5,430,247	6,013,823

FY 2022 Performance Highlights

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

Objective	Performance Measures	FY 2021 Actual	FY 2022 Forecast	FY 2023 Projected
Maintain the City's water and sewer infrastructure.	# of work tickets for Water/Wastewater Services. This number does not include Tn. One Call locates	3145	3275	3400
To establish standards by cleaning streets and maintain right-of-ways	Lane miles of roadway swept each month in Bartlett	1005	1015	1025
Maintain the City's street, drainage systems, and traffic signs.	# of repairs to Drainage structures, streets, and traffic signs.	1355	1425	1440
Provide a safe and harmonious coexistence for pets and residents.	# of animals adopted out or returned to their owners	720	735	760



CITY OF BARTLETT

PUBLIC WORKS BUDGET SUMMARY

FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues				
Weed Cutting Fees	\$ 31,290	\$ 40,000	\$ 27,000	\$ 30,000
Animal Shelter Donations	16,465	12,000	17,000	16,000
Animal Shelter Boarding	1,160	5,000	1,000	1,000
Animal Shelter Capture Fee	4,095	5,000	3,000	3,000
Animal Shelter Adoption	38,769	40,000	40,000	40,000
Animal Shelter City License	26,900	30,000	23,000	25,000
Animal Shelter Miscellaneous Revenues	9,968	15,000	10,000	10,000
Shop Expense Allocation	455,700	445,325	445,325	445,325
Total Department Revenues	\$ 584,347	\$ 592,325	\$ 566,325	\$ 570,325

Personnel

Supervisor Salaries	\$ 375,841	\$ 393,500	\$ 397,894	\$ 533,125
Employee Wages	2,072,501	2,306,856	2,233,461	2,547,853
Overtime Wages	39,463	60,300	53,843	60,300
Special Hours	15,700	15,600	23,400	23,400
Contracted Services	97,251	220,000	187,465	220,000
Part-Time	28,145	38,626	23,571	38,626
Vacation Pay	9,088	0	2,208	0
Educational Bonus	11,920	12,560	12,480	12,560
Longevity Pay	46,326	52,417	52,489	69,332
Bonus	81,541	4,980	4,453	4,980
Employee Health Insurance	729,880	772,115	652,620	759,583
Employee Life Insurance	6,727	8,627	7,716	9,845
Workers' Comp Insurance	93,451	93,056	93,060	103,744
Unemployment Compensation	353	0	194	0
Retiree Health Insurance	122,417	134,799	131,553	153,819
FICA	187,063	201,361	197,567	233,368
Pension Contribution	383,185	389,417	389,400	323,803
Contributory Retirement Plan	30,616	34,288	34,296	34,288
Total Personnel	\$ 4,331,468	\$ 4,738,502	\$ 4,497,671	\$ 5,128,626

Staffing Level

<i>Full-Time</i>	<i>55.21</i>	<i>60.00</i>	<i>54.95</i>	<i>61.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.13</i>	<i>1.50</i>	<i>0.60</i>	<i>1.50</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>56.34</i>	<i>61.50</i>	<i>55.55</i>	<i>62.50</i>

Operations

Training	\$ 2,063	\$ 1,500	\$ 2,389	\$ 10,250
Travel	53	100	100	9,650
Professional Services	21,500	27,000	22,000	27,000
Other Professional Service	5,773	6,000	6,000	6,000
Postage & Freight	62	50	53	75
Dues & Subscriptions	19,221	22,625	20,698	23,000
Employee Appreciation	0	3,000	3,181	4,000
Utilities	24,616	39,000	31,013	39,000
Phones - Local	7,813	8,183	7,232	7,983
Cellular Phones	8,185	8,250	7,244	8,350
Shop Allocation	97,500	97,500	97,500	97,500
Vehicle Maintenance	76,868	92,500	88,497	96,575



CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Equipment Maintenance	43,145	56,500	56,500	57,250
Radio Maintenance	38,125	42,874	42,953	38,717
Grounds Maintenance	88,209	106,500	106,500	116,700
Building Maintenance	24,360	15,850	48,800	18,000
Fuel System Maintenance	(6,164)	250,000	250,000	340,000
Street Painting & Signs	35,710	29,888	29,888	30,000
Office Supplies	4,585	5,500	5,293	5,800
Printing	1,197	1,000	1,180	1,300
Medical Supplies	32,740	37,500	37,500	40,000
Petroleum Supplies	115,476	139,500	134,500	134,500
Clothing & Uniforms	19,211	19,750	20,450	20,550
Operating Supplies	31,817	43,400	44,020	44,900
Cleaning Supplies	4,503	7,700	7,700	7,900
Fill Sand, Dirt & Gravel	8,528	8,000	11,250	8,000
Asphalt	133,938	168,000	168,000	168,000
Concrete & Brick	7,977	9,500	9,500	9,500
Miscellaneous Shop Parts	2,514	2,400	2,400	2,400
Small Tools	8,768	11,750	11,804	11,750
Pipe & Materials-System Ma	8,793	7,500	12,472	9,000
Miscellaneous Supplies	4,858	5,000	5,000	5,500
Covid-19 Grant Expenses	2,956	4,164	478	0
Street Barricade & Equip. Rental	1,750	1,000	1,000	1,000
Equipment Leasing	1,503	1,650	1,576	2,300
Property Insurance	5,111	5,330	5,766	5,766
Vehicle & Equip Insurance	20,725	23,936	22,825	22,825
General Liability Insurance	7,612	9,989	7,481	7,481
Credit Card Vendor Fees	1,250	1,500	1,209	1,500
State Fees	3,278	3,500	3,592	6,000
Cash Over/Short	0	100	60	100
Animal Control Fees	1,470	2,100	1,990	0
Damage Claims	169	4,000	2,365	4,000
Miscellaneous Other Expenses	0	0	10	0
Total Operations	\$ 917,770	\$ 1,331,089	\$ 1,339,968	\$ 1,450,122
Capital				
Fencing & Landscaping	\$ 2,543	\$ 800	\$ 959	\$ 800
Building Improvements	6,665	47,375	47,375	0
Other Equipment	3,011	49,600	110,600	4,600
Total Capital	\$ 12,219	\$ 97,775	\$ 158,934	\$ 5,400
TOTAL PUBLIC WORKS	\$ 4,677,110	\$ 5,575,041	\$ 5,430,247	\$ 6,013,823



CITY OF BARTLETT
PUBLIC WORKS ADMINISTRATION
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Supervisor Salaries	\$ 113,736	\$ 119,445	\$ 121,834	\$ 244,045
Employee Wages	72,578	79,883	79,744	83,224
Overtime Wages	0	300	36	300
Longevity Pay	6,824	7,167	7,309	14,640
Bonus	4,512	249	247	249
Employee Health Insurance	53,749	54,836	46,078	62,036
Employee Life Insurance	516	638	592	1,047
Workers' Comp Insurance	493	520	516	969
Retiree Health Insurance	9,316	9,966	10,079	16,363
FICA	13,828	14,299	14,788	24,867
Pension Contribution	28,827	26,908	26,904	34,395
Contributory Retirement Plan	2,303	2,531	2,532	2,531
Total Personnel	\$ 306,683	\$ 316,742	\$ 310,659	\$ 484,666
Staffing Level				
<i>Full-Time</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>	<i>4.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	3.00	3.00	3.00	4.00
Operations				
Training	\$ 829	\$ 300	\$ 600	\$ 5,000
Travel	20	100	100	5,000
Postage & Freight	62	50	53	75
Dues & Subscriptions	1,197	550	550	750
Employee Appreciation	0	3,000	3,181	4,000
Phones - Local	1,326	1,400	1,200	1,400
Cellular Phones	1,646	1,500	1,537	1,600
Shop Allocation	97,500	97,500	97,500	97,500
Vehicle Maintenance	1,229	2,000	1,725	2,000
Building Maintenance	450	650	11,000	1,000
Office Supplies	680	1,000	1,000	1,000
Printing	108	100	280	400
Petroleum Supplies	3,110	4,000	4,000	4,000
Clothing & Uniforms	368	500	500	500
Operating Supplies	430	400	400	400
Covid-19 Grant Expenses	425	500	44	0
Equipment Leasing	68	100	100	100
Property Insurance	1,453	1,453	1,642	1,642
Vehicle & Equip Insurance	1,172	1,172	1,239	1,239
General Liability Insurance	424	936	442	442
Miscellaneous Other Expenses	0	0	10	0
Total Operations	\$ 112,497	\$ 117,211	\$ 127,103	\$ 128,048
Total Public Works Administration	\$ 419,179	\$ 433,953	\$ 437,762	\$ 612,714



**CITY OF BARTLETT
CITY SHOP
FY 2023 Adopted Budget**

Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues				
Shop Expense Allocation	\$ 455,700	\$ 445,325	\$ 445,325	\$ 445,325
Total Department Revenues	\$ 455,700	\$ 445,325	\$ 445,325	\$ 445,325
Personnel				
Supervisor Salaries	\$ 70,144	\$ 72,950	\$ 72,950	\$ 76,802
Employee Wages	484,636	560,419	532,168	587,960
Overtime Wages	16,425	28,000	27,999	28,000
Special Hours	5,300	5,200	7,800	7,800
Educational Bonus	7,440	8,000	7,920	8,000
Longevity Pay	7,242	7,752	7,924	9,340
Bonus	17,964	1,079	989	1,079
Employee Health Insurance	172,403	198,638	187,006	186,038
Employee Life Insurance	1,537	2,020	1,783	2,120
Workers' Comp Insurance	15,389	15,504	15,504	16,359
Retiree Health Insurance	27,739	31,559	30,256	33,123
FICA	42,085	47,515	45,645	50,078
Pension Contribution	85,824	89,451	89,448	69,865
Contributory Retirement Plan	6,857	8,042	8,040	8,042
Total Personnel	\$ 960,987	\$ 1,076,129	\$ 1,035,432	\$ 1,084,606
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>11.37</i>	<i>13.00</i>	<i>11.42</i>	<i>13.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>11.37</i>	<i>13.00</i>	<i>11.42</i>	<i>13.00</i>
Operations				
Training	\$ 942	\$ 700	\$ 1,164	\$ 2,000
Travel	0	0	0	2,000
Dues & Subscriptions	17,839	22,000	20,000	22,000
<i>Annual subscriptions for diagnostic software for Ford & Dodge, All Data, Identifix, Diamond Iris, Allison.</i>				
Utilities	11,523	15,000	8,000	15,000
Local Phones	1,101	1,400	1,000	1,200
Cellular Phones	826	800	800	800
Vehicle Maintenance	4,069	3,500	3,987	4,200
Equipment Maintenance	6,722	4,000	7,500	7,250
Building Maintenance	8,213	4,000	4,000	4,000
Fuel System Maintenance	(6,164)	250,000	250,000	340,000
Office Supplies	1,420	2,000	1,700	2,000
Printing	108	100	100	100
Petroleum Supplies	6,812	7,500	7,500	7,500
Clothing & Uniforms	6,168	6,350	6,350	6,350
Operating Supplies	8,645	8,000	8,000	8,000
Cleaning Supplies	1,037	2,000	2,000	2,000
Miscellaneous Shop Parts	2,514	2,400	2,400	2,400
Small Tools	2,028	2,250	2,250	2,250
Miscellaneous Supplies	4,858	5,000	5,000	5,500
Covid-19 Grant Expenses	732	1,200	98	0
Equipment Leasing	1,186	1,200	1,200	1,200
Property Insurance	2,077	2,226	2,336	2,336



**CITY OF BARTLETT
CITY SHOP
FY 2023 Adopted Budget**

Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Vehicle & Equip Insurance	2,600	2,600	2,681	2,681
General Liability Insurance	1,133	1,632	1,153	1,153
Total Operations	\$ 86,388	\$ 345,858	\$ 339,219	\$ 441,920
Capital				
Other Equipment	\$ 2,602	\$ 0	\$ 17,000	\$ 0
Total Capital	\$ 2,602	\$ 0	\$ 17,000	\$ 0
Total City Shop	\$ 594,277	\$ 976,662	\$ 946,326	\$ 1,081,201



CITY OF BARTLETT
GENERAL MAINTENANCE
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Employee Wages	\$ 652,502	\$ 715,322	\$ 715,322	\$ 818,093
Overtime Wages	14,339	15,000	15,000	15,000
Special Hours	5,200	5,200	7,800	7,800
Vacation Pay	5,728	0	0	0
Longevity Pay	14,468	17,798	17,798	19,130
Bonus	24,145	1,494	1,402	1,494
Employee Health Insurance	213,359	226,680	193,782	214,080
Employee Life Insurance	1,796	2,289	2,073	2,618
Workers' Comp Insurance	32,622	32,618	32,616	37,297
Retiree Health Insurance	32,626	35,766	35,759	40,905
FICA	49,686	52,432	53,012	60,785
Pension Contribution	105,356	104,186	104,184	85,979
Contributory Retirement Plan	8,418	9,083	9,084	9,083
Total Personnel	\$ 1,160,244	\$ 1,217,868	\$ 1,187,832	\$ 1,312,264

Staffing Level

<i>Full-Time</i>	<i>17.35</i>	<i>18.00</i>	<i>16.21</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>17.35</i>	<i>18.00</i>	<i>16.21</i>	<i>18.00</i>

Operations

Training	\$ 0	\$ 0	\$ 375	\$ 2,000
Travel	0	0	0	2,000
Other Professional Service	5,310	5,000	5,000	5,000
Dues & Subscriptions	21	0	25	50
Utility	0	9,000	9,318	9,000
Phones - Local	3,213	3,200	2,961	3,200
Cellular Phones	823	1,000	800	1,000
Vehicle Maintenance	34,655	40,000	35,000	40,000
Equipment Maintenance	16,701	20,000	18,000	20,000
Radio Maintenance	38,125	42,874	42,874	38,717
Building Maintenance	3,327	3,000	5,300	5,000
Street Painting & Signs	35,710	29,888	29,888	30,000
Office Supplies	384	650	650	650
Printing	180	200	200	200
Petroleum Supplies	46,353	40,000	40,000	40,000
Clothing & Uniforms	5,969	6,400	6,400	6,400
Operating Supplies	9,165	15,000	15,000	15,000
Cleaning Supplies	1,144	1,200	1,200	1,400
Fill Sand, Dirt & Gravel	8,528	8,000	11,250	8,000
Asphalt	133,938	168,000	168,000	168,000
Concrete & Brick	7,977	9,500	9,500	9,500
Small Tools	1,406	1,200	1,254	1,200
Pipe & Materials-System Maintenance	8,793	7,500	12,472	9,000
Covid-19 Grant Expenses	1,437	2,000	219	0
Street Barricade & Equip. Rental	1,750	1,000	1,000	1,000
Equipment Leasing	81	100	100	100
Vehicle & Equip Insurance	8,542	10,500	9,294	9,294
General Liability Insurance	3,373	3,400	3,404	3,404



**CITY OF BARTLETT
GENERAL MAINTENANCE
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Damage Claims	0	2,000	2,126	2,000
Total Operations	\$ 376,906	\$ 430,612	\$ 431,609	\$ 431,115
Capital				
Fencing & Landscaping	\$ 2,543	\$ 800	\$ 959	\$ 800
Building Improvements	6,625	47,375	47,375	0
Other Equipment	0	0	22,000	0
Total Capital	\$ 9,168	\$ 48,175	\$ 70,334	\$ 800
Total General Maintenance	\$ 1,546,319	\$ 1,696,655	\$ 1,689,775	\$ 1,744,179



**CITY OF BARTLETT
GENERAL SERVICES
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Supervisor Salaries	\$ 58,953	\$ 61,311	\$ 63,316	\$ 66,892
Employee Wages	89,954	130,248	125,186	137,517
Overtime Wages	1,495	5,000	3,672	5,000
Longevity Pay	2,250	3,505	2,298	1,337
Bonus	5,933	332	330	332
Employee Health Insurance	44,483	62,036	38,806	60,571
Employee Life Insurance	412	613	561	654
Workers' Comp Insurance	6,988	7,076	7,080	7,535
Retiree Health Insurance	7,445	9,578	9,425	10,220
FICA	11,136	14,317	14,022	15,142
Pension Contribution	23,036	27,207	27,204	21,483
Contributory Retirement Plan	1,840	2,432	2,436	2,432
Total Personnel	\$ 253,926	\$ 323,655	\$ 294,336	\$ 329,115
Staffing Level				
<i>Full-Time</i>	<i>2.69</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)	2.69	4.00	4.00	4.00
Operations				
Training	\$ 117	\$ 250	\$ 0	\$ 1,000
Dues & Subscriptions	21	0	25	50
Cellular Phones	1,859	2,000	1,600	2,000
Vehicle Maintenance	2,481	3,000	1,575	2,000
Building Maintenance	159	2,000	2,079	2,000
Office Supplies	300	300	200	300
Petroleum Supplies	5,326	6,000	6,000	6,000
Clothing & Uniforms	823	1,000	1,300	1,300
Operating Supplies	1,637	4,000	4,000	4,000
Small Tools	1,230	2,500	2,500	2,500
Covid-19 Grant Expenses	62	100	39	0
Vehicle & Equip Insurance	919	919	815	815
General Liability Insurance	340	469	334	334
Total Operations	\$ 15,276	\$ 22,538	\$ 20,467	\$ 22,299
Capital				
Other Equipment	\$ 0	\$ 0	\$ 0	\$ 3,000
Total Capital	\$ 0	\$ 0	\$ 0	\$ 3,000
Total General Services	\$ 269,202	\$ 346,193	\$ 314,803	\$ 354,414



CITY OF BARTLETT GROUND MAINTENANCE FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues				
Weed Cutting Fees	\$ 31,290	\$ 40,000	\$ 27,000	\$ 30,000
Total Department Revenues	\$ 31,290	\$ 40,000	\$ 27,000	\$ 30,000
Personnel				
Supervisor Salaries	\$ 69,139	\$ 72,950	\$ 72,950	\$ 75,868
Employee Wages	495,460	545,910	517,181	613,168
Overtime Wages	620	4,000	1,842	4,000
Contracted Services	97,251	220,000	187,465	220,000
Vacation Pay	975	0	2,208	0
Education Bonus	2,880	2,880	2,880	2,880
Longevity Pay	10,111	10,653	10,566	14,670
Bonus	16,790	1,162	825	1,162
Employee Health Insurance	126,736	121,772	110,548	128,705
Employee Life Insurance	1,530	1,973	1,732	2,198
Workers' Comp Insurance	28,027	27,884	27,888	31,136
Unemployment Compensation	353	0	194	0
Retiree Health Insurance	28,230	30,834	29,499	34,338
FICA	42,570	45,506	43,582	50,918
Pension Contribution	87,372	89,441	89,436	72,416
Contributory Retirement Plan	6,981	7,858	7,860	7,858
Total Personnel	\$ 1,015,024	\$ 1,182,823	\$ 1,106,656	\$ 1,259,317
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>13.00</i>	<i>14.00</i>	<i>13.32</i>	<i>14.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>13.00</i>	<i>14.00</i>	<i>13.32</i>	<i>14.00</i>
Operations				
Training	\$ 0	\$ 250	\$ 250	\$ 250
Dues & Subscriptions	21	0	25	25
Utilities	5,288	6,000	5,695	6,000
Phones - Local	1,041	1,033	921	1,033
Cellular Phones	1,647	1,500	1,307	1,500
Vehicle Maintenance	29,187	40,000	41,110	43,000
Equipment Maintenance	16,870	30,000	25,000	25,000
Grounds Maintenance	86,669	105,000	105,000	115,000
Building Maintenance	9,293	2,000	1,500	2,000
Office Supplies	246	350	393	350
Printing	108	100	100	100
Petroleum Supplies	32,361	55,000	50,000	50,000
Clothing & Uniforms	4,445	4,000	4,400	4,500
Operating Supplies	6,254	8,500	9,120	10,000
Small Tools	4,104	5,500	5,500	5,500
Covid-19 Grant Expenses	94	200	39	0
Equipment Leasing	65	100	51	100
Property Insurance	659	696	747	747
Vehicle & Equip Insurance	5,813	6,364	7,296	7,296
General Liability Insurance	1,525	2,239	1,393	1,393



**CITY OF BARTLETT
GROUND MAINTENANCE
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Damage Claims	169	2,000	239	2,000
Total Operations	\$ 205,859	\$ 270,832	\$ 260,085	\$ 275,794
Capital				
Other Equipment	\$ 0	\$ 48,000	\$ 70,000	\$ 0
Total Capital	\$ 0	\$ 48,000	\$ 70,000	\$ 0
Total Ground Maintenance	\$ 1,189,593	\$ 1,461,655	\$ 1,409,741	\$ 1,505,111



**CITY OF BARTLETT
ANIMAL CONTROL
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues				
Animal Shelter Donations	\$ 16,465	\$ 12,000	\$ 17,000	\$ 16,000
Animal Shelter Boarding	1,160	5,000	1,000	1,000
Animal Shelter Capture Fee	4,095	5,000	3,000	3,000
Animal Shelter Adoption	38,769	40,000	40,000	40,000
Animal Shelter City License	26,900	30,000	23,000	25,000
Animal Shelter Miscellaneous Revenues	9,968	15,000	10,000	10,000
Total Department Revenues	\$ 97,357	\$ 107,000	\$ 94,000	\$ 95,000
Personnel				
Supervisor Salaries	\$ 63,868	\$ 66,844	\$ 66,844	\$ 69,518
Employee Wages	277,372	275,074	263,860	307,891
Overtime Wages	6,584	8,000	5,294	8,000
Special Hours	5,200	5,200	7,800	7,800
Part-Time	28,145	38,626	23,571	38,626
Vacation Pay	2,385	0	0	0
Education Bonus	1,600	1,680	1,680	1,680
Longevity Pay	5,431	5,542	6,594	10,215
Bonus	12,196	664	660	664
Employee Health Insurance	119,150	108,153	76,400	108,153
Employee Life Insurance	936	1,094	975	1,208
Workers' Comp Insurance	9,932	9,454	9,456	10,448
Retiree Health Insurance	17,062	17,096	16,535	18,870
FICA	27,757	27,292	26,518	31,578
Pension Contribution	52,771	52,224	52,224	39,665
Contributory Retirement Plan	4,216	4,342	4,344	4,342
Total Personnel	\$ 634,604	\$ 621,285	\$ 562,755	\$ 658,658
Staffing Level				
<i>Full-Time</i>	<i>7.80</i>	<i>8.00</i>	<i>7.00</i>	<i>8.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.13</i>	<i>1.50</i>	<i>0.60</i>	<i>1.50</i>
Total Full-Time Equivalent (FTE)	8.93	9.50	7.60	9.50
Operations				
Training	\$ 175	\$ 0	\$ 0	\$ 0
Travel	33	0	0	650
Professional Services	21,500	27,000	22,000	27,000
Other Professional Service	463	1,000	1,000	1,000
Dues & Subscriptions	121	75	75	125
Utilities	7,804	9,000	8,000	9,000
Phones - Local	1,132	1,150	1,150	1,150
Cellular Phones	1,385	1,450	1,200	1,450
Vehicle Maintenance	5,246	4,000	5,100	5,375
Equipment Maintenance	2,851	2,500	6,000	5,000
Grounds Maintenance	1,540	1,500	1,500	1,700
Building Maintenance	2,918	4,200	25,000	4,000
Office Supplies	1,554	1,200	1,350	1,500
Printing	693	500	500	500
Medical Supplies	32,740	37,500	37,500	40,000



**CITY OF BARTLETT
ANIMAL CONTROL
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Petroleum Supplies	21,514	27,000	27,000	27,000
Clothing & Uniforms	1,439	1,500	1,500	1,500
Operating Supplies	5,686	7,500	7,500	7,500
Cleaning Supplies	2,323	4,500	4,500	4,500
Small Tools	0	300	300	300
Covid-19 Grant Expenses	206	164	39	0
Equipment Leasing	104	150	125	800
Property Insurance	922	955	1,041	1,041
Vehicle & Equip Insurance	1,679	2,381	1,500	1,500
General Liability Insurance	817	1,313	755	755
Credit Card Vendor Fees	1,250	1,500	1,209	1,500
State Fees	3,278	3,500	3,592	6,000
Cash Over/Short	0	100	60	100
Animal Control Fees	1,470	2,100	1,990	0
Total Operations	\$ 120,843	\$ 144,038	\$ 161,485	\$ 150,946
Capital				
Other Equipment	\$ 449	\$ 1,600	\$ 1,600	\$ 1,600
Total Capital	\$ 449	\$ 1,600	\$ 1,600	\$ 1,600
Total Animal Control	\$ 658,539	\$ 659,923	\$ 631,840	\$ 716,204

Engineering Summary

City of Bartlett



FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Salaries	401,893	434,007	423,141	565,575
Benefits	228,436	226,949	226,835	301,155
Operations	56,352	125,494	116,836	86,086
Capital	0	122,141	117,521	500
Total	686,681	908,591	884,333	953,316

FY 2022 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 2021 Actual	FY 2022 Forecast	FY 2023 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 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Supervisor Salaries	\$ 196,934	\$ 210,675	\$ 208,883	\$ 251,879
Employee Wages	204,959	218,332	214,258	313,496
Overtime Wages	0	5,000	0	200
Vacation Pay	0	0	0	20,000
Education Bonus	720	1,920	720	720
Sick Pay	0	0	0	20,000
Longevity Pay	16,627	17,149	19,248	15,376
Bonus	7,520	415	412	423
Employee Health Insurance	82,945	82,226	82,228	102,417
Employee Life Insurance	1,114	1,373	1,246	1,809
Workers' Comp Insurance	1,114	1,088	1,092	1,427
Retiree Health Insurance	20,095	21,450	21,157	28,269
FICA	31,152	32,947	32,344	45,847
Pension Contribution	62,182	62,934	62,940	59,420
Contributory Retirement Plan	4,968	5,447	5,448	5,447
Total Personnel	\$ 630,329	\$ 660,956	\$ 649,976	\$ 866,730

Staffing Level

<i>Full-Time</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>	<i>6.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>5.00</i>	<i>5.00</i>	<i>5.00</i>	<i>6.00</i>

Operations

Training	\$ 150	\$ 4,000	\$ 3,000	\$ 8,000
Travel	287	3,000	3,300	6,000
Other Professional Service	1,924	2,000	2,000	2,000
Postage & Freight	616	400	350	400
Dues & Subscriptions	1,487	1,950	1,700	1,950
Meetings	0	200	0	200
Employee Appreciation	0	0	0	500
Phones - Local	3,886	3,625	3,400	4,000
Cellular Phones	5,527	6,400	5,700	6,400
Shop Allocation	4,200	4,200	3,900	4,200
Vehicle Maintenance	3,251	5,600	3,800	5,500
Equipment Maintenance	3,862	4,000	4,000	4,000
Radio Maintenance	5,108	5,744	5,744	5,744
Building Maintenance	2,887	52,500	52,300	7,500
Office Supplies	2,115	3,100	2,900	3,400
Printing	148	1,500	1,000	1,200
Petroleum Supplies	8,149	11,000	11,000	11,000
Clothing & Uniforms	90	700	600	1,000
Operating Supplies	1,321	1,950	1,600	1,950
Small Tools	194	200	150	200
Covid-19 Grant Expenses	131	0	0	0
Equipment Leasing	79	600	500	600
Property Insurance	5,595	6,000	6,344	6,344
Vehicle & Equip Insurance	2,361	3,000	2,511	2,511
General Liability Insurance	704	1,575	737	737
State Fees	2,000	1,500	0	0



**CITY OF BARTLETT
ENGINEERING BUDGET SUMMARY
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
License Fees	280	750	300	750
Total Operations	\$ 56,352	\$ 125,494	\$ 116,836	\$ 86,086
Capital				
Data Processing Equipment	\$ 0	\$ 4,620	\$ 0	\$ 0
Vehicles	0	117,521	117,521	0
Furniture	0	0	0	500
Total Capital	\$ 0	\$ 122,141	\$ 117,521	\$ 500
TOTAL ENGINEERING	\$ 686,681	\$ 908,591	\$ 884,333	\$ 953,316



CITY OF BARTLETT
ENGINEERING ADMINISTRATION
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Supervisor Salaries	\$ 123,018	\$ 129,193	\$ 130,473	\$ 251,879
Employee Wages	52,390	55,275	55,276	59,174
Overtime Wages	0	0	0	200
Vacation Pay	0	0	0	20,000
Education Bonus	720	720	720	720
Sick Pay	0	0	0	20,000
Longevity Pay	10,524	10,675	11,068	7,696
Bonus	3,008	166	165	174
Employee Health Insurance	22,373	21,655	21,656	41,846
Employee Life Insurance	487	590	549	995
Workers' Comp Insurance	510	536	540	945
Retiree Health Insurance	8,771	9,223	9,287	15,553
FICA	14,178	14,468	14,720	27,008
Pension Contribution	27,141	27,300	27,300	32,691
Contributory Retirement Plan	2,169	2,342	2,340	2,342
Total Personnel	\$ 265,289	\$ 272,143	\$ 274,094	\$ 481,223
Staffing Level				
<i>Full-Time</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>	<i>3.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	2.00	2.00	2.00	3.00
Operations				
Training	\$ 0	\$ 1,000	\$ 500	\$ 3,000
Travel	287	1,000	1,500	2,000
Postage & Freight	609	400	300	400
Dues & Subscriptions	1,301	750	700	750
Meetings	0	100	0	100
Employee Appreciation	0	0	0	500
Phones - Local	1,166	1,200	1,100	1,200
Cellular Phones	1,438	2,100	1,700	2,100
Shop Allocation	1,200	1,200	1,100	1,200
Vehicle Maintenance	1,669	2,500	1,000	2,500
Building Maintenance	2,050	50,000	50,000	5,000
Office Supplies	558	600	500	600
Petroleum Supplies	8,149	11,000	11,000	11,000
Operating Supplies	0	150	100	150
Covid-19 Grant Expenses	49	0	0	0
Equipment Leasing	79	600	500	600
Vehicle & Equip Insurance	1,127	1,200	1,219	1,219
General Liability Insurance	297	600	311	311
State Fees	2,000	1,500	0	0
License Fees	280	750	300	750
Total Operations	\$ 22,257	\$ 76,650	\$ 71,830	\$ 33,380
Capital				
Data Processing Equipment	\$ 0	\$ 4,620	\$ 0	\$ 0
Vehicles	0	27,521	27,521	0



**CITY OF BARTLETT
ENGINEERING ADMINISTRATION
FY 2023 Adopted Budget**



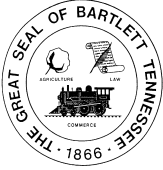
Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Furniture	0	0	0	500
Total Capital	\$ 0	\$ 32,141	\$ 27,521	\$ 500
Total Engineering Administration	\$ 287,546	\$ 380,934	\$ 373,445	\$ 515,103



**CITY OF BARTLETT
ENGINEERING & INSPECTION
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Supervisor Salaries	\$ 73,916	\$ 81,482	\$ 78,410	\$ 0
Employee Wages	152,568	163,057	158,982	254,322
Overtime Wages	0	5,000	0	0
Educational Bonus	0	1,200	0	0
Longevity Pay	6,103	6,474	8,180	7,680
Bonus	4,512	249	247	249
Employee Health Insurance	60,571	60,571	60,572	60,571
Employee Life Insurance	627	783	697	814
Workers' Comp Insurance	604	552	552	482
Retiree Health Insurance	11,324	12,227	11,870	12,716
FICA	16,975	18,479	17,624	18,839
Pension Contribution	35,041	35,634	35,640	26,729
Contributory Retirement Plan	2,800	3,105	3,108	3,105
Total Personnel	\$ 365,040	\$ 388,813	\$ 375,882	\$ 385,507
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	\$ 150	\$ 3,000	\$ 2,500	\$ 5,000
Travel	0	2,000	1,800	4,000
Other Professional Service	1,924	2,000	2,000	2,000
Postage & Freight	7	0	50	0
Dues & Subscriptions	187	1,200	1,000	1,200
Meetings	0	100	0	100
Phones - Local	2,720	2,425	2,300	2,800
Cellular Phones	4,089	4,300	4,000	4,300
Shop Allocation	3,000	3,000	2,800	3,000
Vehicle Maintenance	1,582	3,100	2,800	3,000
Equipment Maintenance	3,862	4,000	4,000	4,000
Radio Maintenance	5,108	5,744	5,744	5,744
Building Maintenance	837	2,500	2,300	2,500
Office Supplies	1,557	2,500	2,400	2,800
Printing	148	1,500	1,000	1,200
Clothing & Uniforms	90	700	600	1,000
Operating Supplies	1,321	1,800	1,500	1,800
Small Tools	194	200	150	200
Covid-19 Grant Expenses	82	0	0	0
Property Insurance	5,595	6,000	6,344	6,344
Vehicle & Equip Insurance	1,234	1,800	1,292	1,292
General Liability Insurance	407	975	426	426
Total Operations	\$ 34,095	\$ 48,844	\$ 45,006	\$ 52,706
Capital				
Vehicles	\$ 0	\$ 90,000	\$ 90,000	\$ 0
Total Capital	\$ 0	\$ 90,000	\$ 90,000	\$ 0
Total Engineering & Inspection	\$ 399,135	\$ 527,657	\$ 510,888	\$ 438,213



City of Bartlett

PARKS & RECREATION

FY 2023 Adopted Budget

Full-Time Authorized Personnel Positions

Parks & Rec Administration

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

Parks & Rec Community Center

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

Parks & Rec Athletics

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

Parks & Rec Maintenance

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

School Ground Maintenance

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

Parks & Rec Senior Center

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

The Parks and Recreation function has 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 \$260,462 (4.07%) over the FY 2022 Projection. Parks added 7 positions total. Community Center added a Facility Coordinator. Maintenance added 3 drivers, 2 utility workers and one foreman. FY 2023 budget included a career ladder pay increase and 4% salary increase for full-time employees.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2021 Actual</u>	<u>FY 2022 Revised</u>	<u>FY 2022 Projection</u>	<u>FY 2023 Adopted</u>
Revenues	379,797	321,056	353,412	332,551
Salaries	2,801,995	3,123,278	3,058,939	3,560,341
Benefits	1,429,418	1,446,172	1,385,824	1,606,496
Other Personnel	289,149	349,000	361,479	385,000
Operations	1,185,657	1,512,901	1,391,573	1,419,915
Capital	<u>170,605</u>	<u>513,755</u>	<u>556,356</u>	<u>22,020</u>
Total	<u>5,497,026</u>	<u>6,624,050</u>	<u>6,400,759</u>	<u>6,661,221</u>

Parks & Rec Recreation Center

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

TOTAL PARKS & REC

53

Parks & Recreation Summary

City of Bartlett



FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Revenues	379,797	321,056	353,412	332,551
Salaries	2,801,995	3,123,278	3,058,939	3,560,341
Benefits	1,429,418	1,446,172	1,385,824	1,606,496
Other Personnel	289,149	349,000	361,479	385,000
Operations	1,185,657	1,512,901	1,391,573	1,419,915
Capital	170,605	513,755	556,356	22,020
Total	5,497,026	6,624,050	6,400,759	6,661,221

FY 2022 Performance Highlights

Parks and Recreation maintained 29 parks, 2 greenways, 18 ballfields and 2 soccer complexes. Singleton offered a vast variety of classes in the physical arts, music, arts and crafts and fitness. They also offered a Preschool, a summer camp and 5 special events. The Recreation Center offered numerous fitness classes, swim lessons and a summer camp. They also offered 2 special events. The Senior Center offered fitness, dance, different art classes both in person as well as virtual. They also offered numerous activities for adults age 50+. The Athletic department offered sport/recreational opportunities in baseball, softball and basketball for both youth and adults.

