CITY OF BARTLETT
TENNESSEE

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

A. Keith McDonald, Mayor

FISCAL 2017 BUDGET

CITY OF BARTLETT
TENNESSEE

Fiscal Year 2017 Adopted Budget

June 16, 2016

A. Keith McDonald, Mayor

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Bartlett

Tennessee

For the Fiscal Year Beginning

July 1, 2015

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the **City of Bartlett, Tennessee** for its annual budget for the fiscal year beginning **July 1, 2015**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

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

BARTLETT VISION 2020

VISION STATEMENT

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

QUALITY OF LIFE

PRINCIPLES

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

EDUCATION

PRINCIPLES

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

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

ECONOMIC DEVELOPMENT

PRINCIPLES

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

GENERAL GOVERNMENT

PRINCIPLES

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

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CITY OF BARTLETT

TENNESSEE

INTRODUCTION

THE GREAT SEAL OF BARTLETT TENNESSEE

AGRICULTURE

LAW

COMMERCE

★ 1866 ★

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City of Bartlett

A. Keith McDonald, Mayor

June 16, 2016

Board of Mayor and Aldermen
City of Bartlett, Tennessee

This letter transmits the Budget for the fiscal year beginning July 1, 2016. In setting the City's annual financial plan of resources and uses of funds, the adoption of an annual Budget is a significant action by the Board of Mayor and Aldermen. This document outlines the authorization of allocation of resources and establishes department level operational expenditures for the coming year as well as a five-year capital improvement program to meet future infrastructure and equipment needs of the City.

The Board of Mayor and Aldermen have adopted budgets in recent years with conservative estimates of growth in revenues while at the same time providing essential services to the citizens of Bartlett. The FY16 General Fund budget projected a net decrease from operations (revenues less expenditures) of $1.05 million. However, through careful management of resources and monitoring of department expenditures, the administration is confident that FY16 operations in the General Fund will result in a net increase from operations.

The FY17 annual operating budget represents the City's plans, policies, and strategies for maintaining a level of service to meet the needs and expectations of the citizens in the community. Bartlett is a corporation established in 1866 and has a population, according the 2010 federal census and adjusted for 2012 annexation results, of 56,488. A more recent projection of the population in 2016 is close to 60,000. The City's charter was last amended on April 14, 1993 and operates under a strong Mayor and Aldermen form of government as provided for in Tennessee state statutes.

The City is located in the geographic center of Shelby County, Tennessee and is the second largest city in the county after Memphis. The Memphis MSA (Metropolitan Statistical

Areas), in which the City is located, has a population of over one million people. The City covers over 32 square miles and has a reserve annexation area of about 9 square miles. Growth in the City, both population and commercial and residential development, has remained steady from the 1970's through the 2000's. While the City is home to many companies with regional and international operations it continues to maintain its small town atmosphere. Historic Bartlett Station, the Gotten House Museum, the Bartlett Performing Arts and Conference Center and thirty-one public parks provide year round cultural and recreational opportunities for the City's residents.

As required by the Bartlett City Charter this budget document is presented for your approval for the fiscal year 2017 operating and capital budgets. The State of Tennessee has rebounded as well from the recent recession which impacts cities across the state. One of the main revenue sources for the state is the state sales tax, an elastic tax which can vary substantially month to month and year to year depending upon consumers' discretionary income. Higher fuel and energy costs tend to lower sales tax revenue, a portion of which is shared with cities. However, the City experienced over 5% growth in the per capita state sales tax allocations from FY15 to FY16 and 13.2% growth for the three year period FY13 to FY16. This growth was partially due to increased economic activity in the state and partly due to increased population figures certified by the state in FY14. The FY17 budget projects a 5% growth in state sales tax revenue over the prior year. The local economy has seen an increase in economic activity as well in the last four years. Revenue from the local option sales tax was up over 5.0% in FY16 from FY15 levels. The FY17 budget anticipates an increase of 3.6% in local option sales tax over the prior year.

The housing market in Bartlett has rebounded over 170% since calendar year 2010; calendar year 2015 new house construction was 221 new units; calendar year 2016 is on target to equal or exceed 2015 construction. Commercial permits through May 2016 are well ahead of permits at the same time last year. Commercial permits in 2015 totaled $10.5 million while permits for 2016 are on track to exceed four times that amount. Current property tax revenue was up 1% in FY15 over the previous year. Although this is a small increase, it represents positive growth each year since FY10.

The Board of Mayor and Aldermen was faced with several challenges in planning for future growth and development in the City. Calendar year 2013 was a reappraisal year for Shelby County and all the municipalities in the county. As a result of that reappraisal, property values decreased in the City by about 7.3% overall which resulted in a certified tax rate calculation of $1.62 per $100 of assessed value. This tax rate was an increase from the prior year's tax rate of $1.49 per $100 assessed valuation; however it was determined to bring in the same amount of property taxes, less any growth or increase in assessments due to annexation, as the previous year. Continued growth from commercial and residential property assessments since 2012 has allowed the City to maintain a property tax rate of $1.62 per $100 each year. The administration is again recommending a $1.62 tax rate for the 2016 tax year.

Secondly, the City has addressed the rising health care costs for its employees in 2014 by entering into an Interlocal Health Benefit Plan. Members of the plan include employees of three municipalities and five municipal school systems in Shelby County. In an effort to mitigate the effects of rising costs, the City contracted in 2014 with a third-party health consulting firm to provide guidance for the operation of the health insurance program. The competitive bid process and the establishment of a health insurance pool made up of the above mentioned employees has helped the City to maintain affordable premium levels for its employees while also saving several hundred thousand dollars in payments to its primary health insurance provider. The contract with the third-party consulting firm is in the third year of a three-year contract. While insurance premiums have remained competitive, employee premium contributions will be increased by about 5% in FY17 while the overall increase for the insurance pool will increase roughly 7%. The Interlocal Health Insurance Committee is currently monitoring the start of two walk-in health clinics for employees covered under the plan. The clinics are located in Collierville and Bartlett and were opened in early 2016. The City expects lower prescriptions costs and other health benefits from these facilities.

The City annexed by ordinance on December 31, 2012, 3,315 acres containing 927 parcels with an assessed valuation of over $58 million. Approximately 850 households with a population of 1,875 residents are included in the annexed area. A key challenge for the City at that time was to begin providing services to this annexed territory beginning January 1, 2013. Recent budgets have provided resources associated with the annexation area and provided for police, fire, sanitation, and other city services expected by the residents. The current FY2017 Capital Improvement Program budget provides equipment and vehicles for police, fire, public works to service the annexed area as well as sewer upgrades where needed. The increased revenues from property tax assessments and state shared revenues based on population have provided needed resources to mitigate the costs of services to this area. The

Board carefully considered these revenue streams and allocation of resources to provide needed services and has continued to support department heads in this effort. One item the administration will be monitoring is the revenue generated from the State of Tennessee Hall Income Tax. Legislation in the most recent Tennessee General Assembly has eliminated this tax, with a phase out period built into the legislation. Revenue from this source will be 15% less in FY17 that the previous year with reductions to follow until the tax is eliminated.

The Bartlett Municipal School System is currently in its third year of operation. In support of the city school system, the residents of the City approved an increase in the City's local option sales tax of 0.5% in August 2012. Revenues from this sales tax increase generate approximately $4.0 million per year. These proceeds have been used to fund the local share of revenues and operational costs of the school system. The City provided over $1.7 million to the school system in FY16 to cover operational expenditures from July 2015 through June 2016. The FY2017 budget appropriates $1.737 million for the municipal school system and an additional $608,000 appropriation to defray costs for the transfer of county school buildings to the municipal school system for its use. The City also appropriated $950,000 to the Bartlett school system for the purpose of one-time capital improvements to Bartlett High School, network upgrades, and student electronic equipment. Through the use of careful planning the City has positioned itself to meet the challenges of operating a successful school system. The administration is confident the local school will provide incentives for future residential and commercial growth within Bartlett.

Another challenge for the Board of Mayor and Aldermen in the budget process was to maintain the sustainability of the City's pension plan for future retirees. The City has administered a defined benefit plan since March 2001. With projected pension costs scheduled to exceed $4 million annually, the administration was looking to curb these costs and still provide future employees with a sustainable pension plan. During FY15 new employees hired after June 30, 2014 were enrolled in a modified defined contribution plan that required a 5% of gross payroll contribution by each employee, guaranteed a 5% contribution from the city plus annual interest earnings of 5% on each individual account. The defined benefit plan was frozen for new employees on June 30, 2014. The Board has adopted a policy to fund 100% of the actuarially recommended contribution to the defined benefit plan each year while also contributing the 5% city contribution plus 5% interest to individual accounts in the defined contribution plan.

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

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

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

Specific long-term strategies to promote the attainment of these goals include**:**

- Adopt a more complete bikeway plan through a multi-year capital improvement program
- Development of a master plan for Freeman Park with state of the art facilities for sports and entertainment venues. The FY17 CIP budget provides for over $1 million to begin this development with TDEC providing a $500,000 matching grant for future construction costs.
- 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 is working with medical device companies in Bartlett to coordinate special training for students wishing to get into that field of study.
- 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.
- Control the City's debt and debt service requirements and maintain or improve its Standard & Poor's AAA and Moody's Aa1 bond ratings.
- Limit debt to manageable levels each year. With demand for improved services and new infrastructure requirements, the city is looking to issue over $26 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.

Budget Overview

The Fiscal Year 2017 proposed budget for all funds, including Bartlett School Fund, is $146,158,393. Excluding Bartlett School Fund, the Fiscal Year 2017 proposed budget for all funds is $72,630,170, which represents a 3.51% increase compared to Fiscal Year 2016

Projections. The proposed General Fund budget is $47,633,021 which represents a 2.86% increase compared to the $46,310,645 General Fund budget for Fiscal Year 2016.

Highlights of the FY2017 budget include:

- Figures from the Shelby County Assessor indicate relatively flat (less than 1%) growth in property assessments over FY16.
- Local Sales Tax budgeted reflects an estimated 3.6% increase over FY2016.
- No use of reserves in General Fund operating budget.
- Additional full-time and part-time building inspectors in codes; three new police officers.
- Half-cent Sales Tax budgeted to reimburse costs for School Ground Maintenance, School Resource Officers, School Officers Overtime, Crossing Guards, Health and Safety Officer, and DARE Program. Additional budgeted amounts from half-cent sales tax for city support of Bartlett Municipal School System in FY2017 include 15 cent equivalent tax rate, capital projects, down payment on phase II of computer equipment and Shelby County Board of Education buildings.
- Current service levels are maintained for all funds with planned use of fund balances as necessary in several funds.
- City-wide general salary increase of 2% is included in appropriations; career ladder increases are also included for scheduled and approved personnel and general increase in entry level hourly rate of pay.

General Fund

General fund revenues are projected at $47.63 million which is a 2.38% increase over the current year projection. The FY2017 proposed budget includes several new personnel positions. We have added a building inspector in Building Codes Enforcement and three police officers in the Police Department. We have also added a part-time inspector position in Building Codes Enforcement. We have again provided support for the Bartlett Station development area by including a proposed transfer of $100,000 to the Bartlett Station Commission for retail development in that area. Budgeted expenditures include a 15 cent tax rate equivalent of $1,737,826 to Bartlett City Schools plus $950,000 in school capital projects. Funds for schools from the General Fund budget are derived from the city's ½ percent local sales tax rate which the city enacted in 2012.

Special Revenue Funds

Gas tax revenue is used to pay for street lighting in the State Street Aid Fund. We are using $565,000 in reserves this year, in part to supplement debt service expense on capital items previously purchased with bond funds. Solid Waste fund is intended to be self-supporting; fees were increased $1.00 per month per customer in FY2016 to help offset equipment purchases. We are proposing a balanced budget for FY17 in the Solid Waste Fund. The General-Improvement fund is used to fund city wide improvements and contribute to general fund balance. Its budget is also balanced for FY17. Drug funds are used to support drug education and enforcement throughout city. Drainage fund supports efforts to monitor drainage and storm water and forestry. We are again proposing a $100,000 transfer from the General Fund for FY17 to cover projected expenditures in Drainage. 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 $73.5 million for FY2017 and includes $3.53 million in contributions from the city's General Fund.

Water/Wastewater Fund

The fund's revenues and expenses are budgeted to provide sufficient operating income to comply with state regulations and maintain operations and capital improvements. The budgeted in-lieu of tax payment to the city General Fund will remain this year as the maximum allowed by Tennessee state statute.

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. We are transferring $700,000 from the State Street Aid Fund and $200,000 from the Solid Waste Fund to help offset expenditures in the Debt Service Fund. Water and sewer revenue pays for the revenue and refunding debt obligations of the Water/Sewer fund.

The Debt Service Fund is used to provide resources to pay the principal and interest on general obligation bonds and notes. Fiscal year 2017 shows an increase in appropriations of $321,627 from FY2016 resulting from payments on outstanding debt and the issuance of general obligation bonds in September 2016. The Debt Service Fund will use $231,303 of reserves to balance its budget. The City expects to issue $5.723 million in general obligation bonds in FY2017 with the possibility of refunding some older debt to saving money on interest costs. Additionally, the City plans to issue $1,127,500 in capital outlay notes to fund various projects and equipment as contained in the City's Capital Improvement Plan this year. The finance department is working with the City's financial advisor to determine if any current debt may qualify to be refunded. The City currently enjoys bond ratings of AAA from Standard & Poor's and Aa1 from Moody's rating services and will strive to maintain those ratings to qualify for the lowest possible interest rates on its long-term debt.

Capital Improvements Fund

We are requesting $9,041,500 for capital improvement projects, of that, $120,000 will be provided by TDOT funds, $81,000 from unspent projects in previous years, and $1,990,000 from Water/Sewer Fund reserves. The remainder will come from General Obligation Bond proceeds and $1,127,500 in Capital Outlay Note proceeds. Major projects and capital acquisitions include fire ambulances, land purchase for new city shop, street and bridge improvements, W.J. Freeman Park master plan, and other recreation maintenance projects. Water and sewer projects include a new water tank, water line extensions, and sewers in annexation area. Bond market conditions should be favorable and we are proposing to issue general obligation bonds for the balance. The City strives to limit the issuance of General Obligation debt to $5-$10 million per year. The City will also access some short-term funding for acquisition of CIP vehicles and equipment as presented in the FY2017 CIP project summary.

Revenue Anticipation Notes

Bartlett city schools have completed the second year of operation. The city of Bartlett authorized the issuance of up to $10 million in revenue anticipation notes (RANs) in FY15 to be loaned to the Bartlett City Board of Education to facilitate its operations prior to receiving funds during the year. The Board of Education only requested $2 million in FY15, which was repaid prior to the end of the fiscal year. While the City of Bartlett authorized up to $8 million in FY16 for the same purpose, the City School System did not need any loans for that year. There were no RANs authorized for FY17 due to the school system's strong financial position and accumulation of sufficient reserves to operate during the year.

Budget Projections

The budget is an important plan with reflects the visions of the Board for providing excellent services to the citizens of the community. The city of Bartlett is planning for future growth due to its location and business friendly environment. The municipal school system in operation this year will also provide incentive for families to locate within Bartlett. To position the City for this expected growth we believe controlling costs along with a prudent use of reserve funds will allow us to continue to improve service levels for the citizens of Bartlett. During the last few years, with the support of the Board, we have built up our reserve funds to a level that has favorably positioned the City as economic conditions improve.

REVENUES & EXPENDITURES PROJECTIONS

	FY 2015 Actual	FY 2016 Projection	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected
General Fund Revenues	$46,182,610	$46,526,893	$47,633,021	$49,538,342	$51,024,492	$52,555,227
General Fund Expenditures	42,998,207	47,577,805	47,633,021	48,585,681	50,043,252	51,544,549
Special Revenue Funds Revenue	$78,394,534	$81,099,034	$82,576,272	$84,640,679	$85,910,289	$87,198,943
Special Revenue Funds Expenditures	71,779,592	82,040,295	83,383,669	84,217,506	85,480,768	86,762,980
Utility Fund Revenues	$ 8,487,525	$ 8,476,000	$ 8,631,000	$ 8,717,310	$ 8,848,070	$ 8,980,791
Utility Fund Expenditures	7,314,031	8,167,515	10,606,000	10,818,120	10,980,392	11,145,098
Debt Service Fund Revenues	$ 3,898,504	$ 4,090,000	$ 4,304,400	$ 4,390,488	$ 4,478,298	$ 4,567,864
Debt Service Expenditures	4,009,283	4,203,510	4,535,703	4,581,060	4,626,871	4,673,139

In making the above projections the administration looked for guidance on fiscal policies established by the Board of Mayor and Aldermen. The fund balance policy in the General Fund requires that the City maintain an unassigned fund balance of at least 20% of general fund expenditures plus $1,000,000 in committed fund balance for emergency purposes. The objective is to develop a balanced budget without the use of reserves. One-time uses of reserves may be approved for certain capital items and expenditures. These appropriations are used infrequently when prior year operations result in surpluses or when the reserves can be replenished within two to three fiscal years. Special revenue funds rely on certain fees or designated revenue streams other than property taxes. The Board monitors the budget and actual operations of these funds on a monthly basis. The utility fund is self-supporting through customer user charges. State law requires the operation of utility funds to generate a positive change in net position each year. The Board reviews operations annually and determines if changes are needed to user rates or adjustments to operations. The budget for the City’s Debt Service Fund includes sources and uses of funds to service the general obligation debt and capital note requirements each year. For planning purposes the administration considers capital improvement needs for the year plus an additional four years of projections. The Board prioritizes these capital expenditures, determines the bond or note expenditures necessary and authorizes funding sources based on the City's debt management policy.

Concurrent with adoption of the FY17 budget, the Board of Mayor and Aldermen adopts a property tax rate. As previously noted, the budget provides for a property tax rate of $1.62. Property tax revenues account for approximately 43% of the total revenue in the General Fund with local taxes (sales, business, etc.) accounting for an additional 28% of total revenue. In addition to 205 new single family homes, valued at over $47.3 million, there are 87 commercial developments valued at $36.7 million that will be completed in 2016 which will be added to the City's tax rolls in FY17. With the Board's direction the administration is confident the City will make steady progress on fulfilling the goals and objectives outlined in its vision statement labeled Bartlett Vision 2020 which is presented later in this budget document.

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

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

Dick Phebus
Director of Finance

ORDINANCE 16-05

AN ORDINANCE TO ADOPT THE 2016-2017 GENERAL FUND, STREET AID FUND, SOLID WASTE FUND, GENERAL IMPROVEMENT FUND, DRUG ENFORCEMENT FUND, DEA ENFORCEMENT FUND, DRAINAGE FUND, PARKS IMPROVEMENT FUND, BARTLETT CITY SCHOOL FUND, UTILITY FUND, DEBT SERVICE FUND AND CAPITAL IMPROVEMENTS FUND BUDGETS.

SECTION 1: BE IT ORDAINED by the Board of Mayor and Aldermen of the City of Bartlett that the following appropriations for the 2016-2017 Fiscal Year for the City of Bartlett are as follows:

GENERAL FUND EXPENDITURES:		**Fiscal Year 16/17**
ADMINISTRATIVE:		
Legislative Board	$	776,499
Mayor's Office	$	811,701
Community Affairs	$	312,601
Building and Grounds	$	300,935
Bartlett Station Municipal Center	$	389,526
Library	$	1,178,048
Finance and Administration	$	1,503,992
City Court	$	996,400
Personnel	$	534,458
Planning and Economic Development	$	407,038
Total Administrative	**$**	**7,211,198**
PUBLIC SAFETY:		
Police Department	$	14,257,260
Fire Department	$	7,302,527
Ambulance Department	$	2,870,013
Code Enforcement	$	888,440
Total Public Safety	**$**	**25,318,240**
PUBLIC WORKS:		
Administration	$	581,450
City Shop	$	987,444
General Maintenance	$	1,418,843
General Services	$	339,228
Grounds Maintenance	$	1,326,681
Animal Control	$	773,798
Engineering Administration	$	391,940
Engineering & Inspection	$	513,506
Total Public Works	**$**	**6,332,890**
PARKS AND RECREATION:		
Administration	$	408,785
Community Center	$	1,096,592
Athletics	$	764,035
Maintenance	$	1,301,609
School Ground Maintenance	$	238,260
Senior Citizen Center	$	365,696
Recreation Center	$	1,662,401
Total Parks and Recreation	**$**	**5,837,378**

PERFORMING ARTS:				
Performing Arts Center	$	637,248		
Total Performing Arts	**$**	**637,248**		
OTHER GENERAL FUND ITEMS /TRANSFERS OUT				
Transfer Out Bartlett City School	$	1,737,826		
Transfer Out BCS Capital Projects	$	950,000		
Transfer Out Shelby County Board of Education	$	608,193		
Transfer Out Balance of Sales Tax Half Cent	$	317,627		
Transfer Out DARE Program	$	42,000		
Transfer Out Drainage Fund	$	100,000		
Transfer Out Bartlett Station	$	100,000		
Total Transfers Out	**$**	**3,855,646**		
TOTAL GENERAL FUND EXPENDITURES			**$**	**49,192,600**
GENERAL FUND REVENUES/TRANSFERS:				
Property Taxes	$	20,492,302		
Local Taxes	$	13,222,946		
Licenses & Privileges	$	1,657,700		
Intergovernmental	$	6,027,000		
General Charges for Services	$	3,985,384		
Department Revenues	$	1,559,579		
Court Charges	$	1,810,000		
Other Revenue	$	176,689		
Transfer In from General Improvement Fund	$	261,000		
TOTAL GENERAL FUND REVENUES/TRANSFERS			**$**	**49,192,600**
SPECIAL REVENUE FUNDS EXPENDITURES				
Street Aid Fund	$	2,395,000		
Solid Waste Fund	$	6,157,049		
General Improvement Fund	$	662,500		
Drug Enforcement Fund	$	334,400		
DEA Enforcement Fund	$	100,500		
Drainage Control Fund	$	115,711		
Park Improvement Fund	$	90,286		
Bartlett City School Fund	$	73,528,223		
TOTAL SPECIAL REVENUE FUNDS EXPENDITURES			**$**	**83,383,669**
SPECIAL REVENUE FUNDS REVENUES/SOURCES				
Special Revenue Funds Revenue	$	82,576,272		
Use of Fund Balance	$	807,397		
TOTAL SPECIAL REVENUE FUNDS REV./SOURCES			**$**	**83,383,669**
UTILITY FUND EXPENDITURES				
Administration	$	2,266,785		
Water & Wastewater Services	$	1,835,509		
Plant Operations	$	1,867,730		
Sewer Treatment	$	1,029,377		
Total Utility Operation Expenditures	**$**	**6,999,401**		

Utility Debt -- Principal	$	1,303,000		
Utility Debt -- Interest & Charges	$	313,599		
Total Utility Debt Expenditures	**$**	**1,616,599**		
Transfer to Capital Improvement Fund	**$**	**1,990,000**		
TOTAL UTILITY FUND EXPENDITURES			**$**	**10,606,000**

UTILITY FUND REVENUES/SOURCES

Utility Fund Revenues	$	8,631,000		
Retained Earnings	$	1,975,000		
TOTAL UTILITY FUND REVENUES/SOURCES			**$**	**10,606,000**

GENERAL DEBT SERVICE FUND EXPENDITURES

Principal	$	3,477,000		
Interest and Other Charges	$	1,058,703		
TOTAL GENERAL DEBT SERVICE EXPENDITURES			**$**	**4,535,703**

GENERAL DEBT SERVICE REVENUES/SOURCES

Debt Service Revenues	$	4,304,400		
Use of Fund Balance	$	231,303		
TOTAL GENERAL DEBT SERVICE REV./SOURCES			**$**	**4,535,703**

SECTION 2: CAPITAL IMPROVEMENT PLAN -- BE IT FURTHER ORDAINED that "Exhibit A" represents the capital improvements plan for the City of Bartlett, Tennessee. The items listed as 2016-2017 are to be included in the budget, while new projects in future years represent "Planned" expenditures, and will require formal appropriation in future years. Unexpended project revenues and expenditures/expenses for existing projects may be administratively transferred to other CIP projects by the Finance Director with the approval of the Mayor and/or the Chief Administrative Officer.

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

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

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

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

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

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

SECTION 7: CITY FEES SCHEDULE -- BE IT FURTHER ORDAINED, that "Exhibit B" represents the fiscal year 2016-2017 comprehensive fees schedule for the City of Bartlett, Tennessee and establishes the rates for fiscal year 2016-2017. Any rate or fee not included in the attached 2016-2017 schedule established by previous resolution, ordinance or administrative action will remain in effect.

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

SECTION 9: OPERATING BUDGETS EXPIRE AT JUNE 30 -- BE IT FURTHER ORDAINED, that Operating budgets not spent or formally encumbered expire at June 30, 2017. Capital Projects are authorized on a "project" basis -- and the appropriation expires on completion of the project.

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

SECTION 11: AFTER THE FISCAL YEAR-END -- BE IT FURTHER ORDAINED, that the Mayor is authorized to transfer appropriations within funds as needed to balance the budget after all year-end entries have been recorded in the fiscal year 2017 budget. All transfers will be reported to the Board of Mayor and Aldermen at the time of the reporting of the year-end financial results in the Comprehensive Annual Financial Report for the year ended June 30, 2017.

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

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

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

SECTION 15: EFFECTIVE DATE -- BE IT FURTHER ORDAINED, that this Ordinance becomes effective July 1, 2016.

FIRST READING:	May 10, 2016
SECOND READING:	May 24, 2016
THIRD READING:	June 16, 2016

W. C. Pleasant

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

A. Keith McDonald

A. Keith McDonald, Mayor

Attest: ____________________
Stefanie McGee, City Clerk

ORDINANCE 16-06

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 2016

BE IT ORDAINED by the Board of Mayor and Alderman of the City of Bartlett, Tennessee, hereinafter referred to as the 2016 Tax Rate Ordinance to provide as follows:

SECTION 1: TAX RATE -- There is hereby levied upon all real property in the City of Bartlett pursuant to TCA 67-5-101 et sec., a tax calculated upon a rate of $1.62 for each $100.00 of assessed valuation and there is hereby levied upon all taxable personal property a tax calculated upon a rate of $1.62 for each $100.00 of assessed valuation.

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

SECTION 3: EFFECTIVE DATE -- Be it further ordained that this Ordinance take effect July 1, 2016.

FIRST READING:	May 10, 2016
SECOND READING:	May 24, 2016
THIRD READING:	June 16, 2016

W. C. Pleasant

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

A. Keith McDonald

A. Keith McDonald, Mayor

Attest: ______________________

Stefanie McGee, City Clerk

THE BUDGET DOCUMENT

The City of Bartlett Fiscal 2017 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 nonmajor funds.

Introduction

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

Summary

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

General Fund

The General Fund section presents the operating budget for each function and department (including cost centers). Budgets are presented at a summary level, function level, department, cost center and at a line item detail level, and with an explanation for each FY 2017 notable operating and capital expense line item. Also presented are staffing levels, explanation of the increases in each budget, descriptions of each cost center and performance measures.

Special Revenue Funds

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

Utility Fund

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

Debt Service Fund

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

Capital Improvement Plan

This section includes a summary of the five-year capital plan and project detail for each project in the Fiscal Year 2017 capital budget. Sources of funds, expenditures and project start and completion dates are included.

Appendix

The appendix includes a Bartlett community profile, exhibit A and B of budget ordinance, and a glossary.

THE BUDGET PROCESS

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

The Mayor, the CAO and the Finance Director meet with all departments to go over community issues, goals, expectations for the current year, and long-term plan. Each department then submits their budgets breaking out the current items, new budget items and/or programs with their explanations and costs with their priorities related to their department’s goal and the City’s goal. After the administration has reviewed all departments’ requests, budget decisions are then made based on the departments’ requests in respect to the City’s goals.

Budget Guidelines

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

Revenue Forecasting

General revenues are based upon growth assumptions based on trend analysis by month for the last ten year period. Each revenue item is evaluated based on monthly collection for the last ten years and growth assumptions are developed to forecast future years' revenues. FY 2017 property tax revenues include growth, new constructions and assessment appeals. All sales taxes are based on growth estimates used by the State of Tennessee and modified according to Bartlett sales tax payers. Sales taxes are budgeted to grow 4% over FY 2016 projection. All revenues based on residential growth such as solid waste, water and sewer and other development fees are based on 250 new additional residences this year.

Fund Balance

The cumulative excess of revenues over expenditures in a fund at a point in time. Fund balance is divided into 5 components; nonspendable, restricted, committed, assigned and unassigned. Nonspendable fund balance is not in a spendable form (such as inventory) or is required to be maintained intact (such as the corpus of an endowment fund). Restricted fund balance is constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation. Committed fund balance is constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint. Assigned fund balance is for a government to intend to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. Unassigned fund balance is available for any purpose; these amounts are reported only in the general fund. The City of Bartlett maintains our unassigned general fund balance at a level that is at least 20% of projected expenditures plus $1 million for emergencies. In addition to the ability to generate interest income, fund balance aids our credit ratings which directly affect our cost of borrowing, provides stable property tax rate which allows for cash flow needs. With certain limitations, fund balance may be used to balance the subsequent year's budget.

Budget Adoption

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

Budget Document

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

Budget Ordinance

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

Budget Basis

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

Budget Monitoring and Management

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

City of Bartlett

Budget Calendar

Fiscal 2016-2017

Day	Date	Activity
Month	November	Meet with all departments to go over community issues, goals, expectations for the current year, and long-term plan
Tuesday	February 2	Budget Instruction Memo Distributed to Departments
Wednesday	February 17	Operating & CIP budgets Forecasts/Requests Due (The budget coordinator met with each department and went over their budget)
Month	Beginning March 7	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	March - May	Board Work Sessions as needed (The Mayor presented a summary to the Board of Aldermen and addressed any concerns the Aldermen may have)
Tuesday	May 10	Board Meeting – Budget First Reading (Proposed budget copies were presented to the Board of Mayor and Aldermen)
Tuesday	May 24	Board Meeting – Budget Second Reading
Thursday	June 16	Board Meeting – Budget Third Reading – Approved
Tuesday	June 28	Board Meeting – Approve the Minutes – Final Approval
Tuesday	June 30	Adopted budget copies were presented to the Board of Mayor and Aldermen

FINANCIAL POLICIES

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

Operating Management Policies

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

Capital Management Policies

- A five-year Capital Improvement Plan will be developed and updated annually, including funding sources. Capital improvement projects will be defined as infrastructure or equipment with a useful life of 2 or more years and a cost of $20,000 or more.
- We will continue to use pay-as-you go capital improvement project financing to the extent revenue is available from fund balances, special revenue funds, grants and other sources other than City debt issuance.
- Self-supporting debt will be used for capital projects that qualify (i.e. utility projects) and rates will be adjusted to support these projects.

Debt Management Policies

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

Reserve Policies

- All fund designations and reserves will be evaluated annually for long-term adequacy and availability in accordance with policies developed and approved by the Mayor and Board.
- The General fund balance will be maintained at a level of 20% of projected General Fund expenditures with a goal of building an additional balance of $1,000,000 designated for emergencies in the future.
- Fund balances will be used prudently and conservatively to fund one time expenditures and stabilize the property tax rate.

Financial Reporting Policies

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

OPERATING POLICIES

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

Quality of Life Policies

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

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

In order to promote the arts $7,500 is included in the budget for the Arts Council. Shelby County Books from Birth also receives $7,500 to promote early childhood literacy by giving free age-appropriate books to children. Funds are included for the continued preservation and maintenance of the Gotten House, which is on the Historic Register.

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

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

Education

Bartlett City Schools is in its second year of operation. Bartlett City Schools is comprised of eleven schools and approximately 8,000 students located in Bartlett, Tennessee. The Bartlett School Fund will be presented as a special revenue fund. The school fund budget totaled $73.5 million for FY 2017 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 ($10,000) 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

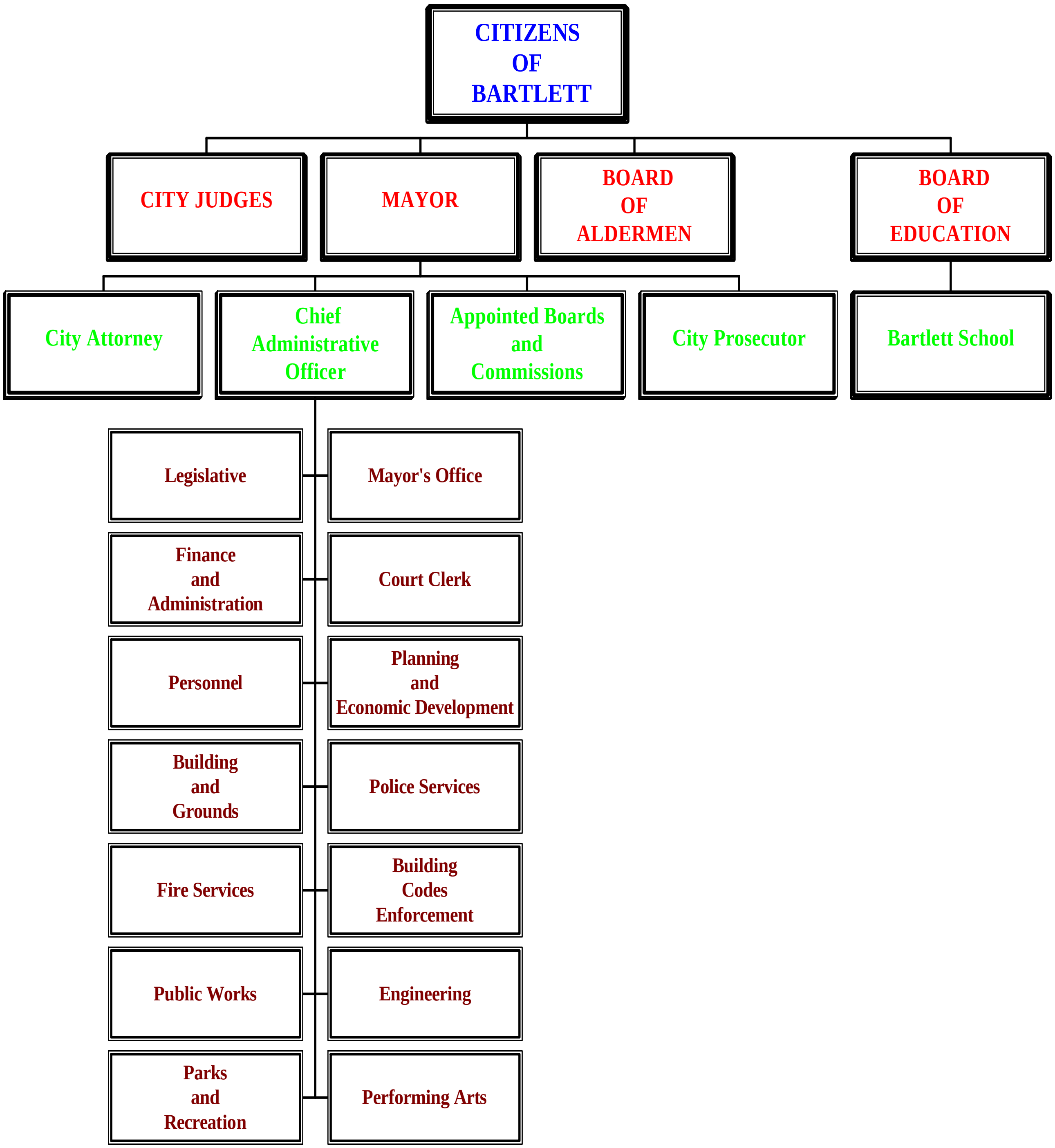
To provide for public safety, we will maintain the ratio of police officers to citizens of 2.25 officers per 1,000 citizens. We are continuing efforts to recruit and maintain enough paramedics to operate four ambulance units.

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

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

CITY OF BARTLETT

ORGANIZATION CHART



THE GREAT SEAL OF BARTLETT TENNESSEE

* 1866 *

AGRICULTURE

LAW

COMMERCE

CITY OF BARTLETT

TENNESSEE

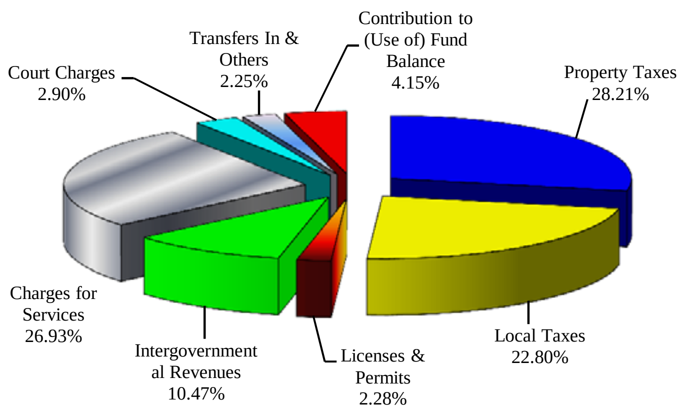
SUMMARY

Tab - back page

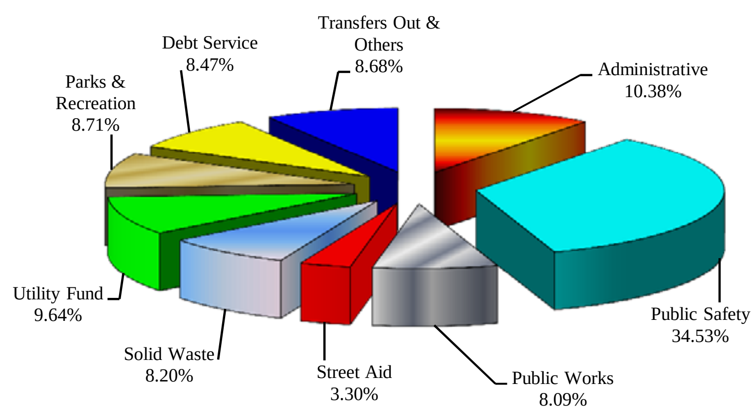
CITY OF BARTLETT
ALL FUNDS - FUNCTION SUMMARY
FY 2017 Adopted Budget

Description	General Fund	Special Revenue Funds	Utility Fund	Debt Service Fund	Total All Funds
Revenues					
Property Taxes	$ 20,492,302	$ 0	$ 0	$ 0	$ 20,492,302
Local Taxes	13,222,946	0	0	3,338,400	16,561,346
Licenses & Permits	1,657,700	0	0	0	1,657,700
Intergovernmental Revenues	6,027,000	1,580,000	0	0	7,607,000
Charges for Services	3,985,384	7,070,500	8,505,000	0	19,560,884
Court Charges	1,810,000	295,000	0	0	2,105,000
Transfers In & Others	437,689	102,549	126,000	966,000	1,632,238
Bartlett School Fund Revenues	0	73,528,223	0	0	73,528,223
Total Revenues	**$ 47,633,021**	**$ 82,576,272**	**$ 8,631,000**	**$ 4,304,400**	**$ 143,144,693**
Expenditures					
Administrative	$ 7,139,615	$ 401,500	$ 0	$ 0	$ 7,541,115
Public Safety	24,640,729	434,900	0	0	25,075,629
Public Works	5,760,665	115,711	0	0	5,876,376
Street Aid	0	2,395,000	0	0	2,395,000
Solid Waste	0	5,957,049	0	0	5,957,049
Utility Fund	0	0	6,999,401	0	6,999,401
Parks & Recreation	6,236,366	90,286	0	0	6,326,652
Debt Service	0	0	1,616,599	4,535,703	6,152,302
Transfers Out & Others	3,855,646	461,000	1,990,000	0	6,306,646
Bartlett School Fund Expenditures	0	73,528,223	0	0	73,528,223
Total Expenditures	**$ 47,633,021**	**$ 83,383,669**	**$ 10,606,000**	**$ 4,535,703**	**$ 146,158,393**
Contribution to (Use of) Fund Balance	**$ 0**	**$ (807,397)**	**$ (1,975,000)**	**$ (231,303)**	**$ (3,013,700)**
Beginning Fund Balance	**$ 27,448,862**	**$ 10,973,691**	**$ 14,382,243**	**$ 447,250**	**$ 53,252,045**
Ending Fund Balance	**$ 27,448,862**	**$ 10,166,294**	**$ 12,407,243**	**$ 215,947**	**$ 50,238,345**

WHERE THE $ COMES FROM
(Does not include School)



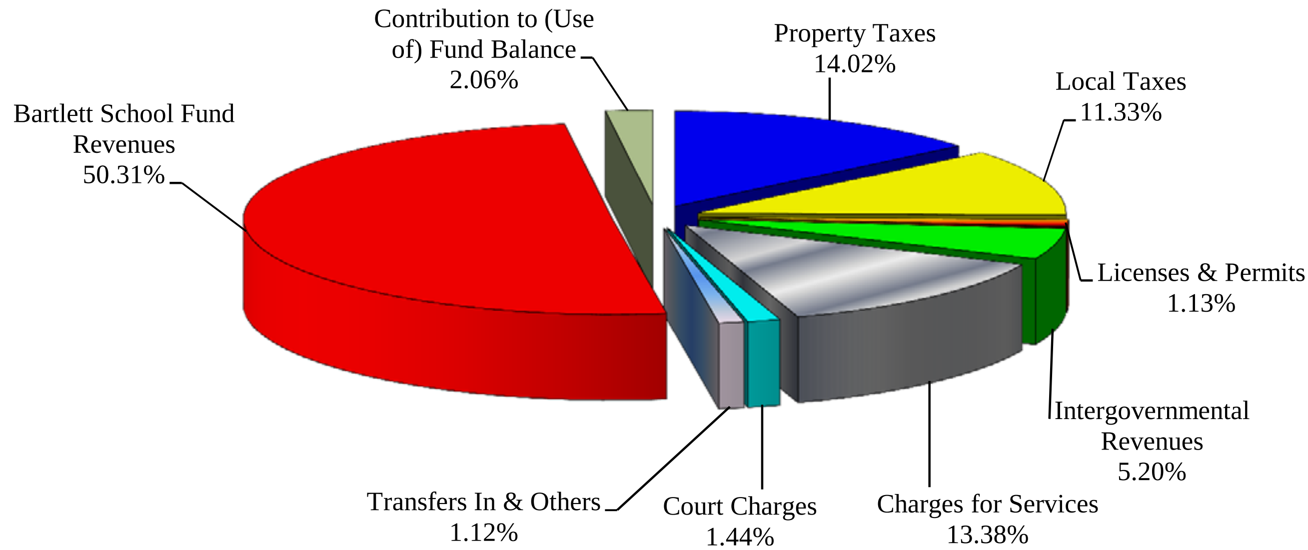
WHERE THE $ GOES
(Does not include School)



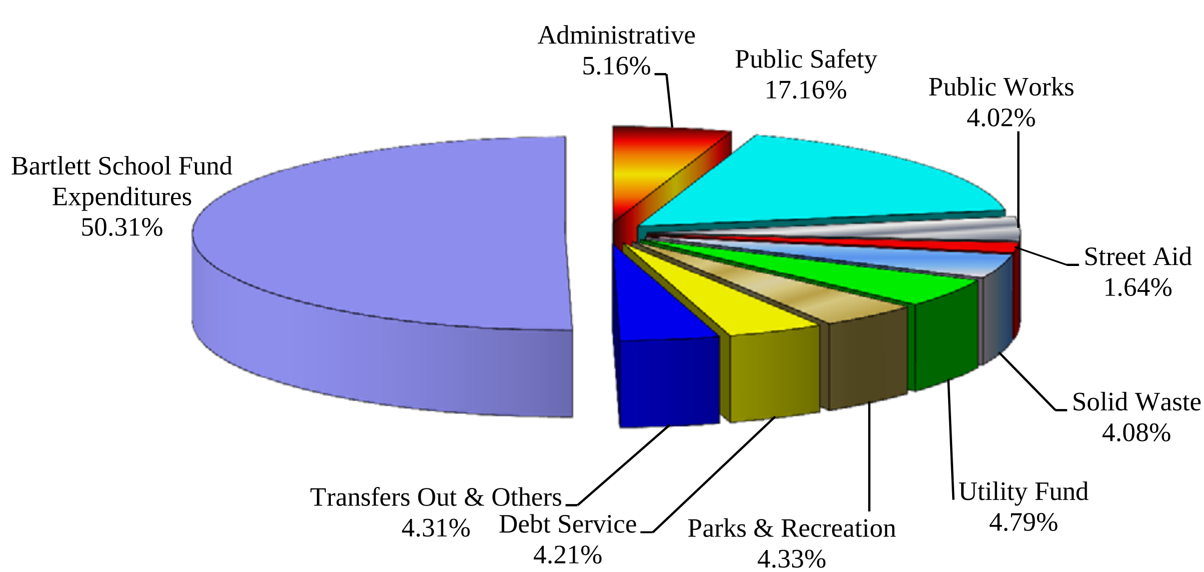
CITY OF BARTLETT
ALL FUNDS
FY 2017 Adopted Budget

Bartlett Municipal School Fund alone (50.31%) is more than all the other funds combined.