Objective	Performance Measures	FY 2021 Actual	FY 2022 Forecast	FY 2023 Projected
Repair park lake erosion problems at 4 lakes - Stoneridge, Blue Lagoon, Davies Plantation and Yale Road.	Rip rap, add dirt and secure the lake banks at Stoneridge. Add rip rap to Blue Lagoon, Davies Plantation and Yale Rd.	30%	50%	80%
Increase landscaping in all Parks: Repair and paint all park signs. Continue to upgrade all park flowerbeds. Keep all walking paths edged, clean & pressure wash all playground equipment.	Percentage of 29 Parks maintained.	50%	75%	100%
Overlay Parking lots at Freeman Smith, Municipal, Shadowlawn and Deermont.	Percentage of projects completed.	50%	75%	95%

Parks & Recreation Summary

City of Bartlett



FY 2023 Adopted

Objective	Performance Measures	FY 2021 Actual	FY 2022 Forecast	FY 2023 Projected
Renovations to Deermont Ballpark	Percentage of projects completed.	10%	25%	50%
Overlay the following walking trails: Appling, Dixon Brewer, Municipal, Quail Ridge, Yale Rd., Byrd, Bartlett Grove, Freeman Smith, Rockyford, Stoneridge, W.J. Freeman, Ellendale and Easthill.	Percentage of projects completed.	75%	75%	90%
Park Restroom Renovations- Municipal Park, Ellendale Park, Shadowlawn Park	Percentage of projects completed.	75%	75%	100%
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.	50%	65%	75%



CITY OF BARTLETT
PARKS & RECREATION BUDGET SUMMARY
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues				
Local Sales Tax .5% Reimbursement	\$ 375,808	\$ 321,056	\$ 348,412	\$ 332,551
Insurance Recoveries	3,988	0	5,000	0
Total Department Revenues	\$ 379,797	\$ 321,056	\$ 353,412	\$ 332,551
Personnel				
Federal Mandated FFCR	\$ 47,001	\$ 0	\$ 0	\$ 0
Supervisor Salaries	855,574	958,781	960,449	1,019,750
Employee Wages	1,223,052	1,348,307	1,360,460	1,733,901
Overtime Wages	42,698	54,500	55,517	54,400
Special Hours	69,554	107,000	92,949	108,600
Contracted Services	289,149	349,000	361,479	385,000
Part-Time	564,116	654,690	589,564	643,690
Vaccination Overtime	5,096	0	0	0
Vacation Pay	11,045	0	1,995	0
Educational Bonus	1,440	1,440	1,440	1,440
Longevity Pay	58,207	66,417	61,504	64,729
Bonus	73,345	12,734	10,061	13,232
Employee Health Insurance	552,909	610,078	560,907	735,567
Employee Life Insurance	5,838	7,375	6,757	8,804
Workers' Comp Insurance	48,343	48,474	48,480	55,802
Unemployment Compensation	7,109	0	275	0
Retiree Health Insurance	105,422	115,241	114,973	137,566
FICA	213,084	230,964	225,986	263,398
Pension Contribution	321,862	324,154	324,156	289,401
Contributory Retirement Plan	25,716	29,295	29,290	36,557
Total Personnel	\$ 4,520,561	\$ 4,918,450	\$ 4,806,242	\$ 5,551,837
Staffing Level				
<i>Full-Time</i>	<i>43.50</i>	<i>46.00</i>	<i>43.86</i>	<i>53.00</i>
<i>Part-Time (converted to FTE)</i>	<i>28.29</i>	<i>32.36</i>	<i>27.62</i>	<i>31.57</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>71.79</i>	<i>78.36</i>	<i>71.48</i>	<i>84.57</i>
Operations				
Training	\$ 2,109	\$ 6,500	\$ 6,643	\$ 9,400
Travel	941	5,200	7,053	10,700
Professional Services	4,708	9,000	8,000	8,000
Other Professional Service	8,374	13,305	14,318	10,600
Postage & Freight	452	2,410	990	1,630
Dues & Subscriptions	3,598	7,450	5,085	7,750
Utilities	263,104	285,949	269,000	279,000
Phones - Local	9,804	9,800	10,050	10,050
Cellular Phones	6,599	7,400	6,925	7,400
Shop Allocation	18,700	18,700	18,700	18,750
Vehicle Maintenance	25,784	18,600	18,600	18,700
Equipment Maintenance	30,213	45,700	44,122	43,500
Radio Maintenance	2,736	3,077	3,077	1,500
Grounds Maintenance	217,834	302,153	275,000	261,500
Building Maintenance	82,465	95,269	89,400	89,400
Pool Maintenance	15,337	24,000	19,200	21,500



CITY OF BARTLETT
PARKS & RECREATION BUDGET SUMMARY
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Swim Competitions	27,065	50,000	45,000	46,750
Office Supplies	12,091	15,760	13,715	14,950
Printing	3,049	2,675	2,250	2,650
Medical Supplies	557	2,000	2,500	2,500
Special Designation Expense	2,419	1,000	1,000	1,000
Petroleum Supplies	43,777	43,300	43,000	43,000
Special Events	758	20,000	52,000	25,500
Preschool Supplies	2,715	4,600	4,600	4,600
Recreation Supplies	53,448	61,274	56,100	60,100
Concession Supplies	54,276	81,000	81,000	81,000
Field Trips	4,308	12,000	12,000	12,000
Tournament Expenses	0	500	500	750
Cost of Goods Sold	456	3,000	2,000	3,000
Clothing & Uniforms	15,500	18,400	17,222	18,100
Operating Supplies	77,515	100,127	78,643	83,700
Cleaning Supplies	38,730	44,300	36,200	44,800
Chemical Supplies	1,228	1,000	1,000	0
Fill Sand, Dirt & Gravel	25,076	21,987	20,000	20,000
Small Tools	4,188	4,200	4,000	4,200
Tournament Awards	1,485	5,000	2,000	2,000
Covid-19 Grant Expenses	23,757	23,550	0	0
Travel Club	0	0	0	15,000
Equipment Rental	2,001	6,400	6,400	6,400
Equipment Leasing	4,204	6,100	4,550	5,580
Property Insurance	27,957	29,164	33,510	33,510
Vehicle & Equip Insurance	6,274	7,249	8,314	8,314
General Liability Insurance	15,140	21,302	15,081	15,081
Other Insurance	5,432	7,000	8,000	8,500
Credit Card Vendor Fees	28,008	52,700	32,200	43,700
Cash Over (Short)	(153)	0	90	0
Damage Claims	7,197	6,600	6,785	7,500
Miscellaneous Other Expenses	4,441	6,200	5,750	6,350
Total Operations	\$ 1,185,657	\$ 1,512,901	\$ 1,391,573	\$ 1,419,915
Capital				
Building Improvements	\$ 52,703	\$ 174,516	\$ 209,000	\$ 0
Park Improvements	0	31,952	31,952	0
Data Processing Equipment	1,115	1,400	0	0
Vehicles	0	35,250	35,250	0
Furniture	0	500	300	200
Other Equipment	116,788	270,137	271,654	21,820
Curb & Sidewalk Repairs	0	0	8,200	0
Total Capital	\$ 170,605	\$ 513,755	\$ 556,356	\$ 22,020
TOTAL PARKS & RECREATION	\$ 5,497,026	\$ 6,624,050	\$ 6,400,759	\$ 6,661,221



CITY OF BARTLETT PARKS ADMINISTRATION FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Federal Mandated FFCR Act	\$ 2,105	\$ 0	\$ 0	\$ 0
Supervisor Salaries	211,948	223,078	228,869	244,045
Employee Wages	97,431	105,011	105,011	109,211
Longevity Pay	9,652	10,438	10,868	11,751
Bonus	6,016	332	330	332
Employee Health Insurance	49,375	49,100	49,374	49,100
Employee Life Insurance	864	1,050	987	1,130
Workers' Comp Insurance	857	910	912	990
Retiree Health Insurance	15,574	16,404	16,694	17,663
FICA	23,747	24,344	25,013	26,364
Pension Contribution	47,872	45,491	45,492	37,126
Contributory Retirement Plan	3,825	4,166	4,164	4,166
Total Personnel	\$ 469,265	\$ 480,324	\$ 487,714	\$ 501,878
<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	\$ 410	\$ 600	\$ 595	\$ 1,500
Travel	0	1,000	2,000	2,000
Postage & Freight	35	30	10	0
Dues & Subscriptions	1,315	1,300	795	800
Utilities	1,199	0	0	0
Phones - Local	1,101	1,200	1,200	1,200
Cellular Phones	1,100	1,200	1,200	1,200
Shop Allocation	700	700	700	750
Vehicle Maintenance	263	600	600	700
Equipment Maintenance	75	0	12	0
Office Supplies	682	500	500	500
Printing	0	25	0	0
Petroleum Supplies	1,658	3,000	3,000	3,000
Clothing & Uniforms	0	200	200	200
Operating Supplies	897	500	500	500
Covid-19 Grant Expenses	385	50	0	0
Equipment Leasing	335	900	500	500
Property Insurance	6,497	6,500	9,282	9,282
Vehicle & Equip Insurance	591	600	447	447
General Liability Insurance	704	720	732	732
Miscellaneous Other Expenses	332	500	250	250
Total Operations	\$ 18,280	\$ 20,125	\$ 22,523	\$ 23,561
Capital				
Vehicles	\$ 0	\$ 35,250	\$ 35,250	\$ 0
Total Capital	\$ 0	\$ 35,250	\$ 35,250	\$ 0
Total Parks Administration	\$ 487,544	\$ 535,699	\$ 545,487	\$ 525,439



CITY OF BARTLETT
SINGLETON COMMUNITY CENTER
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Federal Mandated FFCR Act	\$ 1,194	\$ 0	\$ 0	\$ 0
Supervisor Salaries	65,869	115,384	114,542	123,026
Employee Wages	130,768	138,806	142,780	180,382
Special Hours	561	2,000	2,198	2,000
Contracted Services	66,277	65,000	168,320	165,000
Part-Time	170,284	205,000	170,225	195,000
Vaccination Overtime	752	0	0	0
Longevity Pay	4,969	6,240	5,168	5,375
Bonus	7,582	2,600	1,567	2,600
Employee Health Insurance	63,138	82,227	80,151	102,417
Employee Life Insurance	547	813	755	971
Workers' Comp Insurance	6,952	6,875	6,876	7,251
Unemployment Compensation	866	0	273	0
Retiree Health Insurance	9,855	12,709	12,778	15,170
FICA	27,642	34,353	31,265	36,693
Pension Contribution	30,462	37,383	37,380	31,887
Contributory Retirement Plan	2,434	3,228	3,228	3,228
Total Personnel	\$ 590,152	\$ 712,618	\$ 777,506	\$ 871,000

Staffing Level

<i>Full-Time</i>	<i>4.00</i>	<i>5.00</i>	<i>5.00</i>	<i>6.00</i>
<i>Part-Time (converted to FTE)</i>	<i>8.12</i>	<i>10.07</i>	<i>6.26</i>	<i>9.38</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>12.12</i>	<i>15.07</i>	<i>11.26</i>	<i>15.38</i>

Operations

Training	\$ 205	\$ 1,000	\$ 1,000	\$ 1,000
Travel	0	1,000	0	1,000
Other Professional Service	4,940	4,000	7,500	4,600
Postage & Freight	100	100	100	100
Dues & Subscriptions	187	600	600	600
Utilities	37,964	39,500	42,000	43,000
Phones - Local	1,863	1,850	2,100	2,100
Cellular Phones	676	1,200	1,025	1,200
Equipment Maintenance	3,656	3,000	3,810	3,000
Building Maintenance	21,541	25,000	25,000	25,000
Office Supplies	4,617	4,000	4,000	4,000
Printing	458	500	500	500
Preschool Supplies	2,715	4,600	4,600	4,600
Recreation Supplies	15,954	14,000	14,000	14,000
Concession Supplies	4,788	6,000	6,000	6,000
Field Trips	4,308	12,000	12,000	12,000
Clothing & Uniforms	9,316	7,500	7,500	7,500
Operating Supplies	6,189	9,644	9,643	7,000
Cleaning Supplies	3,399	4,000	4,000	4,000
Tournament Awards	1,456	2,000	2,000	2,000
Covid-19 Grant Expenses	7,613	6,500	0	0
Equipment Leasing	1,678	2,500	1,750	2,500
Property Insurance	4,654	4,905	5,256	5,256
Vehicle & Equip Insurance	2	763	249	249



CITY OF BARTLETT
SINGLETON COMMUNITY CENTER
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
General Liability Insurance	1,386	2,098	1,315	1,315
Credit Card Vendor Fees	3,880	7,200	5,200	7,200
Cash Over (Short)	0	0	90	0
Miscellaneous Other Expenses	1,317	1,500	1,500	1,500
Total Operations	\$ 144,860	\$ 166,960	\$ 162,738	\$ 161,220
Capital				
Building Improvements	\$ 27,453	\$ 43,597	\$ 45,000	\$ 0
Total Capital	\$ 27,453	\$ 43,597	\$ 45,000	\$ 0
Total Singleton Community Center	\$ 762,466	\$ 923,175	\$ 985,244	\$ 1,032,220



CITY OF BARTLETT ATHLETICS FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Federal Mandated FFCR Act	\$ 15,732	\$ 0	\$ 0	\$ 0
Supervisor Salaries	69,429	78,529	78,529	81,670
Employee Wages	90,842	98,066	101,063	105,106
Overtime Wages	0	500	200	200
Special Hours	66,695	101,000	87,305	101,000
Part-Time	113,821	115,000	115,000	110,000
Vaccination Overtime	3,614	0	0	0
Longevity Pay	7,598	8,366	8,366	8,795
Bonus	6,655	2,230	2,226	2,230
Employee Health Insurance	49,267	49,100	49,100	49,100
Employee Life Insurance	469	565	528	598
Workers' Comp Insurance	7,149	6,984	6,984	7,019
Unemployment Compensation	2,393	0	2	0
Retiree Health Insurance	8,415	8,830	8,947	9,339
FICA	27,387	29,506	28,747	29,909
Pension Contribution	24,807	24,783	24,780	19,630
Contributory Retirement Plan	1,982	2,242	2,242	2,242
Total Personnel	\$ 496,256	\$ 525,701	\$ 514,019	\$ 526,838

Staffing Level

<i>Full-Time</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>
<i>Part-Time (converted to FTE)</i>	<i>6.63</i>	<i>5.97</i>	<i>6.70</i>	<i>5.97</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>9.63</i>	<i>8.97</i>	<i>9.70</i>	<i>8.97</i>

Operations

Training	\$ 0	\$ 1,200	\$ 600	\$ 600
Travel	0	600	600	1,200
Professional Services	2,219	4,000	4,318	4,000
Postage & Freight	2	30	30	30
Dues & Subscriptions	1,592	4,500	2,750	4,500
Utilities	89,484	85,000	85,000	90,000
Phones - Local	1,299	1,300	1,300	1,300
Cellular Phones	2,762	2,600	2,600	2,600
Equipment Maintenance	5,194	5,500	6,000	6,000
Grounds Maintenance	24,200	25,000	25,000	20,000
Building Maintenance	5,187	6,000	3,000	3,000
Office Supplies	1,323	2,400	1,700	2,200
Printing	404	150	150	150
Medical Supplies	557	2,000	2,500	2,500
Recreation Supplies	28,648	33,000	33,000	33,000
Concession Supplies	49,488	75,000	75,000	75,000
Clothing & Uniforms	676	1,800	2,022	2,000
Operating Supplies	7,325	8,000	7,500	8,000
Tournament Awards	0	3,000	0	0
Covid-19 Grant Expenses	3,807	2,500	0	0
Equipment Rental	1,618	3,500	3,500	3,500
Equipment Leasing	98	200	0	0
Property Insurance	2,095	2,219	2,367	2,367
General Liability Insurance	6,787	9,900	6,740	6,740



**CITY OF BARTLETT
ATHLETICS
FY 2023 Adopted Budget**

Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Other Insurance	5,432	7,000	8,000	8,500
Credit Card Vendor Fees	2,292	3,000	3,000	3,000
Cash Over (Short)	(108)	0	0	0
Damage Claims	0	100	0	0
Miscellaneous Other Expenses	0	500	500	500
Total Operations	\$ 242,381	\$ 289,999	\$ 277,177	\$ 280,687
Capital				
Building Improvements	\$ 15,502	\$ 5,019	\$ 36,000	\$ 0
Furniture	0	500	300	200
Total Capital	\$ 15,502	\$ 5,519	\$ 36,300	\$ 200
Total Athletics	\$ 754,139	\$ 821,219	\$ 827,496	\$ 807,725



CITY OF BARTLETT PARKS MAINTENANCE FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Federal Mandated FFCR Act	\$ 19,253	\$ 0	\$ 0	\$ 0
Supervisor Salaries	69,469	74,746	74,746	77,736
Employee Wages	591,715	646,196	650,999	954,610
Overtime Wages	40,237	53,000	52,998	53,000
Special Hours	2,244	2,000	3,000	3,600
Contracted Services	41,364	55,000	7,758	0
Vacation Pay	11,045	0	1,995	0
Longevity Pay	19,625	21,199	16,844	16,918
Bonus	25,566	1,411	1,237	1,909
Employee Health Insurance	175,397	194,495	161,196	286,804
Employee Life Insurance	1,869	2,300	2,105	3,296
Workers' Comp Insurance	14,473	14,686	14,688	20,541
Retiree Health Insurance	34,091	35,935	36,287	51,501
FICA	55,169	56,621	57,353	80,562
Pension Contribution	102,502	101,794	101,796	108,497
Contributory Retirement Plan	8,190	9,154	9,156	16,416
Total Personnel	\$ 1,212,209	\$ 1,268,537	\$ 1,192,158	\$ 1,675,390

Staffing Level

<i>Full-Time</i>	<i>16.50</i>	<i>17.00</i>	<i>15.86</i>	<i>23.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>16.50</i>	<i>17.00</i>	<i>15.86</i>	<i>23.00</i>

Operations

Training	\$ 482	\$ 600	\$ 798	\$ 900
Travel	0	600	1,053	1,600
Dues & Subscriptions	40	100	90	100
Utilities	3,886	5,000	5,000	5,000
Phones - Local	858	950	950	950
Cellular Phones	960	1,200	900	1,200
Shop Allocation	18,000	18,000	18,000	18,000
Vehicle Maintenance	15,910	16,500	16,500	16,500
Equipment Maintenance	8,785	16,000	16,000	16,000
Radio Maintenance	2,736	3,077	3,077	1,500
Grounds Maintenance	152,056	219,296	195,000	185,000
Building Maintenance	9,572	9,000	5,000	5,000
Office Supplies	132	100	15	50
Petroleum Supplies	33,263	30,000	30,000	30,000
Clothing & Uniforms	3,877	5,000	5,000	5,000
Operating Supplies	43,758	55,000	40,000	42,500
Cleaning Supplies	9,846	9,000	9,000	9,500
Chemical Supplies	1,228	1,000	1,000	0
Fill Sand, Dirt & Gravel	25,076	21,987	20,000	20,000
Small Tools	2,917	3,000	3,000	3,000
Covid-19 Grant Expenses	4,538	2,500	0	0
Equipment Rental	383	2,900	2,900	2,900
Equipment Leasing	46	100	100	100
Property Insurance	640	640	721	721
Vehicle & Equip Insurance	4,577	4,600	6,423	6,423



**CITY OF BARTLETT
PARKS MAINTENANCE
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
General Liability Insurance	2,417	3,000	2,472	2,472
Damage Claims	2,198	3,000	4,785	4,000
Miscellaneous Other Expenses	1,013	1,200	1,000	600
Total Operations	\$ 349,193	\$ 433,350	\$ 388,784	\$ 379,016
Capital				
Park Improvements	\$ 0	\$ 31,952	\$ 31,952	\$ 0
Data Processing Equipment	1,115	0	0	0
Vehicles	0	97,000	97,000	0
Total Capital	\$ 1,115	\$ 128,952	\$ 128,952	\$ 0
Total Parks Maintenance	\$ 1,562,516	\$ 1,830,840	\$ 1,709,894	\$ 2,054,406



CITY OF BARTLETT
SCHOOL GROUND MAINTENANCE
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues				
Local Sales Tax .5% Reimbursement	\$ 375,808	\$ 321,056	\$ 348,412	\$ 332,551
Insurance Recoveries	3,988	0	5,000	0
Total Department Revenues	\$ 379,797	\$ 321,056	\$ 353,412	\$ 332,551
Personnel				
Federal Mandated FFCR Act	\$ 2,249	\$ 0	\$ 0	\$ 0
Employee Wages	86,730	96,368	97,284	103,076
Overtime Wages	2,447	1,000	2,121	1,200
Contracted Svcs	44,209	55,000	54,180	55,000
Longevity Pay	3,187	3,314	3,314	3,548
Bonus	3,008	166	166	166
Health Insurance	40,259	40,381	40,380	40,381
Life Insurance	247	308	287	330
Workers' Comp Insurance	2,106	2,220	2,220	2,389
Retiree H.I.	4,449	4,818	4,864	5,154
FICA	6,467	6,692	6,845	7,221
Pension	13,421	13,165	13,164	10,833
Contributory Retirement Plan	1,072	1,224	1,224	1,224
Total Personnel	\$ 209,852	\$ 224,656	\$ 226,049	\$ 230,522
Staffing Level				
<i>Full-Time</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Full-Time Equivalent (FTE)	2.00	2.00	2.00	2.00
Operations				
Cellular Phones	\$ 550	\$ 600	\$ 600	\$ 600
Vehicle Maintenance	9,611	1,500	1,500	1,500
Equipment Maintenance	5,522	5,200	6,500	6,000
Grounds Maintenance	41,579	57,857	55,000	55,000
Petroleum Supplies	8,856	10,000	10,000	10,000
Clothing & Uniforms	372	400	400	400
Operating Supplies	2,148	2,700	2,700	2,700
Small Tools	1,047	1,200	1,000	1,200
Vehicle & Equip Insurance	733	800	973	973
General Liability Insurance	337	500	336	336
Damage Claims	4,999	3,000	2,000	3,000
Miscellaneous Other Expenses	1,291	500	500	500
Total Operations	\$ 77,046	\$ 84,257	\$ 81,509	\$ 82,209
Capital				
Other Equipment	\$ 92,899	\$ 37,825	\$ 37,654	\$ 19,820
Curb & Sidewalk Repairs	0	0	8,200	0
Total Capital	\$ 92,899	\$ 37,825	\$ 45,854	\$ 19,820
Total School Ground Maintenance	\$ 0	\$ 25,682	\$ 0	\$ 0



**CITY OF BARTLETT
SENIOR CENTER
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Federal Mandated FFCR Act	1,105	0	0	0
Supervisor Salaries	114,873	121,082	121,082	128,477
Employee Wages	73,398	77,595	78,503	81,643
Contracted Services	17,428	19,000	19,000	25,000
Part-Time	7,538	10,000	10,000	14,000
Vaccination Overtime	288	0	0	0
Longevity Pay	4,895	6,186	6,186	7,668
Bonus	6,181	495	495	495
Employee Health Insurance	52,714	50,565	50,565	50,565
Employee Life Insurance	526	636	592	672
Workers' Comp Insurance	1,808	1,779	1,776	1,994
Retiree Health Insurance	9,459	9,934	9,979	10,506
FICA	14,641	15,147	15,271	16,443
Pension	29,131	27,465	27,468	22,083
Contributory Retirement Plan	2,327	2,523	2,520	2,523
Total Personnel	\$ 336,313	\$ 342,407	\$ 343,437	\$ 362,069

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>0.34</i>	<i>0.44</i>	<i>0.46</i>	<i>0.61</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>4.34</i>	<i>4.44</i>	<i>4.46</i>	<i>4.61</i>

Operations

Training	\$ 302	\$ 1,500	\$ 1,850	\$ 2,900
Travel	0	1,000	1,700	1,900
Other Professional Services	3,433	9,305	6,500	6,000
Postage & Freight	107	750	750	750
Dues & Subscriptions	337	650	650	1,500
Utilities	10,472	15,000	13,000	14,000
Phones - Local	1,519	1,500	1,500	1,500
Cellular Phones	550	600	600	600
Equipment Maintenance	1,848	2,000	2,000	2,000
Grounds Maintenance	0	0	0	1,500
Building Maintenance	2,788	5,230	4,400	4,400
Office Supplies	1,048	3,000	3,000	3,200
Special Designation Expense	2,419	1,000	1,000	1,000
Special Events	0	0	0	3,500
Recreation Supplies	1,014	1,100	1,100	1,100
Tournament Expenses	0	500	500	750
Clothing & Uniforms	0	500	0	500
Operating Supplies	1,460	6,283	5,000	5,000
Cleaning Supplies	315	3,300	3,300	3,300
Small Tools	224	0	0	0
Tournament Awards	29	0	0	0
Covid-19 Grant Expenses	3,096	3,000	0	0
Travels by Seniors	0	0	0	15,000
Equipment Leasing	697	900	900	980
Property Insurance	2,227	2,400	2,515	2,515
Vehicle & Equip Insurance	188	250	222	222



**CITY OF BARTLETT
SENIOR CENTER
FY 2023 Adopted Budget**

Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
General Liability Insurance	592	1,000	592	592
Credit Card Vendor Fees	428	2,000	1,000	1,500
Miscellaneous Other Expenses	488	2,000	2,000	3,000
Total Operations	\$ 35,581	\$ 64,768	\$ 54,079	\$ 79,209
Capital				
Building Improvements	\$ 9,747	\$ 60,899	\$ 63,000	\$ 0
Other Equipment	201	2,000	2,000	2,000
Total Capital	\$ 9,948	\$ 62,899	\$ 65,000	\$ 2,000
Total Senior Center	\$ 381,843	\$ 470,074	\$ 462,516	\$ 443,278



CITY OF BARTLETT RECREATION CENTER FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Federal Mandated FFCR Act	\$ 5,363	\$ 0	\$ 0	\$ 0
Supervisor Salaries	323,985	345,962	342,681	364,796
Employee Wages	152,168	186,265	184,820	199,873
Overtime Wages	13	0	0	0
Special Hours	25	2,000	644	2,000
Contracted Services	119,871	155,000	112,221	140,000
Part-Time	272,502	324,690	294,339	324,690
Vaccination Overtime	442	0	0	0
Educational Bonus	1,440	1,440	1,440	1,440
Longevity Pay	8,280	10,674	10,758	10,674
Bonus	18,337	5,500	4,040	5,500
Employee Health Insurance	122,760	144,210	130,141	157,200
Employee Life Insurance	1,317	1,703	1,503	1,807
Workers' Comp Insurance	14,998	15,020	15,024	15,618
Unemployment Compensation	3,850	0	0	0
Retiree Health Insurance	23,577	26,611	25,424	28,233
FICA	58,032	64,301	61,492	66,206
Pension Contribution	73,668	74,073	74,076	59,345
Contributory Retirement Plan	5,886	6,758	6,756	6,758
Total Personnel	\$ 1,206,513	\$ 1,364,207	\$ 1,265,359	\$ 1,384,140

Staffing Level

<i>Full-Time</i>	<i>10.00</i>	<i>11.00</i>	<i>10.00</i>	<i>11.00</i>
<i>Part-Time (converted to FTE)</i>	<i>13.20</i>	<i>15.88</i>	<i>14.20</i>	<i>15.61</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>23.20</i>	<i>26.88</i>	<i>24.20</i>	<i>26.61</i>

Operations

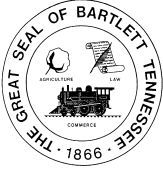
Training	\$ 710	\$ 1,600	\$ 1,800	\$ 2,500
Travel	941	1,000	1,700	3,000
Professional Services	2,488	5,000	4,000	4,000
Postage & Freight	209	1,500	100	750
Dues & Subscriptions	127	300	200	250
Utilities	120,100	141,449	124,000	127,000
Phones - Local	3,165	3,000	3,000	3,000
Equipment Maintenance	5,132	14,000	9,800	10,500
Building Maintenance	43,377	50,039	52,000	52,000
Pool Maintenance	15,337	24,000	19,200	21,500
Swim Competitions	27,065	50,000	45,000	46,750
Office Supplies	4,275	5,760	4,500	5,000
Printing	2,187	2,000	1,600	2,000
Petroleum Supplies	0	300	0	0
Special Events	758	20,000	52,000	22,000
Recreation Supplies	7,833	13,174	8,000	12,000
Cost of Goods Sold	456	3,000	2,000	3,000
Clothing & Uniforms	1,260	3,000	2,100	2,500
Operating Supplies	15,753	18,000	13,300	18,000
Cleaning Supplies	25,170	28,000	19,900	28,000
Covid-19 Grant Expenses	4,318	9,000	0	0
Equipment Leasing	1,351	1,500	1,300	1,500



**CITY OF BARTLETT
RECREATION CENTER
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Property Insurance	11,844	12,500	13,369	13,369
Vehicle & Equip Insurance	182	236	0	0
General Liability Insurance	2,917	4,084	2,894	2,894
Credit Card Vendor Fees	21,407	40,500	23,000	32,000
Cash Over (Short)	(45)	0	0	0
Damage Claims	0	500	0	500
Total Operations	\$ 318,316	\$ 453,442	\$ 404,763	\$ 414,013
Capital				
Building Improvements	\$ 0	\$ 65,000	\$ 65,000	\$ 0
Data Processing Equipment	0	1,400	0	0
Other Equipment	23,688	133,312	135,000	0
Total Capital	\$ 23,688	\$ 199,712	\$ 200,000	\$ 0
Total Recreation Center	\$ 1,548,518	\$ 2,017,361	\$ 1,870,122	\$ 1,798,153



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 2023 Adopted Budget

The Performing Arts Center budget had a net increase of \$2,792 (0.36%) over the FY 2022 Projection. There were no staffing changes. FY 2023 budget included a career ladder pay increase and 4% salary increase for full-time employees.

Summary Revenue/Expenditure Type

Category	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Salaries	195,057	238,903	238,494	255,768
Benefits	75,690	84,674	83,640	81,348
Other Personnel	85,180	192,000	189,662	231,000
Operations	138,369	202,637	183,427	209,649
Capital	0	76,074	79,750	0
Total	<u>494,296</u>	<u>794,288</u>	<u>774,973</u>	<u>777,765</u>

Performing Arts Center

FY 2023 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 in performance". BPACC is dedicated to Arts In Education for Bartlett Public School Students. BPACC offers affordable space & amenities hosting a variety of community shows & events. BPACC is a superb asset to City of Bartlett!

Summary Revenue/Expenditure Type

Category	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Salaries	195,057	238,903	238,494	255,768
Benefits	75,690	84,674	83,640	81,348
Other Personnel	85,180	192,000	189,662	231,000
Operations	138,369	202,637	183,427	209,649
Capital	0	76,074	79,750	0
Total	494,296	794,288	774,973	777,765

FY 2022 Performance Highlights

Recent seasons brought positive changes to BPACC. FY20 was going exceptionally well. Covid hit, bringing BPACC to a total stop. We are now rebuilding. Programs include: PERFORMING ARTS SEASON – MUSIC BY THE LAKE – LIVE THEATRE – ARTS IN EDUCATION providing FREE entertaining & educational shows for Bartlett Students. BPACC produces YOUTH THEATRE & YOUTH CAMPS. We partner with Parks & Rec.: "Daddy – Daughter Dance" – "The Nutcracker" – Bartlett Library for a "Pop-Up" library at select concerts – Bartlett Police. We are working on new partnerships with TENNESSEE SHAKESPEARE – & OPERA MEMPHIS. Communities across America would love to have a BPACC!

Objective	Performance Measures	FY 2021 Actual	FY 2022 Forecast	FY 2023 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 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Supervisor Salaries	\$ 98,212	\$ 103,633	\$ 107,035	\$ 114,854
Employee Wages	75,690	102,770	101,932	108,414
Overtime Wages	1,114	2,500	2,498	2,500
Contracted Services	79,336	180,000	179,922	219,000
Part-Time	20,042	30,000	27,029	30,000
Instructional Expense	5,844	12,000	9,740	12,000
Bonus	3,173	830	660	830
Employee Health Insurance	18,162	21,602	21,600	21,602
Employee Life Insurance	483	660	618	714
Workers' Comp Insurance	1,178	1,105	1,104	1,149
Unemployment Compensation	126	0	0	0
Retiree Health Insurance	8,695	10,320	10,448	11,163
FICA	14,790	18,608	17,662	19,806
Pension Contribution	26,931	28,930	28,932	23,465
Contributory Retirement Plan	2,152	2,619	2,616	2,619
Total Personnel	\$ 355,927	\$ 515,577	\$ 511,796	\$ 568,116

Staffing Level

<i>Full-Time</i>	<i>2.40</i>	<i>3.00</i>	<i>3.00</i>	<i>3.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.87</i>	<i>1.33</i>	<i>1.13</i>	<i>1.33</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>3.27</i>	<i>4.33</i>	<i>4.13</i>	<i>4.33</i>

Operations

Training	\$ 0	\$ 1,500	\$ 0	\$ 1,500
Volunteer Expense	256	500	800	800
Travel	960	4,500	2,300	3,500
Professional Services	3,000	4,000	3,500	7,500
Other Professional Services	7,208	16,000	14,200	16,000
Postage & Freight	3,175	6,000	6,725	7,000
Dues & Subscriptions	1,036	2,500	1,500	2,500
Meetings	212	400	338	400
Utilities	38,647	40,000	39,000	41,000
Phones - Local	2,053	2,100	2,158	2,200
Cellular Phones	3,331	2,450	2,045	2,400
Shop Allocation	300	300	338	350
Vehicle Maintenance	541	1,200	300	1,200
Equipment Maintenance	0	3,500	3,375	3,500
Grounds Maintenance	971	600	525	600
Building Maintenance	19,548	20,000	26,615	22,000
Office Supplies	1,499	1,500	1,145	1,500
Printing	3,791	15,000	9,342	12,500
Ticket Sales Expenditures	12,729	15,000	12,900	15,000
Petroleum Supplies	494	1,000	800	1,000
Concession Supplies Client	0	500	0	500
Concession Supplies	0	600	0	500
Clothing & Uniforms	312	550	580	600
Operating Supplies	4,728	7,000	4,575	7,000
Cleaning Supplies	1,094	2,000	1,400	2,000
Covid-19 Grant Expenses	3,079	2,500	67	0



**CITY OF BARTLETT
PERFORMING ARTS
FY 2023 Adopted Budget**

Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Public Awareness	16,124	32,000	32,000	37,000
Equipment Rental	435	1,000	900	1,500
Equipment Leasing	1,858	2,700	1,800	2,400
Property Insurance	8,671	8,671	9,767	9,767
Vehicle & Equip Insurance	6	300	215	215
General Liability Insurance	766	766	717	717
Credit Card Vendor Fees	1,544	6,000	3,500	5,000
Total Operations	\$ 138,369	\$ 202,637	\$ 183,427	\$ 209,649
Capital				
Building Improvements	\$ 0	\$ 37,324	\$ 41,000	\$ 0
Data Processing Equipment	0	32,750	32,750	0
Other Equipment	0	6,000	6,000	0
Total Capital	\$ 0	\$ 76,074	\$ 79,750	\$ 0
TOTAL PERFORMING ARTS	\$ 494,296	\$ 794,288	\$ 774,973	\$ 777,765

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 2023 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 2023 budget included a career ladder pay increase and 4% salary increase for full-time employees.