WHERE THE $ COMES FROM



WHERE THE $ GOES



CITY OF BARTLETT
ALL FUNDS SUMMARY - SUMMARY BY CATEGORY
FY 2017 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. The four subsequent pages show the summary by categories for all funds in each section. The fifth page shows the Capital Improvement Program summary.

	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
General Fund				
Revenues	$ 46,182,610	$ 45,980,818	$ 46,526,893	$ 47,633,021
Expenditures	42,998,207	48,147,379	47,577,805	47,633,021
Total General Fund	**$ 3,184,404**	**$ (2,166,561)**	**$ (1,050,912)**	**$ 0**
Undesignated Beginning Fund Balance	**$ 25,476,596**	**$ 28,499,774**	**$ 28,499,774**	**$ 27,448,862**
Reserves/Encumbrances	(161,226)			
Undesignated Ending Fund Balance	**$ 28,499,774**	**$ 26,333,213**	**$ 27,448,862**	**$ 27,448,862**
Special Revenue Funds				
Revenues	$ 78,394,534	$ 81,322,815	$ 81,099,034	$ 82,576,272
Expenditures	71,779,592	82,753,286	82,040,295	83,383,669
Total Special Revenue Funds	**$ 6,614,942**	**$ (1,430,471)**	**$ (941,261)**	**$ (807,397)**
Beginning Fund Balance	**$ 5,300,010**	**$ 11,914,952**	**$ 11,914,952**	**$ 10,973,691**
Ending Fund Balance	**$ 11,914,952**	**$ 10,484,481**	**$ 10,973,691**	**$ 10,166,294**
Utility Fund				
Revenues	$ 8,487,525	$ 8,627,200	$ 8,476,000	$ 8,631,000
Expenditures	7,314,031	8,761,835	8,167,515	10,606,000
Total Utility Fund	**$ 1,173,494**	**$ (134,635)**	**$ 308,485**	**$ (1,975,000)**
Beginning Cash Balance	**$ 12,900,264**	**$ 14,073,758**	**$ 14,073,758**	**$ 14,382,243**
Ending Cash Balance	**$ 14,073,758**	**$ 13,939,123**	**$ 14,382,243**	**$ 12,407,243**
Debt Service Fund				
Revenues	$ 3,898,504	$ 4,080,000	$ 4,090,000	$ 4,304,400
Expenditures	4,009,283	4,214,076	4,203,510	4,535,703
Total Debt Service Fund	**$ (110,778)**	**$ (134,076)**	**$ (113,510)**	**$ (231,303)**
Undesignated Beginning Fund Balance	**$ 671,538**	**$ 560,760**	**$ 560,760**	**$ 447,250**
Undesignated Ending Fund Balance	**$ 560,760**	**$ 426,684**	**$ 447,250**	**$ 215,947**
All Operating Funds				
Revenues	$ 136,963,173	$ 140,010,833	$ 140,191,927	$ 143,144,693
Expenditures	126,101,112	143,876,576	141,989,125	146,158,393
Total All Operating Funds	**$ 10,862,061**	**$ (3,865,743)**	**$ (1,797,198)**	**$ (3,013,700)**
Beginning Fund Balance	**$ 44,348,408**	**$ 55,049,243**	**$ 55,049,243**	**$ 53,252,045**
Ending Fund Balance	**$ 55,049,243**	**$ 51,183,501**	**$ 53,252,045**	**$ 50,238,345**

CITY OF BARTLETT
GENERAL FUND - SUMMARY BY CATEGORY
FY 2017 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 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revenues				
Property Taxes	$ 20,013,404	$ 20,145,000	$ 20,206,489	$ 20,492,302
Local Taxes	12,963,116	12,565,008	12,799,328	13,222,946
License & Permits	1,689,573	1,652,000	1,625,530	1,657,700
Intergovernmental	5,663,855	5,519,500	5,847,887	6,027,000
Charges for Services	3,647,577	3,830,084	3,826,433	3,985,384
Court Charges	1,578,879	1,715,000	1,605,000	1,810,000
Other Revenue	626,207	554,226	616,226	437,689
Total Revenues	**$ 46,182,610**	**$ 45,980,818**	**$ 46,526,893**	**$ 47,633,021**
Expenditures				
Department Revenues/Recoveries	*$ 710,604*	*$ 1,504,017*	*$ 1,553,889*	*$ 1,559,579*
Salaries	22,423,519	23,534,901	23,501,250	24,475,569
Benefits	10,915,015	11,676,470	11,554,079	12,200,776
Other Personnel	853,397	856,588	855,514	870,138
Operations	6,697,841	7,416,502	7,004,803	7,286,071
Capital	228,207	478,491	515,538	504,400
Transfer Out	2,590,831	5,688,444	5,700,508	3,855,646
Total Expenditures	**$ 42,998,207**	**$ 48,147,379**	**$ 47,577,805**	**$ 47,633,021**
Net From Operations	**$ 3,184,403**	**$ (2,166,561)**	**$ (1,050,912)**	**$ 0**
Undesignated Beginning Fund Balance	**$ 25,476,596**	**$ 28,499,773**	**$ 28,499,773**	**$ 27,448,862**
Reserves/Encumbrances	(161,226)			
Undesignated Ending Fund Balance	**$ 28,499,773**	**$ 26,333,213**	**$ 27,448,862**	**$ 27,448,862**

CITY OF BARTLETT
SPECIAL REVENUE FUNDS - SUMMARY BY CATEGORY
FY 2017 Adopted Budget

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

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revenues				
Intergovernmental Revenues	$ 1,491,386	$ 1,520,000	$ 1,540,000	$ 1,580,000
Charges for Services	6,664,749	7,137,000	6,857,000	7,065,500
Court Charges	362,461	272,500	263,000	253,000
Transfers In & Others	14,055	192,500	238,219	149,549
Bartlett School Fund Revenues	69,861,884	72,200,815	72,200,815	73,528,223
Total Revenues	**$ 78,394,534**	**$ 81,322,815**	**$ 81,099,034**	**$ 82,576,272**
Expenditures				
Salaries	$ 1,810,137	$ 1,902,369	$ 1,920,739	$ 2,006,629
Benefits	897,382	940,668	974,245	1,018,214
Other Personnel	143,216	138,000	152,000	165,000
Operations	3,806,916	5,009,415	4,484,050	4,079,217
Capital	802,315	2,102,019	1,848,446	1,425,386
Tranfer Out	755,000	460,000	460,000	1,161,000
Bartlett School Fund Expenditures	63,564,627	72,200,815	72,200,815	73,528,223
Total Expenditures	**71,779,592**	**82,753,286**	**82,040,295**	**83,383,669**
Net from Operations	**$ 6,614,942**	**$ (1,430,471)**	**$ (941,261)**	**$ (807,397)**
Beginning Fund Balance	**$ 5,300,010**	**$ 11,914,952**	**$ 11,914,952**	**$ 10,973,691**
Ending Fund Balance	**$ 11,914,952**	**$ 10,484,481**	**$ 10,973,691**	**$ 10,166,294**

CITY OF BARTLETT
UTILITY FUND - SUMMARY BY CATEGORY
FY 2017 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 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revenues				
Operating Revenues	$ 8,294,448	$ 8,484,200	$ 8,381,000	$ 8,505,000
Other Revenues	25,495	28,000	30,000	46,000
Non-Operating Revenues	167,582	115,000	65,000	80,000
Total Revenues	**$ 8,487,525**	**$ 8,627,200**	**$ 8,476,000**	**$ 8,631,000**
Expenditures				
Department Revenues/Recoveries	*$ 8,826*	*$ 0*	*$ 2,000*	*$ 2,000*
Salaries	1,497,787	1,636,685	1,593,186	1,672,401
Benefits	925,720	782,451	776,487	811,811
Operations	3,122,427	3,490,136	3,144,054	3,468,889
Capital	191,446	1,152,219	976,015	1,048,300
Total Expenditures	**$ 5,728,554**	**$ 7,061,492**	**$ 6,487,742**	**$ 6,999,401**
Cash Flow	**$ 2,758,971**	**$ 1,565,708**	**$ 1,988,258**	**$ 1,631,599**
Less:				
Debt Service/Transfer Out	$ 1,585,477	$ 1,700,343	$ 1,679,773	$ 1,616,599
Transfer to Capital Improvement Fund	0	0	0	1,990,000
Total	**$ 1,585,477**	**$ 1,700,343**	**$ 1,679,773**	**$ 3,606,599**
Net Cash Flow	**$ 1,173,494**	**$ (134,635)**	**$ 308,485**	**$ (1,975,000)**
Beginning Cash Balance	**$ 12,900,264**	**$ 14,073,758**	**$ 14,073,758**	**$ 14,382,243**
Ending Cash Balance	**$ 14,073,758**	**$ 13,939,123**	**$ 14,382,243**	**$ 12,407,243**

GENERAL DEBT SERVICE FUND - SUMMARY BY CATEGORY

FY 2017 Adopted Budget

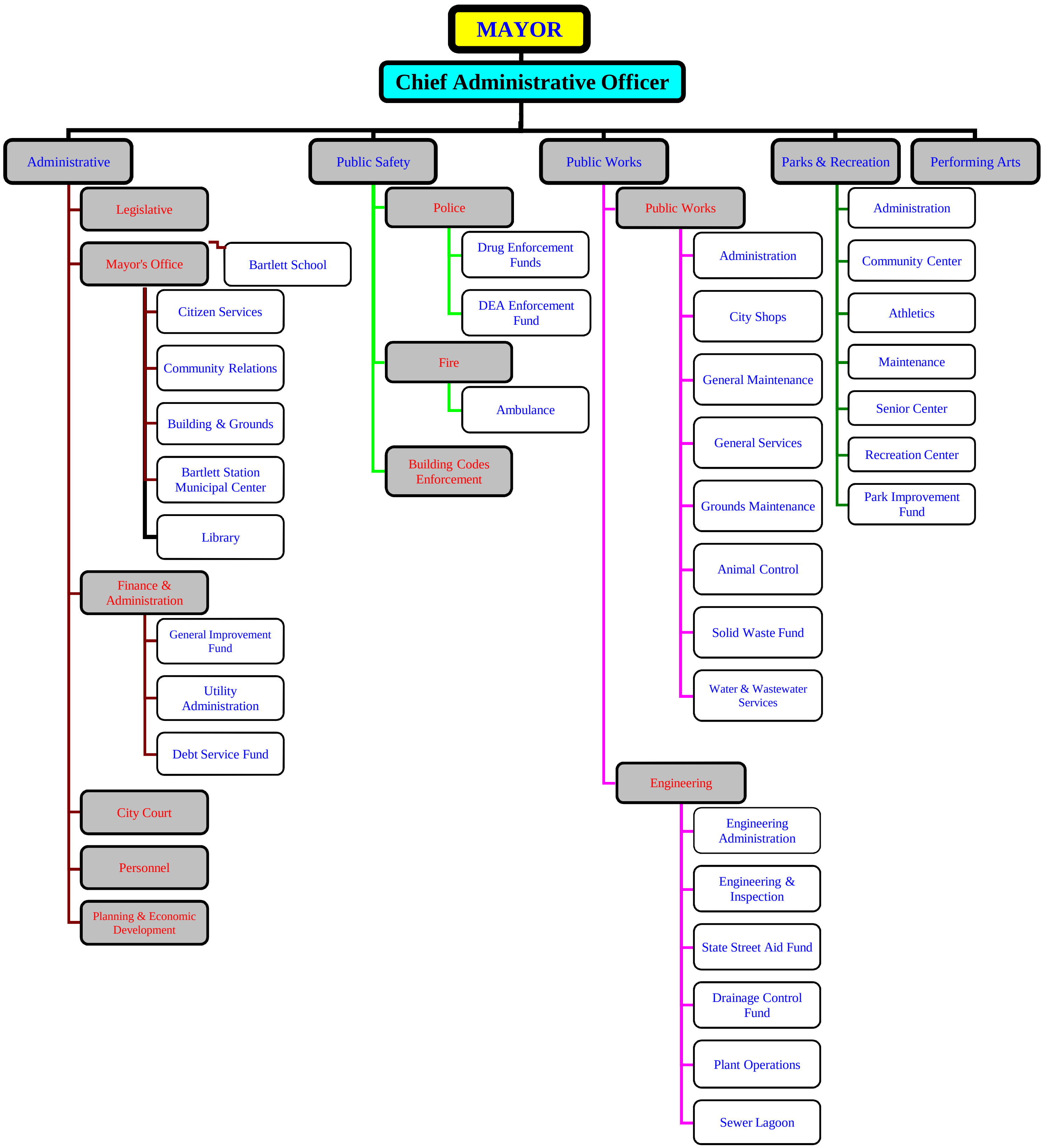
This fund is used for the accumulation of resources for, and the payment of interest and principle on the City's outstanding general obligation debt. Revenues for this fund consist of one third of the local sales tax and transfers from the Solid Waste Fund, Street Aid Fund and General Fund. This is a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

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revenues				
Local Sales Tax	$ 3,073,504	$ 3,165,000	$ 3,210,000	$ 3,338,400
Transfers	825,000	915,000	880,000	966,000
Total Revenues	**$ 3,898,504**	**$ 4,080,000**	**$ 4,090,000**	**$ 4,304,400**
Expenditures				
Agent Fees	$ 1,550	$ 3,500	$ 3,500	$ 3,500
Issuance Cost	7,975	62,200	66,968	70,000
Bond Principal	3,218,000	3,314,000	3,314,000	3,477,000
Interest	781,757	834,376	819,042	985,203
Total Expenditures	**$ 4,009,283**	**$ 4,214,076**	**$ 4,203,510**	**$ 4,535,703**
Net from Operations	**$ (110,778)**	**$ (134,076)**	**$ (113,510)**	**$ (231,303)**
Beginning Fund Balance	**$ 671,538**	**$ 560,760**	**$ 560,760**	**$ 447,250**
Ending Fund Balance	**$ 560,760**	**$ 426,684**	**$ 447,250**	**$ 215,947**

CITY OF BARTLETT
FY 2017-2021 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Revenues						
G.O. Bonds	$ 5,723,000	$ 7,662,000	$ 6,732,000	$ 4,333,000	$ 3,194,000	**$ 27,644,000**
Capital Note	1,127,500	965,000	1,435,000	805,000	830,000	**5,162,500**
FD311 Use of Fund Balance	66,000	0	0	0	0	**66,000**
Grant Funds	0	0	500,000	0	500,000	**1,000,000**
TDOT 80% match	120,000	8,800,000	6,800,000	3,850,000	0	**19,570,000**
Utility Bonds	0	1,780,000	1,040,000	1,080,000	830,000	**4,730,000**
Utility Retained Earnings	1,990,000	0	0	0	0	**1,990,000**
FD312 Transfers-unspent projects	15,000	0	0	0	0	**15,000**
Total Revenues	**$ 9,041,500**	**$ 19,207,000**	**$ 16,507,000**	**$ 10,068,000**	**$ 5,354,000**	**$ 60,177,500**
Expenditures						
G.O. Bond/Other Funded						
Administrative	$ 66,000	$ 30,000	$ 0	$ 30,000	$ 0	**$ 126,000**
Public Safety	424,000	770,000	1,110,000	745,000	610,000	**3,659,000**
Public Works	623,500	1,750,000	1,250,000	250,000	250,000	**4,123,500**
Engineering	3,888,000	13,724,000	11,025,000	7,225,000	2,565,000	**38,427,000**
Parks & Recreation	2,035,000	1,153,000	2,082,000	738,000	1,099,000	**7,107,000**
Total G.O. Bond/Other Funded	**$ 7,036,500**	**$ 17,427,000**	**$ 15,467,000**	**$ 8,988,000**	**$ 4,524,000**	**$ 53,442,500**
Utility Bond/Other Funded						
Water	$ 1,605,000	$ 880,000	$ 440,000	$ 480,000	$ 230,000	**$ 3,635,000**
Sewer	400,000	900,000	600,000	600,000	600,000	**3,100,000**
Total Utility Bond/Other Funded	**$ 2,005,000**	**$ 1,780,000**	**$ 1,040,000**	**$ 1,080,000**	**$ 830,000**	**$ 6,735,000**
Total Expenditures	**$ 9,041,500**	**$ 19,207,000**	**$ 16,507,000**	**$ 10,068,000**	**$ 5,354,000**	**$ 60,177,500**

CITY OF BARTLETT
ORGANIZATION CHART - BY FUNCTION



CITY OF BARTLETT
Funds and Functions Organizational Structure

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

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

CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2017 Adopted Budget

Fiscal Year 2017 staffing level schedule includes the number of full time employees, part time employees and the total full time equivalents (FTE). Full time equivalents are calculated by the number of total working hours divided into 2080 hours, which is a full year. Part time positions are just estimates based on the money allocated for part time. Departments have flexibility to balance their full time and part time positions allocated based on their total budget. Bartlett City Municipal School Fund will presented as a special revenue fund but their staffing level will not include in the City's staffing level schedule. The City, without Bartlett School, added 9 new full time positions, but four will start on January 1, 2017. Personnel added a Health & Safety Officer. Finance converted a part-time to a full-time clerk position while delaying a vacated Deputy Director position to January 1, 2017. Police will add 3 police officers on January 1, 2017 while Ambulance added 3 paramedics and Codes Enforcement added an inspector for the whole year.

Description	FY 2015 Actual	FY 2016 Revised Budget	FY 2016 Projection	FY 2017 Adopted
GENERAL FUND				
Administrative				
Legislative Board				
Full Time	7.00	7.00	7.00	7.00
Part Time (converted to FTE)	0.34	0.40	0.32	0.40
Total Legislative Board FTE	***7.34***	***7.40***	***7.32***	***7.40***
Mayor's Office				
Full Time	6.00	6.00	6.00	6.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Mayor's Office FTE	***6.00***	***6.00***	***6.00***	***6.00***
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	1.96	2.00	2.00	2.00
Part Time (converted to FTE)	0.00	0.00	0.00	0.00
Total Buildings and Grounds FTE	***1.96***	***2.00***	***2.00***	***2.00***
Bartlett Station Community Center				
Full Time	3.00	3.00	3.00	3.00
Part Time (converted to FTE)	2.56	3.43	3.14	3.22
Total B.S. Community Center FTE	***5.56***	***6.43***	***6.14***	***6.22***
Finance and Administration				
Full Time	13.29	15.00	14.75	15.50
Part Time (converted to FTE)	1.76	2.03	1.06	1.45
Total Finance & Administration FTE	***15.05***	***17.03***	***15.81***	***16.95***
City Court				
Full Time	10.90	11.00	10.82	11.00
Part Time (converted to FTE)	0.84	0.85	0.82	0.85
Total City Court FTE	***11.74***	***11.85***	***11.64***	***11.85***

CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised Budget	FY 2016 Projection	FY 2017 Adopted Budget
Personnel				
Full Time	*4.00*	*4.00*	*4.35*	*5.00*
Part Time (converted to FTE)	*0.00*	*0.50*	*0.00*	*0.00*
Total Personnel FTE	***4.00***	***4.50***	***4.35***	***5.00***
Planning & Economic Development				
Full Time	*4.00*	*4.00*	*4.00*	*4.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Planning & Eco Devpmnt FTE	***4.00***	***4.00***	***4.00***	***4.00***
Full Time	**51.15**	**53.00**	**52.92**	**54.50**
Part Time (converted to FTE)	**5.50**	**7.21**	**5.34**	**5.92**
Total Administrative FTE	**56.65**	**60.21**	**58.26**	**60.42**
Public Safety				
Police				
Full Time	*147.18*	*153.00*	*147.60*	*154.50*
Part Time (converted to FTE)	*6.65*	*7.25*	*6.59*	*6.59*
Total Police FTE	***153.83***	***160.25***	***154.19***	***161.09***
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	*24.63*	*25.00*	*26.00*	*28.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Ambulance Service FTE	***24.63***	***25.00***	***26.00***	***28.00***
Building Codes Enforcement				
Full Time	*9.00*	*9.00*	*8.68*	*10.00*
Part Time (converted to FTE)	*0.92*	*1.25*	*1.07*	*1.50*
Total Bldg. Codes Enforcement FTE	***9.92***	***10.25***	***9.75***	***11.50***
Full Time	**252.81**	**259.00**	**254.28**	**264.50**
Part Time (converted to FTE)	**7.57**	**8.50**	**7.66**	**8.09**
Total Public Safety FTE	**260.38**	**267.50**	**261.94**	**272.59**
Public Works				
Administration				
Full Time	*5.00*	*5.00*	*5.00*	*5.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Administration FTE	***5.00***	***5.00***	***5.00***	***5.00***
City Shops				
Full Time	*11.78*	*12.00*	*12.00*	*12.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total City Shops FTE	***11.78***	***12.00***	***12.00***	***12.00***

CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised Budget	FY 2016 Projection	FY 2017 Adopted Budget
General Maintenance				
Full Time	*18.00*	*18.00*	*18.32*	*18.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total General Maintenance FTE	***18.00***	***18.00***	***18.32***	***18.00***
General Services				
Full Time	*3.00*	*4.00*	*3.67*	*4.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total General Services FTE	***3.00***	***4.00***	***3.67***	***4.00***
Grounds Maintenance				
Full Time	*12.36*	*14.00*	*13.26*	*14.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Grounds Maintenance FTE	***12.36***	***14.00***	***13.26***	***14.00***
Animal Control				
Full Time	*7.81*	*8.00*	*7.00*	*8.00*
Part Time (converted to FTE)	*0.96*	*1.50*	*0.96*	*1.50*
Total Animal Control FTE	***8.77***	***9.50***	***7.96***	***9.50***
Engineering Administration				
Full Time	*3.00*	*3.00*	*3.00*	*3.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Engineering Administration FTE	***3.00***	***3.00***	***3.00***	***3.00***
Engineering & Inspection				
Full Time	*4.86*	*5.00*	*4.16*	*5.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Engineering & Inspection FTE	***4.86***	***5.00***	***4.16***	***5.00***
Full Time	**65.81**	**69.00**	**66.41**	**69.00**
Part Time (converted to FTE)	**0.96**	**1.50**	**0.96**	**1.50**
Total Public Works FTE	**66.77**	**70.50**	**67.37**	**70.50**
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	*5.00*	*5.00*	*4.86*	*5.00*
Part Time (converted to FTE)	*10.04*	*11.48*	*9.66*	*11.00*
Total Community Center FTE	***15.04***	***16.48***	***14.52***	***16.00***
Athletics				
Full Time	*3.00*	*3.00*	*3.00*	*3.00*
Part Time (converted to FTE)	*5.63*	*6.25*	*5.72*	*6.25*
Total Athletics FTE	***8.63***	***9.25***	***8.72***	***9.25***

CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised Budget	FY 2016 Projection	FY 2017 Adopted Budget
Maintenance				
Full Time	*12.00*	*13.00*	*12.14*	*13.00*
Part Time (converted to FTE)	*0.71*	*1.40*	*0.98*	*1.40*
Total Maintenance FTE	***12.71***	***14.40***	***13.12***	***14.40***
School Ground Maintenance				
Full Time	*1.00*	*1.00*	*1.00*	*1.00*
Part Time (converted to FTE)	*0.08*	*0.69*	*0.40*	*0.69*
Total School Ground Maintenance FTE	***1.08***	***1.69***	***1.40***	***1.69***
Senior Center				
Full Time	*4.00*	*4.00*	*4.00*	*4.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Senior Center FTE	***4.00***	***4.00***	***4.00***	***4.00***
Recreation Center				
Full Time	*10.19*	*11.00*	*11.00*	*11.00*
Part Time (converted to FTE)	*16.92*	*17.95*	*17.90*	*18.45*
Total Recreation Center FTE	***27.11***	***28.95***	***28.90***	***29.45***
Full Time	**39.19**	**41.00**	**40.00**	**41.00**
Part Time (converted to FTE)	**33.38**	**37.77**	**34.66**	**37.79**
Total Parks FTE	**72.57**	**78.77**	**74.66**	**78.79**
Performing Arts				
Full Time	**2.52**	**3.00**	**2.91**	**3.00**
Part Time (converted to FTE)	**0.68**	**1.00**	**0.64**	**1.30**
Total Performing Arts FTE	**3.20**	**4.00**	**3.55**	**4.30**
FULL TIME	**411.48**	**425.00**	**416.52**	**432.00**
PART TIME (converted to FTE)	**48.09**	**55.98**	**49.26**	**54.60**
TOTAL GENERAL FUND FTE	**459.57**	**480.98**	**465.78**	**486.60**
SPECIAL REVENUE FUNDS				
Solid Waste Fund				
Full Time	*40.08*	*41.00*	*40.59*	*41.00*
Part Time (converted to FTE)	*1.29*	*1.73*	*1.39*	*1.85*
Total Solid Waste Fund FTE	***41.37***	***42.73***	***41.98***	***42.85***
Drainage Control Fund				
Full Time	*1.00*	*1.00*	*1.00*	*1.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Drainage Control Fund FTE	***1.00***	***1.00***	***1.00***	***1.00***
FULL TIME	**41.08**	**42.00**	**41.59**	**42.00**
PART TIME (converted to FTE)	**1.29**	**1.73**	**1.39**	**1.85**
TOTAL SPECIAL REVENUE FUNDS FTE	**42.37**	**43.73**	**42.98**	**43.85**

CITY OF BARTLETT
STAFFING LEVEL SCHEDULE
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised Budget	FY 2016 Projection	FY 2017 Adopted Budget
UTILITY				
Administration				
Full Time	*5.00*	*6.00*	*5.91*	*6.00*
Part Time (converted to FTE)	*0.47*	*0.73*	*0.65*	*0.74*
Total Administration FTE	***5.47***	***6.73***	***6.56***	***6.74***
Water & Wastewater Services				
Full Time	*18.75*	*21.00*	*20.73*	*21.00*
Part Time (converted to FTE)	*0.51*	*0.73*	*0.46*	*0.70*
Total Water & Wastewater Services FTE	***19.26***	***21.73***	***21.19***	***21.70***
Plant Operations				
Full Time	*4.99*	*6.00*	*5.00*	*6.00*
Part Time (converted to FTE)	*0.00*	*0.60*	*0.30*	*0.70*
Total Plant Operations FTE	***4.99***	***6.60***	***5.30***	***6.70***
Sewer Lagoon				
Full Time	*3.76*	*4.00*	*4.00*	*4.00*
Part Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Sewer Lagoon FTE	***3.76***	***4.00***	***4.00***	***4.00***
FULL TIME	**32.50**	**37.00**	**35.64**	**37.00**
PART TIME (converted to FTE)	**0.98**	**2.06**	**1.41**	**2.14**
TOTAL UTILITY FTE	**33.48**	**39.06**	**37.05**	**39.14**

Description	FY 2015 Actual	FY 2016 Revised Budget	FY 2016 Projection	FY 2017 Adopted Budget
ALL FUNDS				
FULL TIME	**485.06**	**504.00**	**493.75**	**511.00**
PART TIME (converted to FTE)	**50.36**	**59.77**	**52.06**	**58.59**
TOTAL ALL FUNDS FTE	**535.42**	**563.77**	**545.81**	**569.59**

THE GREAT SEAL OF BARTLETT TENNESSEE

AGRICULTURE

LAW

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★ 1866 ★

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.

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CITY OF BARTLETT
GENERAL FUND SUMMARY
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revenues				
Property Taxes	$ 20,013,404	$ 20,145,000	$ 20,206,489	$ 20,492,302
Local Taxes	12,963,116	12,565,008	12,799,328	13,222,946
License & Permits	1,689,573	1,652,000	1,625,530	1,657,700
Intergovernmental	5,663,855	5,519,500	5,847,887	6,027,000
Charges for Services	3,647,577	3,830,084	3,826,433	3,985,384
Court Charges	1,578,879	1,715,000	1,605,000	1,810,000
Other Revenue/Transfers	626,207	554,226	616,226	437,689
Total Revenues	**$ 46,182,610**	**$ 45,980,818**	**$ 46,526,893**	**$ 47,633,021**
Expenditures				
Legislative	$ 592,119	$ 766,289	$ 652,214	$ 776,499
Mayor's Office	720,244	765,639	758,809	806,701
Community Relations	221,730	302,422	316,063	277,601
Building & Grounds	272,779	301,922	308,110	300,935
Bartlett Station Municipal Center	449,921	404,895	397,130	389,526
Library	1,077,259	1,126,558	1,108,573	1,178,048
Finance	1,314,481	1,491,172	1,410,588	1,503,992
City Court	882,480	976,118	960,049	996,400
Personnel	416,051	458,662	468,237	502,875
Planning	354,601	389,758	397,229	407,038
Police	13,209,574	13,248,790	13,066,895	13,579,749
Fire Services and Ambulance	9,283,999	9,715,978	9,703,019	10,172,540
Codes Enforcement	774,208	814,313	767,715	888,440
Public Works	4,401,310	4,753,273	4,712,956	4,855,219
Engineering	790,299	790,194	783,025	905,446
Parks & Recreation	5,099,666	5,477,956	5,431,576	5,599,118
Performing Arts	546,656	674,996	635,108	637,248
Expenditures	**$ 40,407,376**	**$ 42,458,935**	**$ 41,877,297**	**$ 43,777,375**
Transfers Out				
Trfr. Out Debt Service	$ 150,000	$ 500,000	$ 500,000	$ 0
Trfr. Out Bartlett City School	1,715,041	1,722,825	1,722,825	1,737,826
Trfr. Out Bartlett City School Capital Projects	0	950,000	950,000	950,000
Trfr. Out Shelby County Board of Education	608,193	608,193	608,193	608,193
Trfr. Out Balance of Sales Tax Half Cent	0	249,426	282,240	317,627
Trfr. Out DARE Program	17,597	48,000	27,250	42,000
Trfr. Out Drainage Fund	0	100,000	100,000	100,000
Trfr. Out CIP	0	1,410,000	1,410,000	0
Trfr. Out Bartlett Station	100,000	100,000	100,000	100,000
Total Transfers Out	**$ 2,590,831**	**$ 5,688,444**	**$ 5,700,508**	**$ 3,855,646**
Total Expenditures	**$ 42,998,207**	**$ 48,147,379**	**$ 47,577,805**	**$ 47,633,021**
Net From Operations	**3,184,404**	**(2,166,561)**	**(1,050,912)**	**0**
Beginning Fund Balance	**$ 25,476,596**	**$ 28,499,774**	**$ 28,499,774**	**$ 27,448,862**
Reserves/Encumbrances	(161,226)			
Ending Fund Balance	**$ 28,499,774**	**$ 26,333,213**	**$ 27,448,862**	**$ 27,448,862**

CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Property Taxes				
Real Property Tax	$ 17,193,623	$ 17,360,000	$ 17,470,000	$ 17,730,000
Personalty Tax	797,359	800,000	750,000	770,000
Property Tax - Utility	198,168	200,000	190,500	200,000
In-Lieu Of Tax - Utility	605,061	610,000	571,666	562,302
In-Lieu Of Tax - Industry	540,599	520,000	519,323	520,000
In-Lieu Of Tax - MLG&W	229,568	175,000	230,000	230,000
Delinquent Tax	318,107	350,000	350,000	350,000
Interest & Penalty	130,918	130,000	125,000	130,000
Total Property Taxes	**$ 20,013,404**	**$ 20,145,000**	**$ 20,206,489**	**$ 20,492,302**
Local Taxes				
Local Sales Tax	$ 6,147,008	$ 6,330,000	$ 6,420,000	$ 6,676,800
Sales Tax Half Cent	4,139,400	3,525,508	3,590,508	3,655,646
Wholesale Beer Tax	734,463	800,000	760,000	800,000
Wholesale Liquor Tax	227,489	220,000	240,000	250,000
Beer Permits Application	2,000	2,500	2,000	2,500
Retail Liquor Licenses	13,700	15,000	15,020	16,000
Beer Privilege Tax	7,000	7,500	7,500	7,500
Liquor Compliance Fee	1,500	1,500	1,500	1,500
Gross Receipts Business	849,824	850,000	880,000	900,000
Business Licenses	3,060	3,000	2,800	3,000
Return Fee-Business License	12,817	10,000	10,000	10,000
Collection Fees - Business Tax	79,250	70,000	70,000	70,000
Catv Franchise Fees	319,769	320,000	340,000	350,000
AT&T Franchise Fee	228,961	210,000	260,000	280,000
Hotel/Motel Tax	196,873	200,000	200,000	200,000
Total Local Taxes	**$ 12,963,116**	**$ 12,565,008**	**$ 12,799,328**	**$ 13,222,946**
License & Permits				
Addition Building Fees	$ 0	$ 200	$ 0	$ 0
Addition Electrical Fees	30	200	30	0
Addition Plumbing Fees	60	200	0	0
Addition Mechanical Fe	30	200	0	0
Issuing Fees	15,389	15,000	17,000	18,000
New Building Permits	115,593	110,000	100,000	110,000
New Electrical Permits	70,850	70,000	65,000	70,000
New Plumbing Permits	58,014	55,000	55,000	55,000
New Mechanical Permits	73,606	75,000	74,000	75,000
Zoning Application Fees	2,080	2,000	1,500	2,000
Planning Fees	2,800	2,000	2,800	3,000
S/D Application Fees	2,390	3,000	3,000	3,000
Miscellaneous Building Permits	14,272	15,000	15,000	15,000
Board Of Zoning Appeals	3,000	2,000	3,000	3,500
Subdivision Inspection Fees	35,559	25,000	15,000	15,000
Subdivision Engineering Fees	43,273	30,000	15,000	15,000
Subdivision Sewer Review Fees	155	200	200	200
Road Cut & Boring Permit	6,200	6,000	6,000	6,000
Site Plan Review	10,874	7,000	7,000	8,000

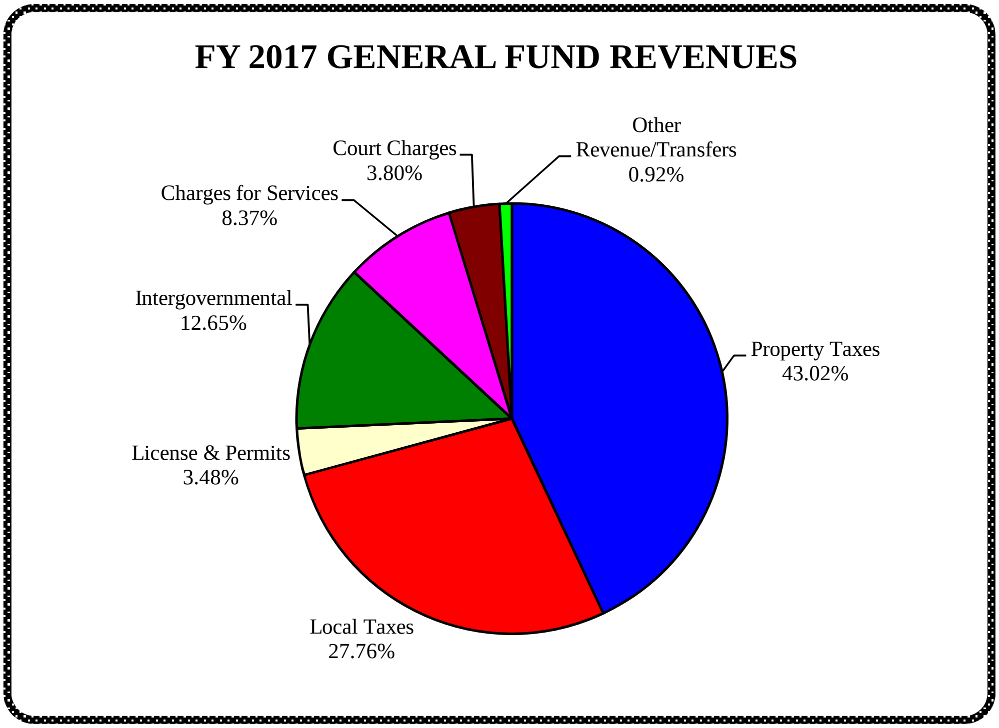
CITY OF BARTLETT
GENERAL FUND REVENUES
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Sign Review	6,000	7,000	7,000	8,000
Building Plan Review	9,900	12,000	12,000	14,000
Sign Inspection	2,621	5,000	7,000	7,000
Auto Reg Fee	1,216,877	1,210,000	1,220,000	1,230,000
Total License & Permits	**$ 1,689,573**	**$ 1,652,000**	**$ 1,625,530**	**$ 1,657,700**
Intergovernmental Revenues				
State Sales Tax	$ 4,278,214	$ 4,370,000	$ 4,550,000	$ 4,777,000
State Income Tax	501,690	275,000	400,000	340,000
State Beer Tax	27,017	28,000	28,000	28,000
State Liquor Tax	74,173	70,000	80,000	85,000
State Excise Tax	7,262	6,500	7,000	7,000
State Petroleum Tax	115,264	115,000	115,000	115,000
State TVA In Lieu Of Tax	654,705	650,000	662,887	670,000
STG Telecom Sales Tax	5,530	5,000	5,000	5,000
Total Intergovernmental Revenues	**$ 5,663,855**	**$ 5,519,500**	**$ 5,847,887**	**$ 6,027,000**
Misc Charges For Services				
City Service Fees	$ 3,578	$ 4,000	$ 4,000	$ 4,000
Ambulance Fees	854,032	943,000	1,100,000	1,150,000
Tow-In Fees	4,875	5,000	5,000	5,000
Publication Fees	800	1,000	800	1,000
Police Background Check	18,295	17,000	20,000	22,000
911 Fees	1,451	5,000	0	0
Bartlett Station Municipal Center Fees	143,399	159,200	151,500	164,000
Community Relations	39,141	30,700	31,523	29,300
Library Fees	64,137	70,500	67,500	69,500
Total Misc Charges For Services	**$ 1,129,708**	**$ 1,235,400**	**$ 1,380,323**	**$ 1,444,800**
Parks & Rec Charges				
Senior Citizens Center	$ 53,022	$ 60,300	$ 61,912	$ 74,900
Community Center	482,257	464,000	456,000	447,500
Athletics	264,821	337,200	328,500	325,500
Recreation Center	1,452,557	1,503,384	1,396,998	1,468,484
Total Parks & Rec Charges	**$ 2,252,656**	**$ 2,364,884**	**$ 2,243,410**	**$ 2,316,384**
BPACC Revenues	**$ 265,213**	**$ 229,800**	**$ 202,700**	**$ 224,200**
Court Fines & Costs				
City Court Fines	$ 1,027,706	$ 1,100,000	$ 1,030,000	$ 1,100,000
City Court Costs	449,577	520,000	450,000	580,000
State Tax On Court Fines	40,112	40,000	40,000	40,000
Bond Forfeitures	18,822	20,000	25,000	25,000
Fines Greater Than Cash	40,969	30,000	45,000	50,000
Other Court Costs	1,694	5,000	15,000	15,000
Total Court Fines & Costs	**$ 1,578,879**	**$ 1,715,000**	**$ 1,605,000**	**$ 1,810,000**
Other Revenues				
Interest	$ 7,125	$ 8,000	$ 15,000	$ 15,000
Sale Of Equipment	22,372	50,000	80,000	60,000
Other Revenues	117,577	75,000	100,000	101,689

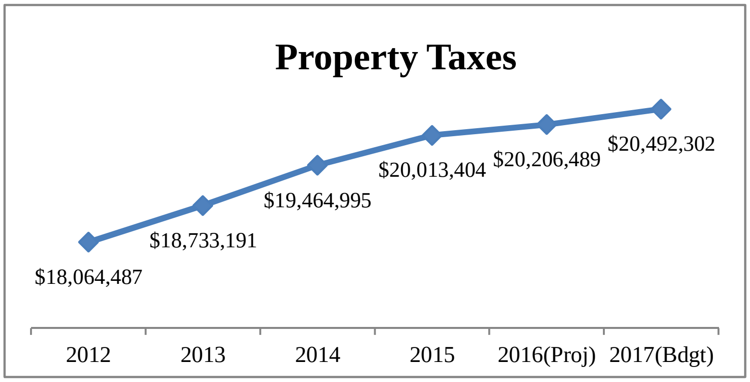
GENERAL FUND REVENUES

FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Transfer In	267,717	260,000	260,000	261,000
Reserves/Encumbrances	211,416	161,226	161,226	0
Total Other Revenues	**$ 626,207**	**$ 554,226**	**$ 616,226**	**$ 437,689**
TOTAL GENERAL FUND REVENUES	**$ 46,182,610**	**$ 45,980,818**	**$ 46,526,893**	**$ 47,633,021**



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 70.78% of all General Fund Revenues in FY 2017. The anticipated revenue growth in the 2017 budget is 2.73% (does not include reserves from previous year) since the overall economy has improved compared to the last few years.



Property Taxes represent the largest percentage (43.02%) of all GF Revenues. Yearly increases from FY 2012 to FY 2016 are due largely in growth (1% to 3%) and an annexation in January 1, 2013. The current Certified Tax Rate is at 1.62. The property tax rate has increased only twice, 2003 (a 15 cent increase) and 2007 (a 23 cent increase), in the last 20 years. Taxes are due on February 28, 2017 and become delinquent March 1, 2017.