Summary Revenue/Expenditure Type

<u>Category</u>	<u>FY 2021 Actual</u>	<u>FY 2022 Revised</u>	<u>FY 2022 Projection</u>	<u>FY 2023 Adopted</u>
<i>Revenues</i>	100,102,382	101,218,053	101,250,798	101,507,521
Salaries	1,929,924	2,195,648	2,078,167	2,482,496
Benefits	1,245,521	1,272,219	1,195,692	1,325,823
Other Personnel	110,337	192,065	190,130	193,000
Operations	4,816,000	5,231,839	5,193,865	5,031,303
Capital	926,186	2,173,283	2,114,738	1,760,250
Trnsfr Out/ Interde	393,000	858,348	392,000	232,000
Bartlett School	85,263,765	92,225,753	92,225,753	92,494,065
Net Income	<u>5,417,649</u>	<u>(2,931,102)</u>	<u>(2,139,547)</u>	<u>(2,011,416)</u>
School Beg FB	<u>39,651,694</u>	<u>37,651,694</u>	<u>37,651,694</u>	<u>35,651,694</u>
Beg Fund Bal	<u>3,473,226</u>	<u>4,618,336</u>	<u>4,618,336</u>	<u>4,478,788</u>
End Fund Bal	<u>4,618,336</u>	<u>3,687,233</u>	<u>4,478,788</u>	<u>4,467,372</u>



CITY OF BARTLETT
SUMMARY OF ALL SPECIAL REVENUE FUNDS
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Revenues				
State Street Aid Revenue	\$ 2,166,276	\$ 2,210,000	\$ 2,255,000	\$ 2,260,000
Solid Waste Revenue	7,417,761	7,339,000	7,422,000	7,380,500
General Improvement Revenue	661,774	947,100	942,050	945,100
Drug Enforcement Revenue	252,539	229,500	220,495	237,000
Federal Drug Enforcement Revenue	15,744	100,200	36,900	35,200
Drainage Control Revenue	20,878	126,000	124,500	129,656
Parks Improvement Revenue	15,233	10,500	9,100	6,000
E-Citation Revenues	15,872	30,000	15,000	20,000
Bartlett School Fund Revenues	89,536,304	90,225,753	90,225,753	90,494,065
Total Revenues	\$ 100,102,382	\$ 101,218,053	\$ 101,250,798	\$ 101,507,521
Expenditures				
Personnel				
Solid Waste Fund	\$ 3,184,609	\$ 3,540,911	\$ 3,360,721	\$ 3,878,485
Drug Enforcement Funds	0	11,000	0	11,000
Drainage Control Fund	101,174	108,021	103,268	111,834
Total Personnel	\$ 3,285,783	\$ 3,659,932	\$ 3,463,989	\$ 4,001,319
Staffing Level				
<i>Full-Time</i>	<i>42.05</i>	<i>45.00</i>	<i>38.53</i>	<i>45.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.66</i>	<i>2.25</i>	<i>2.04</i>	<i>2.25</i>
Total Full-Time Equivalent (FTE)	43.71	47.25	40.57	47.25
<i>Bartlett School Full-Time Equivalent (FTE)</i>	<i>864.00</i>	<i>865.00</i>	<i>865.00</i>	<i>864.00</i>
Operations				
State Street Aid Fund	\$ 1,876,624	\$ 2,050,000	\$ 2,070,000	\$ 1,700,000
Solid Waste Fund	2,420,322	2,444,775	2,476,701	2,589,681
General Improvement Fund	453,759	571,152	575,260	597,800
Drug Enforcement Funds	51,559	119,039	49,594	107,000
Federal Drug Enforcement Fund	2,863	15,500	4,750	15,000
Drainage Control Fund	10,448	16,372	12,560	16,822
E-Citation Fund	425	15,000	5,000	5,000
Total Operations	\$ 4,816,000	\$ 5,231,839	\$ 5,193,865	\$ 5,031,303
Transfers Out				
Street Aid to Debt Service	\$ 0	\$ 0	\$ 0	\$ 0
Solid Waste to Debt Service	125,000	540,348	74,000	64,000
General Improvement Fund to General Fund	168,000	168,000	168,000	168,000
Park Improvements to CIP	100,000	150,000	150,000	0
Total Transfers Out	\$ 393,000	\$ 858,348	\$ 392,000	\$ 232,000
Capital				
State Street Aid Fund	\$ 295,380	\$ 612,929	\$ 524,397	\$ 560,000
Solid Waste Fund	321,358	1,013,945	1,018,322	791,000
General Improvement Fund	81,970	68,771	65,950	111,250
Drug Enforcement Funds	51,474	240,500	320,000	179,000
Federal Drug Enforcement Fund	118,405	212,983	162,068	110,000
Drainage Control Fund	0	1,155	1,000	1,000



CITY OF BARTLETT
SUMMARY OF ALL SPECIAL REVENUE FUNDS
FY 2023 Adopted Budget

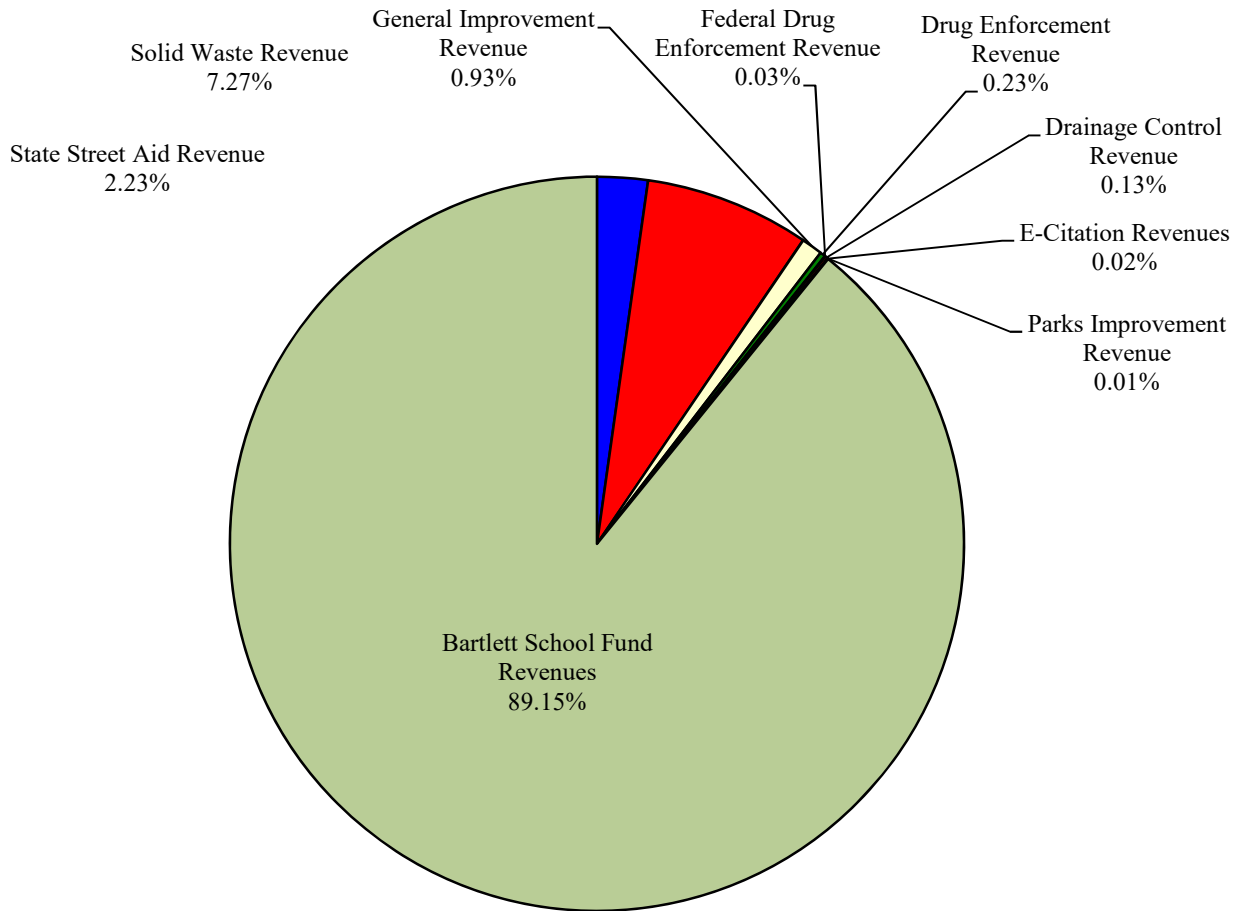


Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Parks Improvement Fund	42,367	8,001	8,001	0
E-Citation Fund	15,232	15,000	15,000	8,000
Total Capital	\$ 926,186	\$ 2,173,283	\$ 2,114,738	\$ 1,760,250
Bartlett School Fund Expenditures	\$ 85,263,765	\$ 92,225,753	\$ 92,225,753	\$ 92,494,065
Total Expenditures	\$ 94,684,734	\$ 104,149,155	\$ 103,390,345	\$ 103,518,937
Net From Operations	5,417,649	(2,931,102)	(2,139,547)	(2,011,416)
Bartlett School Fund Balance	\$ 39,651,694	\$ 37,651,694	\$ 37,651,694	\$ 35,651,694
Beginning Fund Balance (W/out School FB)	\$ 3,473,226	\$ 4,618,336	\$ 4,618,336	\$ 4,478,788
Ending Fund Balance (W/out School FB)	\$ 4,618,336	\$ 3,687,233	\$ 4,478,788	\$ 4,467,372



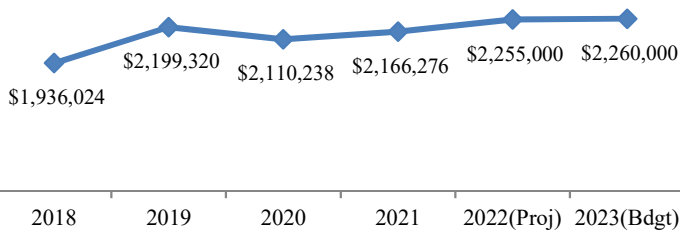
CITY OF BARTLETT ANALYSIS OF SPECIAL REVENUE SOURCES FY 2023 Adopted Budget

FY 2023 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



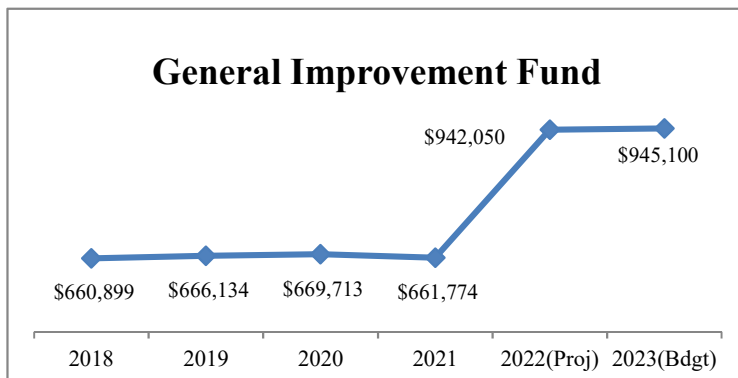
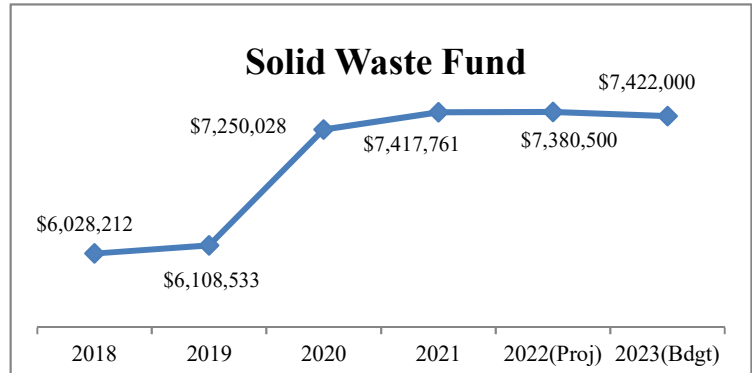
This is the City's portion of the motor fuel and gasoline taxes collected by and distributed by the State, per capita basis, and some developer fees used for streetlights. The IMPROVE Act of 2017 provided for additional gas and motor taxes. The Act provides for an additional 1 cent of gas tax and 3 cents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



CITY OF BARTLETT ANALYSIS OF SPECIAL REVENUE SOURCES FY 2023 Adopted Budget

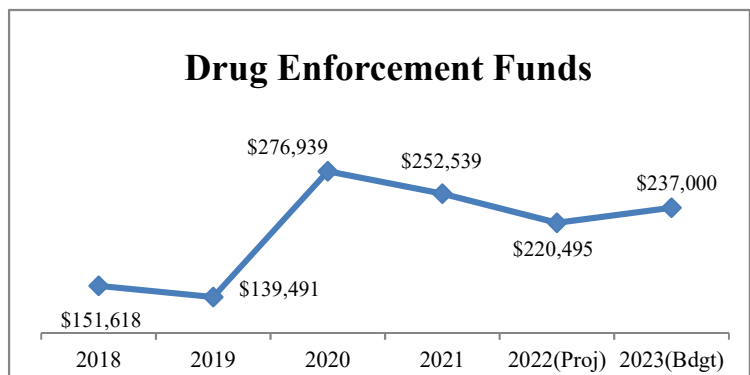


Solid Waste revenue is based on a monthly charge for collection and disposal. Solid waste fees were increased by \$5 per month per customer to make Solid Waste Fund self-sufficient in FY 2020. The current rates are \$30 for residential pickup, \$30 for 1 cart, \$35 for 2 carts and \$40 for 3 carts for commercial pickup. Only a small increase in residential sanitation fee budgeted for FY 2023.



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 2023.

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.

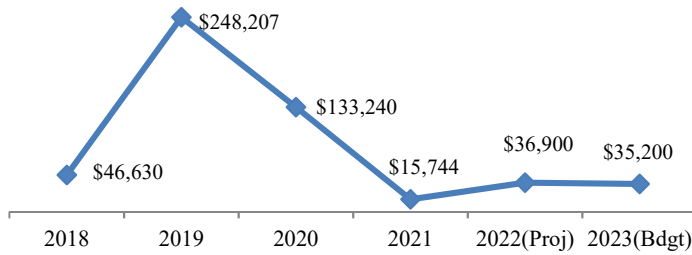




CITY OF BARTLETT ANALYSIS OF SPECIAL REVENUE SOURCES FY 2023 Adopted Budget



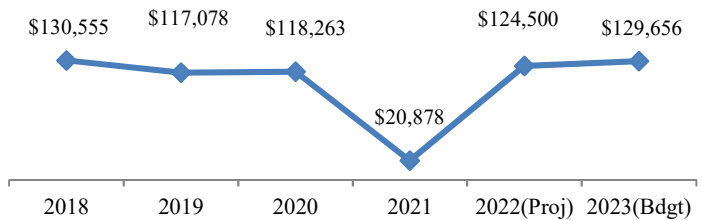
Federal Drug Enforcement Fund



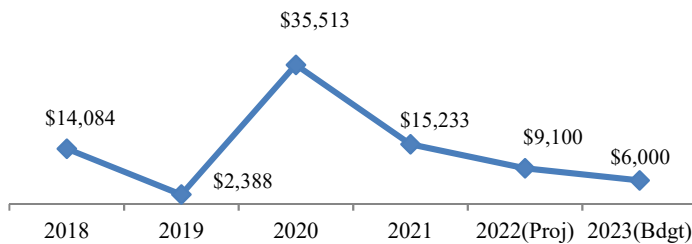
The Federal Drug Enforcement Fund revenues are federal grant funds and seizure funds that are used for drug education and enforcement programs. Federal grants and seizure funds can vary from year to year.

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

Drainage Control Fund



Parks Improvement Fund



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



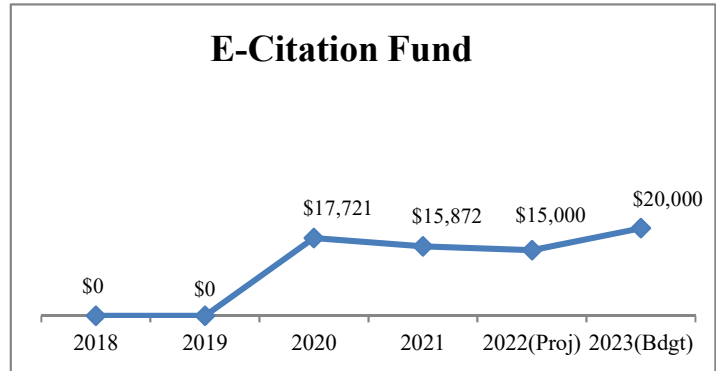
CITY OF BARTLETT

ANALYSIS OF SPECIAL REVENUE SOURCES

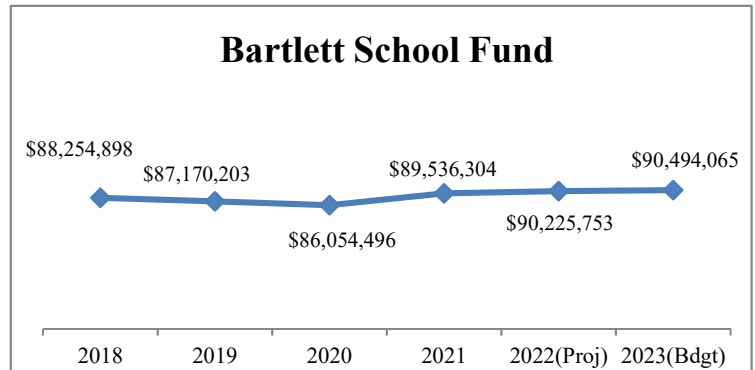
FY 2023 Adopted Budget



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 fourth year for the E-Citation Fund.



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





**CITY OF BARTLETT
STREET AID FUND
FY 2023 Adopted Budget**

Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Street Aid Fund Revenues				
Gas Taxes	\$ 2,044,269	\$ 2,100,000	\$ 2,150,000	\$ 2,150,000
Street Lighting Fee	1,622	10,000	5,000	10,000
S/D Paving Fee	62,966	100,000	100,000	100,000
Transfer From CIP/General Fund	56,946	0	0	0
Other Revenues	473	0	0	0
Total Street Aid Revenues	\$ 2,166,276	\$ 2,210,000	\$ 2,255,000	\$ 2,260,000
Street Aid Expenditures				
Operations				
Street Lighting	\$ 1,313,658	\$ 1,450,000	\$ 1,470,000	\$ 1,600,000
Street Paving	500,000	500,000	500,000	0
Street S/D Paving	62,966	100,000	100,000	100,000
Total Operations	\$ 1,876,624	\$ 2,050,000	\$ 2,070,000	\$ 1,700,000
Capital				
Handicap Ramp At Curbs	\$ 44,670	\$ 114,368	\$ 114,368	\$ 85,000
Curb Replacement	39,971	110,029	110,029	75,000
Signal Maintenance	210,739	388,532	300,000	400,000
<i>Flasher modifications, signal pole replacement.</i>				
Total Capital	\$ 295,380	\$ 612,929	\$ 524,397	\$ 560,000
Total Street Aid Expenditures	\$ 2,172,003	\$ 2,662,929	\$ 2,594,397	\$ 2,260,000
Net From Operations	(5,727)	(452,929)	(339,397)	0
Beginning Fund Balance	\$ 766,655	\$ 760,928	\$ 760,928	\$ 421,531
Ending Fund Balance	\$ 760,928	\$ 308,000	\$ 421,531	\$ 421,531

Solid Waste Fund

FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Revenues	7,417,761	7,339,000	7,422,000	7,380,500
Salaries	1,868,595	2,117,751	2,012,769	2,400,550
Benefits	1,206,522	1,233,160	1,157,952	1,287,935
Other Personnel	109,492	190,000	190,000	190,000
Operations	2,420,322	2,444,775	2,476,701	2,589,681
Capital	321,358	1,013,945	1,018,322	791,000
Trnsfr Out/ Interdept Alloc	125,000	540,348	74,000	64,000
Net Fr Opers	1,366,473	(200,979)	492,256	57,334
Beg Fund Bal	882,420	2,248,893	2,248,893	2,741,149
End Fund Bal	2,248,893	2,047,914	2,741,149	2,798,483

FY 2022 Performance Highlights

We continue to use single stream recycling at our recycling centers which makes the recycling process easier for our residents and more efficient. We combined all of our leaf machines all together on one route in order to pick up loose leaves in a timely manner. due to the large increase in residence participating in loose leaf collection we added manpower from other divisions when needed. The Covid-19 pandemic created an increase in household, yard waste and recycling collection. The pandemic continues to created an issue for us ordering and recieving new garbage carts due to the redused workforce across the country.

Objective	Performance Measures	FY 2021 Actual	FY 2022 Forecast	FY 2023 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.	2 to 3 weeks per cycle	2 to 3 weeks per cycle	2 to 3 weeks per cycle
Reduce solid waste taken to the landfill. Look at the possiblity of single stream recycling program to increase the percentage of recycled materials	% of solid waste diverted from the landfill (the state has mandated a minimum 25% reduction)	37%	40%	42%
Maintain the current level of household service.	Number of calls for missed service and cart repairs combined each month.	165 per month	150 per month	130 per month



**CITY OF BARTLETT
SOLID WASTE FUND
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Solid Waste Revenues				
Property Maintenance Charges	\$ 16,773	\$ 10,000	\$ 15,000	\$ 15,000
Sanitation Fee-Residential	7,232,575	7,240,000	7,230,000	7,250,000
Sanitation Fee-Commercial	39,133	42,000	40,500	42,000
Recycling Fee	6,590	7,000	7,000	7,000
Carts Commercial	1,290	1,000	1,000	1,000
Carts Residential	31,763	25,000	30,000	32,000
Appliances	2,445	3,000	2,500	2,500
Other Revenue/Uncollectable	87,194	11,000	96,000	31,000
Total Solid Waste Revenues	\$ 7,417,761	\$ 7,339,000	\$ 7,422,000	\$ 7,380,500

Solid Waste Expenditures

Personnel

Supervisor Salaries	\$ 65,486	\$ 70,649	\$ 70,649	\$ 76,120
Employee Wages	1,548,860	1,744,982	1,648,126	2,022,310
Overtime Wages	223,287	260,000	260,000	260,000
Contracted Services	109,492	190,000	190,000	190,000
Part-Time	30,962	42,120	33,994	42,120
Vacation Pay	5,333	0	7,360	0
Longevity Pay	39,570	45,861	45,861	46,776
Bonus	60,651	3,652	3,298	3,652
Employee Health Insurance	534,635	566,940	499,564	624,635
Employee Life Insurance	4,593	5,810	5,078	6,715
Workers' Comp Insurance	73,733	71,510	66,714	81,351
Unemployment Compensation	3,984	0	992	0
Retiree Health Insurance	80,685	90,782	85,837	104,921
FICA	138,472	152,067	146,704	176,153
Pension Contribution	245,269	273,346	273,348	220,540
Contributory Retirement Plan	19,596	23,192	23,196	23,192
Total Personnel	\$ 3,184,609	\$ 3,540,911	\$ 3,360,721	\$ 3,878,485

Staffing Level

<i>Full-Time</i>	<i>41.05</i>	<i>44.00</i>	<i>37.53</i>	<i>44.00</i>
<i>Part-Time (converted to FTE)</i>	<i>1.66</i>	<i>2.25</i>	<i>2.04</i>	<i>2.25</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>42.71</i>	<i>46.25</i>	<i>39.57</i>	<i>46.25</i>

Operations

Other Professional Services	\$ 0	\$ 600	\$ 600	\$ 600
Dues & Subscriptions	444	250	250	250
Utilities	9,749	10,250	9,420	10,000
Phone-Local	1,569	1,550	1,453	1,550
Cellular Phones	2,151	2,000	1,540	2,000
Shop Allocation	220,000	220,000	220,000	220,000
Vehicle Maintenance	417,865	525,000	500,000	525,000
Equipment Maintenance	94,740	80,000	60,000	80,000
Radio Maintenance	12,769	14,360	14,360	12,967
Building Maintenance	2,406	2,590	2,590	2,500
Office Supplies	968	750	1,000	1,200
Printing	284	600	600	600
Petroleum Supplies	323,928	375,000	475,000	500,000



**CITY OF BARTLETT
SOLID WASTE FUND
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Clothing & Uniforms	19,807	18,000	18,500	19,000
Operating Supplies	13,053	21,500	18,000	20,000
Cleaning Supplies	0	1,200	1,200	1,200
Fill Sand, Dirt & Gravel	935	5,000	5,000	5,000
Small Tools	3,199	3,200	4,000	4,750
COVID-19 Grant Expenses	1,563	1,600	2,772	0
Equipment Leasing	77	125	100	100
Property Insurance	560	700	632	632
Vehicle & Equip Insurance	38,201	40,000	38,695	38,695
General Liability Insurance	9,082	13,000	8,989	8,989
Landfill Fees	1,214,795	1,070,000	1,070,000	1,102,648
State Fees	19,833	21,500	16,000	16,000
<i>Household Hazardous Waste Fee \$20,000, \$1500 - TDEC fees.</i>				
Damage Claims	11,176	15,000	5,000	15,000
Miscellaneous Other Expenses	1,169	1,000	1,000	1,000
Total Operations	\$ 2,420,322	\$ 2,444,775	\$ 2,476,701	\$ 2,589,681
Transfers Out/Interdept Allocation				
Transfer To Debt Service	\$ 125,000	\$ 74,000	\$ 74,000	\$ 64,000
Cost Sharing Allocation	0	466,348	0	0
Total Transfers Out	\$ 125,000	\$ 540,348	\$ 74,000	\$ 64,000
Capital				
Data Processing Equipment	\$ 1,115	\$ 0	\$ 0	\$ 0
Vehicles	155,924	856,945	855,322	621,000
<i>1- Automated Garbage Packer \$310,000, 1- Knuckleboom \$171,000, 2- F-550 Mini Dump Trucks \$140,000.</i>				
Other Equipment	79,881	82,000	88,000	95,000
<i>Walking Floor Trailer - \$95k.</i>				
Garbage Carts	84,438	75,000	75,000	75,000
Total Capital	\$ 321,358	\$ 1,013,945	\$ 1,018,322	\$ 791,000
Total Solid Waste Expenditures	\$ 6,051,288	\$ 7,539,979	\$ 6,929,744	\$ 7,323,166
Net From Operations	1,366,473	(200,979)	492,256	57,334
Beginning Fund Balance	\$ 882,420	\$ 2,248,893	\$ 2,248,893	\$ 2,741,149
Ending Fund Balance	\$ 2,248,893	\$ 2,047,914	\$ 2,741,149	\$ 2,798,483



CITY OF BARTLETT
GENERAL IMPROVEMENT FUND
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
General Improvement Revenues				
City Service Fee	\$ 659,632	\$ 672,000	\$ 667,000	\$ 670,000
Transfer From General Fund	0	275,000	275,000	275,000
Other Revenue	2,142	100	50	100
Total General Improvement Revenues	\$ 661,774	\$ 947,100	\$ 942,050	\$ 945,100
General Improvement Expenditures				
Operations				
Training	\$ 6,367	\$ 10,000	\$ 6,685	\$ 10,000
Rental	19,612	40,000	61,000	45,000
<i>MLGW pole attaching for fiber, Vertical Bridge tower lease for radio.</i>				
Software	0	0	0	0
Telecommunication Link	1,575	1,500	1,575	1,600
Equipment Maintenance	687	2,000	11,000	10,000
Computer Maintenance	420,805	517,652	495,000	531,200
COVID-19 Grant Expenses	4,714	0	0	0
Total Operations	\$ 453,759	\$ 571,152	\$ 575,260	\$ 597,800
Transfers Out				
Transfer To General Fund	\$ 168,000	\$ 168,000	\$ 168,000	\$ 168,000
Total Transfers Out	\$ 168,000	\$ 168,000	\$ 168,000	\$ 168,000
Capital				
Buildings Improvements	\$ 950	\$ 1,000	\$ 950	\$ 11,000
Data Equipment	81,020	67,771	65,000	100,250
Furniture	0	0	0	0
Total Capital	\$ 81,970	\$ 68,771	\$ 65,950	\$ 111,250
Total Gen Improvement Expenditures	\$ 703,729	\$ 807,923	\$ 809,210	\$ 877,050
Net From Operations	(41,955)	139,177	132,840	68,050
Beginning Fund Balance	\$ 166,424	\$ 124,469	\$ 124,469	\$ 257,309
Ending Fund Balance	\$ 124,469	\$ 263,646	\$ 257,309	\$ 325,359



CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Drug Enforcement Funds Revenues				
Drug Enforcement Fines	\$ 22,348	\$ 25,000	\$ 20,000	\$ 22,000
Other Court Fines	1,742	0	0	0
Sale Confiscated Property	46,466	20,000	20,000	20,000
Civil Settlement	162,945	150,000	160,000	160,000
Transfer In School Reimbursement	12,858	33,000	18,995	33,000
Other Revenues	6,180	1,500	1,500	2,000
Total Drug Enforcement Funds Revenues	\$ 252,539	\$ 229,500	\$ 220,495	\$ 237,000

Dare Program Expenditures

Operations

Training	\$ 0	\$ 1,500	\$ 0	\$ 1,500
Travel	0	2,500	0	2,500
Office Supplies	428	500	0	500
Printing	0	1,000	0	1,000
Clothing & Uniforms	0	0	0	5,000
Operating Supplies	5,025	10,000	10,000	10,000
Small Tools	73	2,000	995	2,000
Public Awareness	7,332	8,000	8,000	8,000
Total Operations	\$ 12,858	\$ 25,500	\$ 18,995	\$ 30,500

Capital

Data Equipment	\$ 0	\$ 7,500	\$ 0	\$ 2,500
Total Capital	\$ 0	\$ 7,500	\$ 0	\$ 2,500

Total Dare Program Expenditures	\$ 12,858	\$ 33,000	\$ 18,995	\$ 33,000

Drug Enforcement Expenditures

Personnel

Overtime Wages	\$ 0	\$ 10,000	\$ 0	\$ 10,000
FICA	0	1,000	0	1,000
Total Personnel	\$ 0	\$ 11,000	\$ 0	\$ 11,000

Operations

Training	\$ 1,600	\$ 4,000	\$ 1,750	\$ 3,000
Firearm Training	0	2,500	0	2,000
Travel	0	4,000	0	3,000
Dues & Subscriptions	0	500	0	500
Phone-Local	1,356	1,500	1,500	1,500
Cell Phones	4,482	6,000	6,000	6,000
Software	0	30,000	0	20,000
<i>CAD/RMS Software.</i>				
Vehicle Maintenance	0	3,000	2,500	3,000
Office Supplies	118	2,000	500	2,000
Printing	8	1,000	0	1,000
Clothing	8,900	4,539	1,000	2,500
Operating Supplies	5,461	4,000	1,500	3,000
Small Tools	348	4,000	3,000	3,000
Public Awareness	0	1,000	0	1,000



CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Drug Prevention	0	1,000	3,849	1,000
Equipment Leasing	55	1,000	0	1,000
Tow-In Fee	0	1,000	0	1,000
Informant Payments	16,372	20,000	6,500	20,000
Miscellaneous Expense	2	2,500	2,500	2,000
Total Operations	\$ 38,701	\$ 93,539	\$ 30,599	\$ 76,500
Capital				
Communication Equipment	\$ 0	\$ 3,000	\$ 0	\$ 2,000
Data Equipment	0	30,000	0	20,000
<i>CAD/RMS Hardware.</i>				
Office Equipment	0	2,500	2,500	2,000
Vehicles	43,877	180,000	300,000	120,000
<i>(2) ISD Cars (\$70,000), (1) Motorcycle (\$30,000), (1) Message Board (\$20,000).</i>				
Furniture	5,477	2,500	2,500	2,500
Other Equipment	2,120	15,000	15,000	30,000
<i>SWAT Equipment and UAS Equipment.</i>				
Total Capital	\$ 51,474	\$ 233,000	\$ 320,000	\$ 176,500
Total Drug Enforcement Expenditures	\$ 90,175	\$ 337,539	\$ 350,599	\$ 264,000
Total Drug Enforcement Funds Expenditure	\$ 103,033	\$ 370,539	\$ 369,594	\$ 297,000
Net From Operations	149,506	(141,039)	(149,099)	(60,000)
Beginning Fund Balance	\$ 408,818	\$ 558,324	\$ 558,324	\$ 409,224
Ending Fund Balance	\$ 558,324	\$ 417,284	\$ 409,224	\$ 349,224



CITY OF BARTLETT
FEDERAL DRUG ENFORCEMENT FUND
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Fed Drug Enforcement Revenues				
DEA Funds	\$ 15,582	\$ 100,000	\$ 35,000	\$ 35,000
Interest/Other	163	200	1,900	200
Total Fed Drug Enforcement Revenues	\$ 15,744	\$ 100,200	\$ 36,900	\$ 35,200
Fed Drug Enforcement Expenditures				
Operations				
Training	\$ 0	\$ 3,500	\$ 1,750	\$ 4,000
Volunteer Expense	0	500	0	500
Travel	0	3,500	0	3,500
Dues & Subscription	0	3,000	0	2,000
Cell Phones	1,957	3,000	3,000	3,000
Vehicle Maintenance	0	500	0	500
Radio Maintenance	0	500	0	500
Office Supplies	0	500	0	500
Small Tools	906	500	0	500
Total Operations	\$ 2,863	\$ 15,500	\$ 4,750	\$ 15,000
Capital				
Data Equipment	\$ 0	\$ 50,000	\$ 0	\$ 50,000
<i>CAD/RMS Equipment.</i>				
Vehicles	89,319	132,108	132,108	0
Other Equipment	29,087	30,875	29,960	60,000
<i>Urban Patrol Rifles and Ballistic Carriers.</i>				
Total Capital	\$ 118,405	\$ 212,983	\$ 162,068	\$ 110,000
Total Fed Drug Enforcement Expenditures	\$ 121,269	\$ 228,483	\$ 166,818	\$ 125,000
Net From Operations	(105,524)	(128,283)	(129,918)	(89,800)
Beginning Fund Balance	\$ 360,702	\$ 255,178	\$ 255,178	\$ 125,259
Ending Fund Balance	\$ 255,178	\$ 126,895	\$ 125,259	\$ 35,459



**CITY OF BARTLETT
DRAINAGE FUND
FY 2023 Adopted Budget**

Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Drainage Control Revenues				
Drainage Fee	\$ 5,750	\$ 6,000	\$ 9,500	\$ 11,000
Transfer from General Fund	0	100,000	100,000	100,000
Interest/Other	15,128	20,000	15,000	18,656
Total Drainage Revenues	\$ 20,878	\$ 126,000	\$ 124,500	\$ 129,656
Drainage Control Expenditures				
Personnel				
Employee Wages	\$ 61,330	\$ 64,397	\$ 64,398	\$ 68,946
Overtime Wages	0	3,500	1,000	3,000
Contracted Services	845	2,065	130	3,000
Education Bonus	720	720	720	720
Longevity	3,680	4,018	3,864	4,077
Bonus	1,504	83	83	83
Employee Health Insurance	14,455	14,455	14,454	14,455
Employee Life Insurance	170	206	190	221
Workers' Comp Insurance	261	245	240	243
Retiree Health Insurance	3,066	3,220	3,220	3,447
FICA	4,896	5,241	5,105	5,578
Pension Contribution	9,490	9,053	9,048	7,246
Contributory Retirement Plan	758	818	816	818
Total Personnel	\$ 101,174	\$ 108,021	\$ 103,268	\$ 111,834
<u>Staffing Level</u>				
<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>
<i>Total Full-Time Equivalent (FTE)</i>	<i>1.00</i>	<i>1.00</i>	<i>1.00</i>	<i>1.00</i>
Operations				
Training	\$ 560	\$ 750	\$ 500	\$ 1,200
Travel	0	1,400	1,000	1,400
Professional Services	2,628	2,872	2,500	2,872
Other Professional Services	2,300	3,000	2,500	3,000
Dues & Subscription	0	750	500	750
Printing	0	250	0	250
Operating Supplies	0	250	100	250
Public Awareness	1,500	3,500	2,000	3,500
State Fees	3,460	3,600	3,460	3,600
Total Operations	\$ 10,448	\$ 16,372	\$ 12,560	\$ 16,822
Capital				
Data Equipment	\$ 0	\$ 1,155	\$ 1,000	\$ 1,000
Total Capital	\$ 0	\$ 1,155	\$ 1,000	\$ 1,000
Total Drainage Control Expenditures	\$ 111,622	\$ 125,548	\$ 116,828	\$ 129,656
Net From Operations	(90,744)	452	7,672	0
Beginning Fund Balance	\$ 220,006	\$ 129,262	\$ 129,262	\$ 136,934
Ending Fund Balance	\$ 129,262	\$ 129,714	\$ 136,934	\$ 136,934



CITY OF BARTLETT
PARK IMPROVEMENTS FUND
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Park Improvement Revenues				
Parks Dev Fee Dist1	\$ 0	\$ 0	\$ 0	\$ 0
Parks Dev Fee Dist2	1,400	0	5,600	0
Parks Dev Fee Dist3	13,300	10,000	3,000	5,000
Greenbelt	0	0	0	0
Interest/Other Revenues	533	500	500	1,000
Total Park Improvement Revenues	\$ 15,233	\$ 10,500	\$ 9,100	\$ 6,000
Transfers Out				
Transfers to Grants Fund	\$ 100,000	\$ 0	\$ 0	\$ 0
Transfer to Capital Improvement Fund	0	150,000	150,000	0
Total Transfers Out	\$ 100,000	\$ 150,000	\$ 150,000	\$ 0
Park Improvement Expenditures				
Park Improvements Dist1	\$ 0	\$ 0	\$ 0	\$ 0
Park Improvements Dist2	0	0	0	0
Park Improvements Dist3	0	0	0	0
Park Improvements Miscellaneous	42,367	8,001	8,001	0
Total Park Improvement Expenditures	\$ 42,367	\$ 8,001	\$ 8,001	\$ 0
Net From Operations	(127,134)	(147,501)	(148,901)	6,000
Beginning Fund Balance	\$ 660,088	\$ 532,954	\$ 532,954	\$ 384,053
Ending Fund Balance	\$ 532,954	\$ 385,453	\$ 384,053	\$ 390,053



**CITY OF BARTLETT
E-CITATION FUND
FY 2023 Adopted Budget**

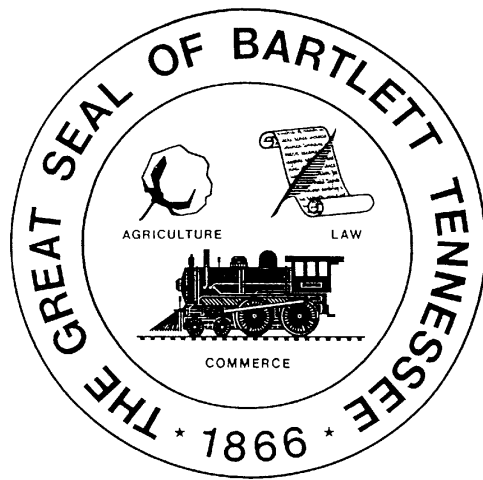
Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
E-Citation Revenues				
Electronic Traffic Citation Fee	\$ 15,865	\$ 30,000	\$ 15,000	\$ 20,000
Interest/Other Revenues	7	0	0	0
Total E-Citation Revenues	\$ 15,872	\$ 30,000	\$ 15,000	\$ 20,000
E-Citation Expenditures				
Operations				
Office Supplies	\$ 425	\$ 15,000	\$ 5,000	\$ 5,000
Total Operations	\$ 425	\$ 15,000	\$ 5,000	\$ 5,000
Capital				
Data Processing Equipment	\$ 15,232	\$ 15,000	\$ 15,000	\$ 8,000
<i>Laptops, PCs & printers, Share of Server Cost.</i>				
Total Capital	\$ 15,232	\$ 15,000	\$ 15,000	\$ 8,000
Total E-Citation Expenditures	\$ 15,656	\$ 30,000	\$ 20,000	\$ 13,000
Net From Operations	215	0	(5,000)	7,000
Beginning Fund Balance	\$ 8,113	\$ 8,328	\$ 8,328	\$ 3,328
Ending Fund Balance	\$ 8,328	\$ 8,328	\$ 3,328	\$ 10,328



CITY OF BARTLETT
BARTLETT CITY SCHOOL FUND
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Bartlett School Fund Revenues				
County Taxes	\$ 38,817,908	\$ 37,810,681	\$ 37,810,681	\$ 40,196,497
City of Bartlett Contributions	2,346,018	2,346,019	2,346,019	2,346,019
Charges for Services	103,344	150,218	150,218	110,200
Recurring Local Revenue	67,691	737,000	737,000	680,000
Nonrecurring Local Revenue	1,890,947	2,100,000	2,100,000	0
State Education Funds	44,910,744	46,401,835	46,401,835	46,787,349
Other State Revenue	1,004,996	100,000	100,000	104,000
Federal Funds thru the State	0	0	0	0
Capital Leases Issued	0	0	0	0
Other Sources	394,656	580,000	580,000	270,000
Total Bartlett School Fund Revenues	\$ 89,536,304	\$ 90,225,753	\$ 90,225,753	\$ 90,494,065
Staffing Level				
<i>Full-Time Equivalent (FTE)</i>	<i>864.00</i>	<i>865.00</i>	<i>865.00</i>	<i>864.00</i>
Bartlett School Fund Expenditures				
Regular Instruction Program	\$ 43,868,938	\$ 45,809,246	\$ 45,809,246	\$ 43,801,732
Alternative Education Program	415,665	468,812	468,812	525,656
Special Education	6,505,938	7,035,332	7,035,332	7,253,130
Career and Technical Education Program	1,427,530	1,590,770	1,590,770	1,613,771
Planning	125,307	135,603	135,603	140,219
Student Services	707,548	769,435	769,435	762,981
Health Services	852,029	997,165	997,165	1,039,488
Other Student Support	1,946,617	2,440,285	2,440,285	2,176,610
Regular Instruction Support	2,033,584	2,437,118	2,437,118	2,499,497
Special Education Support	1,142,541	1,303,717	1,303,717	1,444,090
Vocational Education Support	135,648	128,343	128,343	129,419
Board of Education	2,995,509	4,992,391	4,992,391	5,521,088
Director of Schools	598,201	591,261	591,261	598,384
Office of Principal	6,833,298	7,358,539	7,358,539	7,641,246
Fiscal Services	1,075,747	1,884,189	1,884,189	1,579,313
Human Resources	628,837	710,494	710,494	720,202
Operation of Plant	4,578,283	5,363,205	5,363,205	6,254,230
Maintenance of Plant	1,110,714	1,907,204	1,907,204	1,952,763
Transportation	2,885,823	3,995,754	3,995,754	4,247,774
Technology	1,997,665	2,306,890	2,306,890	2,592,472
School Safety	18,026	0	0	0
Capital Outlays	0	0	0	0
Transfers Out	3,380,317	0	0	0
Total Bartlett School Fund Expenditures	\$ 85,263,765	\$ 92,225,753	\$ 92,225,753	\$ 92,494,065
Net From Operations	4,272,539	(2,000,000)	(2,000,000)	(2,000,000)
School Beginning Fund Balance	\$ 35,379,155	\$ 39,651,694	\$ 39,651,694	\$ 37,651,694
School Ending Fund Balance	\$ 39,651,694	\$ 37,651,694	\$ 37,651,694	\$ 35,651,694

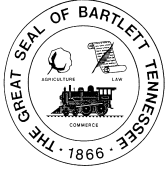


CITY OF BARTLETT

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	1
Total Utility Administration	7

Water & Wastewater Services

Manager	1
Skill Clerk	1
Driver	5
Foreman	4
Supervisor	1
Meter Reader	4
Sewer Tech	2
Utility Worker	3
Utility Location Technician	1
Total Water & Wastewater Svcs	22

Plant Operations

Manager	1
Engineer	1
Construction Inspector	3
Driver	1
Watertreat Operator	3
Total Plant Operations	9

Sewer Lagoon

Manager	1
Watertreat Operator	2
Plant Maintenance	1
Total Sewer Lagoon	4

TOTAL UTILITY FUND 42

UTILITY FUND

FY 2023 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 \$1,129,301 (12.23%) over the FY 2022 Projection. Close to 40% of the increase comes from infrequent capital purchases. Public Works and Engineering each moved 1 assistant director position from the Utility Fund back to the General Fund. There were no other staffing changes. FY 2023 budget included a career ladder pay increase and 4% salary increase for full-time employees.