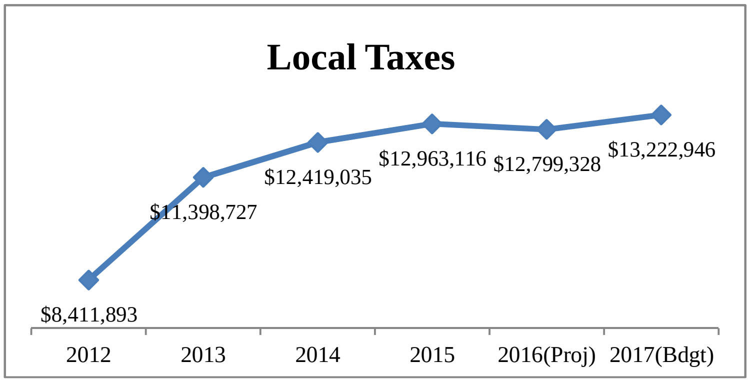
Property assessments are made by the Shelby County Tax Assessor based on the estimated appraised value and the following classifications:

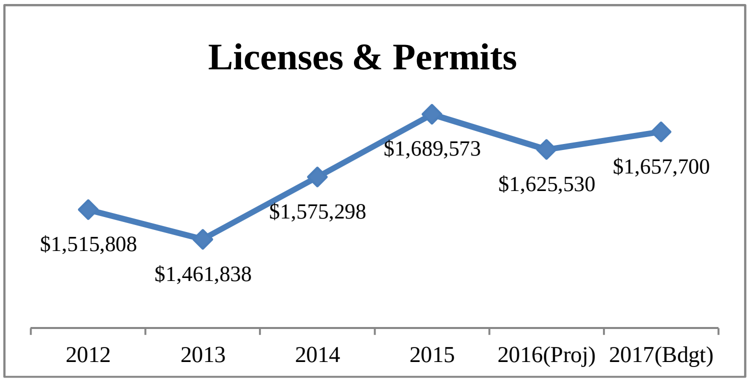
Real Estate-Residential and Farm	25% of appraised value
Real Estate-Commercial and Industrial	40% of appraised value
Personal Property-Commercial and Industrial	30% of appraised value
Tennessee Regulators and Personal Property	55% of appraised value

ANALYSIS OF GENERAL FUND REVENUE SOURCES

FY 2017 Adopted Budget

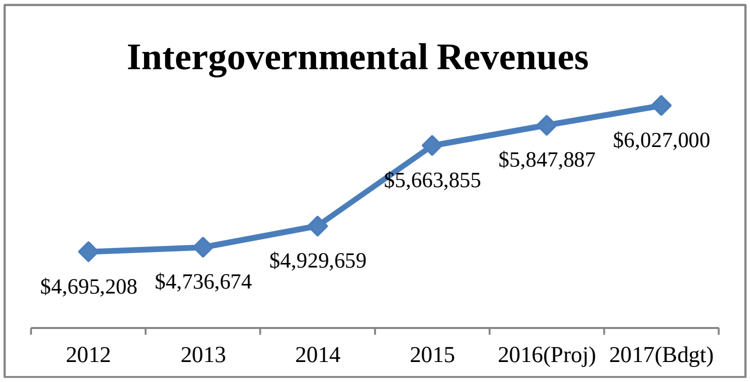
Local Taxes is the second largest source of revenue and represent 27.76% of all GF Revenues. They are comprised primarily of Local Sales Taxes ($6,676,800), more than half of local taxes, Sales Tax School Reimbursement ($3,655,646), Wholesale Beer Taxes ($800,000), and Gross Receipts Business ($900,000). 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 ($3,655,646) budgeted for city support of Bartlett Municipal School System in FY 2017 include 15 cent equivalent tax rate, capital projects, down payment on phase II of computer equipment and Shelby County Board of Education buildings.

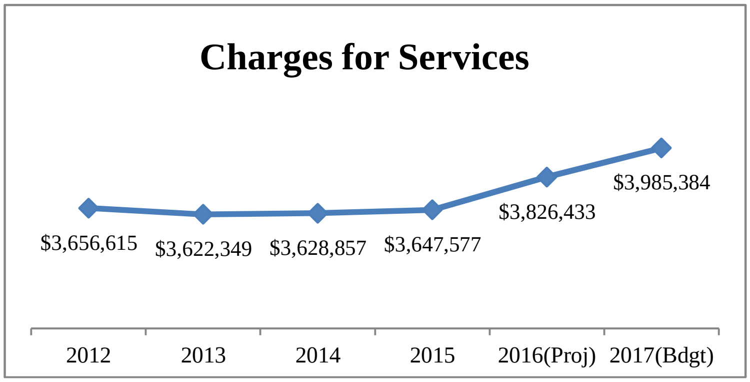




The Office of Code Enforcement sets, monitors and collects most of the L**icense and Permit** fees. FY 2017 budget for subdivision and new construction permit fees are based on no increase in commercial construction and residential construction. The biggest revenue in License and Permits is the $25 Wheel Tax that generates almost 3/4 of the total revenues.

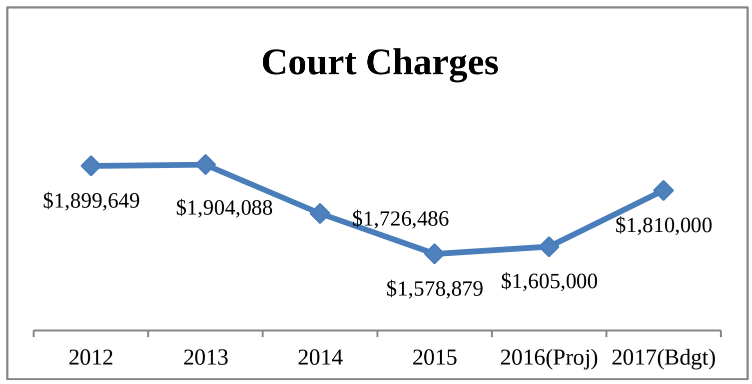
Intergovernmental Revenues are state shared revenues, the largest being Bartlett's share of the State Sales Tax, 79.26%. The big increase was in FY 2015 based on a higher state per capita amount allocation, an increase in population (to 56,488) through special census. FY 2017 budgeted an overall 3% increase.

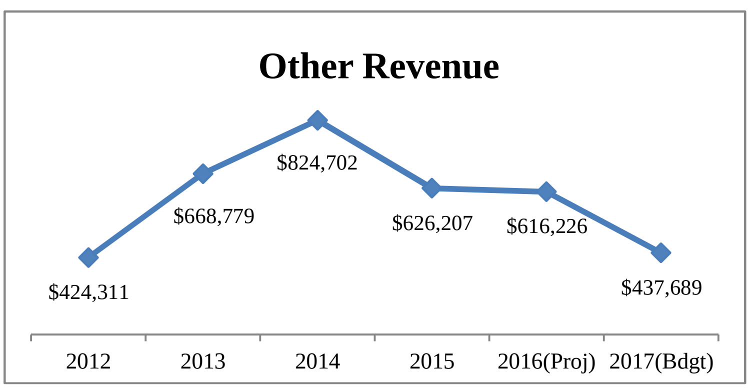




Parks and Recreation fees account for the largest share (36.85%) of **Charges for Services**. The second largest share of Charges for Services is the ambulance fees ($1,150,000). The ambulance transport fees were increased to match surrounding Cities and the market rates, a net 21% increase for FY 2016 .

Court Charges are fees generated through fines for violations of City Ordinances and Court Costs. Thus, collection varies year by year and trending down the last few years.





Sales of Equipment and a transfer from the General Improvement Fund make up the majority of the **Other Revenues**. The transfer from the General Improvement Fund to the General Fund (based on Bartlett's Ordinance and General Improvement Fund balance) is $261,000 for FY 2017. Without the reserves (carry-forward encumbrances), there would be little changes from year to year. Carry-forward encumbrances are previous year expenditure commitments.

CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Department Revenues				
Local Sales Tax .5% Reimbursement	$ 0	$ 734,492	$ 734,492	$ 842,354
State Police Training Grant	66,600	63,600	63,600	0
State Fire Training Grant	51,600	49,200	49,200	0
Weed Cutting Fees	71,661	125,000	125,000	125,000
Insurance Recoveries-Police	0	40,000	15,000	25,000
Transfer from Grants Fund	28,043	0	50,000	40,000
Intergovernment Reimbursement	45,292	40,000	40,000	40,000
Donations	1,913	5,000	31,809	40,000
Animal Shelter Donations	6,815	8,000	8,000	8,000
Care Bond	0	0	613	0
Animal Shelter Boarding	1,050	1,200	1,350	1,400
Animal Shelter Capture Fee	7,315	7,200	7,500	7,500
Animal Shelter Adoption	35,443	40,000	40,000	40,000
Animal Shelter City License	38,200	45,000	35,000	40,000
Animal Shelter Misc Revenues	20,582	20,000	27,000	25,000
Shop Expense Allocation	336,090	325,325	325,325	325,325
Total Department Revenues	**$ 710,604**	**$ 1,504,017**	**$ 1,553,889**	**$ 1,559,579**
Personnel				
Supervisor Salaries	$ 3,559,167	$ 4,368,044	$ 4,370,182	$ 4,606,173
Employee Wages	17,065,349	17,281,625	17,144,511	17,887,284
Overtime Wages	725,864	562,550	727,502	692,500
Special Hours	157,672	178,900	165,808	174,800
Holiday Pay	454,617	548,037	515,832	566,819
Contracted Services	789,679	790,038	793,177	802,038
Part-Time	915,467	1,143,782	1,093,247	1,114,812
Instructional Expense	9,188	9,300	9,313	9,500
Vacation Pay	47,482	40,000	61,941	60,000
Educational Bonus	126,958	139,240	138,160	156,480
Sick Pay	38,391	14,950	14,470	15,000
Longevity Pay	467,449	508,911	507,551	555,788
FLSA Wages	58,652	65,500	60,923	66,000
Bonus	45,041	48,104	45,302	50,217
Employee Incentive	8,760	11,136	6,326	11,136
Employee Testing	47,785	47,500	45,836	47,500
Other Personnel Costs	6,746	9,750	7,298	11,100
Employee Health Insurance	3,500,810	3,604,394	3,617,042	3,940,043
Employee Life Insurance	100,675	115,905	115,654	120,422
Worker's Compensation Insurance	461,915	639,882	639,881	665,192
Unemployment Compensation	1,353	10,000	1,500	10,000
Retiree Health Insurance	1,027,597	1,082,486	1,072,399	1,124,674
FICA	1,741,593	1,854,665	1,845,802	1,896,040
Pension Contribution	2,811,229	2,970,985	2,831,713	2,859,566
Contributory Retirement Plan	22,494	22,275	79,474	103,399
Total Personnel	**$ 34,191,932**	**$ 36,067,959**	**$ 35,910,843**	**$ 37,546,483**
Staffing Level				
Full-Time	*411.48*	*425.00*	*416.52*	*432.00*
Part-Time (converted to FTE)	*48.09*	*55.98*	*49.26*	*54.60*
Total Full-Time Equivalent (FTE)	***459.57***	***480.98***	***465.78***	***486.60***

CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Operations				
Training	$ 81,660	$ 134,660	$ 124,836	$ 153,800
State Training Salary Supplement	118,200	112,800	112,800	0
Firearms Training	31,165	48,000	40,000	40,000
Volunteer Expense	7,496	17,300	13,900	16,800
Travel	82,140	118,765	92,068	125,700
Legal Fees	82,489	140,000	90,000	140,000
Mayor's Youth Council	5,162	10,000	10,000	10,000
Professional Services	130,506	138,050	133,729	142,800
Contracted Services	51,853	58,000	73,600	76,500
Advertising & Promotional Expenses	0	500	500	500
Other Professional Service	281,108	312,592	314,315	145,065
Boards & Commissions	77,450	84,400	80,900	85,000
DUI Testing Fees	4,116	4,000	3,500	4,000
Sexual Offender Register	884	2,000	1,500	2,000
Criminal Seizure Expense	362	500	500	500
Postage & Freight	53,207	71,005	75,252	64,725
Notice Publication	29,586	48,500	30,250	40,500
Dues & Subscriptions	60,728	74,625	72,130	86,535
Meetings	7,722	10,375	10,570	12,650
Employee Appreciation	1,988	2,000	4,000	4,200
Utilities	625,156	661,000	624,572	652,800
Phones-Local	105,687	129,304	99,205	56,208
Long Distance Phone Calls	1,899	2,399	2,193	0
Cellular Phones	83,171	94,077	88,373	91,995
Data Processing - Software	2,329	0	1,310	0
Telecommunication Link	56,142	61,000	76,300	90,000
Library Charge-Shelby Co.	1,002,597	1,020,000	1,000,000	1,050,000
Shop Allocation	216,622	209,990	217,550	208,990
Vehicle Maintenance	351,003	334,300	335,212	335,050
Equipment Maintenance	168,616	182,850	171,152	187,750
Radio Maintenance	29,598	51,175	42,400	32,600
Computer Maintenance	85,465	0	0	0
Grounds Maintenance	155,316	178,880	159,077	372,720
Building Maintenance	248,585	245,350	206,029	231,825
Pool Maintenance	51,083	45,000	45,000	45,000
Swim Competitions	22,812	35,000	29,000	30,000
Fuel System Maintenance	10,984	0	0	0
Street Painting & Signs	32,803	32,000	32,000	32,000
Automobile Allowance	4,311	6,700	7,400	7,400
Office Supplies	86,006	100,850	94,855	102,650
Printing	51,597	126,873	125,734	94,700
Christmas Expenses	2,820	3,400	2,846	3,200
Medical Supplies	118,431	135,834	149,500	141,500
Special Designation Expend	1,449	2,000	2,000	2,500
Ticket Sales Expenditures-BPAC	632	1,000	1,000	1,000
Petroleum Supplies	511,647	699,975	470,800	545,200
Special Events	4,598	7,000	31,000	41,000
Concession Supplies Client	1,647	2,000	2,252	2,100
Preschool Supplies	3,509	4,600	4,600	4,600
Recreation Supplies	63,082	66,400	52,300	72,400

CITY OF BARTLETT
GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Concession Supplies	70,612	83,000	75,800	76,000
Field Trips	9,778	16,000	16,000	16,000
Tournament Expenses	589	700	500	700
Cost of Goods Sold	192	4,000	3,800	4,000
Clothing & Uniforms	179,683	207,529	220,500	210,700
Operating Supplies	206,793	244,909	245,531	258,750
Cleaning Supplies	63,200	68,250	66,136	69,700
Chemical Supplies	2,554	2,600	1,600	2,600
Air Service	5,406	6,800	7,400	7,400
Film & Developing	186	975	420	620
Fill Sand, Dirt & Gravel	25,073	24,000	18,000	24,000
Asphalt/Street Repairs	108,019	103,000	110,000	110,000
Concrete & Brick	10,519	14,000	11,000	12,000
Miscellaneous Shop Parts	3,416	2,400	2,400	2,400
Small Tools	38,360	34,150	33,554	33,950
Tournament Awards	12,055	12,700	12,700	12,700
Fire Hose	10,801	6,000	6,000	6,000
Pipe & Materials-System Maintenance	13,120	12,000	12,000	12,000
Miscellaneous Supplies	5,059	4,000	4,000	4,450
Jail Operations	23,237	28,000	37,000	30,000
CERT Training Supplies	479	1,500	1,500	1,500
Public Awareness	43,107	38,040	41,000	43,000
Fire Prevention	5,417	5,800	5,800	6,000
Community Promotions	10,303	8,000	8,500	10,000
Travel Club	7,473	8,000	8,000	8,000
Equipment Rental	34,990	31,250	25,800	29,050
Street Barricade & Equip Rental	972	1,800	1,500	1,800
Equipment Leasing	23,292	37,693	35,653	37,268
Property Insurance	84,845	84,845	90,035	91,260
Vehicle & Equip Insurance	83,310	83,310	119,788	122,608
General Liability Insurance	183,146	183,146	203,201	208,408
Other Insurance	6,706	4,162	6,550	6,550
Landfill Fees	0	444	0	444
Bank Charges	179	500	100	500
Credit Card Vendor Fees	33,438	38,300	39,200	50,400
Interest Refund	32	500	50	500
State Fees	5,220	7,120	5,900	5,900
Cash Over/Short	184	850	845	850
Tow-In Fees	8,259	11,900	6,900	11,900
License Fees	140	1,100	560	1,200
Animal Control Fees	1,675	1,800	1,716	1,800
Care Bond Costs	0	0	613	0
Storage Fees	515	0	0	0
Contingency	76,517	100,000	100,000	100,000
Damage Claims	26,557	29,000	23,746	30,000
Miscellaneous Other Expenses	64,243	35,400	35,495	36,700
Total Operations	**$ 6,697,069**	**$ 7,416,502**	**$ 7,004,803**	**$ 7,286,071**
Capital				
Fencing & Landscaping	$ 915	$ 800	$ 800	$ 800
Building Improvements	89,174	341,741	336,827	334,000

GENERAL FUND EXPENDITURES - LINE ITEM SUMMARY

FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
General Capital Improvements	0	0	0	25,000
Communications Equipment	12,371	4,100	7,637	7,700
Data Processing Equipment	8,985	0	3,242	0
Office Equipment	270	13,800	13,770	11,500
Vehicles	27,164	0	0	0
Furniture	8,509	24,200	23,055	14,800
Other Equipment	81,592	93,850	130,207	110,600
Total Capital	**$ 228,980**	**$ 478,491**	**$ 515,538**	**$ 504,400**
TOTAL GENERAL FUND EXPEND'S	**$ 40,407,377**	**$ 42,458,935**	**$ 41,877,297**	**$ 43,777,375**

THE GREAT SEAL OF BARTLETT TENNESSEE

AGRICULTURE

LAW

COMMERCE

★ 1866 ★

City of Bartlett

ADMINISTRATIVE
FY 2017 Adopted Budget

The Administrative function includes the Legislative Board, Mayor's Office (which includes the Mayor's Office, Citizen Services, 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 $362,613 (5.35%) over the FY 2016 Projection. Personnel added a Health & Safety Officer. Finance converted a part-time to a full-time clerk position while delaying a vacated Deputy Director position to January 1, 2017. There were no other staffing changes. FY 2017 budget included a career ladder pay increase and a general 2% salary increase for full-time employees.

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
Citizen Services Director	1
Skill Clerk	1
Community Relations Director	1
BSMC Manager	1
Senior Clerk	1
Building Service	2
Custodial	1
Total Mayor's Office	**12**
Finance and Administration	
Finance Director	1
Assistant Finance Director	1
MIS Coordinator	1
Budget/Financial Coordinator	1
Accountant Supervisor	1
Accountant	1
Tax/Revenue Supervisor	1
Purchasing Agent	1
Clerk	*5*
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	5
Total Court Clerk	**11**
Personnel	
Personnel Director	1
Senior Personnel Coordinator	1
Benefit/Payroll Coordinator	1
Health/Safety Officer	*1*
Skill Clerk	1
Total Personnel	**5**

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revenues	*1,913*	*13,917*	*40,726*	*71,583*
Salaries	2,839,263	3,137,232	3,057,947	3,245,131
Benefits	1,147,421	1,255,896	1,244,129	1,303,591
Other Personnel	53,846	53,850	50,944	55,300
Operations	2,255,942	2,512,774	2,427,855	2,577,476
Capital	7,105	37,600	36,853	29,700
Total	**6,301,665**	**6,983,435**	**6,777,002**	**7,139,615**

Planning & Economic Development	
Planning Director	1
Planner	1
Skill Clerk	1
Admin Secretary	1
Total Planning & Econ. Dev.	**4**

TOTAL ADMINISTRATIVE	**55**

CITY OF BARTLETT
ADMINISTRATIVE BUDGET SUMMARY
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	$ 0	$ 8,917	$ 8,917	$ 31,583
Donations	1,913	5,000	31,809	40,000
Total Department Revenues/Grants	**$ 1,913**	**$ 13,917**	**$ 40,726**	**$ 71,583**
Personnel				
Supervisor Salaries	$ 1,442,195	$ 1,651,999	$ 1,578,842	$ 1,684,101
Employee Wages	1,269,304	1,325,377	1,366,993	1,446,725
Overtime Wages	10,585	14,600	12,480	12,600
Special Hours	5,200	5,200	5,200	5,200
Part-Time	111,979	140,056	94,432	96,505
Vacation Pay	1,587	0	2,269	0
Educational Bonus	4,140	4,380	2,760	2,880
Sick Pay	6,076	6,550	6,533	0
Longevity Pay	42,471	45,566	47,775	57,841
Bonus	4,823	5,194	4,737	5,263
Employee Incentives	8,760	11,136	6,326	11,136
Employee Testing	47,785	47,500	45,836	47,500
Other Personnel Costs	6,061	6,350	5,108	7,800
Employee Health Insurance	338,164	352,974	361,239	379,289
Employee Life Insurance	11,357	15,075	14,405	15,865
Worker's Compensation Insurance	11,325	18,078	18,077	18,528
Retiree Health Insurance	134,318	148,870	146,649	156,542
FICA	215,145	239,672	235,522	248,932
Pension Contribution	365,652	403,418	385,784	390,092
Contributory Retirement Plan	3,603	4,983	12,053	17,223
Total Personnel	**$ 4,040,531**	**$ 4,446,978**	**$ 4,353,020**	**$ 4,604,022**
Staffing Level				
Full-Time	*51.15*	*53.00*	*52.92*	*54.50*
Part-Time (converted to FTE)	*5.50*	*7.21*	*5.34*	*5.92*
Total Full-Time Equivalent (FTE)	***56.65***	***60.21***	***58.26***	***60.42***
Operations				
Training	$ 18,284	$ 48,660	$ 34,225	$ 43,200
Travel	46,359	68,500	50,580	70,400
Legal Fees	82,489	140,000	90,000	140,000
Mayor's Youth Council	5,162	10,000	10,000	10,000
Professional Service	95,352	89,050	90,729	95,800
Contracted Services	6,785	0	15,600	18,500
Advertising & Promotional Expenses	0	500	500	500
Other Professional Service	100,066	109,692	118,215	105,765
Boards & Commissions	77,450	84,400	80,900	85,000
Postage & Freight	28,282	37,100	46,427	34,450
Notice Publication	29,586	48,000	30,000	40,000
Dues & Subscriptions	29,625	40,230	36,425	45,850
Meetings	3,697	6,450	5,350	7,200
Utilities	157,456	162,000	145,272	161,000
Phones - Local	39,782	45,480	40,215	14,178
Long Distance Phone Calls	489	565	505	0

CITY OF BARTLETT
ADMINISTRATIVE BUDGET SUMMARY
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Cellular Phones	22,973	25,810	21,284	23,888
Telecommunication Link	7,206	11,000	24,300	38,000
Library Charge-Shelby Co.	1,002,597	1,020,000	1,000,000	1,050,000
Reappraisal Charge from County				
Shop Allocation	7,800	6,300	6,300	6,300
Vehicle Maintenance	3,823	6,900	6,686	6,700
Equipment Maintenance	16,176	18,200	12,550	17,700
Radio Maintenance	59	425	350	350
Computer Maintenance	232	0	0	0
Grounds Maintenance	8,198	12,000	10,915	13,035
Building Maintenance	66,031	41,500	36,929	47,500
Automobile Allowance	4,311	6,700	7,400	7,400
Office Supplies	33,521	35,050	34,704	35,900
Printing	26,203	95,273	94,134	57,200
Petroleum Supplies	9,295	14,700	8,500	10,900
Sesquicentennial Celebration	0	0	25,000	35,000
Concession Supplies Client	806	1,000	452	600
Clothing & Uniforms	1,222	3,000	3,000	3,100
Operating Supplies	51,295	59,000	58,206	68,000
Cleaning Supplies	12,738	11,500	10,986	11,500
Film & Developing	91	450	150	150
Small Tools	99	550	550	550
Tournament Awards	2,447	2,000	2,000	2,000
Community Promotions	10,303	8,000	8,500	10,000
Equipment Rental	20,683	18,500	17,000	18,000
Equipment Leasing	6,759	8,200	7,700	7,900
Property Insurance	25,441	25,441	27,081	27,208
Vehicle & Equip Insurance	1,922	1,922	2,291	2,450
General Liability Insurance	65,276	65,276	76,327	78,852
Other Insurance	50	50	50	50
Bank Charges	179	500	100	500
Interest Refund	32	500	50	500
State Fees	400	400	400	400
Cash Over/Short	48	500	495	500
Storage Fees	515	0	0	0
Contingency	76,517	100,000	100,000	100,000
Damage Claims	119	1,500	7,046	2,500
Miscellaneous Other Expenses	49,712	20,000	21,476	21,000
Total Operations	**$ 2,255,942**	**$ 2,512,774**	**$ 2,427,855**	**$ 2,577,476**
Capital				
Building Improvements	$ 5,082	$ 20,000	$ 20,000	$ 20,000
Communications Equipment	0	900	600	0
Data Processing Equipment	1,703	0	275	0
Office Equipment	0	10,800	10,770	8,500
Furniture	320	5,900	4,850	1,200
Other Equipment	0	0	358	0
Total Capital	**$ 7,105**	**$ 37,600**	**$ 36,853**	**$ 29,700**
TOTAL ADMINISTRATIVE	**$ 6,301,665**	**$ 6,983,435**	**$ 6,777,002**	**$ 7,139,615**

Legislative Board

City of Bartlett

FY 2017 Adopted Budget

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Salaries	166,146	200,730	176,698	207,780
Benefits	64,423	80,925	73,586	85,519
Operations	361,550	484,634	401,930	483,200
Total	**592,119**	**766,289**	**652,214**	**776,499**

What We Do

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

FY 2016 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 2015 Actual	FY 2016 Forecast	FY 2017 Projected
Meet 2nd and 4th Tuesday each month	# of meetings held	23	23	23
Review and adopt balanced operating budget by June 30	Budget approved by June 30	Approved	Approved	Approved
Review and adopt Capital Plan by June 30	Budget approved by June 30	Approved	Approved	Approved

CITY OF BARTLETT
LEGISLATIVE BOARD
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 50,850	$ 53,850	$ 53,850	$ 60,900
Employee Wages	115,296	146,880	122,848	146,880
Bonus	86	87	86	87
Employee Health Insurance	24,535	23,880	25,382	26,438
Employee Life Insurance	74	81	81	81
Worker's Compensation Insurance	819	3,680	3,680	4,129
Retiree Health Insurance	7,050	10,037	8,192	10,389
FICA	12,119	15,058	13,226	15,306
Pension Contribution	19,740	28,102	22,939	29,089
Total Personnel	**$ 230,569**	**$ 281,655**	**$ 250,284**	**$ 293,299**
Staffing Level				
Full-Time	*7.00*	*7.00*	*7.00*	*7.00*
Part-Time (converted to FTE)	*0.34*	*0.40*	*0.32*	*0.40*
Total Full-Time Equivalent (FTE)	***7.34***	***7.40***	***7.32***	***7.40***
Operations				
Training	$ 7,569	$ 15,000	$ 6,000	$ 10,000
Travel	17,167	20,000	15,000	20,000
Legal Fees	44,256	100,000	50,000	100,000
Other Professional Service	29,348	25,000	25,000	25,000
Boards & Commissions	75,800	83,500	80,000	83,500
Chamber of Commerce $60k, Bartlett Arts Council $7.5k, Shelby County Books from Birth and others.				
Postage & Freight	1,002	2,500	2,000	2,500
Notice Publication	29,586	48,000	30,000	40,000
Dues & Subscriptions	17,293	24,000	19,000	24,000
Meetings	1,584	2,000	1,700	2,000
Long Distance Phone Calls	32	50	50	0
Cellular Phones	3,738	4,100	4,100	4,200
Office Supplies	73	500	500	500
Printing	434	1,000	500	1,000
Operating Supplies	212	500	500	500
General Liability Insurance	53,484	53,484	62,580	65,000
Contingency	76,517	100,000	100,000	100,000
Miscellaneous Other Expenses	3,456	5,000	5,000	5,000
Total Operations	**$ 361,550**	**$ 484,634**	**$ 401,930**	**$ 483,200**
Total Legislative Board	**$ 592,119**	**$ 766,289**	**$ 652,214**	**$ 776,499**

Mayor's Office

City of Bartlett

FY 2017 Adopted Budget

Summary Revenue/Expenditure Type*

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revenues	*1,913*	*5,000*	*31,809*	*40,000*
Salaries	766,462	798,721	802,144	817,904
Benefits	314,271	330,758	332,269	339,008
Operations	1,656,328	1,748,457	1,754,678	1,807,399
Capital	6,785	28,500	31,403	28,500
Total	**2,741,933**	**2,901,436**	**2,888,685**	**2,952,811**

What We Do

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

FY 2016 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 2015 Actual	FY 2016 Forecast	FY 2017 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 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Department Revenues/Grants				
Youth Council Donations	$ 1,913	$ 5,000	$ 6,809	$ 5,000
Total Department Revenues/Grants	**$ 1,913**	**$ 5,000**	**$ 6,809**	**$ 5,000**
Personnel				
Supervisor Salaries	$ 338,281	$ 340,780	$ 345,261	$ 357,461
Employee Wages	94,031	104,268	106,528	112,521
Overtime Wages	108	1,000	1,000	1,000
Longevity Pay	7,563	9,042	9,231	12,142
Bonus	431	522	431	522
Employee Health Insurance	47,221	48,263	47,359	49,079
Employee Life Insurance	2,042	2,403	2,417	2,538
Worker's Compensation Insurance	1,414	1,838	1,838	1,944
Retiree Health Insurance	21,615	22,252	22,589	23,499
FICA	32,951	34,238	35,214	35,765
Pension Contribution	60,523	62,307	63,251	65,797
Total Personnel	**$ 606,181**	**$ 626,913**	**$ 635,119**	**$ 662,268**
Staffing Level				
Full-Time	*6.00*	*6.00*	*6.00*	*6.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***6.00***	***6.00***	***6.00***	***6.00***
Operations				
Training	$ 6,372	$ 11,000	$ 8,000	$ 11,000
Travel	23,863	25,000	20,000	25,000
Mayor's Youth Council	5,162	10,000	10,000	10,000
Other Professional Service	39,000	40,000	39,000	40,000
Tyler Marketing charges for recording of Board of Mayor & Aldermen meetings, Planning Commission meetings and FYI show.				
Postage & Freight	1,488	3,500	3,500	3,500
Dues & Subscriptions	1,876	4,500	6,000	10,000
Meetings	728	1,200	1,000	1,200
Phones - Local	655	1,000	800	1,033
Long Distance Phone Calls	29	50	50	0
Cellular Phones	7,662	8,000	6,500	8,000
Shop Allocation	4,000	1,000	1,000	1,000
Vehicle Maintenance	1,750	1,700	1,000	1,700
Equipment Maintenance	79	300	300	300
Radio Maintenance	59	200	200	200
Automobile Allowance	3,000	6,000	6,000	6,000
Office Supplies	2,955	3,500	3,500	4,000
Printing	2,181	3,500	3,000	3,500
Petroleum Supplies	2,175	3,000	2,000	2,500
Clothing & Uniforms	0	500	500	500
Operating Supplies	1,583	6,000	4,000	6,000
Film & Developing	0	50	50	50
Small Tools	0	100	100	100
Equipment Leasing	1,003	1,200	1,100	1,200
Vehicle & Equip Insurance	442	442	259	300
General Liability Insurance	1,434	1,434	1,732	1,800
Other Insurance	50	50	50	50

CITY OF BARTLETT
MAYOR'S OFFICE
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Damage Claims	0	500	500	500
Miscellaneous Other Expenses	7,701	10,000	10,000	10,000
Total Operations	**$ 115,247**	**$ 143,726**	**$ 130,141**	**$ 149,433**
Capital				
Data Processing Equipment	$ 730	$ 0	$ 0	$ 0
Other Equipment	0	0	358	0
Total Capital	**$ 730**	**$ 0**	**$ 358**	**$ 0**
Total Mayor's Office	**$ 720,244**	**$ 765,639**	**$ 758,809**	**$ 806,701**

CITY OF BARTLETT
COMMUNITY RELATIONS
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Department Revenues/Grants				
Donations Sesquicentennial Celebration	$ 0	$ 0	$ 25,000	$ 35,000
Total Department Revenues/Grants	**$ 0**	**$ 0**	**$ 25,000**	**$ 35,000**
Personnel				
Supervisor Salaries	$ 65,037	$ 66,338	$ 67,598	$ 70,234
Longevity Pay	2,602	2,654	2,705	2,866
Bonus	86	87	86	87
Employee Health Insurance	9,213	11,940	12,695	13,219
Employee Life Insurance	311	358	363	379
Worker's Compensation Insurance	89	113	113	120
Retiree Health Insurance	3,252	3,317	3,380	3,512
FICA	4,985	5,132	5,272	5,303
Pension Contribution	9,105	9,287	9,464	9,833
Total Personnel	**$ 94,681**	**$ 99,226**	**$ 101,676**	**$ 105,553**
Staffing Level				
Full-Time	*1.00*	*1.00*	*1.00*	*1.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***1.00***	***1.00***	***1.00***	***1.00***
Operations				
Training	$ 1,015	$ 1,500	$ 1,500	$ 1,500
Travel	104	3,000	2,500	3,000
Professional Services	18,000	20,000	20,000	20,000
Fireworks contract.				
Other Professional Service	22,902	25,625	27,000	28,000
Christmas parade, festivals & picnic contracts.				
Postage & Freight	412	4,000	15,000	2,000
Dues & Subscriptions	155	1,000	600	1,000
Meetings	200	500	500	500
Phones - Local	0	0	0	148
Long Distance Phone Calls	0	20	0	0
Cellular Phones	1,018	1,700	1,100	1,700
Shop Allocation	700	700	700	700
Vehicle Maintenance	390	1,000	500	500
Grounds Maintenance	4,245	4,500	4,000	5,000
Office Supplies	6,446	6,000	6,000	6,000
Printing	13,945	78,073	78,000	40,000
City Informational semi-annual Brochures.				
Petrolium Supplies	1,062	2,500	1,000	1,500
Sesquicentennial Celebration	0	0	25,000	35,000
Operating Supplies	27,898	30,000	32,000	35,000
Film & Developing	91	400	100	100
Tournament Awards	2,447	2,000	2,000	2,000
Community Promotions	10,303	8,000	8,500	10,000
Equipment Rental	13,843	10,500	10,000	10,000
Equipment Leasing	1,196	1,000	1,000	1,000
Vehicle & Equip Insurance	182	182	243	300
General Liability Insurance	496	496	598	600

CITY OF BARTLETT
COMMUNITY RELATIONS
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Damage Claims	0	0	1,546	1,000
Miscellaneous Other Expenses	0	500	0	500
Total Operations	**$ 127,049**	**$ 203,196**	**$ 239,387**	**$ 207,048**
Total Community Relations	**$ 221,730**	**$ 302,422**	**$ 316,063**	**$ 277,601**

CITY OF BARTLETT
BUILDINGS AND GROUNDS
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Employee Wages	$ 63,080	$ 66,130	$ 65,476	$ 68,476
Overtime Wages	4,086	5,000	5,000	5,000
Part-Time	633	0	0	0
Longevity Pay	2,250	2,296	2,296	2,389
Bonus	172	174	172	174
Employee Health Insurance	16,517	16,395	17,393	18,128
Employee Life Insurance	329	357	364	370
Worker's Compensation Insurance	1,889	2,800	2,800	2,828
Retiree Health Insurance	3,154	3,307	3,274	3,424
FICA	4,992	5,421	5,399	5,426
Pension Contribution	8,831	9,258	9,167	9,587
Total Personnel	**$ 105,934**	**$ 111,138**	**$ 111,341**	**$ 115,802**
Staffing Level				
Full-Time	*1.96*	*2.00*	*2.00*	*2.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***1.96***	***2.00***	***2.00***	***2.00***
Operations				
Training	$ 10	$ 500	$ 0	$ 500
Other Professional Service	1,885	1,800	1,800	1,800
Dues & Subscriptions	45	50	90	100
Utilities	67,807	70,000	70,000	70,000
Phones - Local	29,323	33,300	30,000	1,033
Telecommunication Link	3,340	6,000	20,000	33,000
Shop Allocation	500	3,000	3,000	3,000
Vehicle Maintenance	1,140	3,000	3,000	3,000
Equipment Maintenance	1,627	3,500	2,000	3,500
Radio Maintenance	0	150	150	150
Grounds Maintenance	487	5,000	5,000	5,000
Building Maintenance	27,795	22,000	22,000	22,000
Petroleum Supplies	1,736	4,000	2,000	2,500
Clothing & Uniforms	551	1,000	1,000	1,000
Operating Supplies	11,827	16,000	16,000	16,000
Cleaning Supplies	2,246	2,800	2,500	2,800
Small Tools	0	200	200	200
Equipment Rental	6,840	8,000	7,000	8,000
Property Insurance	8,353	8,353	8,873	9,000
Vehicle & Equip Insurance	741	741	1,041	1,100
General Liability Insurance	590	590	615	650
Miscellaneous Other Expenses	0	800	500	800
Total Operations	**$ 166,845**	**$ 190,784**	**$ 196,769**	**$ 185,133**
Total Building & Grounds	**$ 272,779**	**$ 301,922**	**$ 308,110**	**$ 300,935**

CITY OF BARTLETT
BARTLETT STATION MUNICIPAL CENTER
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 56,014	$ 57,134	$ 58,256	$ 60,566
Employee Wages	81,139	83,541	84,320	73,941
Part-Time	64,052	74,530	68,705	68,705
Longevity Pay	3,185	3,102	4,176	1,212
Bonus	947	1,120	947	1,105
Employee Health Insurance	23,362	24,383	21,208	22,085
Employee Life Insurance	646	760	763	726
Worker's Compensation Insurance	3,324	4,428	4,428	4,176
Retiree Health Insurance	6,869	7,034	7,129	6,725
FICA	15,185	16,475	16,384	15,217
Pension Contribution	19,201	19,695	19,961	18,831
Contributory Retirement Plan	11	0	0	0
Total Personnel	**$ 273,937**	**$ 292,202**	**$ 286,277**	**$ 273,289**
Staffing Level				
Full-Time	*3.00*	*3.00*	*3.00*	*3.00*
Part-Time (converted to FTE)	*2.56*	*3.43*	*3.14*	*3.22*
Total Full-Time Equivalent (FTE)	***5.56***	***6.43***	***6.14***	***6.22***
Operations				
Advertising & Promotional Expenses	$ 0	$ 500	$ 500	$ 500
Other Professional Service	1,697	11,267	19,415	4,965
Perception Audio.				
Postage & Freight	187	250	177	200
Dues & Subscriptions	80	80	35	50
Meetings	755	900	500	1,000
Utilities	53,337	46,000	43,272	45,000
Phones - Local	1,453	1,350	1,377	1,476
Long Distance Phone Calls	17	25	10	0
Cell Phone	879	750	814	888
Equipment Maintenance	12,822	10,500	7,000	10,000
Grounds Maintenance	3,466	2,500	1,915	3,035
Building Maintenance	32,755	12,000	7,929	18,000
Pest Control, Termite, Veterans Fire monitoring and inspection, Thyssenkrupp Elevator monitoring and inspection.				
Automobile Allowance	0	200	200	200
Office Supplies	876	800	1,033	1,100
Printing	131	300	239	300
Concession Supplies Client	806	1,000	452	600
Clothing & Uniforms	140	400	400	500
Operating Supplies	3,150	3,000	2,000	6,000
Cleaning Supplies	10,492	8,700	8,486	8,700
Small Tools	99	250	250	250
Property Insurance	8,103	8,103	8,618	8,618
General Liability Insurance	818	818	855	855
Miscellaneous Other Expenses	37,867	3,000	5,376	4,000
Total Operations	**$ 169,929**	**$ 112,693**	**$ 110,853**	**$ 116,237**
Capital				
Building Improvements	$ 5,082	$ 0	$ 0	$ 0

CITY OF BARTLETT
BARTLETT STATION MUNICIPAL CENTER
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Data Processing Equipment	973	0	0	0
Total Capital	**$ 6,055**	**$ 0**	**$ 0**	**$ 0**
Total Bartlett Station Municipal Center	**$ 449,921**	**$ 404,895**	**$ 397,130**	**$ 389,526**

CITY OF BARTLETT
LIBRARY
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Operations				
Contracted Services	$ 6,785	$ 0	$ 15,600	$ 18,500
Utilities	36,312	46,000	32,000	46,000
Phones - Local	1,121	2,500	1,400	3,840
Long Distance Phone Calls	2	20	20	0
Telecommunication Link	3,865	5,000	4,300	5,000
Library Charge-City of Memphis	1,002,597	1,020,000	1,000,000	1,050,000
Equipment Maintenance	1,573	2,000	2,000	2,000
Building Maintenance	5,481	7,500	7,000	7,500
Office Supplies	4,208	3,000	3,000	3,000
Operating Supplies	5,162	1,000	1,500	2,000
Property Insurance	7,796	7,796	8,228	8,228
General Liability Insurance	2,242	2,242	2,480	2,480
Cash Over/Short	(4)	0	0	0
Damage Claims	119	1,000	0	1,000
Total Operations	**$ 1,077,259**	**$ 1,098,058**	**$ 1,077,528**	**$ 1,149,548**
Capital				
Building Improvements	$ 0	$ 20,000	$ 20,000	$ 20,000
Data Processing Equipment	0	0	275	0
Office Equipment	0	8,500	10,770	8,500
Total Capital	**$ 0**	**$ 28,500**	**$ 31,045**	**$ 28,500**
Total Library	**$ 1,077,259**	**$ 1,126,558**	**$ 1,108,573**	**$ 1,178,048**

Finance and Administration

City of Bartlett

FY 2017 Adopted Budget

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Salaries	843,849	973,483	909,164	972,377
Benefits	329,031	367,871	354,555	376,507
Operations	141,281	149,418	146,869	154,708
Capital	320	400	0	400
Total	**1,314,481**	**1,491,172**	**1,410,588**	**1,503,992**

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.