Summary Revenue/Expenditure Type

Category	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Revenues	9,622,151	10,183,300	10,177,400	10,376,519
Salaries	2,112,513	2,372,688	2,191,323	2,286,914
Benefits	1,616,950	1,322,570	1,239,976	1,154,520
Operations	3,762,476	4,469,437	3,617,232	3,837,652
Capital	406,384	1,256,137	741,880	1,534,300
Interdept Alloc	0	593,534	0	0
Dbt Svc/Trfr Out	1,155,469	1,510,979	1,470,807	1,563,133
Net Income	568,360	(1,342,045)	916,182	0
Beg Cash Bal	12,848,946	13,417,306	13,417,306	14,333,488
End Cash Bal	13,417,306	12,075,261	14,333,488	14,333,488



CITY OF BARTLETT
UTILITY FUND SUMMARY
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Utility Revenues				
Operating Revenues	\$ 9,484,116	\$ 10,058,800	\$ 10,000,500	\$ 10,253,500
Other Revenues	58,631	45,500	66,400	36,519
Non-Operating Revenues	68,421	65,000	85,000	75,000
Total Utility Revenues	\$ 9,611,167	\$ 10,169,300	\$ 10,151,900	\$ 10,365,019
Utility Expenditures				
Utility Administration	\$ 2,647,454	\$ 3,348,041	\$ 2,266,580	\$ 2,286,812
Water & Wastewater Services	2,160,158	2,343,924	1,986,811	2,543,076
Plant Operations	2,262,856	3,030,368	2,482,756	2,756,620
Sewer Treatment	816,870	1,278,033	1,028,764	1,215,378
Total Utility Expenditures	\$ 7,887,339	\$ 10,000,366	\$ 7,764,911	\$ 8,801,886
Projected Cash Flow	\$ 1,723,829	\$ 168,934	\$ 2,386,989	\$ 1,563,133
Less:				
Debt Service	\$ 1,155,469	\$ 1,230,979	\$ 1,190,807	\$ 983,503
Transfer to Capital Improvement Fund	0	280,000	280,000	579,630
Total	\$ 1,155,469	\$ 1,510,979	\$ 1,470,807	\$ 1,563,133
Net From Operations	\$ 568,360	\$ (1,342,045)	\$ 916,182	\$ 0
Beginning Cash Balance	\$ 12,848,946	\$ 13,417,306	\$ 13,417,306	\$ 14,333,488
Ending Cash Balance	\$ 13,417,306	\$ 12,075,261	\$ 14,333,488	\$ 14,333,488



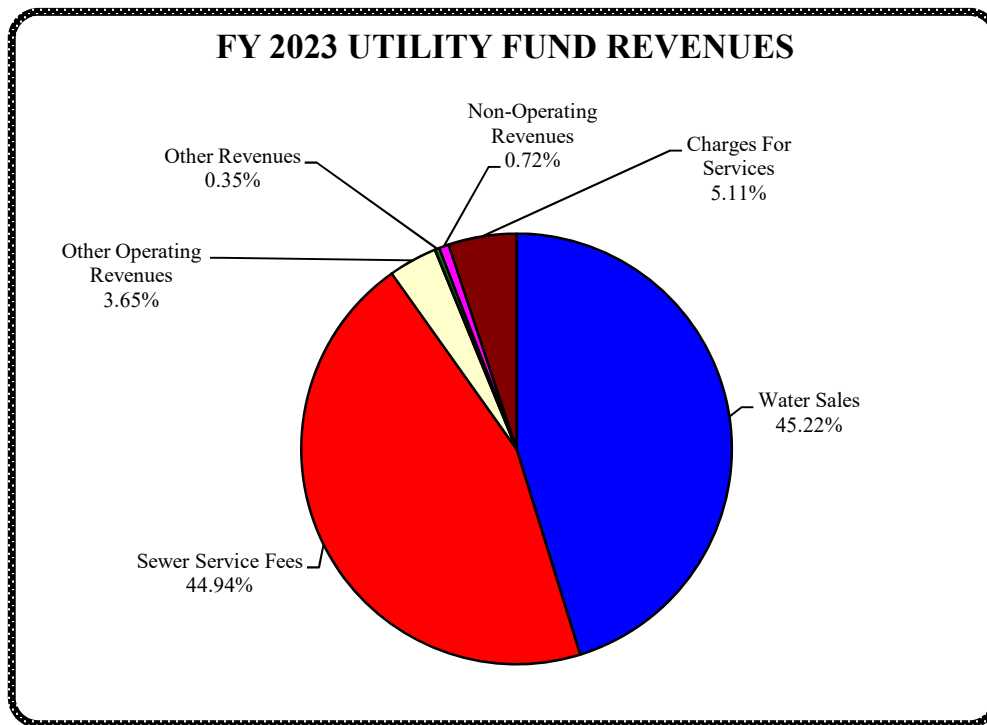
CITY OF BARTLETT
UTILITY FUND REVENUES
FY 2023 Adopted Budget



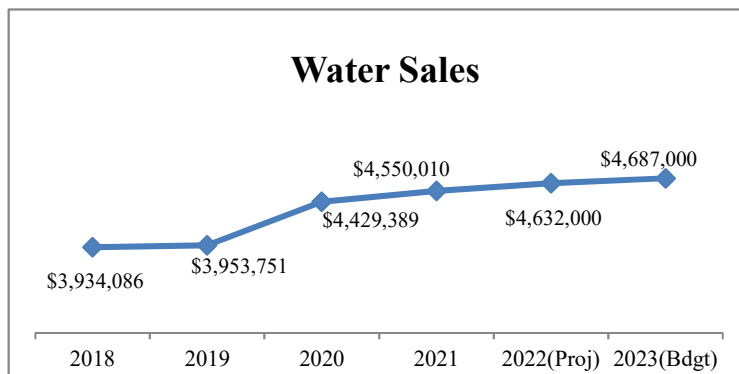
Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Water Sales				
Metered Water Sales City Residential	\$ 3,456,344	\$ 3,500,000	\$ 3,480,000	\$ 3,500,000
Metered Water Sales City Commercial	875,290	800,000	910,000	940,000
Metered Water Sales Rural Residential	226,424	230,000	225,000	230,000
Metered Water Sales Rural Commercial	16,957	17,000	17,000	17,000
Uncollectable Revenue-Water	(25,005)	0	0	0
Total Water Sales	\$ 4,550,010	\$ 4,547,000	\$ 4,632,000	\$ 4,687,000
Sewer Service Fees				
Sewer Service Fees City Residential	\$ 2,175,456	\$ 2,470,000	\$ 2,390,000	\$ 2,500,000
Sewer Service Fees City Commercial	627,620	705,000	695,000	705,000
Sewer Service Fees Rural Commercial	4,222	4,500	8,000	8,000
North Sewer Service Fees City Res.	1,105,246	1,280,000	1,210,000	1,250,000
North Sewer Service Fees City Comm	43,999	52,000	48,000	50,000
North Sewer Service Fees Rural Res.	123,132	145,000	135,000	140,000
North Sewer Service Fees Rural Comm.	5,427	5,300	5,500	5,500
Uncollectable Revenue-Sewer	505	0	0	0
Total Sewer Service Fees	\$ 4,085,608	\$ 4,661,800	\$ 4,491,500	\$ 4,658,500
Other Operating Revenues				
Service Connection Fee	\$ 57,028	\$ 60,000	\$ 60,000	\$ 60,000
Disconnect/Reconnect Fee	38,250	30,000	36,000	38,000
Forfeited Discounts	285,235	310,000	260,000	280,000
Total Other Operating Revenues	\$ 380,513	\$ 400,000	\$ 356,000	\$ 378,000
Other Revenues				
Interest	\$ 12,903	\$ 10,500	\$ 1,400	\$ 2,500
Other Revenues	34,739	20,000	20,000	19,019
Reimbursements For Damage	10,990	15,000	45,000	15,000
Total Other Revenues	\$ 58,631	\$ 45,500	\$ 66,400	\$ 36,519
Non-Operating Revenues				
Water Tap Fees South	\$ 6,000	\$ 10,000	\$ 12,000	\$ 10,000
Water Tap Fees North	25,937	20,000	12,000	20,000
Sewer Tap South Basin	5,000	10,000	25,000	15,000
Sewer Tap North Basin	29,118	20,000	25,000	25,000
Subdivision Development	2,366	5,000	11,000	5,000
Total Non-Operating Revenues	\$ 68,421	\$ 65,000	\$ 85,000	\$ 75,000
Charges For Services				
Water Credit Card Fees	\$ 89,078	\$ 85,000	\$ 96,000	\$ 100,000
Tower Lease Payments	359,406	340,000	395,000	400,000
Water Meter Installation	19,500	25,000	30,000	30,000
Total Charges For Services	\$ 467,984	\$ 450,000	\$ 521,000	\$ 530,000
TOTAL UTILITY FUND REVENUES	\$ 9,611,167	\$ 10,169,300	\$ 10,151,900	\$ 10,365,019



CITY OF BARTLETT ANALYSIS OF UTILITY REVENUE SOURCES FY 2023 Adopted Budget



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



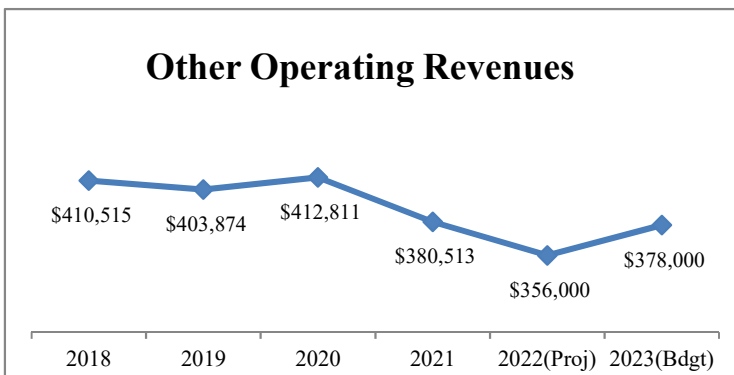
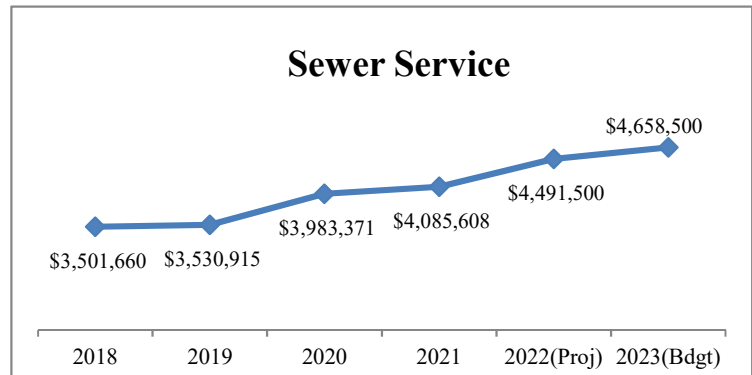
This revenue is based on the volume of water usage with a different rate for residential and commercial users. FY 2023 budget is based on 30 new additional users.



CITY OF BARTLETT ANALYSIS OF UTILITY REVENUE SOURCES FY 2023 Adopted Budget

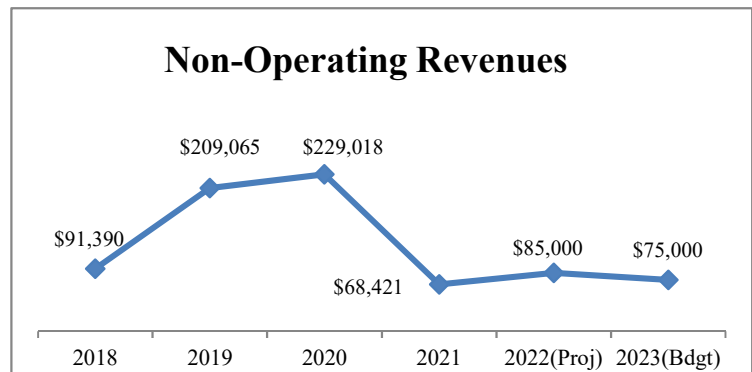


This revenue is based on the volume of water used and is a charge for the collection, treatment, and disposal of wastewater. Sewage in the North Basin is treated by the City and sewage in the South Basin is treated by the City of Memphis. Small sewer rate increase to cover increased City of Memphis sewer treatment charges. FY 2023 budget is based on 30 new additional users.



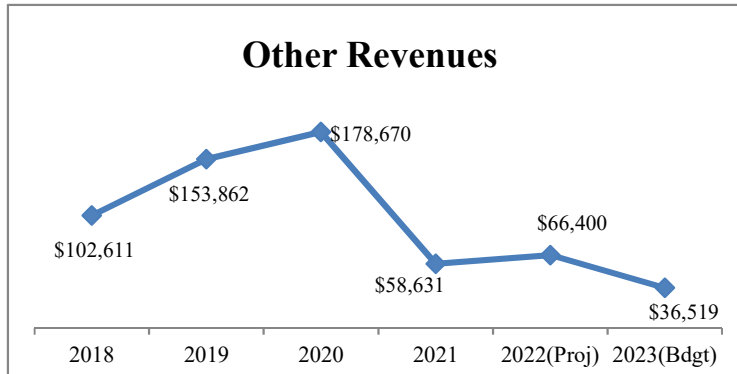
These are service fees and disconnect/reconnect fees for the water and sewer systems and the forfeited discounts.

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.



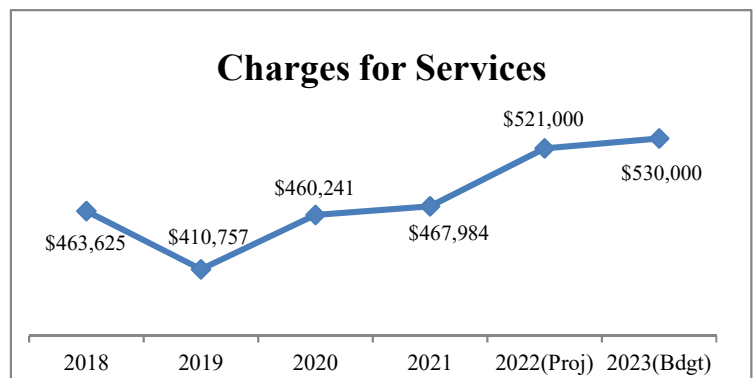


CITY OF BARTLETT ANALYSIS OF UTILITY REVENUE SOURCES FY 2023 Adopted Budget



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

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





CITY OF BARTLETT
UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues				
Demand Response Program	\$ 10,984	\$ 14,000	\$ 25,500	\$ 11,500
Total Department Revenues	\$ 10,984	\$ 14,000	\$ 25,500	\$ 11,500
Personnel				
Supervisor Salaries	\$ 487,012	\$ 513,945	\$ 519,596	\$ 323,947
Employee Wages	1,514,270	1,733,663	1,540,347	1,823,387
Overtime Wages	74,421	72,500	80,446	82,400
Special Hours	17,383	21,600	28,300	26,200
Part-Time	19,427	30,980	22,634	30,980
Vacation Pay	106	0	14,274	0
Educational Bonus	3,320	3,360	4,000	4,920
Sick Pay	(822)	0	15,303	0
Longevity Pay	49,580	54,488	52,903	44,121
Bonus	61,825	3,818	3,298	3,735
Employee Health Insurance	518,737	589,990	499,752	523,629
Employee Life Insurance	5,542	7,193	6,020	6,872
Workers' Comp Insurance	40,989	41,886	41,892	43,294
Unemployment Compensation	35	0	600	0
Retiree Health Insurance	336,237	112,381	102,997	107,367
FICA	158,636	172,785	162,253	166,362
Pension Contribution	425,624	308,129	308,136	225,679
Contributory Retirement Plan	17,140	28,540	28,548	28,541
Total Personnel	\$ 3,729,462	\$ 3,695,258	\$ 3,431,299	\$ 3,441,434
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>39.82</i>	<i>44.00</i>	<i>39.25</i>	<i>42.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.87</i>	<i>1.27</i>	<i>0.77</i>	<i>1.27</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>40.69</i>	<i>45.27</i>	<i>40.02</i>	<i>43.27</i>
Operations				
Training	\$ 4,137	\$ 6,200	\$ 5,290	\$ 6,950
Travel	1,873	5,800	3,700	7,650
Professional Services	267	2,000	1,500	2,000
Other Professional Service	32,129	44,500	34,150	68,000
Postage & Freight	93,567	101,250	94,250	101,550
Notice Publication	197	400	350	400
Dues & Subscriptions	1,300	2,410	2,404	3,210
Utilities	692,751	741,000	744,491	785,000
Water Purchased For Resale	33,874	55,000	35,000	40,000
Phones - Local	4,084	4,000	3,915	4,200
Cellular Phones	6,431	7,750	7,280	7,750
Data Processing - Software	30,780	16,100	3,200	1,500
Telecommunication Link	0	650	0	650
Shop Allocation	26,000	26,000	20,228	26,000
Vehicle Maintenance	34,501	37,500	38,700	39,000
Equipment Maintenance	226,638	365,058	257,500	367,000
Radio Maintenance	14,228	16,001	16,001	14,449
Computer Maintenance	0	10,000	32,000	35,000
Grounds Maintenance	3,307	4,100	5,000	5,500



CITY OF BARTLETT
UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2023 Adopted Budget

Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Building Maintenance	21,969	29,500	28,396	35,500
Water & Sewer Line Maintenance	31,933	30,000	30,000	30,000
Waste Refuse	34,915	45,104	45,104	45,000
Bad Debt Expense	3,373	5,000	2,420	4,000
Office Supplies	3,399	8,500	5,100	8,800
Printing	18,413	22,550	17,455	19,550
Petroleum Supplies	59,118	67,000	76,500	78,000
Clothing & Uniforms	6,760	9,617	8,300	9,466
Operating Supplies	12,567	23,099	21,200	23,098
Cleaning Supplies	6,133	4,700	4,000	4,900
Chemical Supplies	106,374	110,800	129,800	135,800
Fill Sand, Dirt & Gravel	13,701	17,000	17,000	17,000
Concrete & Brick	3,341	6,000	4,850	6,000
Small Tools	1,787	2,400	2,200	2,400
Pipe & Materials-System Maintenance	67,122	63,557	63,557	60,000
Meters & Meter Boxes	2,456	6,000	6,000	6,000
Covid-19 Grant Expenses	179	300	220	0
Equipment Rental	0	500	0	20,000
Equipment Leasing	638	800	650	800
Property Insurance	120,016	122,000	135,516	135,516
Vehicle & Equip Insurance	9,401	14,620	10,491	10,491
General Liability Insurance	14,303	21,600	14,222	14,222
Bank Charges	0	1,000	0	1,000
Credit Card Vendor Fees	103,354	95,000	75,000	1,500
Lab Testing	52,866	58,272	51,000	71,000
CSX Leases	1,235	2,500	2,300	2,500
Cash Over Or Short	(437)	100	100	100
Pollution Control Fees	49,926	51,200	50,407	54,200
In Lieu Of Tax Payments	583,254	580,000	0	0
Storage Fees	0	500	0	500
Sewer Service Fees	1,226,461	1,605,000	1,505,000	1,505,000
State Fees	250	1,000	1,000	1,000
Damage Claims	1,606	17,500	4,485	17,500
Miscellaneous Other Expenses	0	1,000	0	1,000
Total Operations	\$ 3,762,476	\$ 4,469,437	\$ 3,617,232	\$ 3,837,652
Transfers Out/Interdept Allocation				
Cost Sharing Allocation	\$ 0	\$ 593,534	\$ 0	\$ 0
Total Transfers Out	\$ 0	\$ 593,534	\$ 0	\$ 0
Capital				
Communications Equipment	\$ 0	\$ 500	\$ 0	\$ 500
Data Processing Equipment	3,845	10,800	12,119	7,300
Office Equipment	280	500	0	500
Vehicles	37,600	0	0	471,000
Other Equipment	750	2,000	1,800	22,000
Water/Sewer Mains & System Improvement	363,910	1,242,337	727,961	1,033,000
Total Capital	\$ 406,384	\$ 1,256,137	\$ 741,880	\$ 1,534,300
TOTAL UTILITY FUND EXPENDITURES	\$ 7,887,339	\$ 10,000,366	\$ 7,764,911	\$ 8,801,886

Utility Administration

City of Bartlett



FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Salaries	270,566	300,883	269,182	314,170
Benefits	184,700	144,988	134,039	143,954
Operations	2,066,495	2,463,120	1,733,273	1,696,688
Capital	125,693	257,413	130,086	132,000
Interdept Alloc	0	181,637	0	0
Total	2,647,454	3,348,041	2,266,580	2,286,812

FY 2022 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 2021 Actual	FY 2022 Forecast	FY 2023 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 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Supervisor Salaries	\$ 61,845	\$ 65,161	\$ 67,654	\$ 69,518
Employee Wages	197,672	218,242	188,025	227,272
Overtime Wages	97	500	307	400
Part-Time	10,953	16,980	13,196	16,980
Vacation Pay	1,304	0	2,038	0
Sick Pay	61	0	0	0
Longevity Pay	5,196	5,611	5,527	5,777
Bonus	9,188	664	495	664
Employee Health Insurance	46,366	56,301	46,632	63,501
Employee Life Insurance	721	907	733	950
Workers' Comp Insurance	343	338	336	354
Unemployment Compensation	0	0	600	0
Retiree Health Insurance	43,520	14,170	12,784	14,840
FICA	20,581	21,938	19,834	23,076
Pension Contribution	55,198	41,460	41,460	31,192
Contributory Retirement Plan	2,223	3,599	3,600	3,600
Total Personnel	\$ 455,267	\$ 445,871	\$ 403,221	\$ 458,124

Staffing Level

<i>Full-Time</i>	<i>6.20</i>	<i>7.00</i>	<i>5.76</i>	<i>7.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.58</i>	<i>0.73</i>	<i>0.47</i>	<i>0.73</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>6.78</i>	<i>7.73</i>	<i>6.23</i>	<i>7.73</i>

Operations

Training	\$ 595	\$ 1,000	\$ 0	\$ 1,000
Travel	0	1,000	0	2,000
Other Professional Service	0	10,000	0	10,000
Postage & Freight	91,134	100,000	93,000	100,000
Dues & Subscriptions	0	100	0	100
Phones - Local	1,036	1,100	1,115	1,200
Data Processing - Software	30,780	12,000	0	0
Equipment Maintenance	0	5,000	1,500	5,000
Computer Maintenance	0	10,000	32,000	35,000
Bad Debt Expense	3,373	5,000	2,420	4,000
Office Supplies	1,884	6,000	2,500	6,000
Printing	18,233	22,000	17,000	19,000
Operating Supplies	523	1,000	500	1,000
Equipment Leasing	638	800	650	800
Vehicle & Equip Insurance	10	20	11	11
General Liability Insurance	5,657	9,500	6,477	6,477
Bank Charges	0	1,000	0	1,000
Credit Card Vendor Fees	103,354	95,000	75,000	1,500
Cash Over Or Short	(437)	100	100	100
In Lieu Of Tax Payments	583,254	580,000	0	0
Storage Fees	0	500	0	500
Sewer Service Fees	1,226,461	1,600,000	1,500,000	1,500,000
<i>Based on treated sewer by City of Memphis.</i>				
Damage Claims	0	1,000	1,000	1,000



**CITY OF BARTLETT
UTILITY ADMINISTRATION
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Miscellaneous Other Expenses	0	1,000	0	1,000
Total Operations	\$ 2,066,495	\$ 2,463,120	\$ 1,733,273	\$ 1,696,688
Transfers Out/Interdept Allocation				
Cost Sharing Allocation	\$ 0	\$ 181,637	\$ 0	\$ 0
Total Transfers Out	\$ 0	\$ 181,637	\$ 0	\$ 0
Capital				
Communications Equipment	\$ 0	\$ 500	\$ 0	\$ 500
Data Processing Equipment	0	3,000	1,500	3,000
Office Equipment	280	500	0	500
Water Mains & System Improvement	125,413	253,413	128,586	128,000
Total Capital	\$ 125,693	\$ 257,413	\$ 130,086	\$ 132,000
Total Utility Administration	\$ 2,647,454	\$ 3,348,041	\$ 2,266,580	\$ 2,286,812

Water & Wastewater Services

FY 2023 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 25,564 water meters.

Summary Revenue/Expenditure Type

Category	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Salaries	1,002,897	1,129,536	1,008,777	1,089,560
Benefits	799,822	669,016	591,583	571,203
Operations	295,523	342,108	331,957	346,313
Capital	61,916	50,875	54,494	536,000
Interdept Alloc	0	152,389	0	0
Total	2,160,158	2,343,924	1,986,811	2,543,076

FY 2022 Performance Highlights

Our Tennessee-One-Call locate person processed 9341 requests for locations in the last 12 months. The meter readers read approximately 25,000 meters each month. The crews maintain: 342 miles of sewer main, 7,318 sewer manholes, 29 lift stations, 387 miles of water main, 3,545 fire hydrants, 7,142 water valves, 39,620 sewer and water services, and 19 miles of forcemains.

Objective	Performance Measures	FY 2021 Actual	FY 2022 Forecast	FY 2023 Projected
Reduce wastewater system inflow and infiltration problems in order to reduce system repair costs	Cost of lift station repairs	\$24,500	\$27,200	\$26,750
Reduce maintenance cost by continuing to install the Badger Orion AMR Systems.	Cost of labor and materials repairing and installing automated read meters and transponders.	\$13,225	\$14,000	\$14,700
Maintain City's sewer and water lines, valves, manholes, and meters	Number of work tickets completed	9415	9565	10000



CITY OF BARTLETT

WATER & WASTEWATER SERVICES

FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Personnel				
Supervisor Salaries	\$ 172,625	\$ 180,873	\$ 184,411	\$ 80,615
Employee Wages	790,673	908,463	783,482	966,145
Overtime Wages	34,399	35,000	33,084	35,000
Special Hours	5,200	5,200	7,800	7,800
Vacation Pay	(659)	0	6,497	0
Educational Bonus	1,380	1,440	1,200	1,440
Sick Pay	(997)	0	0	0
Longevity Pay	28,676	31,815	26,996	22,238
Bonus	33,086	1,909	1,649	1,909
Employee Health Insurance	260,043	301,463	238,030	261,082
Employee Life Insurance	2,660	3,486	2,822	3,350
Workers' Comp Insurance	24,392	24,571	24,576	25,528
Unemployment Compensation	35	0	0	0
Retiree Health Insurance	161,880	54,467	48,395	52,338
FICA	76,246	82,793	74,342	79,474
Pension Contribution	204,830	153,240	153,240	110,012
Contributory Retirement Plan	8,249	13,832	13,836	13,832
Total Personnel	\$ 1,802,719	\$ 1,798,552	\$ 1,600,360	\$ 1,660,763

Staffing Level

<i>Full-Time</i>	<i>20.62</i>	<i>23.00</i>	<i>20.59</i>	<i>22.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>20.62</i>	<i>23.00</i>	<i>20.59</i>	<i>22.00</i>

Operations

Training	\$ 245	\$ 600	\$ 1,590	\$ 1,350
Travel	0	1,200	1,200	2,050
Other Professional Service	15,829	18,000	18,000	18,000
Postage & Freight	461	200	200	200
Dues & Subscriptions	371	500	525	700
Utilities	14,173	11,000	14,491	15,000
Cellular Phones	2,330	2,500	2,350	2,500
Data Processing - Software	0	2,600	2,000	0
Shop Allocation	14,000	14,000	9,328	14,000
Vehicle Maintenance	28,679	30,000	30,000	30,000
Equipment Maintenance	4,877	12,000	12,000	12,000
Radio Maintenance	14,228	16,001	16,001	14,449
Building Maintenance	1,909	2,000	1,996	3,000
Water & Sewer Line Maintenance	31,933	30,000	30,000	30,000
Office Supplies	322	800	800	800
Printing	180	200	200	200
Petroleum Supplies	47,537	50,000	60,000	60,000
Clothing & Uniforms	5,815	7,150	6,500	7,000
Operating Supplies	7,257	13,000	13,000	13,000
Cleaning Supplies	3,208	1,500	1,500	1,700
Chemical Supplies	787	800	800	800
Fill Sand, Dirt & Gravel	12,379	17,000	17,000	17,000
Concrete & Brick	3,341	6,000	4,850	6,000
Small Tools	1,502	2,000	2,000	2,000



CITY OF BARTLETT
WATER & WASTEWATER SERVICES
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Pipe & Materials-System Maintenance	67,122	63,557	63,557	60,000
Meters & Meter Boxes	2,456	6,000	6,000	6,000
Covid-19 Grant Expenses	179	300	220	0
Vehicle & Equip Insurance	7,862	11,000	8,938	8,938
General Liability Insurance	4,934	7,200	4,626	4,626
Damage Claims	1,606	15,000	2,285	15,000
Total Operations	\$ 295,523	\$ 342,108	\$ 331,957	\$ 346,313
Transfers Out/Interdept Allocation				
Cost Sharing Allocation	\$ 0	\$ 152,389	\$ 0	\$ 0
Total Transfers Out	\$ 0	\$ 152,389	\$ 0	\$ 0
Capital				
Data Processing Equipment	\$ 2,229	\$ 1,500	\$ 5,119	\$ 0
Vehicles	37,600	0	0	471,000
<i>Sterling/Vactor combination jetter/vacuum sewer cleaner truck - \$435k, F-150 meter reading truck - \$36k.</i>				
Other Equipment	750	0	0	20,000
Water Mains & System Improvement	21,337	49,375	49,375	45,000
Total Capital	\$ 61,916	\$ 50,875	\$ 54,494	\$ 536,000
Total Water & Wastewater Services	\$ 2,160,158	\$ 2,343,924	\$ 1,986,811	\$ 2,543,076

Utility Plant Operations

FY 2023 Adopted

City of Bartlett



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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
<i>Revs/Recvrs</i>	7,777	10,000	7,500	7,500
Salaries	602,337	694,391	660,157	611,286
Benefits	444,230	364,402	381,875	294,490
Operations	1,023,987	1,261,496	1,143,724	1,330,344
Capital	200,079	538,199	304,500	528,000
Interdept Alloc	0	181,880	0	0
Total	2,262,856	3,030,368	2,482,756	2,756,620

FY 2022 Performance Highlights

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

Objective	Performance Measures	FY 2021 Actual	FY 2022 Forecast	FY 2023 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 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues				
Demand Response Program	\$ 7,777	\$ 10,000	\$ 7,500	\$ 7,500
Total Department Revenues	\$ 7,777	\$ 10,000	\$ 7,500	\$ 7,500
Personnel				
Supervisor Salaries	\$ 171,256	\$ 180,873	\$ 182,993	\$ 80,615
Employee Wages	393,066	463,518	418,308	468,671
Overtime Wages	22,658	25,000	35,418	35,000
Special Hours	6,800	11,000	14,000	13,000
Part-Time	8,557	14,000	9,438	14,000
Vacation Pay	(2,518)	0	5,739	0
Educational Bonus	500	480	1,520	1,800
Sick Pay	79	0	15,303	0
Longevity Pay	10,830	11,915	15,308	9,401
Bonus	13,535	913	907	830
Employee Health Insurance	144,557	164,454	159,510	131,274
Employee Life Insurance	1,568	2,062	1,759	1,758
Workers' Comp Insurance	11,599	12,025	12,024	11,986
Retiree Health Insurance	94,844	32,220	30,065	27,464
FICA	44,358	50,254	49,656	44,067
Pension Contribution	120,043	81,897	81,900	57,728
Contributory Retirement Plan	4,834	8,182	8,184	8,182
Total Personnel	\$ 1,046,567	\$ 1,058,793	\$ 1,042,032	\$ 905,776
<u>Staffing Level</u>				
<i>Full-Time</i>	<i>9.00</i>	<i>10.00</i>	<i>8.90</i>	<i>9.00</i>
<i>Part-Time (converted to FTE)</i>	<i>0.29</i>	<i>0.54</i>	<i>0.30</i>	<i>0.54</i>
<i>Total Full-Time Equivalent (FTE)</i>	<i>9.29</i>	<i>10.54</i>	<i>9.20</i>	<i>9.54</i>
Operations				
Training	\$ 2,729	\$ 3,000	\$ 2,500	\$ 3,000
Travel	1,873	1,800	1,000	1,800
Other Professional Service	16,300	16,500	16,150	40,000
Postage & Freight	1,922	1,000	1,000	1,300
Notice Publication	197	300	300	300
Dues & Subscriptions	629	1,000	1,379	1,600
Utilities	496,571	550,000	540,000	570,000
Water Purchased For Resale	33,874	55,000	35,000	40,000
Phones - Local	1,686	1,600	1,400	1,600
Cellular Phones	3,887	5,000	4,700	5,000
Telecommunication Link	0	650	0	650
Shop Allocation	10,500	10,500	9,500	10,500
Vehicle Maintenance	2,988	3,500	5,000	5,000
Equipment Maintenance	170,172	303,058	200,000	290,000
Grounds Maintenance	1,191	1,500	2,500	2,000
Building Maintenance	19,068	25,000	24,000	30,000
Office Supplies	1,130	1,200	1,100	1,200
Printing	0	350	200	350
Petroleum Supplies	7,474	12,000	11,000	12,000
Clothing & Uniforms	125	1,067	600	1,066



**CITY OF BARTLETT
PLANT OPERATIONS
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Operating Supplies	166	1,000	700	1,000
Cleaning Supplies	2,786	3,000	2,500	3,000
Chemical Supplies	93,177	95,000	110,000	115,000
Property Insurance	89,868	90,000	101,424	101,424
Vehicle & Equip Insurance	886	1,500	1,037	1,037
General Liability Insurance	2,943	3,700	2,517	2,517
Lab Testing	20,124	27,272	23,000	40,000
CSX Leases	1,235	2,500	2,300	2,500
Pollution Control Fees	40,236	41,000	40,717	44,000
<i>Shelby County Wellhead protection, State Maintenance fee.</i>				
State Fees	250	1,000	1,000	1,000
Damage Claims	0	1,500	1,200	1,500
Total Operations	\$ 1,023,987	\$ 1,261,496	\$ 1,143,724	\$ 1,330,344
Transfers Out/Interdept Allocation				
Cost Sharing Allocation	\$ 0	\$ 181,880	\$ 0	\$ 0
Total Transfers Out	\$ 0	\$ 181,880	\$ 0	\$ 0
Capital				
Data Processing Equipment	\$ 1,616	\$ 5,000	\$ 4,500	\$ 3,000
Water Mains & System Improvement	198,463	533,199	300,000	525,000
<i>Tank Maintenance & Paint, Water Line Upgrades, Remove or paint Woodland tank.</i>				
Total Capital	\$ 200,079	\$ 538,199	\$ 304,500	\$ 528,000
Total Plant Operations	\$ 2,262,856	\$ 3,030,368	\$ 2,482,756	\$ 2,756,620

Utility

Sewer Treatment

FY 2023 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 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
<i>Revs/Recvrs</i>	3,207	4,000	18,000	4,000
Salaries	236,713	247,878	253,207	271,898
Benefits	188,198	144,164	132,479	144,873
Operations	376,471	402,713	408,278	464,307
Capital	18,696	409,650	252,800	338,300
Interdept Alloc	0	77,628	0	0
Total	816,870	1,278,033	1,028,764	1,215,378

FY 2022 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 2021 Actual	FY 2022 Forecast	FY 2023 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 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Department Revenues				
Demand Response Program	\$ 3,207	\$ 4,000	\$ 18,000	\$ 4,000
Total Department Revenues	\$ 3,207	\$ 4,000	\$ 18,000	\$ 4,000
Personnel				
Supervisor Salaries	\$ 81,286	\$ 87,038	\$ 84,538	\$ 93,199
Employee Wages	132,859	143,440	150,532	161,299
Overtime Wages	17,268	12,000	11,637	12,000
Special Hours	5,300	5,400	6,500	5,400
Vacation Pay	1,979	0	0	0
Educational Bonus	1,440	1,440	1,280	1,680
Sick Pay	35	0	0	0
Longevity	4,877	5,147	5,072	6,705
Bonus	6,016	332	247	332
Employee Health Insurance	67,771	67,772	55,580	67,772
Employee Life Insurance	593	738	706	814
Workers' Comp Insurance	4,655	4,952	4,956	5,426
Retiree Health Insurance	35,993	11,524	11,753	12,725
FICA	17,452	17,800	18,421	19,745
Pension Contribution	45,553	31,532	31,536	26,747
Contributory Retirement Plan	1,834	2,927	2,928	2,927
Total Personnel	\$ 424,910	\$ 392,042	\$ 385,686	\$ 416,771
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	\$ 568	\$ 1,600	\$ 1,200	\$ 1,600
Travel	0	1,800	1,500	1,800
Professional Services	267	2,000	1,500	2,000
Postage	51	50	50	50
Notice Publication	0	100	50	100
Dues & Subscriptions	300	810	500	810
Utilities	182,007	180,000	190,000	200,000
Phones - Local	1,361	1,300	1,400	1,400
Cellular Phones	213	250	230	250
Data Processing - Software	0	1,500	1,200	1,500
Shop Allocation	1,500	1,500	1,400	1,500
Vehicle Maintenance	2,833	4,000	3,700	4,000
Equipment Maintenance	51,590	45,000	44,000	60,000
Grounds Maintenance	2,116	2,600	2,500	3,500
Building Maintenance	992	2,500	2,400	2,500
Waste Refuse	34,915	45,104	45,104	45,000
Office Supplies	63	500	755	800
Petroleum Supplies	4,106	5,000	5,500	6,000
Clothing & Uniforms	821	1,400	1,200	1,400
Operating Supplies	4,621	8,099	7,000	8,098
Cleaning Supplies	139	200	0	200



**CITY OF BARTLETT
SEWER TREATMENT
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Chemical Supplies	12,410	15,000	19,000	20,000
Fill Sand, Dirt & Gravel	1,322	0	0	0
Small Tools	285	400	200	400
Equipment Rental	0	500	0	20,000
Property Insurance	30,148	32,000	34,092	34,092
Vehicle & Equip Insurance	642	2,100	505	505
General Liability Insurance	769	1,200	602	602
Lab Testing	32,742	31,000	28,000	31,000
Pollution Control Fees	9,690	10,200	9,690	10,200
Sewer Service Fees	0	5,000	5,000	5,000
Total Operations	\$ 376,471	\$ 402,713	\$ 408,278	\$ 464,307
Transfers Out/Interdept Allocation				
Cost Sharing Allocation	\$ 0	\$ 77,628	\$ 0	\$ 0
Total Transfers Out	\$ 0	\$ 77,628	\$ 0	\$ 0
Capital				
Data Processing Equipment	\$ 0	\$ 1,300	\$ 1,000	\$ 1,300
Other Equipment	0	2,000	1,800	2,000
Sewer Mains & System Improvement	18,696	406,350	250,000	335,000
<i>Sewer Rehabs & sewer line upgrades.</i>				
Total Capital	\$ 18,696	\$ 409,650	\$ 252,800	\$ 338,300
Total Sewer Treatment	\$ 816,870	\$ 1,278,033	\$ 1,028,764	\$ 1,215,378

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 2023, funds needed for debt service payments come from a transfer from the General Fund, Bartlett School, Solid Waste Fund, and from the CIP interest earnings. The City expects to issue \$4.85 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 2023.