FY 2016 Performance Highlights

Awarded the Fiscal Year 2016 GFOA Distinguished Budget Presentation Award for the 14th straight year and the Certificate of Achievement for Excellence in Financial Reporting for the 25th 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 2015 Actual	FY 2016 Forecast	FY 2017 Projected
Increase Property taxes collections	Tax collection rate	99%	99%	99%
To maintain or improve bonds rating	Moody's Investor Service	Aa2	Aa1	Aa1
	Standard & Poor's	AA+	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 2017 Adopted Budget

Description		FY 2015 Actual		FY 2016 Revised		FY 2016 Projection		FY 2017 Adopted
Personnel								
Supervisor Salaries	$	319,597	$	401,687	$	327,488	$	371,798
Employee Wages		476,712		516,496		555,649		572,479
Overtime Wages		247		300		300		300
Part-Time		47,293		55,000		25,727		27,800
Vacation Pay		1,587		0		0		0
Education Bonus		1,440		1,440		1,440		1,440
Sick Pay		6,076		0		0		0
Longevity Pay		13,840		14,194		12,768		16,116
Bonus		1,464		1,464		1,378		1,552
Employee Health Insurance		90,076		103,168		106,377		115,370
Employee Life Insurance		3,737		4,958		4,702		5,099
Worker's Compensation Insurance		1,641		2,201		2,201		2,089
Retiree Health Insurance		39,804		45,909		44,157		47,214
FICA		64,727		74,423		69,679		73,211
Pension Contribution		101,047		115,131		102,540		104,536
Contributory Retirement Plan		3,592		4,983		9,313		9,880
Total Personnel	**$**	**1,172,881**	**$**	**1,341,354**	**$**	**1,263,719**	**$**	**1,348,884**
Staffing Level								
Full-Time		*13.29*		*15.00*		*14.75*		*15.50*
Part-Time (converted to FTE)		*1.76*		*2.03*		*1.06*		*1.45*
Total Full-Time Equivalent (FTE)		***15.05***		***17.03***		***15.81***		***16.95***
Operations								
Training	$	1,663	$	6,000	$	6,000	$	6,000
Travel		1,215		10,000		2,500		10,000
Professional Services		73,650		65,800		67,500		72,500
Audit contract and financial consultant contract.								
Postage & Freight		18,756		18,000		18,000		18,000
Dues & Subscriptions		6,730		6,300		6,400		6,700
Phones - Local		4,585		4,600		4,030		3,400
Long Distance Phone Calls		67		100		100		0
Cellular Phones		5,491		7,000		4,800		5,000
Shop Allocation		1,000		0		0		0
Vehicle Maintenance		0		0		686		0
Equipment Maintenance		0		400		0		400
Computer Maintenance		232		0		0		0
Automobile Allowance		1,311		500		1,200		1,200
Office Supplies		9,449		11,000		11,000		11,000
Printing		8,234		10,000		10,000		10,000
Petroleum Supplies		361		0		0		0
Clothing & Uniforms		531		1,100		1,100		1,100
Operating Supplies		1,349		1,500		1,500		1,500
Small Tools		0		0		0		0
Equipment Leasing		1,666		1,800		1,800		1,800
Property Insurance		1,189		1,189		1,362		1,362
General Liability Insurance		2,729		2,729		3,346		3,346
Bank Charges		179		500		100		500
Interest Refund		32		500		50		500

FINANCE AND ADMINISTRATION

FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
State Fees	400	400	400	400
Cash Over/Short	174	0	(5)	0
Storage Fees	287	0	0	0
Damage Claims	0	0	5,000	0
Total Operations	**$ 141,281**	**$ 149,418**	**$ 146,869**	**$ 154,708**
Capital				
Furniture	$ 320	$ 400	$ 0	$ 400
Total Capital	**$ 320**	**$ 400**	**$ 0**	**$ 400**
Total Finance and Administration	**$ 1,314,481**	**$ 1,491,172**	**$ 1,410,588**	**$ 1,503,992**

City Court

City of Bartlett

FY 2017 Adopted Budget

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 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Salaries	583,548	647,864	638,710	669,250
Benefits	238,050	256,224	251,677	252,732
Operations	60,882	72,030	69,662	74,418
Total	**882,480**	**976,118**	**960,049**	**996,400**

FY 2016 Performance Highlights

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

Objective	Performance Measures	FY 2015 Actual	FY 2016 Forecast	FY 2017 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 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 348,038	$ 414,963	$ 401,383	$ 428,899
Employee Wages	227,650	223,701	229,630	232,151
Overtime Wages	2,660	4,000	2,497	3,000
Special Hours	5,200	5,200	5,200	5,200
Educational Bonus	1,260	1,440	1,320	1,440
Longevity Pay	5,612	5,793	6,975	7,496
Bonus	947	957	948	957
Employee Health Insurance	74,336	72,646	70,495	67,207
Employee Life Insurance	1,963	3,449	2,906	3,570
Worker's Compensation Insurance	1,044	1,332	1,332	1,405
Retiree Health Insurance	28,785	31,933	31,550	33,053
FICA	43,507	49,261	48,711	50,381
Pension Contribution	80,596	89,413	86,313	84,265
Contributory Retirement Plan	0	0	1,127	2,958
Total Personnel	**$ 821,599**	**$ 904,088**	**$ 890,387**	**$ 921,982**
Staffing Level				
Full-Time	*10.90*	*11.00*	*10.82*	*11.00*
Part-Time (converted to FTE)	*0.84*	*0.85*	*0.82*	*0.85*
Total Full-Time Equivalent (FTE)	***11.74***	***11.85***	***11.64***	***11.85***
Operations				
Training	$ 175	$ 1,000	$ 1,000	$ 2,000
Travel	803	1,500	1,500	3,000
Legal Fees	38,233	40,000	40,000	40,000
Public Defender.				
Other Professional Service	5,234	6,000	6,000	6,000
Postage & Freight	4,126	6,500	5,500	6,000
Dues & Subscriptions	713	800	800	800
Phones - Local	778	900	800	1,476
Long Distance Phone Calls	37	50	20	0
Cellular Phones	751	1,000	700	800
Shop Allocation	700	700	700	700
Vehicle Maintenance	221	500	500	500
Equipment Maintenance	0	600	600	600
Office Supplies	3,162	4,000	3,500	4,000
Printing	31	1,200	1,200	1,200
Petroleum Supplies	2,235	2,200	2,000	2,200
Operating Supplies	70	500	300	500
Equipment Leasing	965	1,500	1,100	1,200
Vehicle & Equip Insurance	176	176	247	247
General Liability Insurance	1,904	1,904	2,195	2,195
Cash Over/Short	(122)	500	500	500
Miscellaneous Other Expenses	689	500	500	500
Total Operations	**$ 60,882**	**$ 72,030**	**$ 69,662**	**$ 74,418**
Total City Court	**$ 882,480**	**$ 976,118**	**$ 960,049**	**$ 996,400**

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 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revenues	*0*	*8,917*	*8,917*	*31,583*
Salaries	230,668	248,958	258,747	297,387
Benefits	107,568	113,653	122,556	139,235
Other Personnel	53,846	53,850	50,944	55,300
Operations	23,969	42,418	39,457	41,736
Capital	0	8,700	5,450	800
Total	**416,051**	**458,662**	**468,237**	**502,875**

FY 2016 Performance Highlights

Self-funded Health Trust created last fiscal year remains stable. We continue to offer 4 health insurance plan options. American Fidelity assisted with Open Enrollment process meeting with each employee. UTMTAS conducted Level I Municipal Management Accademy for 25 middle managment employees. All will advace to Level II in Spring 2017. Through the efforts of the Central and Departmental Safety Committees our workers' compensation costs reduced over 65% from Fiscal 2015. Ran a successful United Way Campaign with pledges of $21,670. Continued our EAP with Concern. Employee turnover rate was 4.1%

Objective	Performance Measures	FY 2015 Actual	FY 2016 Forecast	FY 2017 Projected
Maintain employee turnover rate at 10% or below.	Actual turnover rate	3%	4%	4%
Revise/update job descriptions for all City positions.	Complete revisions of all job descriptions.	0%	10%	75%
Implement the E-verify system to verify employment eligibility of all City employees.	All Personnel Dept. employees trained and the E-verify system implemented and in operation.	0%	0%	100%
Implement the Employee Actions software within the MUNIS system.	Complete training of Pers. Dept. employees and use Emp. Actions for all entries in HR system.	N/A	0%	50%

CITY OF BARTLETT

PERSONNEL

FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	$ 0	$ 8,917	$ 8,917	$ 31,583
Total Department Revenues/Grants	**$ 0**	**$ 8,917**	**$ 8,917**	**$ 31,583**
Personnel				
Supervisor Salaries	$ 144,285	$ 147,818	$ 149,281	$ 154,420
Employee Wages	86,383	90,314	108,495	142,667
Overtime Wages	0	300	971	300
Part-Time	0	10,526	0	0
Vacation Pay	0	0	2,269	0
Longevity Pay	6,540	7,615	7,788	8,990
Bonus	344	435	344	431
Employee Incentives	8,760	11,136	6,326	11,136
Employee Testing	47,785	47,500	45,836	47,500
Other Personnel Costs	6,061	6,350	5,108	7,800
Employee Health Insurance	28,224	27,916	34,424	40,769
Employee Life Insurance	1,095	1,286	1,379	1,604
Worker's Compensation Insurance	540	715	714	808
Retiree Health Insurance	11,533	11,907	12,889	14,854
FICA	18,238	19,305	20,429	26,945
Pension Contribution	32,293	33,338	34,381	29,313
Contributory Retirement Plan	0	0	1,613	4,385
Total Personnel	**$ 392,082**	**$ 416,461**	**$ 432,247**	**$ 491,922**
Staffing Level				
Full-Time	*4.00*	*4.00*	*4.35*	*5.00*
Part-Time (converted to FTE)	*0.00*	*0.50*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.00***	***4.50***	***4.35***	***5.00***
Operations				
Training	$ 1,080	$ 11,160	$ 10,525	$ 11,000
Travel	3,048	8,500	7,280	7,600
Professional Services	3,702	3,250	3,229	3,300
Postage & Freight	2,312	2,250	2,250	2,250
Dues & Subscriptions	2,003	2,300	2,300	2,000
Meetings	270	1,350	1,150	2,000
Phones - Local	830	830	858	886
Long Distance Phone Calls	184	100	175	0
Cellular Phones	1,651	1,700	1,670	1,700
Shop Allocation	500	500	500	500
Vehicle Maintenance	269	500	500	500
Equipment Maintenance	75	500	250	500
Radio Maintenance	0	75	0	0
Office Supplies	3,734	3,750	3,671	3,800
Printing	1,247	1,200	1,195	1,200
Petroleum Supplies	712	1,200	600	1,000
Operating Supplies	44	500	406	500
Equipment Leasing	1,026	1,500	1,500	1,500
Vehicle & Equip Insurance	185	185	248	250
General Liability Insurance	868	868	1,050	1,050

CITY OF BARTLETT
PERSONNEL
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Storage Fees	228	0	0	0
Miscellaneous Other Expenses	0	200	100	200
Total Operations	**$ 23,969**	**$ 42,418**	**$ 39,457**	**$ 41,736**
Capital				
Communications Equipment	$ 0	$ 900	$ 600	$ 0
Office Equipment	0	2,300	0	0
Furniture	0	5,500	4,850	800
Total Capital	**$ 0**	**$ 8,700**	**$ 5,450**	**$ 800**
Total Personnel	**$ 416,051**	**$ 458,662**	**$ 468,237**	**$ 502,875**

Planning & Economic Development

City of Bartlett

FY 2017 Adopted Budget

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Salaries	248,590	267,476	272,484	280,433
Benefits	94,078	106,465	109,486	110,590
Operations	11,933	15,817	15,259	16,015
Total	**354,601**	**389,758**	**397,229**	**407,038**

What We Do

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

FY 2016 Performance Highlights

Processed 14 signs DRC/58 Admin Approval Signs/16 Admin Approval Site Plans/21 Planning Commission Site Plans and13 Design Review Commission Site Plans; 10 BZA applications and 0 Industrial Development Board PILOT; worked two Bartlett Station Façade Grants; updated Foreclosure Report, updated population records; arranged required training for commission members; assisted other departments with ordinance related issues; provided zoning information and approval for approximately 169 business licenses, zoning letters, reviewed construction plans, miscellaneous research; coordinated economic development and local business assistance with the BACC.

Objective	Performance Measures	FY 2015 Actual	FY 2016 Forecast	FY 2017 Projected
Improve Regulations through Amendments	Submit Ordinance Amendments	5	2	4
Improve the Development Review Process	Maximum 10 day review of Construction Plans by Planning	Done	Monitor for Accomplishment	Monitor for Accomplishment
Improve Staff Support for Boards and Commissions	Improve Staff Report Content; increase Historic Commission Activity; maintain required level of training.	Fulfilled	Fulfilled	Improved

CITY OF BARTLETT
PLANNING & ECONOMIC DEVELOPMENT
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 120,093	$ 169,429	$ 175,725	$ 179,823
Employee Wages	125,013	94,047	94,047	97,610
Overtime Wages	3,484	4,000	2,712	3,000
Educational Bonus	1,440	1,500	0	0
Sick Pay	0	6,550	6,533	0
Longevity Pay	879	870	1,836	6,630
Bonus	344	348	345	348
Employee Health Insurance	24,679	24,383	25,906	26,994
Employee Life Insurance	1,160	1,423	1,430	1,498
Worker's Compensation Insurance	565	971	971	1,029
Retiree Health Insurance	12,255	13,174	13,489	13,872
FICA	18,440	20,359	21,208	21,378
Pension Contribution	34,315	36,887	37,768	38,841
Total Personnel	**$ 342,668**	**$ 373,941**	**$ 381,970**	**$ 391,023**
Staffing Level				
Full-Time	*4.00*	*4.00*	*4.00*	*4.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.00***	***4.00***	***4.00***	***4.00***
Operations				
Training	$ 400	$ 2,500	$ 1,200	$ 1,200
Travel	158	500	1,800	1,800
Boards & Commissions	1,650	900	900	1,500
Postage & Freight	0	100	0	0
Dues & Subscriptions	730	1,200	1,200	1,200
Meetings	160	500	500	500
Phones - Local	1,038	1,000	950	886
Long Distance Phone Calls	120	150	80	0
Cellular Phones	1,785	1,560	1,600	1,600
Shop Allocation	400	400	400	400
Vehicle Maintenance	52	200	500	500
Equipment Maintenance	0	400	400	400
Office Supplies	2,618	2,500	2,500	2,500
Petroleum Supplies	1,013	1,800	900	1,200
Equipment Rental	903	1,200	1,200	1,200
Vehicle & Equip Insurance	196	196	253	253
General Liability Insurance	711	711	876	876
Total Operations	**$ 11,933**	**$ 15,817**	**$ 15,259**	**$ 16,015**
Total Planning & Economic Development	**$ 354,601**	**$ 389,758**	**$ 397,229**	**$ 407,038**

City of Bartlett

PUBLIC SAFETY

FY 2017 Adopted Budget

Full-Time Authorized Personnel Positions

Police	
Police Director	1
Assistant Police Director	1
Police Inspector	3
Admin Secretary	1
Building Service	1
Custodial	1
Dispatcher	18
Jailer	10
Patrolman	*82*
Captain	6
Detective	15
Lieutenant	11
Skill clerk	5
Supervisor of Records	1
Total Police	**156**
Fire	
Assistant Chief	1
Director	1
Fire Commander	3
Battalion Commander	3
Admin Secretary	1
Fire Driver	15
Firefighter	33
Fire Lieutenant	15
Total Fire	**72**
Ambulance Service	
EMS Coordinator	1
Paramedic Lieutenant	3
Paramedic	*24*
Total Ambulance Service	**28**
Building Codes Enforcement	
Director	1
Admin Secretary	2
Building Inspector	*5*
Building Coordinator	1
Skill Clerk	1
Total Building Codes Enforcement	**10**
TOTAL PUBLIC SAFETY	**266**

The Public Safety function includes Police, Fire & Ambulance, and Building Codes Enforcement. The Public Safety Function budget increased by $1,103,100 (4.69%) over the FY 2016 Projection. Seven positions were added in Public Safety. Police will add 3 police officers on January 1, 2017 while Ambulance added 3 paramedics and Codes Enforcement added an inspector for the whole year. FY 2017 budget included a career ladder pay increase and a general 2% salary increase for full-time employees.

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revenues	*191,535*	*739,395*	*764,395*	*677,511*
Salaries	13,967,106	14,351,756	14,410,713	14,959,663
Benefits	7,293,118	7,758,199	7,650,434	8,114,975
Other Personnel	280	3,400	2,080	3,300
Operations	2,043,309	2,243,410	2,118,195	2,078,302
Capital	155,502	161,711	120,602	162,000
Total	**23,267,781**	**23,779,081**	**23,537,629**	**24,640,729**

CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	$ 0	$ 546,595	$ 546,595	$ 572,511
State Police Training Grant	66,600	63,600	63,600	0
State Fire Training Grant	51,600	49,200	49,200	0
Insurance Recoveries-Police	0	40,000	15,000	25,000
Transfer From Grants Fund	28,043	0	50,000	40,000
Intergovernment Reimbursement	45,292	40,000	40,000	40,000
Total Department Revenues/Grants	**$ 191,535**	**$ 739,395**	**$ 764,395**	**$ 677,511**
Personnel				
Supervisor Salaries	$ 1,216,966	$ 1,225,180	$ 1,265,301	$ 1,284,589
Employee Wages	11,981,615	12,467,876	12,329,180	12,891,393
Overtime Wages	558,826	419,400	581,933	540,400
Special Hours	47,473	44,100	35,057	40,000
Holiday Pay	454,617	548,037	515,832	566,819
Part-Time	162,225	195,200	199,242	203,281
Vacation Pay	34,229	40,000	45,521	60,000
Educational Bonus	120,898	131,500	132,040	145,920
Sick Pay	20,203	8,400	7,937	15,000
Longevity Pay	315,504	344,535	340,937	367,486
FLSA Wages	58,652	65,500	60,923	66,000
Bonus	23,769	24,407	24,028	26,244
Other Personnel Costs	280	3,400	2,080	3,300
Employee Health Insurance	2,296,072	2,327,527	2,335,234	2,552,185
Employee Life Insurance	66,457	73,942	74,664	76,551
Worker's Compensation Insurance	321,655	441,958	441,958	461,930
Unemployment Compensation	1,372	10,000	1,500	10,000
Retiree Health Insurance	657,918	684,653	677,914	708,800
FICA	1,099,760	1,153,941	1,145,544	1,179,474
Pension Contribution	1,812,322	1,895,982	1,803,103	1,819,637
Contributory Retirement Plan	9,690	7,817	43,299	58,929
Total Personnel	**$ 21,260,504**	**$ 22,113,355**	**$ 22,063,227**	**$ 23,077,938**
Staffing Level				
Full-Time	*252.81*	*259.00*	*254.28*	*264.50*
Part-Time (converted to FTE)	*7.57*	*8.50*	*7.66*	*8.09*
Total Full-Time Equivalent (FTE)	***260.38***	***267.50***	***261.94***	***272.59***
Operations				
Training	$ 56,036	$ 69,000	$ 75,000	$ 91,000
State Training Salary Supp	118,200	112,800	112,800	0
Firearms Training	31,165	48,000	40,000	40,000
Volunteer Expense	7,336	16,500	13,500	16,000
Travel	29,077	40,600	30,600	44,000
Contracted Services	45,068	58,000	58,000	58,000
Other Professional Service	6,785	12,800	8,800	12,800
Dui Testing Fees	4,116	4,000	3,500	4,000
Sexual Offender Reg.	884	2,000	1,500	2,000
Criminal Seizure Expense	362	500	500	500

PUBLIC SAFETY BUDGET SUMMARY
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Postage & Freight	13,536	16,700	15,200	16,200
Notice Publication	0	500	250	500
Dues & Subscriptions	14,880	12,200	13,500	13,500
Meetings	3,983	3,750	4,950	4,950
Utilities	151,105	145,000	157,000	160,000
Phones - Local	41,267	58,000	37,200	22,450
Long Distance Phone Calls	722	989	958	0
Cellular Phones	38,912	47,400	46,400	46,650
Telecommunication Link	48,937	50,000	52,000	52,000
Shop Allocation	82,700	82,700	82,700	82,700
Vehicle Maintenance	246,435	226,000	222,500	220,000
Equipment Maintenance	26,459	40,000	36,100	40,000
Radio Maintenance	28,849	49,800	41,800	31,700
Computer Maintenance	84,814	0	0	0
Grounds Maintenance	7,905	18,500	14,000	14,200
Building Maintenance	72,308	60,000	58,000	64,000
Office Supplies	22,490	35,800	30,600	35,600
Printing	13,383	15,500	15,400	20,400
Christmas Expenses	2,820	3,400	2,846	3,200
Medical Supplies	79,427	81,634	99,000	89,000
Petroleum Supplies	327,692	442,000	312,000	359,000
Clothing & Uniforms	139,399	163,854	177,750	166,000
Operating Supplies	29,433	40,800	41,300	41,500
Cleaning Supplies	6,668	6,000	6,000	8,000
Chemical Supplies	587	600	600	600
Air Service	5,406	6,800	7,400	7,400
Film & Developing	95	325	270	270
Small Tools	11,761	12,500	12,000	12,400
Fire Hose	10,801	6,000	6,000	6,000
Jail Operations	23,237	28,000	37,000	30,000
CERT Training Supplies	479	1,500	1,500	1,500
Public Awareness	6,038	6,000	6,000	6,000
Fire Prevention	5,417	5,800	5,800	6,000
Equipment Rental	0	750	500	500
Equipment Leasing	6,184	13,500	13,500	13,500
Property Insurance	16,856	16,856	17,850	18,500
Vehicle & Equip Insurance	60,259	60,259	87,778	89,863
General Liability Insurance	84,793	84,793	88,943	91,019
Other Insurance	1,950	1,900	1,900	1,900
Cash Over/Short	5	0	0	0
Tow-In Fees	8,259	11,900	6,900	11,900
Damage Claims	17,827	18,900	11,200	18,900
Miscellaneous Other Expenses	200	2,300	1,400	2,200
Total Operations	**$ 2,043,309**	**$ 2,243,410**	**$ 2,118,195**	**$ 2,078,302**
Capital				
Building Improvements	$ 73,372	$ 71,411	$ 30,000	$ 70,000
Communications Equipment	12,371	1,500	6,500	6,500
Data Processing Equipment	996	0	0	0

CITY OF BARTLETT
PUBLIC SAFETY BUDGET SUMMARY
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Office Equipment	270	3,000	3,000	3,000
Furniture	3,235	14,800	14,700	12,000
Other Equipment	65,259	71,000	66,402	70,500
Total Capital	**$ 155,502**	**$ 161,711**	**$ 120,602**	**$ 162,000**
TOTAL PUBLIC SAFETY	**$ 23,267,781**	**$ 23,779,081**	**$ 23,537,629**	**$ 24,640,729**

Police Department

City of Bartlett

FY 2017 Adopted Budget

What We Do

The Bartlett Police Department is committed to providing exemplary service to the citizens and visitors of Bartlett, TN. The department will remain highly visible and approachable, uphold all laws and ordinances and continue to be proactive to prevent crime that impacts the well being of the community. The department will continually train and implement the latest trends in law enforcement to reduce the likelihood that crime will negatively impact the citizens of Bartlett, TN and there quality of life.