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 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
General Debt Service Revenues				
Local Sales Tax	\$ 4,062,157	\$ 3,832,500	\$ 4,280,000	\$ 4,450,000
Transfer From General Fund	4,555,000	4,555,000	4,555,000	3,555,000
Transfer From School for School Debt	1,000,000	1,000,000	1,000,000	1,000,000
Transfer From Solid Waste Fund	125,000	74,000	74,000	64,000
Transfer From CIP	362,337	90,000	90,000	100,000
Other Revenue	1,019	1,000	1,500	2,000
Total General Debt Service Revenues	\$ 10,105,513	\$ 9,552,500	\$ 10,000,500	\$ 9,171,000
General Debt Service Expenditures				
Paying Agent Fee	\$ 2,950	\$ 3,500	\$ 4,000	\$ 4,000
Go Bond Issuance Expense	49,500	75,000	58,064	75,000
TML Note Issuance Expense	5,032	10,000	5,000	10,000
2008A Principal	70,000	73,000	73,000	76,000
2010A Principal	745,000	390,000	385,000	235,000
2011A Principal	335,000	350,000	350,000	55,000
2012A Principal	625,000	640,000	640,000	660,000
2013A Principal	100,000	105,000	105,000	105,000
2015A Principal	205,000	205,000	205,000	210,000
2016A Principal	250,000	255,000	255,000	260,000
2017A Principal	1,680,000	1,760,000	1,760,000	1,850,000
2018A Principal	170,000	180,000	180,000	190,000
2019 Principal	205,000	215,000	215,000	225,000
2021 Principal	0	0	0	110,000
2013B Capital Note Principal	118,000	0	0	0
2014 Capital Note Principal	155,000	159,000	159,000	0
2015 Capital Note Principal	155,000	158,000	158,000	162,000
2016 Capital Note Principal	161,000	165,000	165,000	168,000
2017 Capital Note Principal	275,000	282,000	282,000	288,000
2018 Capital Note Principal	180,000	187,000	187,000	193,000
2019 Capital Note Principal	317,000	327,000	327,000	337,000
2020A Capital Note Principal	219,000	239,000	239,000	244,000
2020B Capital Note Principal	0	330,000	330,000	336,000
2021 Capital Note Principal	0	210,334	210,334	214,000
2008A Interest	1,729	14,035	1,500	14,000
2010A Interest	42,547	28,825	19,792	23,500
2011A Interest	15,756	7,194	7,194	2,131
2012A Interest	117,063	98,088	98,088	78,588
2013A Interest	53,644	50,569	50,569	47,419
2015A Interest	190,100	186,000	186,000	181,850
2016A Interest	116,950	110,650	110,650	105,500
2017A Interest	261,650	241,775	241,775	221,025
School 2017A Interest	1,567,450	1,501,325	1,501,325	1,431,825
2018A Interest	219,950	211,200	211,200	201,950
2019A Interest	282,925	272,425	272,425	261,425
2021 Interest	0	100,000	63,560	98,600
2022 Interest	0	0	0	150,000
2013 Capital Note Interest	1,257	0	0	0
2014 Capital Note Interest	5,179	1,741	1,741	0



**CITY OF BARTLETT
GENERAL DEBT SERVICE
FY 2023 Adopted Budget**



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
2015 Capital Note Interest	8,069	4,892	4,892	1,644
2016 Capital Note Interest	11,339	8,177	8,177	4,947
2017 Capital Note Interest	30,395	23,906	23,906	17,265
2018 Capital Note Interest	38,076	31,672	31,672	25,041
2019 Capital Note Interest	71,639	61,528	61,528	51,104
2020A Capital Note Interest	38,153	36,511	36,511	31,611
2020B Capital Note Interest	72,671	154,350	154,350	147,789
2021 Capital Note Interest	0	47,436	47,436	47,590
Total General Debt Service Expenditure:	\$ 9,169,024	\$ 9,511,133	\$ 9,426,689	\$ 9,151,804
Net General Debt Service	\$ 936,489	\$ 41,367	\$ 573,811	\$ 19,196
Beginning Fund Balance	\$ 2,685,475	\$ 3,621,964	\$ 3,621,964	\$ 4,195,775
Ending Fund Balance	\$ 3,621,964	\$ 3,663,331	\$ 4,195,775	\$ 4,214,971



City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - General Long-Term Debt
June 30, 2022

Fiscal Year	Series 2021 Bonds		2021 Capital Note		2020B Capital Note		2020A Capital Note		2019 Capital Note		Series 2019 Bonds		2018 Capital Note		Series 2018 Bonds		2017 Capital Note	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2023	345,000	122,100	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
2024	165,000	111,900	217,000	43,642	343,000	141,101	249,000	26,609	348,000	40,349	235,000	249,925	200,000	18,183	392,200	192,200	295,000	10,473
2025	170,000	105,200	222,000	39,638	350,000	134,275	254,000	21,505	359,000	29,249	245,000	237,925	207,000	11,081	391,950	181,950	302,000	3,518
2026	180,000	98,200	226,000	35,542	357,000	127,311	260,000	16,298	370,000	17,804	260,000	225,300	214,000	3,734	391,200	171,200		
2027	190,000	90,800	230,000	31,371	364,000	120,209	265,000	10,968	382,000	5,997	275,000	211,925			389,950	159,950		
2028	195,000	83,100	234,000	27,127	371,000	112,970	270,000	5,535			290,000	197,800			393,075	148,075		
2029	210,000	75,000	239,000	22,810	378,000	105,592					300,000	183,050			390,575	135,575		
2030	210,000	67,650	243,000	18,399	386,000	98,067					315,000	167,675			393,800	123,800		
2031	215,000	61,275	247,000	13,914	394,000	90,384					330,000	153,200			392,800	112,800		
2032	150,000	55,800	251,000	9,356	401,000	82,553					345,000	139,700			391,400	101,400		
2033	155,000	51,225	256,000	4,725	409,000	74,574					360,000	125,600			389,600	89,600		
2034	160,000	46,500			417,000	66,438					375,000	110,900			392,300	77,300		
2035	165,000	41,625			426,000	58,135					390,000	95,600			389,500	64,500		
2036	170,000	36,600			434,000	49,664					405,000	79,700			391,200	51,200		
2037	175,000	31,425			443,000	41,025					420,000	63,200			392,300	37,300		
2038	180,000	26,100			452,000	32,210					440,000	46,000			392,800	22,800		
2039	185,000	20,625			460,000	23,226					455,000	28,100			392,700	7,700		
2040	190,000	15,000			470,000	14,066					475,000	9,500						
2041	200,000	9,150			479,000	4,718												
2042	205,000	3,075																
	<u>\$ 3,815,000</u>	<u>\$ 1,152,350</u>	<u>\$ 2,579,000</u>	<u>\$ 294,114</u>	<u>\$ 7,670,000</u>	<u>\$ 1,524,307</u>	<u>\$ 1,542,000</u>	<u>\$ 112,525</u>	<u>\$ 1,796,000</u>	<u>\$ 144,503</u>	<u>\$ 6,140,000</u>	<u>\$ 2,586,525</u>	<u>\$ 814,000</u>	<u>\$ 58,039</u>	<u>\$ 6,659,300</u>	<u>\$ 1,879,300</u>	<u>\$ 885,000</u>	<u>\$ 31,257</u>



City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - General Long-Term Debt
June 30, 2022

Fiscal Year	Series 2017 Bonds		2016 Capital Note		Series 2016 Bonds		2015 Capital Note		Series 2015 Bonds		Series 2013 Bonds		Series 2012 Bonds		Series 2011 Bonds		Series 2008 Bonds		Total	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest*	Principal	Interest
2023	1,850,000	1,652,850	168,000	4,947	260,000	105,500	162,000	1,644	210,000	181,850	105,000	47,419	660,000	78,588	55,000	2,131	76,000	2,468	6,119,950	2,983,272
2024	1,830,000	1,560,850	171,000	1,659	380,000	99,100			215,000	175,450	110,000	44,194	690,000	61,788	55,000	722	80,000	2,160	5,975,200	2,780,304
2025	1,925,000	1,466,975			390,000	91,400			225,000	166,650	115,000	40,819	700,000	47,450			83,000	1,838	5,938,950	2,579,473
2026	2,030,000	1,368,100			400,000	83,500			235,000	157,450	115,000	37,369	715,000	31,969			87,000	1,502	5,840,200	2,375,278
2027	2,135,000	1,263,975			400,000	75,500			245,000	146,625	120,000	33,844	110,000	22,481			91,000	1,150	5,196,950	2,174,796
2028	2,235,000	1,154,725			415,000	67,350			255,000	134,125	125,000	30,169	115,000	19,528			95,000	784	4,993,075	1,981,288
2029	2,155,000	1,044,975			425,000	58,950			270,000	121,000	125,000	26,419	115,000	16,509			99,000	200	4,706,575	1,790,080
2030	2,270,000	934,350			430,000	50,400			280,000	107,250	130,000	22,431	120,000	13,200					4,777,800	1,603,222
2031	2,375,000	830,100			300,000	43,100			295,000	92,875	135,000	17,956	125,000	9,525					4,808,800	1,425,129
2032	2,470,000	733,200			305,000	37,050			310,000	77,750	140,000	13,144	125,000	5,775					4,888,400	1,255,728
2033	2,570,000	632,400			310,000	30,900			325,000	61,875	145,000	8,066	130,000	1,950					5,049,600	1,080,915
2034	2,680,000	527,400			320,000	24,600			340,000	45,250	150,000	2,719							4,834,300	901,107
2035	2,785,000	418,100			325,000	17,988			360,000	27,750									4,840,500	723,697
2036	2,895,000	304,500			330,000	11,028			375,000	9,375									5,000,200	542,066
2037	3,020,000	186,200			340,000	3,740													4,790,300	362,890
2038	3,145,000	62,900																	4,609,800	190,010
2039																			1,492,700	79,651
2040																			1,135,000	38,566
2041																			679,000	13,868
2042																			205,000	3,075
	<u>\$ 38,370,000</u>	<u>\$ 14,141,600</u>	<u>\$ 339,000</u>	<u>\$ 6,606</u>	<u>\$ 5,330,000</u>	<u>\$ 800,105</u>	<u>\$ 162,000</u>	<u>\$ 1,644</u>	<u>\$ 3,940,000</u>	<u>\$ 1,505,275</u>	<u>\$ 1,515,000</u>	<u>\$ 324,547</u>	<u>\$ 3,605,000</u>	<u>\$ 308,763</u>	<u>\$ 110,000</u>	<u>\$ 2,853</u>	<u>\$ 611,000</u>	<u>\$ 10,102</u>	<u>\$ 85,882,300</u>	<u>\$ 24,884,414</u>

* - This is a variable rate loan. Interest rate assumed is 0.22% which was the rate for June 2021.

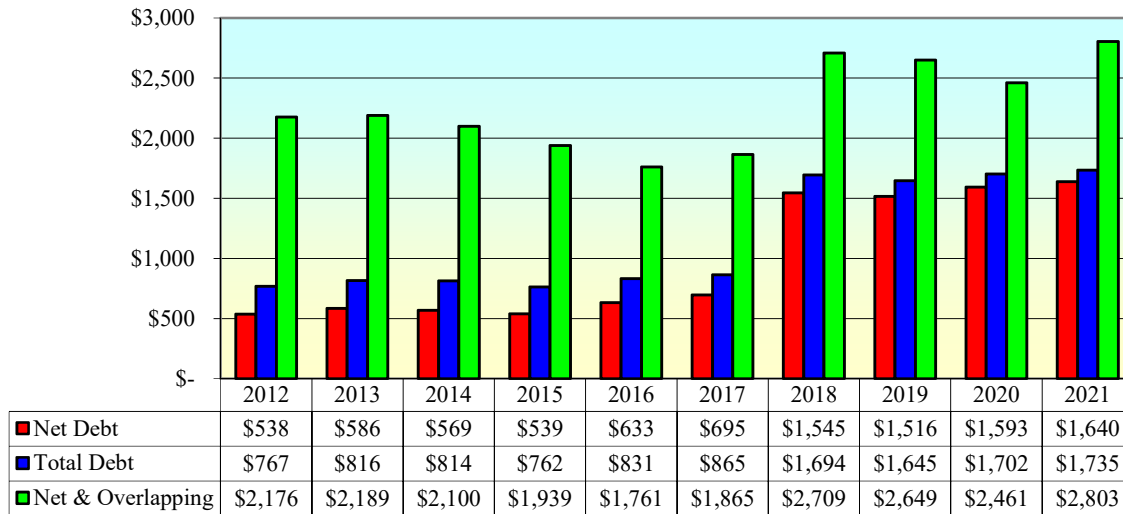


CITY OF BARTLETT ANALYSIS OF GENERAL DEBT SERVICE Last 10 Years



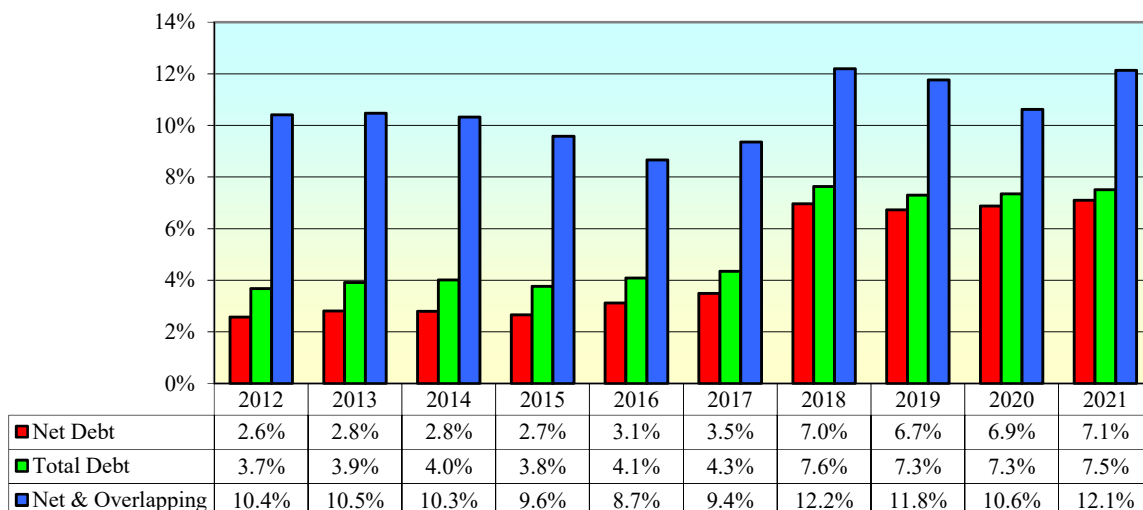
Debt per Capita (FY 2012 - FY 2021)

One of the measures of the capacity of a local government to service debt is Debt per Capita. The City of Bartlett's net debt and total debt per capita has been increased slowly starting in FY16 (increasing is not good). The City issues \$44mil G.O. bond for the Bartlett High School Renovation in FY 2018, causing the big jump in this measurement.



Debt to Assessed Values (FY 2012 - FY 2021)

Another measure of capacity is the Debt to Assessed Value of Property. The debt to assessed values has been constant the last few years (decreasing % is better). The slow growth is just enough to keep the ratio constant with the slow increasing debt. 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.





CITY OF BARTLETT
UTILITY FUND DEBT SERVICE
FY 2023 Adopted Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Adopted
Utility Debt Expenditures				
Paying Agent Fee	\$ 1,550	\$ 1,800	\$ 1,800	\$ 1,800
Debt Issuance Expense	(1,921)	47,000	14,300	47,000
2007B Principal	55,000	55,000	55,000	55,000
2008B Principal	52,000	54,000	54,000	57,000
2009B Principal	45,000	50,000	50,000	40,000
2010B Principal	310,000	320,000	320,000	100,000
2011B Principal	230,000	235,000	235,000	240,000
2012B Principal	250,000	260,000	260,000	265,000
2013B Principal	60,000	65,000	65,000	65,000
2007B Interest	19,331	17,809	18,429	13,100
2008B Interest	1,282	10,403	1,100	9,000
2009B Interest	19,202	18,140	19,351	14,850
2010B Interest	13,693	6,625	6,625	1,313
2011B Interest	19,380	15,675	15,675	9,738
2012B Interest	48,656	43,506	43,506	35,631
2013B Interest	32,296	31,021	31,021	29,071
Total Utility Debt Expenditures	\$ 1,155,469	\$ 1,230,979	\$ 1,190,807	\$ 983,503



City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - Water and Sewer Fund
June 30, 2022

Fiscal Year	Series 2021 Rfnd Bonds		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
2023	95,000	27,950	65,000	29,071	265,000	35,631	240,000	9,738	100,000	1,313	57,000	997	822,000	104,700
2024	100,000	24,050	65,000	27,121	265,000	29,006	245,000	3,369			59,000	872	734,000	84,418
2025	110,000	19,850	70,000	25,096	275,000	23,434					62,000	741	517,000	69,122
2026	110,000	15,450	70,000	22,996	285,000	17,306					64,000	605	529,000	56,358
2027	115,000	10,950	70,000	20,896	65,000	13,247					67,000	464	317,000	45,557
2028	120,000	6,250	75,000	18,721	65,000	11,541					70,000	317	330,000	36,829
2029	55,000	2,750	75,000	16,321	70,000	9,769					74,000	149	274,000	28,989
2030	55,000	825	80,000	13,686	70,000	7,800							205,000	22,311
2031			80,000	10,966	75,000	5,625							155,000	16,591
2032			85,000	8,066	75,000	3,375							160,000	11,441
2033			90,000	4,894	75,000	1,125							165,000	6,019
2034			90,000	1,631									90,000	1,631
	<u>\$ 760,000</u>	<u>\$ 108,075</u>	<u>\$ 915,000</u>	<u>\$ 199,467</u>	<u>\$ 1,585,000</u>	<u>\$ 157,859</u>	<u>\$ 485,000</u>	<u>\$ 13,106</u>	<u>\$ 100,000</u>	<u>\$ 1,313</u>	<u>\$ 453,000</u>	<u>\$ 4,145</u>	<u>\$ 4,298,000</u>	<u>\$ 483,965</u>

* - This is a variable rate loan. Interest rate assumed is 0.22% which was the rate for June 2021.



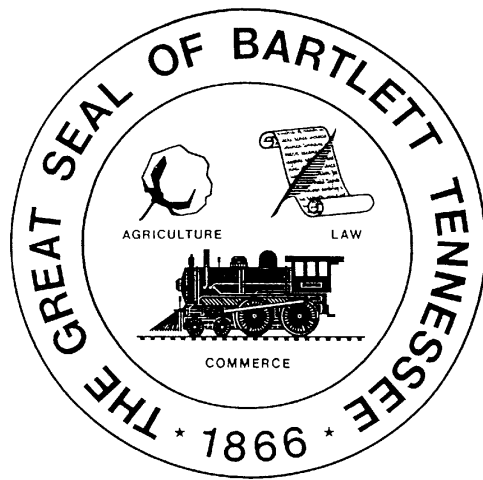
CITY OF BARTLETT, TENNESSEE
Water and Sewer Revenue Coverage
Last Ten Fiscal Years



Fiscal Year	Utility Service Charges	Less: Operating Expenses (1)	Net Available Revenue	Debt Service			Coverage
				Principal	Interest	Total	
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
2021	10,406,603	6,977,575	3,429,028	1,002,000	187,863	1,189,863	2.88

(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 2023-2027 Capital Improvement budget. Sources of funds, expenditures and project start and completion dates are included. Only the FY 2023 projects were adopted while FY 2024-2027 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 \$4.85 million and no capital note for FY 2023 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 2023 are Fletcher Creek Greenway Ph4 and Utility American Rescue Plan Project. The Fletcher Creek Greenway Ph4 is the fourth and final phase of the Fletcher Creek Greenway project which started in 2016 and is expected to be completed in 2025, funded 80/20 through the surface transportation fund would total close to \$6 millions. The Utility American Rescue Plan Project, with a local 35% match for a total of close to \$5 million to be obligated by 2026, will be used to complete various utility projects around the city.

Impact of Capital Improvements on Operating Budget

Vehicles and equipment replacements, repairs, rehab and upgrade projects have petroleum, repairs/maintenance operating budget costs and are listed in each project details. However, there is no increase or decrease in the operating budget costs because personnel, material & supplies and maintenance/repairs costs stay the same. 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 2023-2027 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION



	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
Revenues						
Source of Funds						
G.O. Bonds	\$ 4,850,000	\$ 5,980,000	\$ 6,241,000	\$ 5,088,000	\$ 3,890,000	\$ 26,049,000
Capital Note	0	1,650,000	1,592,000	1,499,000	1,333,000	6,074,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
FD311 Use of Fund Balance	0	0	0	0	0	0
Grant Funds	0	500,000	300,000	500,000	0	1,300,000
TDOT 80% match	400,000	6,076,000	3,465,600	1,452,000	0	11,393,600
Utility Bonds	0	0	2,032,446	1,500,000	0	3,532,446
Utility Retained Earnings	579,630	982,446	1,000,000	450,000	400,000	3,412,075
FD312 Transfers-unspent projects	0	0	0	0	0	0
American Rescue Plan Grant	1,370,370	1,521,273	1,521,273	0	0	4,412,917
Total Revenues	\$ 7,200,000	\$ 16,819,719	\$ 16,152,319	\$ 10,489,000	\$ 5,623,000	\$ 56,284,038
Expenditures						
G.O. Bond/Other Funded						
Administrative	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000
Public Safety	1,000,000	847,000	907,000	887,000	607,000	4,248,000
Public Works	0	500,000	500,000	500,000	500,000	2,000,000
Engineering	4,400,000	11,035,000	8,333,600	5,255,000	3,440,000	32,463,600
Parks & Recreation/BPACC	850,000	1,894,000	1,858,000	1,897,000	676,000	7,175,000
Total G.O. Bond/Other Funded	\$ 6,250,000	\$ 14,316,000	\$ 11,598,600	\$ 8,539,000	\$ 5,223,000	\$ 45,926,600
Utility Bond/Other Funded						
Water	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Sewer	950,000	2,503,719	4,553,719	1,950,000	400,000	10,357,438
Total Utility Bond/Other Funded	\$ 950,000	\$ 2,503,719	\$ 4,553,719	\$ 1,950,000	\$ 400,000	\$ 10,357,438
Total Expenditures	\$ 7,200,000	\$ 16,819,719	\$ 16,152,319	\$ 10,489,000	\$ 5,623,000	\$ 56,284,038



CITY OF BARTLETT
FY 2023-2027 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY CATEGORY



	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
GENERAL FUND						
Source of Funds						
G.O. Bonds	\$ 4,850,000	\$ 5,980,000	\$ 6,241,000	\$ 5,088,000	\$ 3,890,000	\$ 26,049,000
Capital Note	0	1,650,000	1,592,000	1,499,000	1,333,000	6,074,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
American Rescue Plan Grant	1,000,000	0	0	0	0	1,000,000
Grant Funds	0	500,000	300,000	500,000	0	1,300,000
TDOT 80% match	400,000	6,076,000	3,465,600	1,452,000	0	11,393,600
Total Source	\$ 6,250,000	\$ 14,316,000	\$ 11,598,600	\$ 8,539,000	\$ 5,223,000	\$ 45,926,600
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	545,000	100,000	225,000	135,000	35,000	1,040,000
Construction	4,705,000	12,638,000	9,824,600	6,875,000	4,086,000	38,128,600
Equipment/Furnishings	1,000,000	1,568,000	1,549,000	1,529,000	1,102,000	6,748,000
Other	0	10,000	0	0	0	10,000
Total Project Costs	\$ 6,250,000	\$ 14,316,000	\$ 11,598,600	\$ 8,539,000	\$ 5,223,000	\$ 45,926,600
UTILITY FUND						
Source of Funds						
Utility Bonds	\$ 0	\$ 0	\$ 2,032,446	\$ 1,500,000	\$ 0	\$ 3,532,446
Utility Retained Earnings	579,630	982,446	1,000,000	450,000	400,000	3,412,075
FD312 Transfers-unspent projects	0	0	0	0	0	0
American Rescue Plan Grant	370,370	1,521,273	1,521,273	0	0	3,412,917
Total Source	\$ 950,000	\$ 2,503,719	\$ 4,553,719	\$ 1,950,000	\$ 400,000	\$ 10,357,438
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	550,000	50,000	100,000	50,000	0	750,000
Construction	400,000	2,453,719	4,453,719	1,900,000	400,000	9,607,438
Other	0	0	0	0	0	0
Total Project Costs	\$ 950,000	\$ 2,503,719	\$ 4,553,719	\$ 1,950,000	\$ 400,000	\$ 10,357,438
TOTAL CIP COSTS	\$ 7,200,000	\$ 16,819,719	\$ 16,152,319	\$ 10,489,000	\$ 5,623,000	\$ 56,284,038



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2023 - FY 2027

PROJECT	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
<u>FUNDING SOURCES</u>						
General Obligation Bonds	\$ 4,850,000	\$ 5,980,000	\$ 6,241,000	\$ 5,088,000	\$ 3,890,000	\$ 26,049,000
Capital Note	0	1,650,000	1,592,000	1,499,000	1,333,000	6,074,000
Transfer In from Park Imp. Fund	0	110,000	0	0	0	110,000
Grant Funds	0	500,000	300,000	500,000	0	1,300,000
TDOT 80% match	400,000	6,076,000	3,465,600	1,452,000	0	11,393,600
Utility Bonds	0	0	2,032,446	1,500,000	0	3,532,446
Utility Retained Earnings	579,630	982,446	1,000,000	450,000	400,000	3,412,075
American Rescue Plan Grant	1,370,370	1,521,273	1,521,273	0	0	4,412,917
Total Funding Sources	\$ 7,200,000	\$ 16,819,719	\$ 16,152,319	\$ 10,489,000	\$ 5,623,000	\$ 56,284,038
<u>PROJECT COST</u>						
<u>Administrative</u>						
Vehicles & Equipment	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000
Total Administrative	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000
<u>Police</u>						
Police Vehicles & Equipment	\$ 0	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 1,740,000
Justice Center Maintenance	0	120,000	120,000	120,000	120,000	480,000
Total Police	\$ 0	\$ 555,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 2,220,000
<u>Fire</u>						
Fire Vehicles	\$ 0	\$ 52,000	\$ 52,000	\$ 52,000	\$ 52,000	\$ 208,000
Fire Ambulances	0	240,000	260,000	280,000	0	780,000
Fire Truck	1,000,000	0	0	0	0	1,000,000
Total Fire	\$ 1,000,000	\$ 292,000	\$ 312,000	\$ 332,000	\$ 52,000	\$ 1,988,000
<u>Codes Enforcement</u>						
Codes Enforcement Vehicles	\$ 0	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 40,000
Total Code Inspection	\$ 0	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 40,000



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2023 - FY 2027

PROJECT	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	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	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 160,000
City Wide Overlay	2,500,000	3,000,000	3,000,000	3,000,000	3,000,000	14,500,000
American Rescue Plan Grant - City Wide Overlay	1,000,000	0	0	0	0	1,000,000
STP Overlay of Elmore, St. Elmo, & Brunswick Roads	0	760,000	0	0	0	760,000
TDOT-STP Overlay of Elmore, St. Elmo, & Brunswick Roads	0	3,040,000	0	0	0	3,040,000
ADA Transition	0	363,000	37,000	363,000	0	763,000
TDOT-ADA Transition	0	1,452,000	148,000	1,452,000	0	3,052,000
STP Overlay of Elmore Park Road, Old Brownsville	0	0	1,391,000	0	0	1,391,000
TDOT-STP Overlay of Elmore Park Road, Old Brownsville	0	0	3,317,600	0	0	3,317,600
Fletcher Creek Greenway Ph4	100,000	396,000	0	0	0	496,000
Fletcher Creek Ph4 TDOT	400,000	1,584,000	0	0	0	1,984,000
Various Drainage Projects	400,000	400,000	400,000	400,000	400,000	2,000,000
Total Engineering	\$ 4,400,000	\$ 11,035,000	\$ 8,333,600	\$ 5,255,000	\$ 3,440,000	\$ 32,463,600
Parks						
Parks Vehicles & Equipment	\$ 0	\$ 159,000	\$ 130,000	\$ 116,000	\$ 63,000	\$ 468,000
Recreation Ctr Equipment/Repairs	0	184,000	135,000	76,000	243,000	638,000
Singleton CC Equipment/Repairs	0	120,000	400,000	200,000	55,000	775,000
Senior Center Equipment/Repairs	0	61,000	43,000	35,000	0	139,000
Parks Maintenances	400,000	250,000	750,000	470,000	315,000	2,185,000
Transfer In from Park Imp. Fund	0	110,000	0	0	0	110,000
Parks Restroom Renovations-ADA	450,000	0	100,000	0	0	550,000
Grant Fund Parks Restroom Renovation-ADA	0	0	300,000	0	0	300,000
W.J. Freeman Park	0	510,000	0	500,000	0	1,010,000
Grant Fund W.J. Freeman Park	0	500,000	0	500,000	0	1,000,000
Total Parks	\$ 850,000	\$ 1,894,000	\$ 1,858,000	\$ 1,897,000	\$ 676,000	\$ 7,175,000



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2023 - FY 2027

PROJECT	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
<u>Sewers</u>						
Sewers in Annexation Area	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,000,000
Fletcher Creek Sewer Basin	50,000	50,000	50,000	50,000	0	200,000
American Rescue Plan Project	129,630	532,446	532,446	0	0	1,194,521
American Rescue Plan Grant - ARP Project	370,370	1,521,273	1,521,273	0	0	3,412,917
Hatch Lane Eagle's Nest Sewer	0	0	1,500,000	1,500,000	0	3,000,000
Westbrook Sewer Extension	0	0	500,000	0	0	500,000
Upgrade Sewage Plant #2	0	0	50,000	0	0	50,000
Total Sewers	\$ 950,000	\$ 2,503,719	\$ 4,553,719	\$ 1,950,000	\$ 400,000	\$ 10,357,438
TOTAL CIP	\$ 7,200,000	\$ 16,819,719	\$ 16,152,319	\$ 10,489,000	\$ 5,623,000	\$ 56,284,038



ADMINISTRATIVE SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2023 - FY 2027

PROJECT	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
<u>Administrative</u>						
Vehicles & Equipment	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000
Total Administrative	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000
<u>Source of Funds</u>						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	40,000	0	0	0	40,000
FD311 Use of Fund Balance	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Total Source	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000
<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	40,000	0	0	0	40,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000

ADMINISTRATIVE

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2023 - FY 2027

Project No.: 10624

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

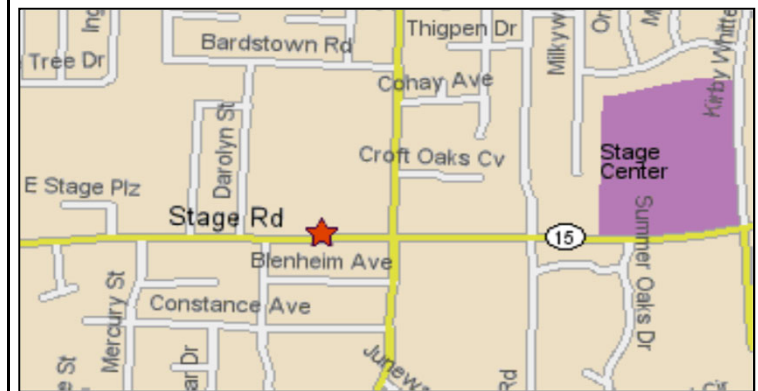
07/23

06/24

Location

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

Location Map



Impact on Operating Budget

FY 2023

FY 2024

FY 2025

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 2023

FY 2024

FY 2025

FY 2026

FY 2027

TOTAL

G.O. Bonds

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Capital Note

0

40,000

0

0

0

40,000

FD311 Transfers-unspent projects

0

0

0

0

0

0

TDOT 80% match

0

0

0

0

0

0

Total Source

\$

0

\$

40,000

\$

0

\$

0

\$

0

\$

40,000

Project Costs

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Construction

0

0

0

0

0

0

Equipment/Furnishings

0

40,000

0

0

0

40,000

Other

0

0

0

0

0

0

Total Project Costs

\$

0

\$

40,000

\$

0

\$

0

\$

0

\$

40,000



PUBLIC SAFETY SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2023 - FY 2027

PROJECT	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
<u>Police</u>						
Police Vehicles & Equipment	\$ 0	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 1,740,000
Justice Center Maintenance	0	120,000	120,000	120,000	120,000	480,000
Total Police	\$ 0	\$ 555,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 2,220,000
<u>Fire</u>						
Fire Vehicles	\$ 0	\$ 52,000	\$ 52,000	\$ 52,000	\$ 52,000	\$ 208,000
Fire Ambulances	0	240,000	260,000	280,000	0	780,000
Fire Truck	1,000,000	0	0	0	0	1,000,000
Total Fire	\$ 1,000,000	\$ 292,000	\$ 312,000	\$ 332,000	\$ 52,000	\$ 1,988,000
<u>Source of Funds</u>						
G.O. Bonds	\$ 1,000,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 1,480,000
Capital Note	0	727,000	787,000	767,000	487,000	2,768,000
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	\$ 1,000,000	\$ 847,000	\$ 907,000	\$ 887,000	\$ 607,000	\$ 4,248,000
<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	1,000,000	727,000	787,000	767,000	487,000	3,768,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 1,000,000	\$ 847,000	\$ 907,000	\$ 887,000	\$ 607,000	\$ 4,248,000

Department: POLICE**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

FY 2023 - FY 2027

Project No.: 20324**Project Name: Police Vehicles & Equipment****Project Description**

Nothing for FY23.

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

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Utility Relocation

N/A

N/A

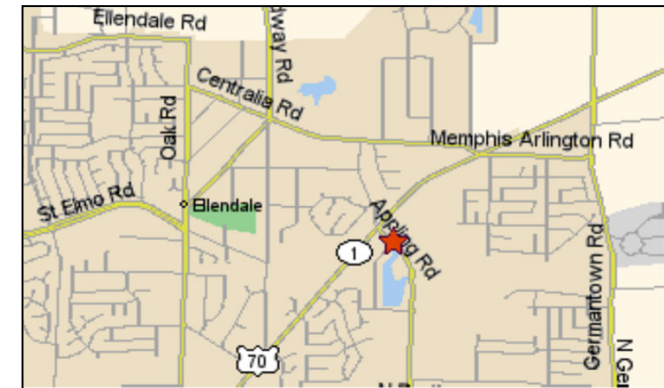
Equipment/Furnishings

07/23

06/27

Total Project**07/23****06/27****Location**

3730 Appling Rd.

Location Map**Impact on Operating Budget****FY 2023****FY 2024****FY 2025**

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:** \$17,000 petroleum & \$7,000 repairs/maintenance per year.**Source of Funds****FY 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL**

G.O. Bonds

\$

0

\$

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

0

0

0

0

0

0

Total Source

\$

0

\$

435,000

\$

435,000

\$

435,000

\$

435,000

\$

1,740,000**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

435,000

435,000

435,000

435,000

1,740,000

Other

0

0

0

0

0

0

Total Project Costs

\$

0

\$

435,000

\$

435,000

\$

435,000

\$

435,000

\$

1,740,000

Department: POLICE**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

FY 2023 - FY 2027

Project No.: 20524**Project Name:** Justice Center Maintenance**Project Description**

Nothing for FY23.

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

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

07/23

06/27

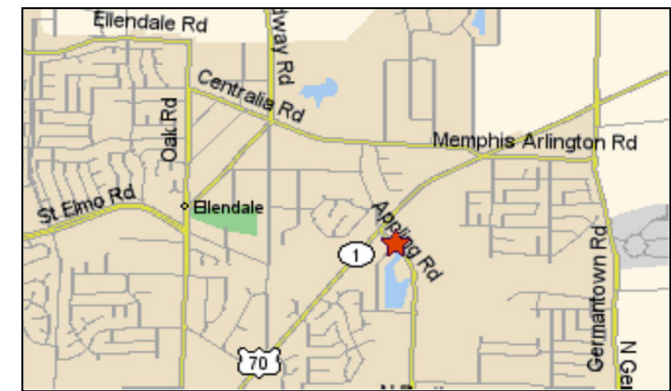
Equipment/Furnishings

N/A

N/A

Total Project**07/23****06/27****Location**

3730 Appling Rd.

Location Map**Impact on Operating Budget****FY 2023****FY 2024****FY 2025**

Personnel

\$

0

\$

0

\$

0

Operations

0

0

0

Capital

0

0

0

Total Impact Oper. Budget

\$

0

\$

0

\$

0**Source of Funds****FY 2023****FY 2024****FY 2025****FY 2026****FY 2027****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 2023 - FY 2027****Project No.: 25724****Project Name: Fire Vehicles****Project Description**

FY2024 - FY2027 Replace aging Staff Vehicles.

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

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

N/A

N/A

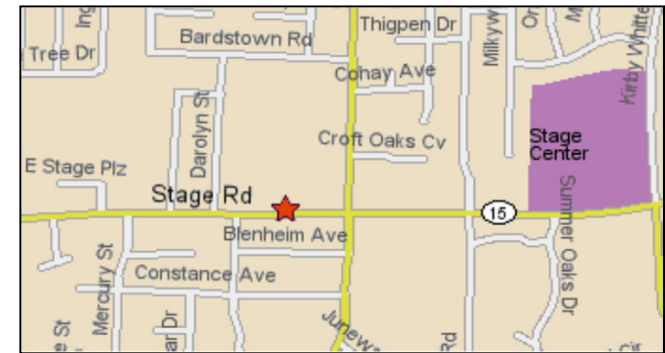
Equipment/Furnishings

07/23

06/27

Total Project**07/23****06/27****Location**

2939 Altruria Rd, Bartlett, TN 38134

Location Map**Impact on Operating Budget****FY 2023****FY 2024****FY 2025**

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 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	52,000	52,000	52,000	52,000	208,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Grant Funds	0	0	0	0	0	0
Total Source	\$ 0	\$ 52,000	\$ 52,000	\$ 52,000	\$ 52,000	\$ 208,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	0	52,000	52,000	52,000	52,000	208,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 52,000	\$ 52,000	\$ 52,000	\$ 52,000	\$ 208,000

Department: FIRE**BARTLETT CAPITAL IMPROVEMENT PROGRAM**

FY 2023 - FY 2027

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

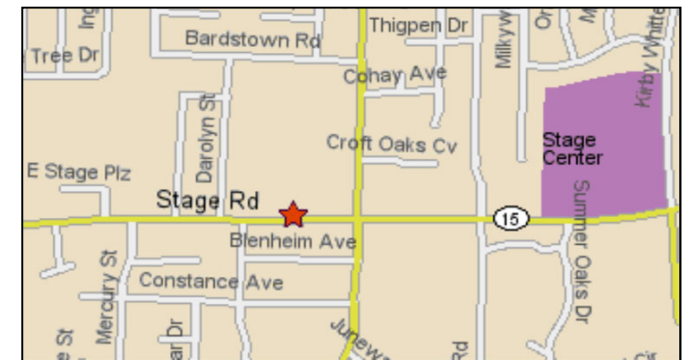
N/A

N/A

Equipment/Furnishings

07/23

06/26

Total Project**07/23****06/26****Location****Location Map****Impact on Operating Budget****FY 2023****FY 2024****FY 2025**

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 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	240,000	260,000	280,000	0	780,000
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	\$ 240,000	\$ 260,000	\$ 280,000	\$ 0	\$ 780,000
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	240,000	260,000	280,000	0	780,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 240,000	\$ 260,000	\$ 280,000	\$ 0	\$ 780,000

Department: FIRE**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2023 - FY 2027****Project No.: 25223****Project Name: Fire Truck 2023****Project Description**

Replace 2003 Ladder Truck Platform. Rolled from FY-22 Budget

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

06/23

Total Project**07/22****06/23****Location**

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

Location Map**Impact on Operating Budget****FY 2023****FY 2024****FY 2025**

Personnel

\$ 0

\$ 0

\$ 0

Operations

0

25,000

25,000

Capital

0

0

0

Total Impact Oper. Budget**\$ 0****\$ 25,000****\$ 25,000****Future Years and explanations:** \$17,000 petroleum & \$8,000 repairs/maintenance per year.**Source of Funds****FY 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL**

G.O. Bonds

\$ 1,000,000

\$ 0

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

Land/Right of Way

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

Design/Engineering

0

0

0

0

0

0

Construction

0

0

0

0

0

0

Equipment/Furnishings

1,000,000

0

0

0

0

1,000,000

Other

0

0

0

0

0

0

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

Department: CODES ENFORCEMENT**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 29125****FY 2023 - FY 2027****Project Name: Codes Enforcement Vehicles****Project Description**

Replace an aging vehicle.

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

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

N/A

N/A

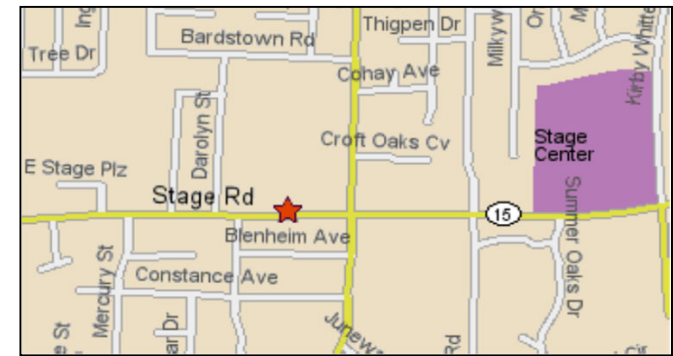
Equipment/Furnishings

07/24

06/25

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

6382 Stage Road, Bartlett.

Location Map**Impact on Operating Budget****FY 2023****FY 2024****FY 2025**

Personnel

\$ 0 \$ 0 \$ 0

Operations

0 7,000 7,000

Capital

0 0 0

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

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
Source of Funds						
G.O. Bonds	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Note	0	0	40,000	0	0	40,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
TDOT 80% match	0	0	0	0	0	0
Grant Funds	0	0	0	0	0	0
Total Source	\$ 0	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 40,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	0	0	0	0	0	0
Construction	0	0	0	0	0	0
Equipment/Furnishings	0	0	40,000	0	0	40,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 0	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 40,000



PUBLIC WORKS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2023 - FY 2027

PROJECT	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	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	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 160,000
City Wide Overlay	3,500,000	3,000,000	3,000,000	3,000,000	3,000,000	15,500,000
STP Overlay of Elmore, St. Elmo, &	0	3,800,000	0	0	0	3,800,000
ADA Transition	0	1,815,000	185,000	1,815,000	0	3,815,000
STP Overlay of Elmore Park Road,	0	0	4,708,600	0	0	4,708,600
Fletcher Creek Greenway Ph4	500,000	1,980,000	0	0	0	2,480,000
Various Drainage Projects	400,000	400,000	400,000	400,000	400,000	2,000,000
Total Engineering	\$ 4,400,000	\$ 11,035,000	\$ 8,333,600	\$ 5,255,000	\$ 3,440,000	\$ 32,463,600
Source of Funds						
G.O. Bonds	\$ 3,000,000	\$ 4,919,000	\$ 4,828,000	\$ 3,763,000	\$ 3,400,000	\$ 19,910,000
Capital Note	0	540,000	540,000	540,000	540,000	2,160,000
FD311 Transfers-unspent projects	0	0	0	0	0	0
American Rescue Plan Grant	1,000,000	0	0	0	0	1,000,000
TDOT 80% match	400,000	6,076,000	3,465,600	1,452,000	0	\$ 11,393,600
Total Source	\$ 4,400,000	\$ 11,535,000	\$ 8,833,600	\$ 5,755,000	\$ 3,940,000	\$ 34,463,600
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	500,000	0	185,000	0	0	685,000
Utility Relocation	0	0	0	0	0	0
Construction	3,900,000	10,995,000	8,108,600	5,215,000	3,400,000	31,618,600
Landscaping	0	0	0	0	0	0
Equipment/Furnishings	0	540,000	540,000	540,000	540,000	2,160,000
Other	0	0	0	0	0	0
Total Project Costs	\$ 4,400,000	\$ 11,535,000	\$ 8,833,600	\$ 5,755,000	\$ 3,940,000	\$ 34,463,600

Department: PUBLIC WORKS**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 30724****FY 2023 - FY 2027****Project Name: Public Works Vehicles & Equipment****Project Description**

Nothing for FY23.

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

06/27

Total Project**07/23****06/27****Location**

Public Works buildings around the City.

Location Map

At various locations throughout the City.

Impact on Operating Budget**FY 2023****FY 2024****FY 2025**

Personnel

\$ 0

\$ 0

\$ 0

Operations

0

54,000

54,000

Capital

0

0

0

Total Impact Oper. Budget**\$ 0****\$ 54,000****\$ 54,000****Future Years and explanations:** \$37,000 petroleum & 19,000 repairs/maintenance per year.**Source of Funds****FY 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL**

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****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

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.: 42024****FY 2023 - FY 2027****Project Name: Engineering Vehicle****Project Description**

Replacement for Vehicle with over 150,000 miles

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

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

N/A

N/A

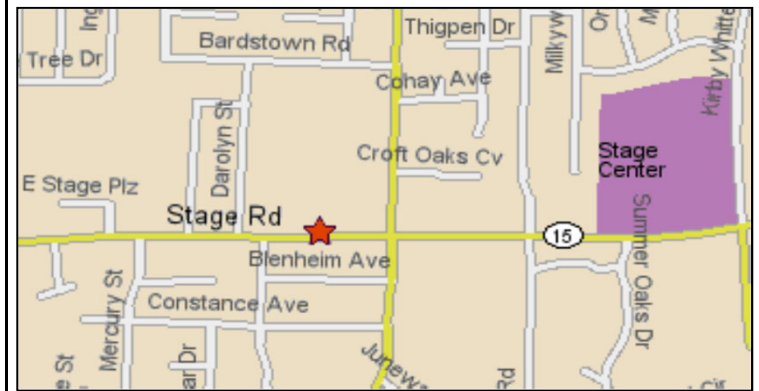
Equipment/Furnishings

07/23

10/27

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

6382 Stage Road, Bartlett.

Location Map**Impact on Operating Budget****FY 2023****FY 2024****FY 2025**

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 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL**

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

FD311 Use of Fund Balance

0

0

0

0

0

0

TDOT 80% match

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

\$

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: ENGINEERING**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2023 - FY 2027****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

07/22

06/27

Equipment/Furnishings

N/A

N/A

Total Project**07/22****06/27****Location**

All over the city.

**Impact on Operating Budget****FY 2023****FY 2024****FY 2025**

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 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL**

G.O. Bonds

\$

2,500,000

\$

3,000,000

\$

3,000,000

\$

3,000,000

\$

3,000,000

\$

14,500,000

Capital Note

0

0

0

0

0

0

FD311 Transfers-unspent projects

0

0

0

0

0

0

American Rescue Plan Grant

1,000,000

0

0

0

0

1,000,000

TDOT 80% match

0

0

0

0

0

0**Total Source**

\$

3,500,000

\$

3,000,000

\$

3,000,000

\$

3,000,000

\$

3,000,000

\$

15,500,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Construction

3,500,000

3,000,000

3,000,000

3,000,000

3,000,000

15,500,000

Equipment/Furnishings

0

0

0

0

0

0

Other

0

0

0

0

0

0**Total Project Costs**

\$

3,500,000

\$

3,000,000

\$

3,000,000

\$

3,000,000

\$

3,000,000

\$

15,500,000

Department: ENGINEERING**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 458****FY 2023 - FY 2027****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

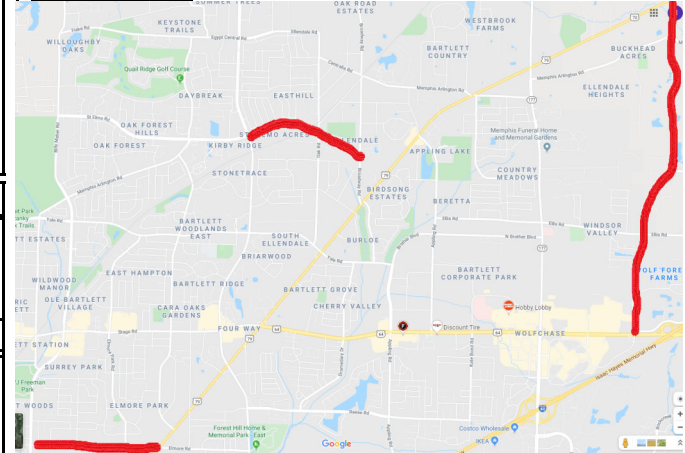
Construction

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 2023****FY 2024****FY 2025**

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 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL**

G.O. Bonds

\$

0

\$

760,000

\$

0

\$

0

\$

0

\$

760,000

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

3,040,000

0

0

0

3,040,000**Total Source**

\$

0

\$

3,800,000

\$

0

\$

0

\$

0

\$

3,800,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Construction

0

3,800,000

0

0

0

3,800,000

Equipment/Furnishings

0

0

0

0

0

0

Other

0

0

0

0

0

0**Total Project Costs**

\$

0

\$

3,800,000

\$

0

\$

0

\$

0

\$

3,800,000

Department: ENGINEERING				BARTLETT CAPITAL IMPROVEMENT PROGRAM				
Project No.: 455				FY 2023 - FY 2027				
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		N/A	N/A	
				Design/Engineering		07/21	07/25	
				Utility Relocation		NA	NA	
				Construction		08/23	08/27	
				Total Project		07/21	08/27	
Location Locations all over the City.				Location Map Around the City.				
Impact on Operating Budget				FY 2023	FY 2024	FY 2025		
Personnel		\$	0	\$	0	\$ 0		
Operations			0		0	0		
Capital			0		0	0		
Total Impact Oper. Budget		\$	0	\$	0	\$ 0		
<u>Future Years and explanations:</u> No impact on the operating budget.								
Source of Funds		FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL	
G.O. Bonds (Local Match)		\$	0	\$ 363,000	\$ 37,000	\$ 363,000	\$ 0	\$ 763,000
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	1,452,000	\$ 148,000	1,452,000	0	3,052,000
Total Source		\$	0	\$ 1,815,000	\$ 185,000	\$ 1,815,000	\$ 0	\$ 3,815,000
Project Costs								
Land/Right of Way		\$	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering			0	0	185,000	0	0	185,000
Construction			0	1,815,000		1,815,000	0	3,630,000
Equipment/Furnishings			0	0	0	0	0	0
Other			0	0	0	0	0	0
Total Project Costs		\$	0	\$ 1,815,000	\$ 185,000	\$ 1,815,000	\$ 0	\$ 3,815,000

Department: ENGINEERING**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 4581****FY 2023 - FY 2027****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

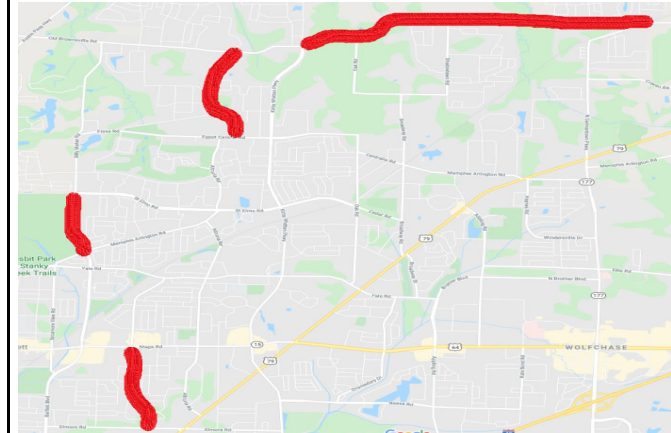
Construction

08/24

06/27

Total Project**07/22****06/27****Location**

See Description Above

Location Map**Impact on Operating Budget****FY 2023****FY 2024****FY 2025**

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 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL**

G.O. Bonds (Local Match) \$ 0 \$ 0 \$ 1,391,000 \$ 0 \$ 0 \$ 1,391,000

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 3,317,600 0 0 3,317,600

Total Source **\$ 0** **\$ 0** **\$ 4,708,600** **\$ 0** **\$ 0** **\$ 4,708,600****Project Costs**

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

Design/Engineering 0 0 0 0 0 0

Construction 0 0 4,708,600 0 0 4,708,600

Equipment/Furnishings 0 0 0 0 0 0

Other 0 0 0 0 0 0

Total Project Costs **\$ 0** **\$ 0** **\$ 4,708,600** **\$ 0** **\$ 0** **\$ 4,708,600**

Department: ENGINEERING**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.:** 4514**FY 2023 - FY 2027****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

12/25

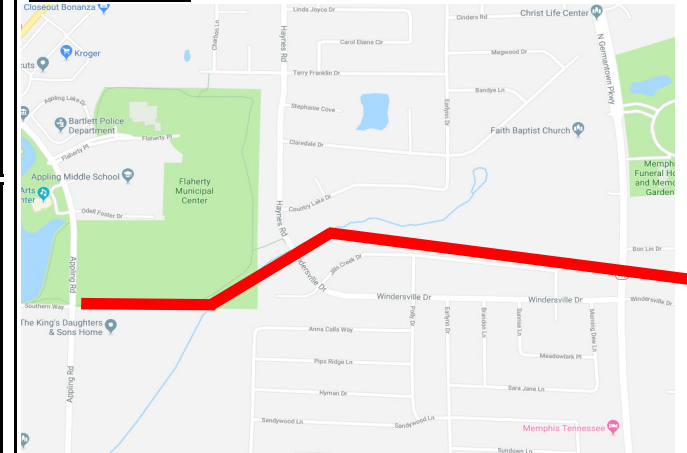
Equipment/Furnishings

N/A

N/A

Total Project**01/21****12/25****Location**

Fletcher Creek Just North of Ellis Road

Location Map**Impact on Operating Budget****FY 2023****FY 2024****FY 2025**

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 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL**

G.O. Bonds

\$ 100,000

\$ 396,000

\$ 0

\$ 0

\$ 0

\$ 496,000

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

400,000

1,584,000

0

0

0

\$ 1,984,000

Total Source**\$ 500,000****\$ 1,980,000****\$ 0****\$ 0****\$ 0****\$ 2,480,000****Project Costs**

Land/Right of Way

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

Design/Engineering

500,000

0

0

0

0

\$ 500,000

Construction

0

1,980,000

0

0

0

\$ 1,980,000

Equipment/Furnishings

0

0

0

0

0

\$ 0

Other

0

0

0

0

0

0

Total Project Costs**\$ 500,000****\$ 1,980,000****\$ 0****\$ 0****\$ 0****\$ 2,480,000**

Department: ENGINEERING				BARTLETT CAPITAL IMPROVEMENT PROGRAM		
Project No.: 63623				FY 2023 - FY 2027		
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.		
Impact on Operating Budget						
	FY 2023	FY 2024	FY 2025			
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.						



PARKS AND RECREATION SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2023 - FY 2027

PROJECT	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
<u>Parks and Recreation</u>						
Parks Vehicles & Equipment	\$ 0	\$ 159,000	\$ 130,000	\$ 116,000	\$ 63,000	\$ 468,000
Recreation Ctr Equipment/Repairs	0	184,000	135,000	76,000	243,000	638,000
Singleton CC Equipment/Repairs	0	120,000	400,000	200,000	55,000	775,000
Senior Center Equipment/Repairs	0	61,000	43,000	35,000	0	139,000
Parks Maintenances	400,000	360,000	750,000	470,000	315,000	2,295,000
Parks Restroom Renovations-ADA	450,000	0	400,000	0	0	850,000
W.J. Freeman Park	0	1,010,000	0	1,000,000	0	2,010,000
Total Parks and Recreation	\$ 850,000	\$ 1,894,000	\$ 1,858,000	\$ 1,897,000	\$ 676,000	\$ 7,175,000
<u>Source of Funds</u>						
G. O. Bonds	\$ 850,000	\$ 941,000	\$ 1,293,000	\$ 1,205,000	\$ 370,000	\$ 4,659,000
Capital Note	0	343,000	265,000	192,000	306,000	1,106,000
Transfer In from Park Imp. Fund	0	110,000	0	0	0	110,000
Grant Funds	0	500,000	300,000	500,000	0	1,300,000
Total Source	\$ 850,000	\$ 1,894,000	\$ 1,858,000	\$ 1,897,000	\$ 676,000	\$ 7,175,000
<u>Project Costs</u>						
Design/Engineering	\$ 45,000	\$ 100,000	\$ 40,000	\$ 135,000	\$ 35,000	\$ 355,000
Utility Relocation	0	0	0	0	0	0
Construction	805,000	1,523,000	1,596,000	1,540,000	566,000	6,030,000
Landscaping	0	0	0	0	0	0
Equipment/Furnishings	0	261,000	222,000	222,000	75,000	780,000
Other	0	10,000	0	0	0	10,000
Total Project Costs	\$ 850,000	\$ 1,894,000	\$ 1,858,000	\$ 1,897,000	\$ 676,000	\$ 7,175,000

Department: PARKS & RECREATION**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 50724****FY 2023 - FY 2027****Project Name: Parks Vehicles & Equipment****Project Description**

FY24: (1) F550 Bucket Truck **\$123K**; (1) F350 Supercab **\$36k. Total \$159k**; **FY25:** (2) 72" Hustler mowers **\$30k**; (1) Tractor with boom arm attachment **\$100k - TOTAL \$130k**; **FY26** F350 Crewcab **\$36k**; **1 F450 Water truck \$80K, TOTAL \$116k**; **FY27:** (2) 72 in. Hustler mowers **\$30k**, 1 Woodchipper **\$33k**; **TOTAL \$63k**;

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

06/27

Total Project**07/23****06/27****Location**

At various locations throughout the City.

Location Map

At various locations throughout the City.

Impact on Operating Budget**FY 2023****FY 2024****FY 2025**

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 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL**

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

Capital Note 0 159,000 130,000 116,000 63,000 **468,000**

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 \$ 159,000 \$ 130,000 \$ 116,000 \$ 63,000 \$ 468,000**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 0 159,000 130,000 116,000 63,000 **468,000**

Other 0 0 0 0 0 0

Total Project Costs \$ 0 \$ 159,000 \$ 130,000 \$ 116,000 \$ 63,000 \$ 468,000

Department: PARKS & RECREATION**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 54324****FY 2023 - FY 2027****Project Name: Recreation Center Equipment/Repairs****Project Description**

FY24 - Asphalt Repair/Parking Lot - 27k; Epoxy (Recoat) lockerooms - 15k; Childcare Playground - 31k; LifeFitness Treadmills - 35k; Exergame - 58k; Upstairs Flooring - 18k; **Total: 184k.** **FY25** - Fire Alarm Replacement - 59k; Gym Curtain - 28k; Starting Block - 33k; RTU-3 (Front Desk) - 15k; **Total - 135k.** **FY26** - Shade Structure - 5k; HydroMassage Table - 12k; TriFit System - 6k; Weight Equipment - 53k; **Total - 76k.** **FY27** - Durolast Roof (Weight Room) - 117k; Cardio Room Revamp - 41k; Aircurtain - 13k; Aquatic Window Replacemet - 60k; Office Furniture - 12k; **Total - 243k.**

Location

7700 Flaherty Place.

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

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

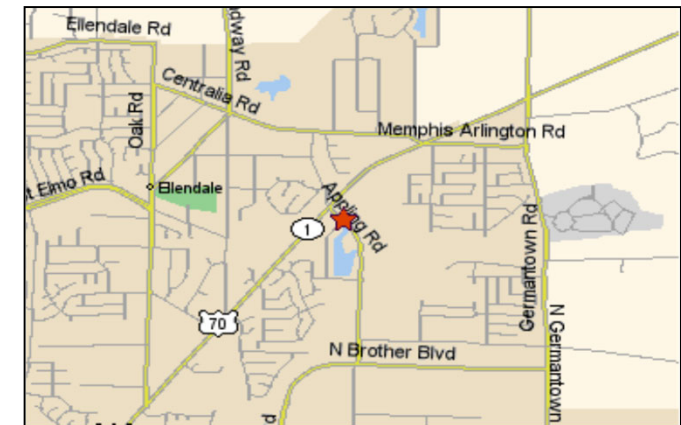
N/A

N/A

Equipment/Furnishings

07/23

06/27

Total Project**07/23****06/27****Location Map****Impact on Operating Budget****FY 2023****FY 2024****FY 2025**

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 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL****Source of Funds**

G.O. Bonds

\$

0

\$

0

\$

0

\$

0

\$

0

Capital Note

0

184,000

135,000

76,000

243,000

638,000

Transfer In from Park Imp. Fund

0

0

0

0

0

0

Grant Funds

0

0

0

0

0

0

Total Source

\$

0

\$

184,000

\$

135,000

\$

76,000

\$

243,000

\$

638,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

Construction

0

91,000

74,000

5,000

231,000

401,000

Equipment/Furnishings

0

93,000

61,000

71,000

12,000

237,000

Other

0

0

0

0

0

0

Total Project Costs

\$

0

\$

184,000

\$

135,000

\$

76,000

\$

243,000

\$

638,000

Department: PARKS & RECREATION				BARTLETT CAPITAL IMPROVEMENT PROGRAM					
Project No.: 51724				FY 2023 - FY 2027					
Project Name: Singleton Community Center Equipment/Repairs									
Project Description FY24 Remodel Preschool, Basement and Gym bathrooms \$75k; Outside elevator door replacement \$15k; Replace building & gym gutters \$30k - Total \$120k; FY25 Inclusive playground & ADA parking \$400k; FY26 Auditorium stage update \$100k; Auditorium kitchen renovation \$100k; Total \$200k; FY27 Replace gym curtain \$25k; Paint gym interior \$30k; Total \$55k				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	06/27		
Total Project		07/23	06/27						
Location 7266 Third Road				Location Map					
Impact on Operating Budget				FY 2023		FY 2024		FY 2025	
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 AND RECREATION**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 51824****FY 2023 - FY 2027****Project Name: Bartlett Senior Center Equipment/Repairs****Project Description**

FY24: HVAC unit (1) - \$9k, Kitchen Remodel Updates & ADA Changes - \$52k, **Total: 61k; FY25:** Replacement Elliptical - \$5k, Replacement Treadmills - \$18k, Replacement Rowing Machine (1) - \$8k, Front Door Portico - \$12k, **Total: 43k; FY26:** Replacement generator - \$27k, Replacement Recumbent Bicycles (2) - \$8k, **Total - \$35k**

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

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

N/A

N/A

Equipment/Furnishings

07/23

06/26

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

5727 Woodlawn, Bartlett, TN 38134

Location Map**Impact on Operating Budget****FY 2023****FY 2024****FY 2025**

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 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL**

G.O. Bonds

\$

0

\$

61,000

\$

43,000

\$

35,000

\$

0

\$

139,000

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

\$

61,000

\$

43,000

\$

35,000

\$

0

\$

139,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Construction

0

52,000

12,000

0

0

64,000

Equipment/Furnishings

0

9,000

31,000

35,000

0

75,000

Other

0

0

0

0

0

0

Total Project Costs

\$

0

\$

61,000

\$

43,000

\$

35,000

\$

0

\$

139,000

Department: PARKS & RECREATION**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 51423****FY 2023 - FY 2027****Project Name: Parks Maintenance****Project Description**

FY23 - Stoneridge Lake Erosion Repair **\$400k**; **FY24** - Repave Shadowlawn Parking lot **\$250k**, Repave walking paths at Ellendale and Easthill Parks **\$110k**; **TOTAL \$360**; **FY25** Redo Deermon Light **\$750k** **TOTAL \$750k**; **FY26** Repave Ellendale parking lot **\$200k**, Repave W. J. Freeman Park walking path-**\$70k**, Erosion repair at Yale Rd. Park **\$200k**; **TOTAL: \$470**; **FY27**– Repave walking paths at A.E. Beaty and Elmore Civic Parks \$65k, Appling Lake Erosion Repair **\$250k**, **TOTAL: \$315k**

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

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

07/22

06/27

Equipment/Furnishings

N/A

N/A

Total Project**07/22****06/27****Location**

At various locations throughout the City.

Location Map

At various locations throughout the City.

Impact on Operating Budget**FY 2023****FY 2024****FY 2025**

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 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL**

G.O. Bonds

400,000

250,000

\$ 750,000

\$ 470,000

\$ 315,000

\$ 2,185,000

Capital Note

0

0

0

0

0

0

Transfer In from Park Imp. Fund

0

110,000

0

0

0

110,000

Grant Funds

0

0

0

0

0

0

Total Source**\$ 400,000****\$ 360,000****\$ 750,000****\$ 470,000****\$ 315,000****\$ 2,295,000****Project Costs**

Land/Right of Way

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

Design/Engineering

0

0

0

35,000

35,000

70,000

Construction

400,000

360,000

750,000

435,000

280,000

2,225,000

Equipment/Furnishings

0

0

0

0

0

0

Other

0

0

0

0

0

0

Total Project Costs**\$ 400,000****\$ 360,000****\$ 750,000****\$ 470,000****\$ 315,000****\$ 2,295,000**

Department: PARKS & RECREATION				BARTLETT CAPITAL IMPROVEMENT PROGRAM		
Project No.: 51623				FY 2023 - FY 2027		
Project Name: Parks Restroom Renovations - ADA						
Project Description FY23 Shadowlawn Restrooms-\$450k, FY25 0, FY26 Freeman Smith-\$400k, TOTAL: \$850k;				Project Schedule		
				Start		Finish
				Land/Right of Way		N/A
				Design/Engineering		N/A
				Construction		07/22
				Equipment/Furnishings		06/26
				Total Project		
				07/22		
				06/26		
Location				Location Map		
Shadowlawn Park 4734 Shadowlawn Rd., Bartlett, TN 38133; Freeman Smith Park 4620 N. Brunswick Rd., 38002, Dixon Brewer Park 5745 Woodlawn St., 38134.				At various locations throughout the City.		
Impact on Operating Budget						
	FY 2023	FY 2024	FY 2025			
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 2026	FY 2027	TOTAL
Source of Funds						
G.O. Bonds	\$ 450,000	\$ 0	\$ 100,000	\$ 0	\$ 0	\$ 550,000
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	300,000	0	0	300,000
Total Source	\$ 450,000	\$ 0	\$ 400,000	\$ 0	\$ 0	\$ 850,000
Project Costs						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	45,000	0	40,000	0	0	85,000
Construction	405,000	0	360,000	0	0	765,000
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 450,000	\$ 0	\$ 400,000	\$ 0	\$ 0	\$ 850,000

Department: PARKS & RECREATION**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2023 - FY 2027****Project No.: 51402****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**Start****Finish**

Land/Right of Way

N/A

N/A

Design/Engineering

N/A

N/A

Construction

07/23

06/27

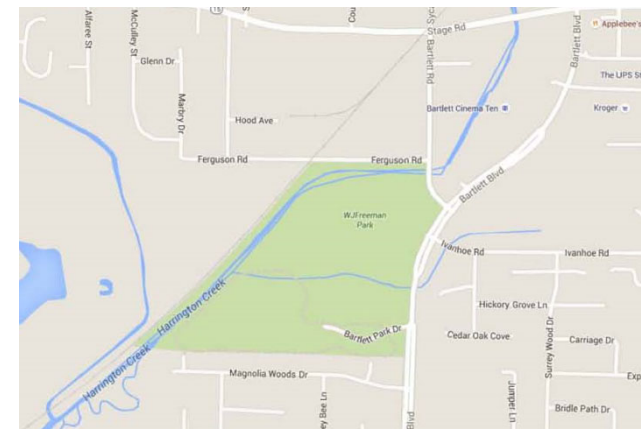
Equipment/Furnishings

N/A

N/A

Total Project**07/23****06/27****Location**

2619 Bartlett Boulevard, Bartlett, TN 38134

Location Map**Impact on Operating Budget****FY 2023****FY 2024****FY 2025**

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.

Source of Funds**FY 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL**

G.O. Bonds

\$ 0

\$ 510,000

\$ 0

\$ 500,000

\$ 0

\$ 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

500,000

0

500,000

0

1,000,000

Total Source**\$ 0****\$ 1,010,000****\$ 0****\$ 1,000,000****\$ 0****\$ 2,010,000****Project Costs**

Land/Right of Way

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

Design/Engineering

0

100,000

0

100,000

0

200,000

Construction

0

900,000

0

900,000

0

1,800,000

Equipment/Furnishings

0

0

0

0

0

0

Other

0

10,000

0

0

0

10,000

Total Project Costs**\$ 0****\$ 1,010,000****\$ 0****\$ 1,000,000****\$ 0****\$ 2,010,000**



UTILITY FUND SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2023 - FY 2027

PROJECT	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
<u>Sewers</u>						
Sewers in Annexation Area	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,000,000
Fletcher Creek Sewer Basin	50,000	50,000	50,000	50,000	0	200,000
American Rescue Plan Project	500,000	2,053,719	2,053,719	0	0	4,607,438
Hatch Lane Eagle's Nest Sewer	0	0	1,500,000	1,500,000	0	3,000,000
Westbrook Sewer Extension	0	0	500,000	0	0	500,000
Upgrade Sewage Plant #2	0	0	50,000	0	0	50,000
Total Sewers	\$ 950,000	\$ 2,503,719	\$ 4,553,719	\$ 1,950,000	\$ 400,000	\$ 10,357,438
<u>Source of Funds</u>						
Utility Bonds	\$ 0	\$ 0	\$ 2,032,446	\$ 1,500,000	\$ 0	\$ 3,532,446
Utility Retained Earnings	579,630	982,446	1,000,000	450,000	400,000	3,412,075
FD312 Transfers-unspent projects	0	0	0	0	0	0
American Rescue Plan Grant	370,370	1,521,273	1,521,273	0	0	3,412,917
Total Source	\$ 950,000	\$ 2,503,719	\$ 4,553,719	\$ 1,950,000	\$ 400,000	\$ 10,357,438
<u>Project Costs</u>						
Land/Right of Way	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Design/Engineering	550,000	50,000	100,000	50,000	0	750,000
Construction	400,000	2,453,719	4,453,719	1,900,000	400,000	9,607,438
Landscaping	0	0	0	0	0	0
Equipment/Furnishings	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total Project Costs	\$ 950,000	\$ 2,503,719	\$ 4,553,719	\$ 1,950,000	\$ 400,000	\$ 10,357,438

Department: ENGINEERING - SEWER**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 81123****FY 2023 - FY 2027****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

06/27

Design/Engineering

07/22

06/27

Utility Relocation

N/A

N/A

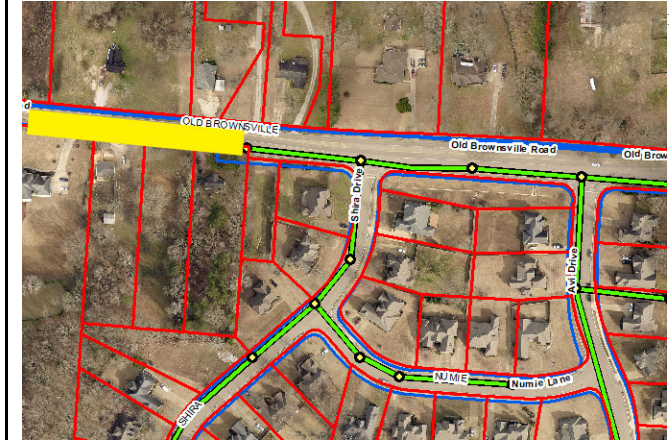
Construction

07/22

06/27

Total Project**07/22****06/27****Location**

These projects are located at various locations around the City.

Location Map**Impact on Operating Budget****FY 2023****FY 2024****FY 2025**

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 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL**

Utility Bonds

\$

0

\$

0

\$

0

\$

0

\$

0

Utility Retained Earnings

400,000

400,000

400,000

400,000

400,000

2,000,000

FD312 Transfers-unspent projects

0

0

0

0

0

0

FD312 Use of Fund Balance

0

0

0

0

0

0

Total Source

\$

400,000

\$

400,000

\$

400,000

\$

400,000

\$

400,000

\$

2,000,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Utility Relocation

0

0

0

0

0

0

Construction

400,000

400,000

400,000

400,000

400,000

2,000,000

Landscaping

0

0

0

0

0

0

Equipment/Furnishings

0

0

0

0

0

0

Other

0

0

0

0

0

0

Total Project Costs

\$

400,000

\$

400,000

\$

400,000

\$

400,000

\$

400,000

\$

2,000,000

Department: ENGINEERING - SEWER**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 805****FY 2023 - FY 2027****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

N/A

N/A

Design/Engineering

07/22

06/26

Utility Relocation

N/A

N/A

Construction

N/A

N/A

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

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 2023****FY 2024****FY 2025**

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 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL**

Utility Bonds

\$

0

\$

0

\$

0

\$

0

\$

0

Utility Retained Earnings

50,000

50,000

50,000

50,000

0

200,000

FD312 Transfers-unspent projects

0

0

0

0

0

0

FD312 Use of Fund Balance

0

0

0

0

0

0

Total Source**\$****50,000****\$****50,000****\$****50,000****\$****50,000****\$****0****\$****200,000****Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

50,000

50,000

50,000

50,000

0

200,000

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**\$****50,000****\$****50,000****\$****50,000****\$****50,000****\$****0****\$****200,000**

Department: ENGINEERING - SEWER**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 808****FY 2023 - FY 2027****Project Name: American Rescue Plan****Project Description**

This project will use funds from the American Rescue Plan which has allocated \$3,412,917.00 for Bartlett with a local 35% match (\$1,194,520.95), for a total of 4,607,437.95 to be obligated by 2026. This will be used to complete various projects around the city such as emergency generators for sewer pump stations, sewer line rehabilitation, and pump station rehabilitation. Sewer holding tanks may be constructed contingent on coordination with the City of Memphis.

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

Land/Right of Way

07/22

06/26

Design/Engineering

07/22

06/26

Utility Relocation

N/A

N/A

Construction

07/22

06/26

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

These projects are located at various locations around the City.

Location Map

These projects are located at various locations around the City.

Impact on Operating Budget**FY 2023****FY 2024****FY 2025**

Personnel \$ 0 \$ 0 \$ 0

Operations 0 0 0

Capital 0 0 0

Total Impact Oper. Budget **\$ 0** **\$ 0** **\$ 0****Future Years and explanations:** No impact on operating budget.**Source of Funds****FY 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL**

Utility Bonds \$ 0 \$ 0 \$ 532,446 \$ 0 \$ 0 \$ 532,446

Utility Retained Earnings 129,630 532,446 0 0 0 662,075

FD312 Transfers-unspent projects 0 0 0 0 0 0

American Rescue Plan Grant 370,370 1,521,273 1,521,273 0 0 3,412,917

Total Source **\$ 500,000** **\$ 2,053,719** **\$ 2,053,719** **\$ 0** **\$ 0** **\$ 4,607,438****Project Costs**

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

Design/Engineering 500,000 0 0 0 0 500,000

Utility Relocation 0 0 0 0 0 0

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

Landscaping 0 0 0 0 0 0

Equipment/Furnishings 0 0 0 0 0 0

Other 0 0 0 0 0 0

Total Project Costs **\$ 500,000** **\$ 2,053,719** **\$ 2,053,719** **\$ 0** **\$ 0** **\$ 4,607,438**

Department: ENGINEERING - SEWER**BARTLETT CAPITAL IMPROVEMENT PROGRAM****FY 2023 - FY 2027****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

07/24

07/23

Design/Engineering

07/24

08/23

Utility Relocation

N/A

N/A

Construction

07/24

10/27

Total Project**07/24****10/27****Location**

Hatch Lane/Old Brownsville Road

Location Map**Impact on Operating Budget****FY 2023****FY 2024****FY 2025**

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 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL**

Utility Bonds

\$

0

\$

0

\$

1,500,000

\$

1,500,000

\$

0

\$

3,000,000

Utility Retained Earnings

0

0

0

0

0

0

FD312 Transfers-unspent projects

0

0

0

0

0

0

FD312 Use of Fund Balance

0

0

0

0

0

0

Total Source

\$

0

\$

0

\$

1,500,000

\$

1,500,000

\$

0

\$

3,000,000**Project Costs**

Land/Right of Way

\$

0

\$

0

\$

0

\$

0

\$

0

\$

0

Design/Engineering

0

0

0

0

0

0

Utility Relocation

0

0

0

0

0

0

Construction

0

0

1,500,000

1,500,000

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

\$

0

\$

0

\$

1,500,000

\$

1,500,000

\$

0

\$

3,000,000

Department: ENGINEERING - SEWER**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 81171****FY 2023 - FY 2027****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

07/24

01/25

Design/Engineering

09/24

01/25

Utility Relocation

N/A

N/A

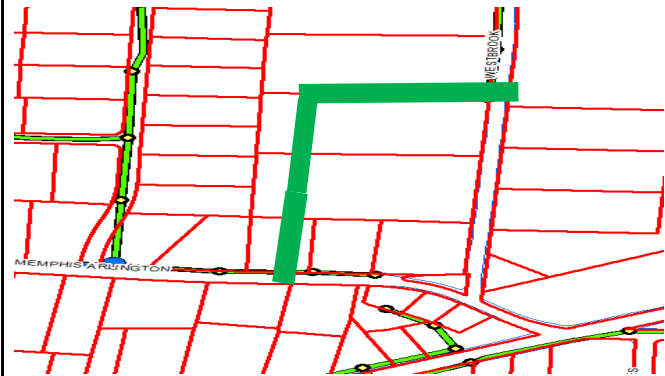
Construction

03/25

10/25

Total Project**07/24****10/25****Location**

Mem-Arlington - Westbrook Road

Location Map**Impact on Operating Budget****FY 2023****FY 2024****FY 2025**

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 2023****FY 2024****FY 2025****FY 2026****FY 2027****TOTAL**

Utility Bonds

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

Utility Retained Earnings

0

0

500,000

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

Land/Right of Way

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

\$ 0

Survey/ Easements

0

0

0

0

0

0

Utility Relocation

0

0

0

0

0

0

Construction

0

0

500,000

0

0

500,000

Landscaping

0

0

0

0

0

0

Equipment/Furnishings

0

0

0

0

0

0

Other

0

0

0

0

0

0

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

Department: ENGINEERING - SEWER**BARTLETT CAPITAL IMPROVEMENT PROGRAM****Project No.: 807****FY 2023 - FY 2027****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

07/24

06/25

Total Project**07/24****06/25****Location****Impact on Operating Budget****FY 2023****FY 2024****FY 2025**

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 2023****FY 2024****FY 2025****FY 2026****FY 2027****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

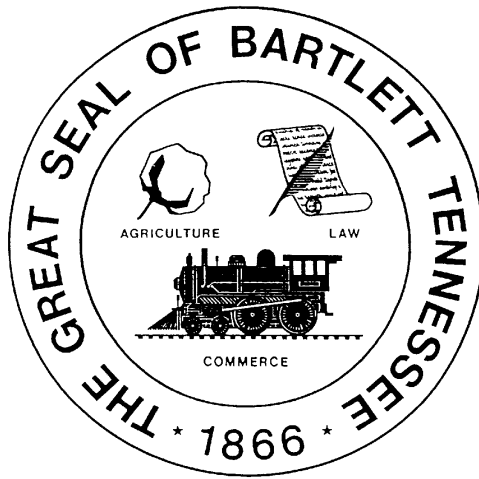
Construction 0 0 0 0 0 0

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



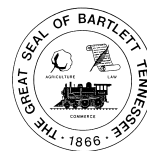
Date of Incorporation – 1866
Date Charter Adopted – April 14, 1993
Form of Government – Mayor and Aldermen

Bartlett, with a 2020 census population of 57,786 is the geographic center of Shelby County and the second largest city in Shelby County after Memphis. A more recent projection of the population in 2022 is close to 60,000. The Memphis MSA (Metropolitan Statistical Areas), in which Bartlett is included, has a population of around one million people. The City covers over 32 square miles and has a reserve annexation area of about 9 square miles. Growth in the City, in population, commercial and residential developments, and annexations, has remained steady from the 1970's through the 2020's. The City's charter was last amended on April 14, 1993 and operates under a strong Mayor and Aldermen form of government as provided for in Tennessee state statutes.

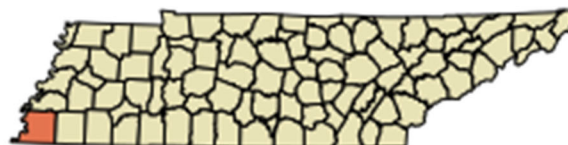
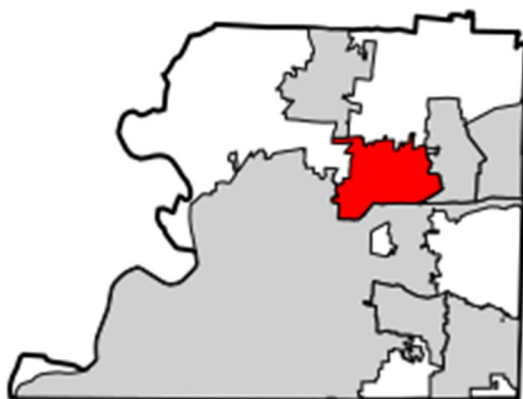
Bartlett's industrial area is home to many companies including Brother Industries USA, Brother International Corporation, Gyrus ENT, Brimhall Foods Company and the USDA Cotton Classing Plant. While home for many industries, Bartlett continues to maintain its small town atmosphere. Historic Bartlett Station,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

Those residents who settled in Bartlett in the 1800's did so for its rich soil and long growing season. Shelby County was the leading cotton-growing county in Tennessee at the time. One of its early settlers purchased 3,000 acres of prime farmland along what is now known as Stage Road. From the early 1800's until the late 1960's Bartlett was an agricultural town producing cotton, soybeans, and flowers. In the early 1900's dairy farms began to dominate the landscape. Several farms grew flowers but the largest was operated by Kate Bond, a lifelong citizen born in 1886 who provided flowers to the Peabody Hotel and area hospitals. When a new school was built near her home in the 1990's, it was named Kate Bond Elementary in her honor. In the fall of 1865 the citizens of "Union Depot" wanted to secure a name for the place the depot and post office should be known. The Memphis Daily News reported that the citizens wisely settled upon the name of Bartlett in honor of one of the oldest citizens of the county, Gabriel Maston Bartlett. In 1866, the Tennessee state legislature passed an act incorporating the town of Bartlett. It remains an irony that of the many photographs of early settlers and photos of Bartlett in its early years, not a single photograph remains of the man who Bartlett was named after.

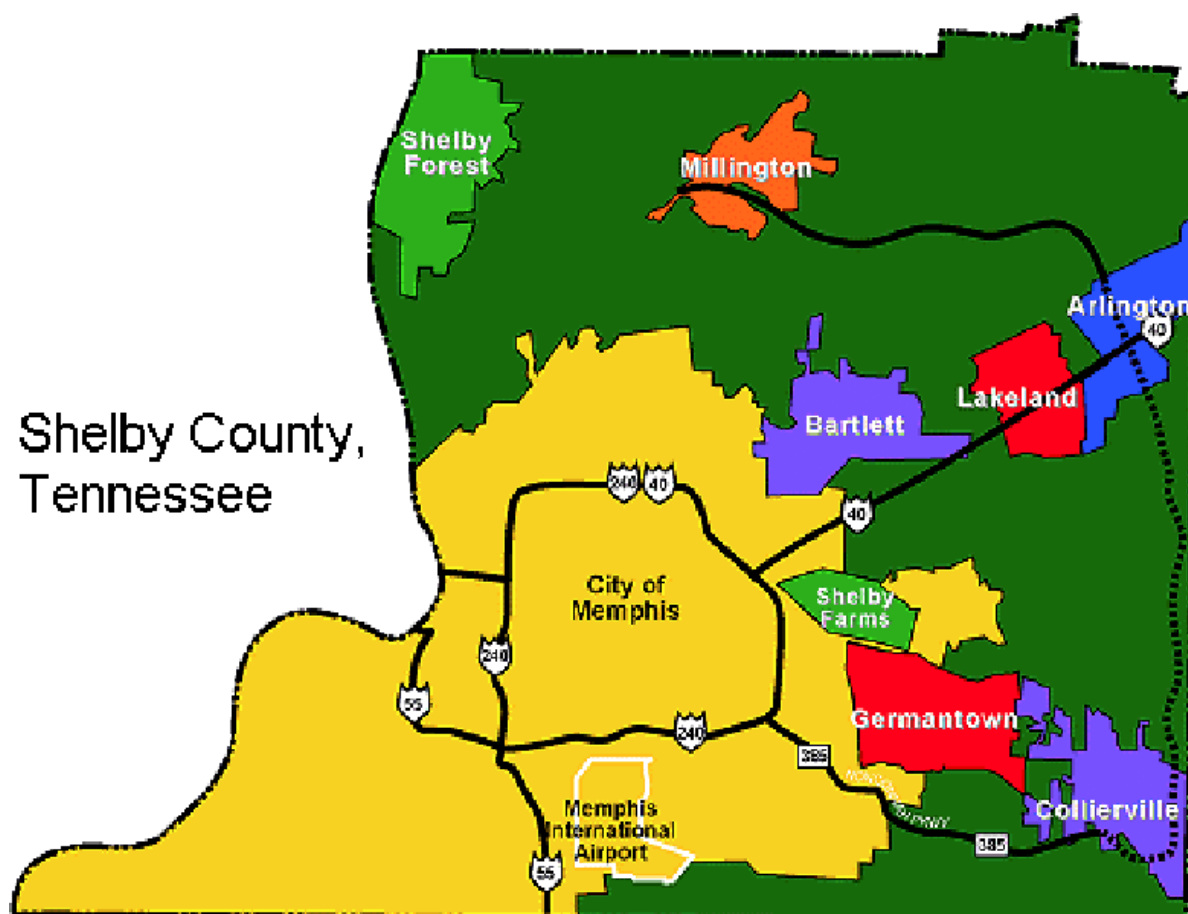
With great schools, a low tax rate, first-class recreational facilities and great neighborhoods Bartlett offers its citizens a small town atmosphere in a metropolitan area.

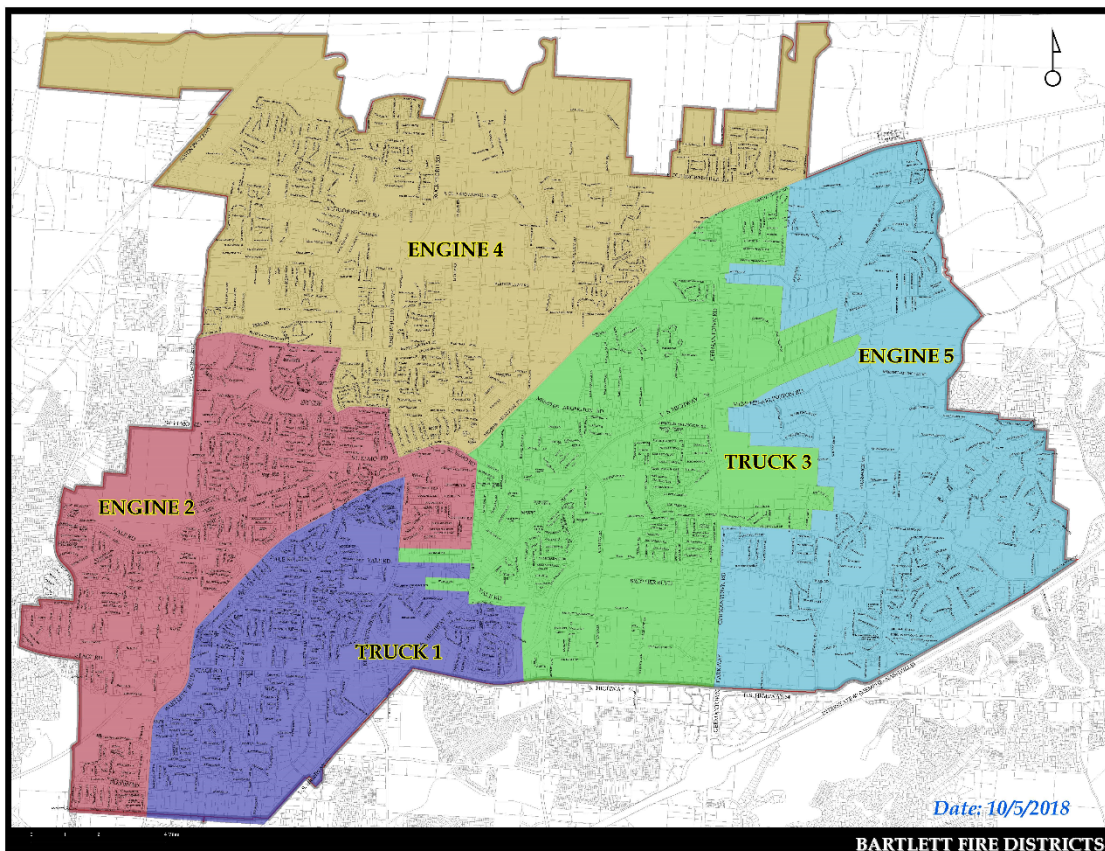
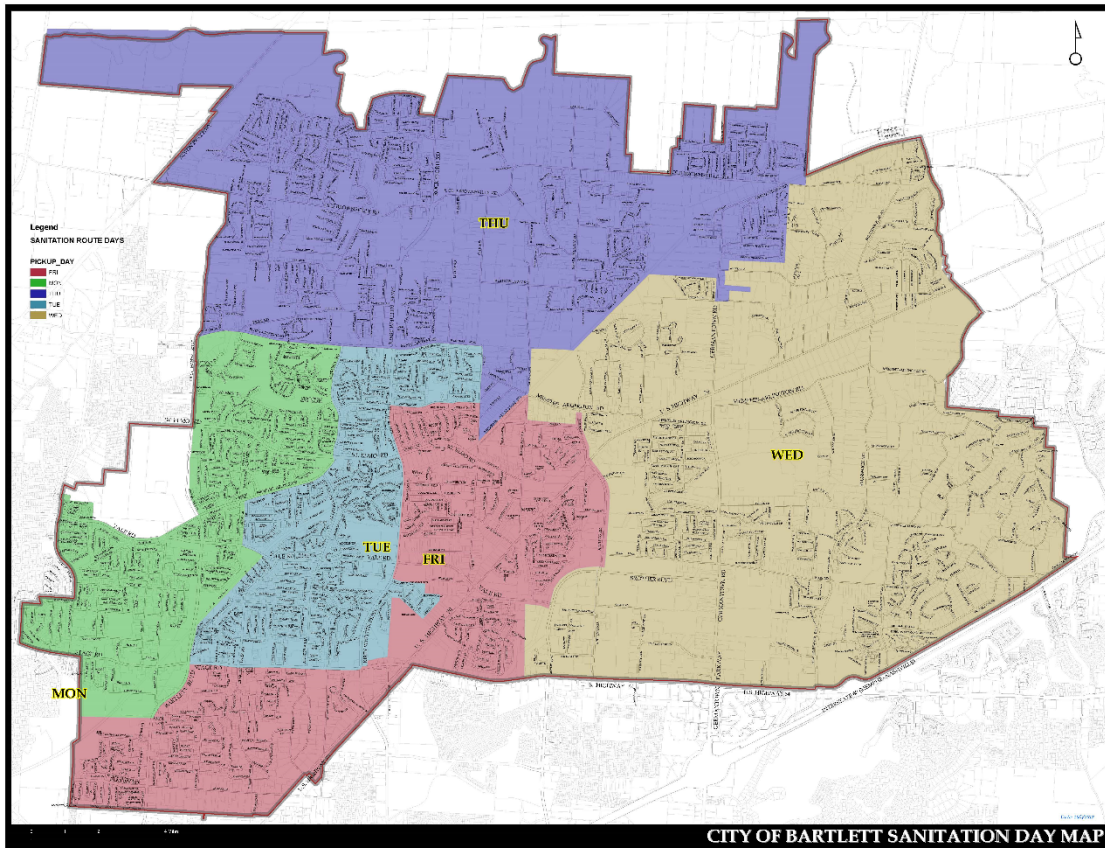


City of Bartlett, Shelby County, Tennessee

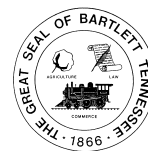


Shelby County,
Tennessee





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	20,446
Pump Stations	25
Capacity of Bartlett System (Gallons/day)	2,700,000

WATER SYSTEM

Miles of Water Lines	372
Number of Water Connections	21,652
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	129

SCHEDULE OF MAJOR TAXPAYERS (2021)

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
2020	57,786

Age

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

Race

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

HOUSING STARTS

2019	51
2020	26
2021	38
2022	65

COMMERCIAL INDUSTRIAL/PERMITS

2019	96
2020	91
2021	87
2022	74

HOUSING UNITS

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

2022 TAX YEAR

Property Tax Rate	1.73
Local Sales Tax	2.75%
State Sales Tax	7.00%

Bond Ratings

Standard and Poor's	AAA
Moody's	Aa1



GLOSSARY OF TERMS

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

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

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

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

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

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

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

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

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

BSMC – Bartlett Station Municipal Center.

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

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

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

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

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

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

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

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



GLOSSARY OF TERMS

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

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

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

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

Cost Center - A sub-unit of a department.

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

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

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

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

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

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

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

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

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

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

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

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

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

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



GLOSSARY OF TERMS

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

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

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

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

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

GASB - Governmental Accounting Standards Board.

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

GFOA - Government Finance Officers Association.

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

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

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

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

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

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

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

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

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

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



GLOSSARY OF TERMS

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

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

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

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

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

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

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

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

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

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

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

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



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2023 - FY 2027

PROJECT	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
<u>FUNDING SOURCES</u>						
General Obligation Bonds	\$ 4,850,000	\$ 5,980,000	\$ 6,241,000	\$ 5,088,000	\$ 3,890,000	\$ 26,049,000
Capital Note	0	1,650,000	1,592,000	1,499,000	1,333,000	6,074,000
Transfer In from Park Imp. Fund	0	110,000	0	0	0	110,000
Grant Funds	0	500,000	300,000	500,000	0	1,300,000
TDOT 80% match	400,000	6,076,000	3,465,600	1,452,000	0	11,393,600
Utility Bonds	0	0	2,032,446	1,500,000	0	3,532,446
Utility Retained Earnings	579,630	982,446	1,000,000	450,000	400,000	3,412,075
American Rescue Plan Grant	1,370,370	1,521,273	1,521,273	0	0	4,412,917
Total Funding Sources	\$ 7,200,000	\$ 16,819,719	\$ 16,152,319	\$ 10,489,000	\$ 5,623,000	\$ 56,284,038
<u>PROJECT COST</u>						
<u>Administrative</u>						
Vehicles & Equipment	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000
Total Administrative	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 0	\$ 40,000
<u>Police</u>						
Police Vehicles & Equipment	\$ 0	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 1,740,000
Justice Center Maintenance	0	120,000	120,000	120,000	120,000	480,000
Total Police	\$ 0	\$ 555,000	\$ 555,000	\$ 555,000	\$ 555,000	\$ 2,220,000
<u>Fire</u>						
Fire Vehicles	\$ 0	\$ 52,000	\$ 52,000	\$ 52,000	\$ 52,000	\$ 208,000
Fire Ambulances	0	240,000	260,000	280,000	0	780,000
Fire Truck	1,000,000	0	0	0	0	1,000,000
Total Fire	\$ 1,000,000	\$ 292,000	\$ 312,000	\$ 332,000	\$ 52,000	\$ 1,988,000
<u>Codes Enforcement</u>						
Codes Enforcement Vehicles	\$ 0	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 40,000
Total Code Inspection	\$ 0	\$ 0	\$ 40,000	\$ 0	\$ 0	\$ 40,000



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM

FY 2023 - FY 2027

PROJECT	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	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	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 160,000
City Wide Overlay	2,500,000	3,000,000	3,000,000	3,000,000	3,000,000	14,500,000
American Rescue Plan Grant - City Wide Overlay	1,000,000	0	0	0	0	1,000,000
STP Overlay of Elmore, St. Elmo, & Brunswick Roads	0	760,000	0	0	0	760,000
TDOT-STP Overlay of Elmore, St. Elmo, & Brunswick Roads	0	3,040,000	0	0	0	3,040,000
ADA Transition	0	363,000	37,000	363,000	0	763,000
TDOT-ADA Transition	0	1,452,000	148,000	1,452,000	0	3,052,000
STP Overlay of Elmore Park Road, Old Brownsville	0	0	1,391,000	0	0	1,391,000
TDOT-STP Overlay of Elmore Park Road, Old Brownsville	0	0	3,317,600	0	0	3,317,600
Fletcher Creek Greenway Ph4	100,000	396,000	0	0	0	496,000
Fletcher Creek Ph4 TDOT	400,000	1,584,000	0	0	0	1,984,000
Various Drainage Projects	400,000	400,000	400,000	400,000	400,000	2,000,000
Total Engineering	\$ 4,400,000	\$ 11,035,000	\$ 8,333,600	\$ 5,255,000	\$ 3,440,000	\$ 32,463,600
Parks						
Parks Vehicles & Equipment	\$ 0	\$ 159,000	\$ 130,000	\$ 116,000	\$ 63,000	\$ 468,000
Recreation Ctr Equipment/Repairs	0	184,000	135,000	76,000	243,000	638,000
Singleton CC Equipment/Repairs	0	120,000	400,000	200,000	55,000	775,000
Senior Center Equipment/Repairs	0	61,000	43,000	35,000	0	139,000
Parks Maintenances	400,000	250,000	750,000	470,000	315,000	2,185,000
Transfer In from Park Imp. Fund	0	110,000	0	0	0	110,000
Parks Restroom Renovations-ADA	450,000	0	100,000	0	0	550,000
Grant Fund Parks Restroom Renovation-ADA	0	0	300,000	0	0	300,000
W.J. Freeman Park	0	510,000	0	500,000	0	1,010,000
Grant Fund W.J. Freeman Park	0	500,000	0	500,000	0	1,000,000
Total Parks	\$ 850,000	\$ 1,894,000	\$ 1,858,000	\$ 1,897,000	\$ 676,000	\$ 7,175,000



CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM FY 2023 - FY 2027

PROJECT	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
<u>Sewers</u>						
Sewers in Annexation Area	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,000,000
Fletcher Creek Sewer Basin	50,000	50,000	50,000	50,000	0	200,000
American Rescue Plan Project	129,630	532,446	532,446	0	0	1,194,521
American Rescue Plan Grant - ARP Project	370,370	1,521,273	1,521,273	0	0	3,412,917
Hatch Lane Eagle's Nest Sewer	0	0	1,500,000	1,500,000	0	3,000,000
FD312 Use of Fund Balance	0	0	0	0	0	0
Westbrook Sewer Extension	0	0	500,000	0	0	500,000
Upgrade Sewage Plant #2	0	0	50,000	0	0	50,000
Total Sewers	\$ 950,000	\$ 2,503,719	\$ 4,553,719	\$ 1,950,000	\$ 400,000	\$ 10,357,438
TOTAL CIP	\$ 7,200,000	\$ 16,819,719	\$ 16,152,319	\$ 10,489,000	\$ 5,623,000	\$ 56,284,038

City of Bartlett
Fees Schedule
Fiscal Year 2022-2023

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)	\$175/250	Reception hall/Banquet Hall
	Sound Technician	\$50/hr.	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 2022-2023

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 2022-2023

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 2022-2023

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 2022-2023

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 2022-2023

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 2022-2023

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 2022-2023

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 2022-2023

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 2022-2023

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	\$ 550.00	Softball
		\$ 425.00	Fall Softball
		\$ 550.00	Basketball
		\$ 235.00	Volleyball
	Facility Rental		
	Deermont	\$ 500.00	Per day
	Ellendale	\$ 250.00	Per day (both fields)
	Appling	\$ 500.00	Per day (all four fields)
	W.J. Freeman Multipurpose Fields		
	11v11 field dimensions (3 fields available)	\$ 150.00	Per field/per game
	7v7 or 9v9 field dimensions (6 fields available)	\$ 75.00	Per field/per game
	Bartlett Pickleball Courts	\$ 250.00	Per day (all six courts)
	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	\$ 90.00	Baseball, Softball & Basketball
		\$ 60.00	Volleyball
	Plus Non-Resident fee	\$ 15.00	Per person
	Late Registration	\$ 20.00	Per person
	Youth Sports-per team		
	6 & u basketball	\$ 375.00	
	8 & u basketball	\$ 450.00	
	10 & u basketball	\$ 475.00	
	17 & u basketball	\$ 550.00	
	6 & u to 8 & u baseball	\$ 350.00	
	10 & u to 14 & u baseball	\$ 475.00	
	Per person fees for non BPRD Programs	\$ 15.00	per person
Singleton C.C.	Adult Classes		
	Bench Aerobics	\$ 5.00	Per class or 8 classes for \$35.00
	Belly Dancing	\$ 90.00	Resident per session

City of Bartlett
Fees Schedule
Fiscal Year 2022-2023

Department	Type	Amount	Frequency/Notes/Description
		\$ 95.00	Nonresident per session
	Zumba	\$ 5.00	Per class or 8 classes for \$35.00
	Yoga	\$ 5.00	Per class or 8 classes for \$35.00
	Chair Yoga	\$ 5.00	Per class or 8 classes for \$35.00
	Clogging	\$ 25.00	Resident per month, Add Fam \$10
		\$ 30.00	Nonresident per month, Add Fam \$10
		\$ 15.00	Senior per month
	Pickleball Lessons	\$ 40.00	Per session
	Pottery		
	Hand Building	\$ 120.00	\$120 for 6 week session
		\$ 125.00	\$125 for 6 week session
	Wheel Class	\$ 130.00	\$130 for 6 week session
		\$ 135.00	\$135 for 6 week session
	Clay	\$ 25.00	
	Pottery Tools	\$ 20.00	
	Per Week Class Fee	\$ 25.00	
	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	\$ 55.00	Resident per month
		\$ 60.00	Non-resident per month
	3 Visit Trial Pass	\$ 40.00	Resident per
		\$ 50.00	Non-resident per
	Summer Dance Camp	\$ 90.00	Resident per session
		\$ 100.00	Non-resident per session
	Receital Ticket	\$ 20.00	Per ticket
	Camp Singleton		
	Fall Break Camp	\$ 135.00	Resident per week
	Fall Break Camp	\$ 145.00	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	\$ 135.00	Resident per week
	Spring Break Camp	\$ 145.00	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	\$ 1,080.00	Resident, full summer

City of Bartlett
Fees Schedule
Fiscal Year 2022-2023

Department	Type	Amount	Frequency/Notes/Description
	Full Summer tuition, Non-Resident	\$ 1,160.00	Non-Resident, full summer
	Camp 1 wk, Resident	\$ 135.00	Resident, per week
	Camp 1 wk, Resident, 1st sibling	\$ 130.00	Resident, 1st sibling, per week
	Camp 1 wk, Resident, 2nd sibling	\$ 125.00	Resident, 2nd sibling, per week
	Camp 1 wk, Non-Resident	\$ 145.00	Non-Resident, per week
	Camp 1 wk, Non-Resident, 1st sibling	\$ 140.00	Non-Resident, 1st sibling, per week
	Camp 1 wk, Non-Resident, 2nd sibling	\$ 135.00	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
Facility Rental			
	Regular Hours		
	Classroom	\$ 30.00	Resident per hour
		\$ 40.00	Non-resident per hour
	Stage Room	\$ 40.00	Resident per hour
		\$ 50.00	Non-resident per hour
	Auditorium	\$ 60.00	Resident per hour
		\$ 70.00	Non-resident per hour
	Kitchen, with Auditorium	\$ 60.00	Resident Flat Fee
		\$ 70.00	Non-Resident Flat Fee
	Gymnasium, one side only	\$ 65.00	Resident per hour
		\$ 75.00	Non-resident per hour
	Gymnasium, whole gym	\$ 130.00	Resident per hour
		\$ 150.00	Non-resident per hour
	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	\$ 80.00	Resident Flat Fee
		\$ 90.00	Non-resident Flat Fee
	Gymnasium, one side only	\$ 145.00	Resident per hour
		\$ 165.00	Non-resident per hour
	Gymnasium, whole gym	\$ 290.00	Resident per hour
		\$ 350.00	Non-resident per hour
	Deposit Auditorium, Classrooms, Gym & Stage Rm	\$ 200.00	

City of Bartlett
Fees Schedule
Fiscal Year 2022-2023

Department	Type	Amount	Frequency/Notes/Description
	Deposit Teen Parties	\$ 500.00	Cash
	Rectangle Tables	\$ 6.00	Employees Only
	Metal Chairs	\$ 0.75	Employees Only
	IDs	\$ 40.00	Resident per year
		\$ 60.00	Non-resident per year
		\$ 5.00	Day Pass
	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
	Stay N' Play	\$ 8.00	Per day
	Late Fee	\$ 15.00	Applied after the 5th of the month
	Special Events		
	Halloween	\$ 1.00	Per adult
	Valentine's 5K/10K Run	\$ 25.00	Each, plus \$5 After early bird pricing
	Valentine's 5K/10K Run	\$ 40.00	Couples, plus \$5 After early bird pricing
	Valentine's Virtual Runner	\$ 35.00	Each
	Turkey Shoot	\$ 1.00	Each target
	Youth Classes		
	Acrobatics & Tumbling	\$ 15.00	Resident Per class
		\$ 20.00	Nonresident per class
	Baton	\$ 124.00	Resident per Session
		\$ 129.00	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	\$ 595.00	Resident per session
		\$ 595.00	Nonresident per session
		\$ 725.00	Resident deluxe per session
		\$ 725.00	Nonresident deluxe per session

City of Bartlett
Fees Schedule
Fiscal Year 2022-2023

Department	Type	Amount	Frequency/Notes/Description
	Piano Lessons	\$ 300.00	Resident per session - 12 weeks
		\$ 325.00	Non-Resident per session - 12 weeks
	Piano Virtual	\$ 200.00	Resident per session - 12 weeks
		\$ 225.00	Non-resident per session - 12 weeks
	Fantast Flutes & Royal Reeds	\$ 200.00	Resident per session - 12 weeks
		\$ 225.00	Non-resident per session - 12 weeks
	Windstars 1 & 2	\$ 250.00	Resident per session - 12 weeks
		\$ 275.00	Non-Resident per session - 12 weeks
	Percussion & Bring Your Own Bells	\$ 75.00	Resident per session - 12 weeks
		\$ 85.00	Non-Resident per session - 12 weeks
	Tennis (Ages 7-17)	\$ 80.00	Resident - 1 Lesson Per Week
		\$ 85.00	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
Senior Center	AM Stretch Exercise Class	\$ 4.00	Per Class
	Ballroom Dance Day Class	\$ 4.00	Per class
	Ballroom Dance Night Class	\$ 10.00	Per Class
	Belly Dancing	\$ 4.00	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	\$ 4.00	Members Per Dance
		\$ 6.00	Non-Members Per Dance
	Dance - Evening	\$ 6.00	Members Per Dance
		\$ 7.00	Non-Members Per Dance
	Duplicate Bridge	\$ 1.00	Per session
	Duplicate Bridge Additional Fee	\$ 1.50	Non-Members per Session
	Exercise Punch Card	\$ 40.00	Per Punch Card
	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

City of Bartlett
Fees Schedule
Fiscal Year 2022-2023

Department	Type	Amount	Frequency/Notes/Description
	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
	Group Fitness Class	\$ 4.00	Per Class
	Jewelry Class	\$ 4.00	Per class
	Language Classes	\$ 30.00	Per Session
	Leather Class	\$ 4.00	Per class
	Line Dance Class	\$ 4.00	Per class
	Jewelry Class	\$ 3.00	Per class
	Language Classes	\$ 30.00	Per Session
	Leather Class	\$ 3.00	Per class
	Line Dance Class	\$ 3.00	Per class
	Manicure	\$ 15.00	
	Pedicure	\$ 21.00	
	Special Care Fee	\$ 10.00	Additional (case-by-case)
	Massage - Chair		
	15-minutes	\$ 22.00	Per 15-minute appointment
	30-minutes	\$ 40.00	Per 30-minute appointment
	Memberships		
	Basic Membership	\$ 15.00	Per Year
	All-Inclusive Membership	\$ 21.00	Per Month
	Newsletter Ad Space		
	Business card size ad	\$ 20.00	Per newsletter issue
	Quarter page ad	\$ 30.00	Per newsletter issue
	Half page ad	\$ 50.00	Per newsletter issue
	Full page ad	\$ 85.00	Per newsletter issue
	Half page ad - outside back cover	\$ 105.00	Per newsletter issue
	Oil Painting Class	\$ 10.00	Per Month
	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	\$ 4.00	Per class
	Yoga	\$ 4.00	Per class
	Zumba Class	\$ 4.00	Per class

City of Bartlett
Fees Schedule
Fiscal Year 2022-2023

Department	Type	Amount	Frequency/Notes/Description
Recreation Center			
	Corporate Household	\$ 690.00	Yearly
	Corporate Senior Household	\$ 580.00	Yearly
	Corporate Senior Single	\$ 382.00	Yearly
	Corporate Single	\$ 456.00	Yearly
	Corporate Household	\$ 64.00	Monthly
	Corporate Senior Household	\$ 54.00	Monthly
	Corporate Senior Single	\$ 35.00	Monthly
	Corporate Single	\$ 42.00	Monthly
	Employee Household	\$ 384.00	Yearly
	Employee Senior Household	\$ 276.00	Yearly
	Employee Senior Single	\$ 192.00	Yearly
	Employee Single	\$ 252.00	Yearly
	Non-Resident Day Pass Daily	\$ 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
	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

City of Bartlett
Fees Schedule
Fiscal Year 2022-2023

Department	Type	Amount	Frequency/Notes/Description
	Non-Resident Senior Household	\$ 240.00	3-Month
	Corporate Single	\$ 148.00	3-Month
	Corporate Household	\$ 219.00	3-Month
	Corporate Senior Single	\$ 124.00	3-Month
	Corporate Senior Household	\$ 185.00	3-Month
	Premium Memberships (Add-On)		
	Corporate Household	\$ 207.00	Yearly
	Corporate Senior Household	\$ 174.00	Yearly
	Corporate Senior Single	\$ 115.00	Yearly
	Corporate Single	\$ 137.00	Yearly
	Corporate Household	\$ 20.00	Monthly
	Corporate Senior Household	\$ 17.00	Monthly
	Corporate Senior Single	\$ 11.00	Monthly
	Corporate Single	\$ 13.00	Monthly
	Employee Household	\$ 116.00	Yearly
	Employee Senior Household	\$ 83.00	Yearly
	Employee Senior Single	\$ 58.00	Yearly
	Employee Single	\$ 76.00	Yearly
	Non-Resident Household	\$ 252.00	Yearly
	Non-Resident Senior Household	\$ 226.00	Yearly
	Non-Resident Senior Single	\$ 148.00	Yearly
	Non-Resident Single	\$ 167.00	Yearly
	Resident Household	\$ 167.00	Yearly
	Resident Senior Household	\$ 122.00	Yearly
	Resident Senior Single	\$ 82.00	Yearly
	Resident Single	\$ 108.00	Yearly
	Resident Single - Monthly	\$ 10.00	Monthly
	Resident Household - Monthly	\$ 16.00	Monthly
	Resident Senior Single - Monthly	\$ 8.00	Monthly
	Resident Senior Household - Monthly	\$ 12.00	Monthly
	Non-Resident Single	\$ 16.00	Monthly
	Non-Resident Household	\$ 24.00	Monthly
	Non-Resident Senior Single	\$ 14.00	Monthly
	Non-Resident Senior Household	\$ 21.00	Monthly
	Includes, but not limited to: Priority Registration; 12 Sessions of Childcare; 10% discount on apparel; 20% discount on rentals; 2 free tanning visits/month quarterly visits with a Personal Trainer; 12 additional guest passes/year; Third adult at the same address; 10% off of Personal Training packages; Free BRC towel.		
	Aquatics		
	Splash Pad Resident - Daily	\$ 5.00	Daily
	Splash Pad Non-Resident - Daily	\$ 12.00	Daily
	Splash Pad Resident - Yearly	\$ 90.00	Yearly
	1 student 4 lessons per mem	\$ 130.00	
	1 student 4 lessons per non-mem	\$ 160.00	
	Lifeguard Instructor mem	\$ 225.00	

City of Bartlett
Fees Schedule
Fiscal Year 2022-2023

Department	Type	Amount	Frequency/Notes/Description
	Lifeguard Instructor non- mem	\$ 250.00	
	Lifeguard recert mem fee	\$ 75.00	
	Lifeguard recert non-mem fee	\$ 100.00	
	Lifeguard training mem fee	\$ 230.00	
	Lifeguard training non-mem fee	\$ 275.00	
	Masters swim mem daily	\$ 50.00	Monthly
	Masters swim non-mem daily	\$ 60.00	Monthly
	Swim class member fee	\$ 110.00	
	Swim class non-member fee	\$ 140.00	
	Swim club registration	\$ 10.00	
	WSI class mem	\$ 225.00	
	WSI class non-mem	\$ 250.00	
Daycare			
	Daycare mem 12 sessions	\$ 20.00	
	Daycare mem 6 sessions	\$ 10.00	
	Daycare mem daily	\$ 2.00	
	Daycare non-mem 12 sessions	\$ 20.00	
	Daycare non-mem 6 sessions	\$ 10.00	
	Daycare non-mem daily	\$ 2.00	
Facility Rental			
	Basketball court rental	\$ 55.00	1/2 Court - 1 Hour Member
		\$ 75.00	1/2 Court - 2 Hour Member
		\$ 90.00	1/2 Court - 1 Hour Non-Member
		\$ 110.00	1/2 Court - 2 Hour Non-Member
		\$ 110.00	Full Court - 1 Hour Member
		\$ 165.00	Full Court - 2 Hour Member
		\$ 155.00	Full Court - 1 Hour Non-Member
		\$ 210.00	Full Court - 2 Hour Non-Member
	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

City of Bartlett
Fees Schedule
Fiscal Year 2022-2023

Department	Type	Amount	Frequency/Notes/Description
	Home School Swim	\$ 3.00	
	Lock-In Rental Balance	\$ 800.00	
	Lock-In Rental Deposit	\$ 150.00	
	Pool Lane Rental member	\$ 15.00	
	Pool Lane Rental nonmember	\$ 20.00	
	Pool Play Area Rental member	\$ 50.00	1 Hour
	Pool Play Area Rental member	\$ 75.00	2 Hour
	Pool Play Area Rental nonmember	\$ 70.00	1 Hour
	Pool Play Area Rental nonmember	\$ 95.00	2 Hour
	Scuba	\$ 10.00	Per person
	Yearly locker rental	\$ 60.00	
	Inflatable - Giant Slide - Member	\$ 95.00	
	Inflatable - Castle - Member	\$ 70.00	
	Inflatable - Basketball Hoops - Member	\$ 60.00	
	Inflatable - Giant Slide - Non-Member	\$ 125.00	
	Inflatable - Castle - Non-Member	\$ 95.00	
	Inflatable - Basketball Hoops - Non-Member	\$ 65.00	
	Rental Security Deposit (Refundable)	\$ 150.00	
Fitness			
	Fire Workout - 4 Weeks - Member	\$ 120.00	
	Fire Workout - 4 Weeks - Non-Member	\$ 140.00	
	Fire Workout - 1 Class - Member	\$ 20.00	
	Fire Workout - 1 Class - Non-Member	\$ 25.00	
	1 Hr Personal Training Member	\$ 60.00	
	1 Hr Personal Training Non-Member	\$ 75.00	
	12 Hrs Personal Training Member	\$ 540.00	
	12 Hrs Personal Training Non-Member	\$ 700.00	
	20 Hrs Personal Training Member	\$ 850.00	
	20 Hrs Personal Training Non-Member	\$ 1,050.00	
	3 Hr Personal Training Member	\$ 150.00	
	3 Hr Personal Training Non-Member	\$ 195.00	
	30 Hrs Personal Training Member	\$ 1,100.00	
	30 Hrs Personal Training Non-Member	\$ 1,400.00	
	6 Hrs Personal Training Member	\$ 300.00	
	6 Hrs Personal Training Non-Member	\$ 390.00	
	Fast Track	\$ 225.00	
	Fitness Assessment	\$ 25.00	
	Indoor Triathlon	\$ 20.00	
	Small Group Training Member	\$ 170.00	
	Small Group Training Non-Member	\$ 210.00	
	Team Training Member (6 Sessions)	\$ 250.00	
	Team Training Non-Member (6 Sessions)	\$ 300.00	
	Team Training Member (12 Sessions)	\$ 450.00	
	Team Training Non-Member (12 Sessions)	\$ 500.00	

City of Bartlett
Fees Schedule
Fiscal Year 2022-2023

Department	Type	Amount	Frequency/Notes/Description
	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	
Other Recreation Center			
	Camp 1 wk mem	\$ 150.00	
	Camp 1 wk mem 1st sibling	\$ 140.00	
	Camp 1 wk mem 2nd sibling	\$ 125.00	
	Camp 1 wk non-mem	\$ 175.00	
	Camp 1 wk non-mem 1st sibling	\$ 165.00	
	Camp 1 wk non-mem 1nd sibling	\$ 145.00	
	Camp day rate member	\$ 40.00	
	Camp day rate non-member	\$ 50.00	
	Health Non-Profit Booth	\$ 30.00	
	Health Profit Booth	\$ 35.00	
	Junior Youth members	\$ 25.00	
	JYM special	\$ 50.00	
	Kids Night Out mem	\$ 15.00	
	Kids Night Out Non-Mem	\$ 20.00	
	Lock-in Member	\$ 20.00	
	Lock-in member additional child	\$ 15.00	
	Lock-in non member	\$ 25.00	
	Lock-in non member additional child	\$ 20.00	
	Racquetball league mem	\$ 20.00	
	Racquetball league non-mem	\$ 25.00	
	Racquetball slam add level	\$ 10.00	
	Racquetball slam mem	\$ 20.00	
	Softball registration	\$ 45.00	
	Tanning 1 session	\$ 5.00	
	Tanning punch card 10 sessions	\$ 30.00	
	Tanning unlimited tanning 1 mo.	\$ 30.00	
	Triathlon individual	\$ 25.00	
	Triathlon insurance individual	\$ 10.00	

City of Bartlett
Fees Schedule
Fiscal Year 2022-2023

Department	Type	Amount	Frequency/Notes/Description
	Triathlon late fee individual	\$ 5.00	
	Daddy Daughter Couple mem	\$ 35.00	
	Daddy Daughter additional child mem	\$ 10.00	
	Daddy Daughter Couple non-mem	\$ 45.00	
	Daddy Daughter additional child non-mem	\$ 15.00	
	Small Fry Tri (mem)	\$ 15.00	
	Small Fry Tri (non-mem)	\$ 20.00	
	Swim Competition		
	BXST 101 Member	\$ 40.00	
	BXST 101 Member - 2nd	\$ 30.00	
	BXST 101 Non-Member	\$ 55.00	
	BXST 101 Non-Member - 2nd	\$ 45.00	
	Late fee	\$ 10.00	
	Black team mem	\$ 65.00	Monthly
	Black team non-mem	\$ 80.00	Monthly
	Black 2nd swimmer mem	\$ 55.00	Monthly
	Black 2nd swimmer non-mem	\$ 70.00	Monthly
	Red team mem	\$ 75.00	Monthly
	Red team non-mem	\$ 90.00	Monthly
	Red 2nd swimmer mem	\$ 65.00	Monthly
	Red 2nd swimmer non-mem	\$ 80.00	Monthly
	Senior member	\$ 85.00	Monthly
	Senior non-mem	\$ 100.00	Monthly
	Senior 2nd swimmer mem	\$ 75.00	Monthly
	Senior 2nd swimmer non-mem	\$ 90.00	Monthly
	USS transfer fee in LSC	\$ 10.00	
	USS transfer fee out of LSC	\$ 15.00	
	White team mem	\$ 55.00	Monthly
	White team non-mem	\$ 65.00	Monthly
	White 2nd swimmer mem	\$ 45.00	Monthly
	White 2nd swimmer non-mem	\$ 60.00	Monthly
	Yearly registration fee	\$ 110.00	
	Yearly US reg fee	\$ 78.00	
	High School Swim Team mem	\$ 350.00	
	High School Swim Team non-mem	\$ 400.00	
	USAS High School Swim Team	\$ 300.00	
	Middle School Swim Team mem	\$ 250.00	
	Middle School Swim Team non-mem	\$ 300.00	
	USAS Middle School Swim Team	\$ 200.00	
Performing Arts	BOX OFFICE		
	Credit card processing - per subscription	\$ 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

City of Bartlett
Fees Schedule
Fiscal Year 2022-2023

Department	Type	Amount	Frequency/Notes/Description
		\$18.75 - \$26.25	5 Shows - 25% off
	Tickets - Subscribers - Headliner Series	\$40 / \$50	
	Theatre - Public - Headliner Series	\$ 50.00	
	Tickets - Public - Showcase Series	\$ 35.00	
	Theatre - Public - Live Theatre Series	\$ 20.00	
	Tickets - Subscriber - Family Series	\$10 / \$15	Youth & Adult
	CLASSES & INSTRUCTION		
	Summer camp - per participant	\$ 125.00	1/2 Day Camp
	Summer camp - per participant	\$ 185.00	Full Day Camp
	CONCESSIONS		
	BPACC events - per item	\$ 2.00	
	Client Coffee Statin - per event	\$ 20.00	
	Client Coffee Refill - per event	\$ 5.00	
	Client - Hospitality Coordination Fee		Varies - Based on needs & volume
	Client merchandise - per event	15% - of gross	Applies to BPACC series artists (BPACC receives 15% of Gross)
	EQUIPMENT RENTAL		
	Banquet table w/cloth & skirt - per event	\$ 10.00	
	Banquet table with cloth only - per event	\$ 5.00	
	Corded Mics - up to 10 - per mic	\$ 10.00	
	Facility piano & bench - per event	\$ 100.00	
	Facility piano tuning - per event	\$ 125.00	
	Follow spot light - per event	\$ 25.00	Operator Add'l - \$20.00 per hr
	Podium Only - per event	\$ 15.00	
	Podium w Mic - per event	\$ 50.00	
	Removal of seats - per row/event	\$ 50.00	
	Stage Audio --- Lighting Techs per hour	\$35 -- \$20	
	Stage risers - per event	\$ 100.00	
	Stage screen only - per event	\$ 25.00	
	Wireless Mics - per event - per mic	\$ 85.00	
	SPACE RENTAL		
	Auditorium (per hr, 4-hour minimum)	\$ 125.00	Includes House Manager
	Lobby (per hr, 4-hour minimum)	\$ 85.00	Includes House Manager
	Green Room (per hr, 4-hour minimum)	\$ 40.00	Includes House Manager
	Studio (per hr, 4-hour minimum)	\$ 60.00	Includes House Manager
	Conference Room (per hr, 4-hr minimum)	\$ 50.00	Includes House Manager
	Sponsorship	\$ 1,000.00	& Up
	Special Partnerships	\$ 500.00	\$500 to \$999



CITY OF BARTLETT
BARTLETT CITY SCHOOL GENERAL FUND
FY 2023 Proposed Budget



Description	FY 2021 Actual	FY 2022 Revised	FY 2022 Projection	FY 2023 Request
Bartlett School Fund Revenues				
County Taxes	\$ 38,817,908	\$ 37,810,681	\$ 37,810,681	\$ 40,196,497
City of Bartlett Contributions	2,346,018	2,346,019	2,346,019	2,346,019
Charges for Services	103,344	150,218	150,218	110,200
Recurring Local Revenue	67,691	737,000	737,000	680,000
Nonrecurring Local Revenue	1,890,947	2,100,000	2,100,000	0
State Education Funds	44,910,744	46,401,835	46,401,835	46,787,349
Other State Revenue	1,004,996	100,000	100,000	104,000
Federal Funds thru the State	0	0	0	0
Capital Leases Issued	0	0	0	0
Other Sources	394,656	580,000	580,000	270,000
Total Bartlett School Fund Revenues	\$ 89,536,304	\$ 90,225,753	\$ 90,225,753	\$ 90,494,065
<u>Staffing Level</u>				
<i>Full-Time Equivalent (FTE)</i>	<i>864.00</i>	<i>865.00</i>	<i>865.00</i>	<i>864.00</i>
Bartlett School Fund Expenditures				
Regular Instruction Program	\$ 43,868,938	\$ 45,809,246	\$ 45,809,246	\$ 43,801,732
Alternative Education Program	415,665	468,812	468,812	525,656
Special Education	6,505,938	7,035,332	7,035,332	7,253,130
Career and Technical Education Program	1,427,530	1,590,770	1,590,770	1,613,771
Planning	125,307	135,603	135,603	140,219
Student Services	707,548	769,435	769,435	762,981
Health Services	852,029	997,165	997,165	1,039,488
Other Student Support	1,946,617	2,440,285	2,440,285	2,176,610
Regular Instruction Support	2,033,584	2,437,118	2,437,118	2,499,497
Special Education Support	1,142,541	1,303,717	1,303,717	1,444,090
Vocational Education Support	135,648	128,343	128,343	129,419
Board of Education	2,995,509	4,992,391	4,992,391	5,521,088
Director of Schools	598,201	591,261	591,261	598,384
Office of Principal	6,833,298	7,358,539	7,358,539	7,641,246
Fiscal Services	1,075,747	1,884,189	1,884,189	1,579,313
Human Resources	628,837	710,494	710,494	720,202
Operation of Plant	4,578,283	5,363,205	5,363,205	6,254,230
Maintenance of Plant	1,110,714	1,907,204	1,907,204	1,952,763
Transportation	2,885,823	3,995,754	3,995,754	4,247,774
Technology	1,997,665	2,306,890	2,306,890	2,592,472
School Safety	18,026	0	0	0
Capital Outlays	0	0	0	0
Transfers Out	3,380,317	0	0	0
Total Bartlett School Fund Expenditures	\$ 85,263,765	\$ 92,225,753	\$ 92,225,753	\$ 92,494,065
Net From Operations	4,272,539	(2,000,000)	(2,000,000)	(2,000,000)
School Beginning Fund Balance	\$ 35,379,155	\$ 39,651,694	\$ 39,651,694	\$ 37,651,694
School Ending Fund Balance	\$ 39,651,694	\$ 37,651,694	\$ 37,651,694	\$ 35,651,694

Bartlett City Schools



2022-2023

Special Revenue Fund Budget

Approved April 28, 2022

BARTLETT CITY SCHOOLS
Title Funds

Title Funds**Revenue**

<u>ACCT</u>	<u>Description</u>	2021-2022 <u>BUDGET</u>	2022-2023 <u>BUDGET</u>
142-47141	Title I-A	1,643,762	1,341,461
142-47141	Consolidated Administration	133,430	141,107
142-47141	Title I-Neglected	723,929	730,885
142-47141	Title I- Delinquent	36,288	61,759
142-47189	Title II-A	497,183	567,682
142-47141	Title III - ELA	2,677	4,278
142-47590	Title IV	173,201	141,591
	Total Title Funds	3,210,470	2,988,763

BARTLETT CITY SCHOOLS

Title I-A

Title I-A

<u>ACCT</u>	<u>Description</u>	2022-2023	2022-2023
		<u>PERS</u>	<u>BUDGET</u>
116	Teachers	2	108,830
138	Instructional Computer Personnel	1	20,287
169	Part Time Salaries	4	158,684
189	Other Salaries	7	292,671
195	Substitute Teachers		11,999
201	Social Security		45,160
204	State Retirement		71,036
206	Life insurance		1,551
207	Medical insurance		74,594
212	Medicare		9,095
355	Mileage		2,100
429	Instructional Supplies & Materials		115,011
471	Software		97,463
499	Other Supplies		4,257
524	Inservice/ Staff Development		41,701
599	Other Charges- 15% carryover		72,939
722	Instructional Equipment		162,733
790	Other Equipment		5,000
	Indirect Costs		<u>46,350</u>
	Total Title I-A		1,341,461

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>	2022-2023	2022-2023
		<u>PERS</u>	<u>BUDGET</u>
105	Supervisor	2	54,396
138	Computer Instruction Personnel	1	25,196
162	Clerical Personnel	1	11,098
189	Other Salaries	0.5	11,279
201	Social Security		6,877
204	State Retirement		11,905
206	Life insurance		514
207	Medical insurance		10,632
212	Medicare		1,608
355	Mileage		485
499	Other Supplies & Materials		400
524	Inservice/ Staff Development		1,212
790	Other Equipment		0
	Indirect Costs		<u>5,505</u>
	Total Title Consolidated Administration		141,107

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 55% by Title I-A, 32% by Title I-A Neglected, 1.8% by Title I-D, 10.1% by Title II-A, and 1.1% by Title IV.

BARTLETT CITY SCHOOLS

Title I-A Neglected

Title I-A Neglected

<u>ACCT</u>	<u>Description</u>	2022-2023	2022-2023
		<u>PERS</u>	<u>BUDGET</u>
169	Part Time Salaries	11	0
189	Other Salaries & Wages	1	22,946
201	Social Security		1,774
204	State Retirement		2,363
206	Life Insurance		73
207	Medical Insurance		4,177
212	Medicare		415
355	Travel		1,774
399	Other Contracted Services		291,221
429	Instructional Supplies & Materials		118,865
471	Software		63,519
524	In-Service/Staff Development		43,257
722	Regular Instruction Equipment		157,667
	Indirect Costs		<u>22,834</u>
	Total Title I-A Neglected		730,885

Informational Note:

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

BARTLETT CITY SCHOOLS

Title I Part D

Title I Part D

<u>ACCT</u>	<u>Description</u>	2022-2023 <u>PERS</u>	2022-2023 <u>BUDGET</u>
189	Other Salaries & Wages		7,053
201	Social Security		437
204	State Retirement		726
206	Life Insurance		22
207	Medical Insurance		1,671
212	Medicare		102
399	Other Contracted Services		14,415
429	Instructional Supplies & Materials		22,335
722	Regular Instructional Equipment		13,000
	Indirect Costs		<u>1,998</u>
	Total Title I Part D		61,759

Informational Note:

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

BARTLETT CITY SCHOOLS

Title II-A

Title II-A

<u>ACCT</u>	<u>Description</u>	2022-2023	2022-2023
		<u>PERS</u>	<u>BUDGET</u>
169	Part-Time Employees	1	0
189	Other Salaries (and Stipends)	4	173,599
195	Substitute Teachers		140,850
201	Social Security		19,700
204	State Retirement		17,973
206	Life insurance		275
207	Medical insurance		8,900
212	Medicare		4,575
399	Other Contracted Services		27,155
499	Other Supplies & Materials		13,342
524	Inservice/ Staff Development		139,144
	Indirect Costs		<u>22,169</u>
	Total Title II-A		567,682

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

Title III

		2022-2023	2022-2023
<u>ACCT</u>	<u>Description</u>	<u>PERS</u>	<u>BUDGET</u>
189	Other Salaries & Wages		0
196	In-Service Training		451
429	Instructional Supplies & Materials		3,083
471	Software		10
524	Inservice/ Staff Development		565
599	Other Charges		0
	Indirect Costs		169
	Total Title III - ELL		4,278

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>	2022-2023 <u>PERS</u>	2022-2023 <u>BUDGET</u>
130	Social Workers	1	59,081
189	Other Salaries & Wages		24,600
195	Substitute Teachers		0
201	Social Security		5,660
204	State Retirement		11,217
206	Life insurance		334
207	Medical insurance		22,552
212	Medicare		1,324
355	Mileage		858
429	Instructional Supplies & Materials		0
599	Other Charges		0
722	Equipment		10,865
	Indirect Costs		<u>5,100</u>
	Total Title IV		141,591

Informational Note:

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

BARTLETT CITY SCHOOLS
CARES/ CRRSA ACT/ ARP ACT

CARES/CRRSA Act/ ARP Act - Revenue

<u>ACCT</u>	<u>Description</u>	<u>2021-2022 BUDGET</u>	<u>2022-2023 BUDGET</u>
142-47301	ESSER 1.0	301,121	0
142-47307	ESSER 2.0	7,850,156	1,441,667
142-47401	ESSER 3.0	0	11,776,287
142-47401	Tennessee All Corps	0	131,234
142-47402	ARP IDEA Part B	0	301,658
142-47403	ARP- IDEA Preschool	0	24,396
142-47590	Epidemiology and Laboratory	0	1,499,184
142-47307	Fiscal Pre-Monitoring Supports	0	46,200
Total CARES/CRRSA/ARP - Revenue		8,151,277	15,220,626

Informational Note: The Coronavirus Aid, Relief, and Economic Security (CARES) Act, the Coronavirus Response & Relief Supplemental Appropriation Act (CRRSAA) and the American Resource Plan (ARP) 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>	2022-2023	2022-2023
		<u>PERS</u>	<u>BUDGET</u>
163	Educational Assistant	0	0
189	Other Salaries	0	0
195	Substitute Teachers		0
201	Social Security		0
204	State Retirement		0
206	Life insurance		0
207	Medical insurance		0
212	Medicare		0
311	Contracts other Systems		0
328	Janitorial Services		0
350	Internet Connectivity		0
429	Instructional Supplies & Materials		0
471	Software		0
499	Other Supplies & Materials		0
710	Food Service Equipment		0
722	Equipment		0
725	Special Education Equipment		0
790	Other Equipment		0
	Indirect Costs		0
	Total ESSER 1.0		0

Informational Note: The Coronavirus Aid, Relief, and ESSER 1.0 ends 6.30.2022 with all funds spent and no carryover eligible.

BARTLETT CITY SCHOOLS

ESSER 2.0

ESSER 2.0

<u>ACCT</u>	<u>Description</u>	2022-2023	2022-2023
		<u>PERS</u>	<u>BUDGET</u>
105	Supervisor	1	31,893
163	Educational Assistant	12	96,625
189	Other Salaries	24	128,350
195	Substitute Teachers	10	75,880
201	Social Security		23,143
204	State Retirement		30,495
206	Life insurance		1,209
207	Medical insurance		70,550
212	Medicare		5,206
350	Internet Connectivity		52,800
499	Other Supplies & Materials		199
524	Staff Development		4,568
706	Building Construction		817,749
790	Other Equipment		1,523
	Indirect Costs		101,477
	Total ESSER 2.0		1,441,667

Informational Note: The Coronavirus Aid, Relief and Economic Security (CARES) Act and Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act funds available through this grant are one-time grant funds made available through the U.S. Department of Education. CARES Act funds are intended to support the academic and non-academic needs of students and schools prepare for re-entry and continuous learning for the upcoming 2022-23 school year. Funds will expire September 2023.

BARTLETT CITY SCHOOLS

ESSER 3.0

ESSER 3.0		2022-2023	2022-2023
<u>ACCT</u>	<u>Description</u>	<u>PERS</u>	<u>BUDGET</u>
105	Supervisor	1	205,000
116	Teachers	30	3,462,646
123	Guidance Personnel	1	83,944
131	Medical Personnel		17,000
139	Assistant Principal		30,000
162	Clerical Personnel		11,100
163	Educational Assistant	3	178,416
165	Cafeteria Personnel		15,000
189	Other Salaries	2	1,028,331
195	Substitute Teachers		2,000
201	Social Security		310,509
204	State Retirement		540,500
206	Life insurance		15,080
207	Medical insurance		551,727
212	Medicare		72,505
Sub-Total ESSER 3.0			6,523,758

328	Janitorial Services	21,300
399	Other Contracted Services	136,748
422	Food Supplies	12,000
429	Instructional Supplies & Materials	672,220
471	Software	943,240
499	Other Supplies & Materials	638,143
524	Staff Development	150,906
706	Building Construction	1,310,524
722	Equipment	913
	Indirect Costs	1,366,535
	Sub-Total ESSER 3.0	5,252,529
	TOTAL ESSER 3.0	11,776,287

Informational Note: The American Rescue Plan Act (ARPA) funds available through this grant are one-time grant funds made available through the U.S. Department of Education. All funds are used for the unique needs during the COVID-19 pandemic. These funds are intended to support the academic and non-academic needs of students and schools prepare for re-entry and continuous learning for the upcoming 2022-23 school year. Funds will expire September 2024.

BARTLETT CITY SCHOOLS

Tennessee All Corps

Tennessee All Corps

<u>ACCT</u>	<u>Description</u>	2022-2023	2022-2023
		<u>PERS</u>	<u>BUDGET</u>
189	Other Salaries	0	94,500
201	Social Security		5,859
204	State Retirement		9,734
212	Medicare		1,370
499	Other Supplies & Materials		7,234
524	Staff Development		12,537
	Total Tennessee All Corps		131,234

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

BARTLETT CITY SCHOOLS

ARP IDEA Part B

ARP IDEA Part B

<u>ACCT</u>	<u>Description</u>	2022-2023	2022-2023
		<u>PERS</u>	<u>BUDGET</u>
131	Medical Personnel		70,437
189	Other Salaries		3,361
201	Social Security		4,834
204	State Retirement		8,344
206	Life insurance		261
207	Medical insurance		10,282
212	Medicare		1,130
322	Evaluation and Testing		2,800
429	Instructional Supplies & Materials		81,408
499	Other Supplies & Materials		19,144
524	Staff Development		36,421
725	Special Education Equipment		52,670
	Indirect Costs		10,566
	Total ARP IDEA Part B		301,658

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

BARTLETT CITY SCHOOLS
ARP IDEA Preschool

ARP IDEA Preschool

<u>ACCT</u>	<u>Description</u>	2022-2023	2022-2023
		<u>PERS</u>	<u>BUDGET</u>
322	Evaluation and Testing		600
429	Instructional Supplies & Materials		8,795
499	Other Supplies & Materials		3,000
725	Special Education Equipment		11,498
	Indirect Costs		503
	Total ARP IDEA Preschool		24,396

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

BARTLETT CITY SCHOOLS
Epidemiology and Laboratory

Epidemiology and Laboratory

<u>ACCT</u>	<u>Description</u>	2022-2023	2022-2023
		<u>PERS</u>	<u>BUDGET</u>
131	Medical Personnel		20,167
162	Clerical Personnel		32,640
195	Substitute Teachers		38,325
201	Social Security		5,686
204	State Retirement		2,094
206	Life insurance		71
207	Medical insurance		7,518
212	Medicare		1,323
355	Travel		3,000
399	Other Contracted Services		20,000
413	Drug and Medical Supplies		1,366,739
735	Health Equipment		1,621
	Total Epidemiology and Laboratory		1,499,184

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

BARTLETT CITY SCHOOLS
Fiscal Pre-Monitoring Supports

Fiscal Pre-Monitoring Supports

<u>ACCT</u>	<u>Description</u>	2022-2023	2022-2023
		<u>PERS</u>	<u>BUDGET</u>
399	Other Contracted Services		46,200
	Total Fiscal Pre-Monitoring Supports		46,200

Informational Note: The Fiscal Pre-Monitoring Supports Grant is intended to support financial planning, programming, and expenditure of funds in alignment with ESSER 1.0, ESSER 2.0, and ESSER 3.0 funds. The grant funds will be awarded in February 2022 and expire on June 30, 2024.

BARTLETT CITY SCHOOLS
IDEA Pt. B

IDEA - Revenue

		2021-2022	2022-2023
<u>ACCT</u>	<u>Description</u>	<u>BUDGET</u>	<u>BUDGET</u>
142-47143	IDEA Pt B	1,105,957	1,351,736
142-47143	IDEA Preschool	50,068	58,227
142-47143	IDEA Supplemental	<u>12,657</u>	<u>0</u>
	Total IDEA Revenue	1,168,682	1,409,964

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. The Supplemental Grant expired at the beginning of 2021.

BARTLETT CITY SCHOOLS

IDEA Pt. B

IDEA Pt. B

<u>ACCT</u>	<u>Description</u>	2022-2023	2022-2023
		<u>PERS</u>	<u>BUDGET</u>
131	Medical Personnel		84,919
163	Educational Assistants	21	247,262
171	Speech Pathologist	5	72,944
189	Other Salaries	8.5	325,715
195	Substitute Teachers		5,000
196	In Service Training		0
201	Social Security		55,114
204	State Retirement		91,511
206	Life insurance		2,958
207	Medical insurance		115,446
212	Medicare		11,498
313	Contracts with Parents		445
322	Evaluation & Testing		17,545
355	Mileage		3,328
429	Instructional Supplies & Materials		139,039
499	Other Supplies & Materials		7,190
524	Inservice/ Staff Development		49,284
599	Other Charges		1,365
725	Instructional Equipment		60,000
790	Other Equipment		11,083
	Indirect Costs		50,091
	Total IDEA Pt. B		1,351,736

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>	2022-2023	2022-2023
		<u>PERS</u>	<u>BUDGET</u>
195	Substitute Teachers		0
201	Social Security		0
206	Life insurance		0
212	Medicare		0
322	Evaluation & Testing		2,174
429	Instructional Supplies & Materials		14,171
499	Other Supplies & Materials		10,185
524	In-Service/Staff Development		6,900
599	Other Charges		1,137
725	Special Education Equipment		22,320
	Indirect Costs		1,341
	Total IDEA Preschool		58,227

Informational Note:

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

BARTLETT CITY SCHOOLS
IDEA Supplemental

IDEA Supplemental

<u>ACCT</u>	<u>Description</u>	2022-2023 <u>PERS</u>	2022-2023 <u>BUDGET</u>
499	Other Supplies & Materials		0
524	In-Service/Staff Development		0
	Total IDEA Supplemental		0

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. These funds ended during the prior year.

BARTLETT CITY SCHOOLS
CTE Perkins

CTE-Revenue		2021-2022	2022-2023
<u>ACCT</u>	<u>Description</u>	<u>BUDGET</u>	<u>BUDGET</u>
142-47131	CTE Perkins Basic	19,297	34,429
142-47131	CTE Perkins Reserve	16,850	0
Total CTE Perkins Funds		36,147	34,429

BARTLETT CITY SCHOOLS

CTE-Perkins Basic

CTE-Perkins Basic

<u>ACCT</u>	<u>Description</u>	<u>2022-2023</u> <u>PERS</u>	<u>2022-2023</u> <u>BUDGET</u>
336	Maintenance & Repair-Equipment		1,563
355	Mileage		6,704
399	Other Contracted Services		6,900
429	Instructional Supplies & Materials		11,553
524	In-Service/Staff Development		6,536
599	Other Charges		500
730	Vocational Equipment		25
	Indirect Costs		<u>648</u>
	Total CTE-Perkins Basic		34,429

Informational Note:

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

BARTLETT CITY SCHOOLS
School Nutrition

School Nutrition

Revenue		<u>2021-22</u>	<u>2022-23</u>
<u>ACCT</u>	<u>Description</u>		
143-43521	Lunch Payments - Children	\$ 720,000	\$ 732,000
143-43522	Lunch Payments - Adults	\$ 40,000	\$ 41,000
143-43523	Income from Breakfast	\$ 70,000	\$ 72,000
143-43525	Ala Carte Sales	\$ 550,000	\$ 560,000
143-47111	USDA School Lunch Program	\$ 1,173,000	\$ 1,800,009
143-47113	USDA Breakfast	\$ 240,000	\$ 430,525
143-46520	State Matching	\$ 24,251	\$ 25,000
143-44165	Commodity Rebates	\$ 3,000	\$ 3,000
Total School Nutrition Revenue		\$ 2,820,251	\$ 3,663,534

BARTLETT CITY SCHOOLS
School Nutrition

School Nutrition**Expenditures**

		<u>2021-22</u>	<u>2022-23</u>
<u>ACCT</u>	<u>Description</u>		
143-73100-16501	Cafeteria Managers	\$ 355,802	\$ 469,163
143-73100-16502	School Nutrition Technicians	\$ 573,873	\$ 763,308
143-73100-18900	Other Salaries & Wages	\$ 124,350	\$ 126,837
143-73100-16506	Substitue Helpers	\$ 20,000	\$ 20,000
143-73100-20100	Social Security	\$ 66,590	\$ 85,517
143-73100-20400	State Retirement	\$ 44,510	\$ 55,249
143-73100-20600	Life insurance	\$ 3,622	\$ 4,672
143-73100-20700	Medical insurance	\$ 115,000	\$ 125,000
143-73100-21200	Medicare	\$ 15,573	\$ 20,000
143-73100-33600	Maintenance & Repair Equipment	\$ 15,000	\$ 20,000
143-73100-35400	Transportation- Food	\$ 3,000	\$ 15,000
143-73100-39900	Other Contracted Services	\$ 740,620	\$ 963,000
143-73100-42200	Food Supplies	\$ 590,611	\$ 808,988
143-73100-43500	Office Supplies	\$ 500	\$ 600
143-73100-49900	Other Supplies and Materials	\$ 90,000	\$ 125,000
143-73100-59900	Other Charges	\$ 1,200	\$ 1,200
143-73100-71000	Food Service Equipment	\$ 60,000	\$ 60,000
Total School Nutrition Expenditures		\$ 2,820,251	\$ 3,663,534

Informational Note:

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

BARTLETT CITY SCHOOLS
Discretionary Grants

Revenue

		2022-2023
<u>ACCT</u>	<u>Description</u>	<u>BUDGET</u>
44990	First 8 Pre-K	\$50,741
45690	Voluntary Pre-K	78,428
46590	Coordinated School Health	32,718
46981	Safe Schools	109,528
46981	School Resource Officer	210,000
TOTAL		\$481,415

BARTLETT CITY SCHOOLS

First 8 Pre-K

First 8 Pre-K

		2022-2023	2022-2023
<u>ACCT</u>	<u>Description</u>	<u>PERS</u>	<u>BUDGET</u>
116	Teachers	1	\$22,074
163	Educational Assistant:	1	6,379
195	Sub- Teachers		300
201	Social Security		2,231
204	State Retirement		2,895
206	Life insurance		104
207	Medical insurance		8,007
212	Medicare		522
422	Food Supplies		100
429	Instructional Supplies & Materials		5,826
524	Inservice/Staff Development		0
599	Other Charges		282
722	Regular Instructional Equipment		25
504	Indirect Costs		1,997
Total First 8 Pre-K			\$50,741

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>	2022-2023	2022-2023
		<u>PERS</u>	<u>BUDGET</u>
116	Teachers	2	\$51,580
195	Substitute Teachers		600
201	Social Security		3,853
204	State Retirement		5,313
206	Life insurance		207
207	Medical insurance		10,526
212	Medicare		901
422	Food Supplies		200
429	Instructional Supplies & Materials		684
524	In-Service/Staff Development		0
599	Other Charges		1,475
504	Indirect Costs		3,089
	Total Voluntary Pre-K		\$78,428

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>	2022-2023 <u>PERS</u>	2022-2023 <u>BUDGET</u>
105	Supervisor/Director	1	\$24,042
201	Social Security		1,578
204	State Retirement		2,978
206	Life insurance		107
212	Medicare		369
355	Travel		42
499	Other Supplies & Materials		1,731
524	In-Service/Staff Development		1,871
	Total Coordinated School Health		\$32,718

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

		2022-2023	2022-2023
<u>ACCT</u>	<u>Description</u>	<u>PERS</u>	<u>BUDGET</u>
309	Contract With Government Agencies		\$12,500
399	Other Contracted Services		0
499	Other Supplies		45,992
524	In Service/Staff Development		2,000
790	Other Equipment		49,036
Total Safe Schools			\$109,528

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 Resource Officer

School Resource Officer

		2022-2023	2022-2023
<u>ACCT</u>	<u>Description</u>	<u>PERS</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.