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revenues	*139,935*	*690,195*	*715,195*	*677,511*
Salaries	8,009,892	8,239,483	8,254,954	8,510,353
Benefits	4,040,439	4,328,509	4,273,089	4,495,334
Other Personnel	280	2,000	780	2,000
Operations	1,289,885	1,350,993	1,230,267	1,226,573
Capital	9,014	18,000	23,000	23,000
Total	**13,209,574**	**13,248,790**	**13,066,895**	**13,579,749**

FY 2016 Performance Highlights

During the calendar year 2015; Calls for service decreased to 55,611 from 63,297. Traffic crashes decreased from 1,220 to 1,162 with fatalities decreasing from three to zero. Traffic citations decreased from 13,752 to 8,925 and warning citations increased from 13,288 to 14,485. Arrests increased from 3,428 to 4,159. The department reassigned one patrolman to the Shelby Co. District Attorney's Office/Metro Gang Unit who will work with other agencies officers to combat gang activity in and around the city of Bartlett and has provided valuable intel to our agency as well as creating a liaison with surrounding jurisdictions to help coordinate enforcement activities that impact Shelby County. Investigative Services Division began using LEO (leads on line), to track possibly stolen items in and around Shelby County. CopStops, a program in which local citizens host and provide on-duty officers a hot meal, enhance the community effort and support for the Police Department. This program was well received by the officers and continues to be a high profile, positive story of the support from the citizens for their local law enforcement community. The police department took the lead role in the City's communications infrastructure. The City will be P25 compliant with a new state-of-the-art radio & dispatch center. This project will impact all users of the communications system, Police, Fire & EMS, Public Works & Sanitation, Parks & Recreation, Code Enforcement and Engineering

Objective	Performance Measures	FY 2015 Actual	FY 2016 Forecast	FY 2017 Projected
Reduce the # of total traffic crashes through enforcement and education	Number of vehicle crashes based on calendar year, 2015.	1,162	1104 5% Decrease	1049 5% Decrease
Reduce the # of auto burglaries using special enforcement techniques	Number of auto burglaries & percentage reduced	174	165 5% Decrease	157 5% Decrease
Continue to monitor domestic violence arrests and calls	Number of domestic violence reports	176	157 10% Decrease	141 10% Decrease

CITY OF BARTLETT
POLICE DEPARTMENT
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Department Revenues/Grants				
Local Sales Tax .5% Reimbursement	$ 0	$ 546,595	$ 546,595	$ 572,511
State Police Training Grant	66,600	63,600	63,600	0
Insurance Recoveries-Police	0	40,000	15,000	25,000
Transfer from Grants Fund	28,043	0	50,000	40,000
Intergovernmental Reimbursement	45,292	40,000	40,000	40,000
Total Department Revenues/Grants	**$ 139,935**	**$ 690,195**	**$ 715,195**	**$ 677,511**
Personnel				
Supervisor Salaries	$ 432,184	$ 424,413	$ 442,924	$ 443,556
Employee Wages	6,974,817	7,280,630	7,170,630	7,440,377
Overtime Wages	444,664	360,000	470,000	450,000
Special Hours	22,178	12,000	7,600	12,000
Holiday Pay	253,063	334,708	301,986	341,432
Part-Time	136,049	162,440	163,800	164,420
Vacation Pay	31,360	25,000	25,000	25,000
Educational Bonus	38,430	45,000	45,880	57,360
Sick Pay	20,203	0	4,564	0
Longevity Pay	157,273	175,000	175,000	186,356
Bonus	14,640	15,000	14,899	16,000
Other Personnel Costs	280	2,000	780	2,000
Employee Health Insurance	1,282,589	1,316,359	1,333,303	1,445,612
Employee Life Insurance	37,892	41,607	42,433	42,573
Worker's Compensation Insurance	187,771	258,310	258,310	266,216
Unemployment Compensation	1,372	10,000	1,500	10,000
Retiree Health Insurance	369,918	385,252	380,544	394,197
FICA	627,428	656,796	659,484	665,216
Pension Contribution	1,009,641	1,057,660	1,002,212	1,012,939
Contributory Retirement Plan	8,858	7,817	27,974	32,433
Total Personnel	**$ 12,050,611**	**$ 12,569,992**	**$ 12,528,823**	**$ 13,007,687**
Staffing Level				
Full-Time	*147.18*	*153.00*	*147.60*	*154.50*
Part-Time (converted to FTE)	*6.65*	*7.25*	*6.59*	*6.59*
Total Full-Time Equivalent (FTE)	***153.83***	***160.25***	***154.19***	***161.09***
Operations				
Training	$ 37,542	$ 40,000	$ 35,000	$ 40,000
State Training Salary Supp	66,600	63,600	63,600	0
Firearms Training	31,165	48,000	40,000	40,000
Volunteer Expense	2,566	7,500	5,000	7,500
Travel	26,803	35,000	25,000	35,000
Other Professional Service	939	5,000	1,000	5,000
DUI Testing Fees	4,116	4,000	3,500	4,000
Sexual Offender Reg.	884	2,000	1,500	2,000
Criminal Seizure Expense	362	500	500	500
Postage & Freight	1,724	3,000	2,500	3,000
Notice Publication	0	500	250	500
Dues & Subscriptions	11,628	10,000	10,000	10,000
Meetings	2,858	2,500	3,500	3,500

CITY OF BARTLETT
POLICE DEPARTMENT
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Utilities	90,159	80,000	92,000	95,000
Phones - Local	33,857	50,000	30,000	12,000
Long Distance Phone Calls	555	500	500	0
Cellular Phones	23,905	28,000	28,000	28,000
Telecommunication Link	48,937	50,000	52,000	52,000
Shop Allocation	50,000	50,000	50,000	50,000
Vehicle Maintenance	146,983	120,000	120,000	120,000
Equipment Maintenance	4,916	12,000	8,000	12,000
Radio Maintenance	23,989	30,000	30,000	20,000
Computer Maintenance	84,814	0	0	0
Grounds Maintenance	2,608	3,500	4,000	4,200
Building Maintenance	43,826	30,000	30,000	35,000
Office Supplies	15,611	25,000	20,000	25,000
Printing	8,786	10,000	10,000	15,000
Medical Supplies	170	4,000	4,000	4,000
Petroleum Supplies	249,427	330,000	240,000	270,000
Clothing & Uniforms	88,143	99,104	99,000	102,000
Operating Supplies	10,437	20,000	20,000	20,000
Cleaning Supplies	6,668	6,000	6,000	8,000
Small Tools	6,201	8,000	7,500	8,000
Jail Operations	23,237	28,000	37,000	30,000
Public Awareness	6,038	6,000	6,000	6,000
Equipment Rental	0	250	0	0
Equipment Leasing	4,334	7,500	7,500	7,500
Property Insurance	9,975	9,975	10,544	11,000
Vehicle & Equip Insurance	37,043	37,043	54,654	54,654
General Liability Insurance	58,021	58,021	59,719	59,719
Tow-In Fees	7,634	10,000	5,000	10,000
Damage Claims	16,222	15,000	6,800	15,000
Miscellaneous Other Expenses	200	1,500	700	1,500
Total Operations	**$ 1,289,885**	**$ 1,350,993**	**$ 1,230,267**	**$ 1,226,573**
Capital				
Communications Equipment	$ 5,150	$ 0	$ 5,000	$ 5,000
Data Processing Equipment	996	0	0	0
Office Equipment	270	3,000	3,000	3,000
Furniture	0	10,000	10,000	7,500
Other Equipment	2,598	5,000	5,000	7,500
Total Capital	**$ 9,014**	**$ 18,000**	**$ 23,000**	**$ 23,000**
Total Police Department	**$ 13,209,574**	**$ 13,248,790**	**$ 13,066,895**	**$ 13,579,749**

Fire & Ambulance Department

City of Bartlett

FY 2017 Adopted Budget

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 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revenues	*51,600*	*49,200*	*49,200*	*0*
Salaries	5,461,007	5,592,540	5,658,311	5,871,857
Benefits	3,034,011	3,201,880	3,171,662	3,374,263
Other Personnel	0	1,400	1,300	1,300
Operations	695,121	827,647	825,344	788,120
Capital	145,460	141,711	95,602	137,000
Total	**9,283,999**	**9,715,978**	**9,703,019**	**10,172,540**

FY 2016 Performance Highlights

In FY 2015-16 the Bartlett Fire Department initiated the construction of a Fire Training Center. In FY 2015-16 we took delivery of a new 75’ aerial apparatus for Station 3. In FY 2015-16 we carried out several building improvement projects such as driveway replacement and generator upgrades at Station 2. As part of this initiative, we also completed several needed painting and flooring upgrades. We scheduled an increased amount of formal training during this period to better assure readiness and personnel development. The Fire Department continues to participate in several approved charitable events such as the Annual Pancake Breakfast and Pink Heals to raise money for charitable initiatives.

Objective	Performance Measures	FY 2015 Actual	FY 2016 Forecast	FY 2017 Projected
Provide for advanced firefighter training in new tactical methods of fire suppression.	Provide for personnel to receive updated training in new methods of fire attack. 3 phases(classes)	Residental Fire Attack	Reading Smoke	Thermal Imaging Operations
Development of the Bartlett Fire Department Training Facility	Move from concept and planning into construction, completion and deployment.	Concept and Planning	Complete construction	Begin training activities.
Revision and updating of Fire Department Rules and Regulations	Revise and update Fire Department Rules and Regulations to reflect current operational needs.	Research and review	Final review and roll out	Implimentation and application
Provide for enhanced training opportunities that create a higher degree of personnel development.	Provide for leadership training that develops our present and future departmental leaders.	25 personnel	25 personnel	50 personnel

CITY OF BARTLETT

FIRE DEPARTMENT

FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Department Revenues/Grants				
State Fire Training Grant	$ 40,200	$ 39,600	$ 39,600	$ 0
Total Department Revenues/Grants	**$ 40,200**	**$ 39,600**	**$ 39,600**	**$ 0**
Personnel				
Supervisor Salaries	$ 625,924	$ 641,012	$ 657,330	$ 671,912
Employee Wages	3,376,333	3,478,993	3,498,566	3,519,311
Overtime Wages	83,242	39,000	78,095	60,000
Special Hours	24,037	29,000	25,000	25,000
Holiday Pay	147,917	154,774	155,764	158,765
Vacation Pay	0	0	11,144	15,000
Educational Bonus	71,960	75,120	75,120	77,520
Sick Pay	0	3,400	3,373	5,000
Longevity Pay	134,312	142,084	142,084	152,871
FLSA Wages	42,712	47,000	44,797	48,000
Bonus	6,201	6,250	6,373	7,000
Other Personnel Costs	0	900	800	800
Employee Health Insurance	720,138	720,169	720,409	742,027
Employee Life Insurance	19,939	22,248	22,488	22,633
Worker's Compensation Insurance	74,912	105,292	105,292	107,420
Retiree Health Insurance	199,907	206,000	207,795	209,561
FICA	330,623	343,721	337,565	344,338
Pension Contribution	556,640	576,801	556,434	558,145
Contributory Retirement Plan	611	0	8,223	10,224
Total Personnel	**$ 6,415,408**	**$ 6,591,764**	**$ 6,656,652**	**$ 6,735,527**
Staffing Level				
Full-Time	*72.00*	*72.00*	*72.00*	*72.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***72.00***	***72.00***	***72.00***	***72.00***
Operations				
Training	$ 7,576	$ 15,000	$ 20,000	$ 33,000
State Training Salary Supp	40,200	39,600	39,600	0
Volunteer Expense	4,770	9,000	8,500	8,500
Travel	1,739	2,600	2,600	5,000
Postage & Freight	228	700	700	700
Dues & Subscriptions	2,306	1,200	2,500	2,500
Meetings	514	600	800	800
Utilities	60,945	65,000	65,000	65,000
Phones - Local	5,159	5,800	5,000	8,200
Long Distance Phone Calls	65	280	250	0
Cellular Phones	5,624	9,000	8,000	8,000
Shop Allocation	19,000	19,000	19,000	19,000
Vehicle Maintenance	55,443	52,000	52,000	51,000
Equipment Maintenance	7,176	8,000	8,000	8,000
Radio Maintenance	4,724	16,000	8,000	8,000
Grounds Maintenance	2,816	15,000	10,000	10,000
Building Maintenance	28,482	30,000	28,000	29,000
Office Supplies	3,631	5,800	5,700	5,700

CITY OF BARTLETT
FIRE DEPARTMENT
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Printing	880	1,000	900	900
Christmas Expenses	2,820	3,400	2,846	3,200
Petroleum Supplies	41,478	58,000	38,000	45,000
Clothing & Uniforms	39,578	48,000	47,000	47,000
Operating Supplies	18,470	19,000	20,000	20,000
Chemical Supplies	587	600	600	600
Air Service	795	2,500	2,400	2,400
Film & Developing	95	250	200	200
Small Tools	5,270	4,000	4,000	3,900
Fire Hose	10,801	6,000	6,000	6,000
CERT Training Supplies	479	1,500	1,500	1,500
Fire Prevention	5,417	5,800	5,800	6,000
Equipment Leasing	944	4,000	4,000	4,000
Property Insurance	6,881	6,881	7,306	7,500
Vehicle & Equip Insurance	17,214	17,214	22,990	24,000
General Liability Insurance.	18,506	18,506	20,752	22,000
Other Insurance	1,900	1,900	1,900	1,900
Tow-In Fees	400	1,400	1,400	1,400
Damage Claims	0	1,400	1,900	1,400
Miscellaneous Other Expenses	0	800	700	700
Total Operations	**$ 422,914**	**$ 496,731**	**$ 473,844**	**$ 462,000**
Capital				
Building Improvements	$ 73,372	$ 71,411	$ 30,000	$ 70,000
Communications Equipment	2,755	0	0	0
Data Processing Equipment	0	0	0	0
Furniture	1,348	2,200	2,200	2,000
Other Equipment	62,661	33,000	32,602	33,000
Continued Self Contained Breathing Apparatus (SCBA) upgrades. This will Replace 5 more airpacks masks and bottles.				
Total Capital	**$ 140,136**	**$ 106,611**	**$ 64,802**	**$ 105,000**
Total Fire Department	**$ 6,938,258**	**$ 7,155,506**	**$ 7,155,698**	**$ 7,302,527**

CITY OF BARTLETT
AMBULANCE
FY 2017 Adopted Budget

Description		FY 2015 Actual		FY 2016 Revised		FY 2016 Projection		FY 2017 Adopted
Department Revenues/Grants								
State Fire Training Grant	$	11,400	$	9,600	$	9,600	$	0
Total Department Revenues/Grants	**$**	**11,400**	**$**	**9,600**	**$**	**9,600**	**$**	**0**
Personnel								
Supervisor Salaries	$	74,537	$	73,747	$	76,014	$	75,222
Employee Wages		1,244,863		1,307,988		1,287,711		1,487,712
Overtime Wages		30,813		20,000		33,438		30,000
Special Hours		1,259		2,800		2,157		2,700
Holiday Pay		53,637		58,555		58,082		66,622
Vacation Pay		0		15,000		9,377		20,000
Educational Bonus		7,628		8,500		8,160		8,160
Sick Pay		0		5,000		0		10,000
Longevity Pay		13,727		15,224		14,479		18,230
FLSA Wages		15,940		18,500		16,126		18,000
Bonus		2,067		2,200		1,809		2,200
Other Personnel Costs		0		500		500		500
Employee Health Insurance		229,392		225,838		225,623		288,473
Employee Life Insurance		6,387		7,461		7,277		8,440
Worker's Compensation Insurance		50,117		66,946		66,946		75,031
Retiree Health Insurance		64,565		69,087		66,510		78,147
FICA		103,900		113,267		109,985		126,315
Pension Contribution		180,779		193,443		186,225		183,547
Contributory Retirement Plan		0		0		4,202		12,594
Total Personnel	**$**	**2,079,610**	**$**	**2,204,056**	**$**	**2,174,621**	**$**	**2,511,893**
Staffing Level								
Full-Time		*24.63*		*25.00*		*26.00*		*28.00*
Part-Time (converted to FTE)		*0.00*		*0.00*		*0.00*		*0.00*
Total Full-Time Equivalent (FTE)		***24.63***		***25.00***		***26.00***		***28.00***
Operations								
Training	$	7,110	$	11,000	$	17,000	$	15,000
State Training Salary Supp		11,400		9,600		9,600		0
Travel		535		1,500		1,500		2,500
Contracted Services		45,068		58,000		58,000		58,000
Ambulance billing service.								
Other Professional Services		5,625		7,500		7,500		7,500
Postage & Freight		696		1,500		500		1,000
Dues & Subscriptions		340		400		400		400
Meetings		0		150		150		150
Long Distance Phone Calls		3		9		8		0
Cellular Phones		6,300		6,500		6,500		6,500
Shop Allocation		10,000		10,000		10,000		10,000
Vehicle Maintenance		40,240		50,000		45,000		45,000
Equipment Maintenance		14,334		20,000		20,000		20,000
Radio Maintenance		81		3,300		3,300		3,200
Office Supplies		954		1,000		900		900
Printing		0		500		500		500
Medical Supplies		79,257		77,634		95,000		85,000

CITY OF BARTLETT
AMBULANCE
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Petroleum Supplies	23,973	38,000	22,000	30,000
Clothing & Uniforms	10,004	15,000	30,000	15,000
Operating Supplies	201	1,500	1,000	1,200
Air Service	4,611	4,300	5,000	5,000
Film & Developing	0	75	70	70
Small Tools	0	200	200	200
Vehicle & Equip Insurance	4,594	4,594	7,925	9,000
General Liability Insurance	6,654	6,654	7,447	8,000
Tow-In Fee	225	500	500	500
Damage Claims	0	1,500	1,500	1,500
Total Operations	**$ 272,207**	**$ 330,916**	**$ 351,500**	**$ 326,120**
Capital				
Communications Equipment	$ 3,681	$ 0	$ 0	$ 0
Furniture	1,643	2,100	2,000	2,000
Other Equipment	0	33,000	28,800	30,000
Two Lucas Mechanical CPR Machines for two Ambulances.				
Total Capital	**$ 5,324**	**$ 35,100**	**$ 30,800**	**$ 32,000**
Total Ambulance	**$ 2,345,741**	**$ 2,560,472**	**$ 2,547,321**	**$ 2,870,013**

Building Codes Enforcement

City of Bartlett

FY 2017 Adopted Budget

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 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Salaries	496,207	519,733	497,448	577,453
Benefits	218,668	227,810	205,683	245,378
Operations	58,304	64,770	62,584	63,609
Capital	1,029	2,000	2,000	2,000
Total	**774,208**	**814,313**	**767,715**	**888,440**

FY 2016 Performance Highlights

Code Enforcement has seen an increase in new house permits. In 2015, 221 new house permits were issued. As of early February 2015, there have been 20 new house permits issued for this year so far. The Culpepper Place project is nearing completion. Code Enforcement personnel are maintaining their certifications in each of their respected fields through the International Code Council. We have two new employees who are working toward their ICC certifications.

Objective	Performance Measures	FY 2015 Actual	FY 2016 Forecast	FY 2017 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 with the Citizen Services Center 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 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 84,322	$ 86,008	$ 89,033	$ 93,899
Employee Wages	385,601	400,265	372,273	443,993
Overtime Wages	107	400	400	400
Special Hours	0	300	300	300
Part-Time	26,177	32,760	35,442	38,861
Vacation Pay	2,869	0	0	0
Educational Bonus	2,880	2,880	2,880	2,880
Longevity Pay	10,191	12,227	9,374	10,029
Bonus	861	957	947	1,044
Employee Health Insurance	63,953	65,161	55,899	76,073
Employee Life Insurance	2,239	2,626	2,466	2,905
Worker's Compensation Insurance	8,855	11,410	11,410	13,263
Retiree Health Insurance	23,528	24,314	23,065	26,895
FICA	37,808	40,157	38,510	43,605
Pension Contribution	65,261	68,078	58,232	65,006
Pension Contribution	221	0	2,900	3,678
Total Personnel	**$ 714,875**	**$ 747,543**	**$ 703,131**	**$ 822,831**
Staffing Level				
Full-Time	*9.00*	*9.00*	*8.68*	*10.00*
Part-Time (converted to FTE)	*0.92*	*1.25*	*1.07*	*1.50*
Total Full-Time Equivalent (FTE)	***9.92***	***10.25***	***9.75***	***11.50***
Operations				
Training	$ 3,808	$ 3,000	$ 3,000	$ 3,000
Travel	0	1,500	1,500	1,500
Other Professional Service	221	300	300	300
Postage & Freight	10,887	11,500	11,500	11,500
Dues & Subscriptions	606	600	600	600
Meetings	611	500	500	500
Phones - Local	2,251	2,200	2,200	2,250
Long Distance Phone Calls	99	200	200	0
Cellular Phones	3,082	3,900	3,900	4,150
Shop Allocation	3,700	3,700	3,700	3,700
Vehicle Maintenance	3,769	4,000	5,500	4,000
Equipment Maintenance	33	0	100	0
Radio Maintenance	55	500	500	500
Grounds Maintenance	2,482	0	0	0
Office Supplies	2,293	4,000	4,000	4,000
Printing	3,717	4,000	4,000	4,000
Petroleum Supplies	12,814	16,000	12,000	14,000
Clothing & Uniforms	1,674	1,750	1,750	2,000
Operating Supplies	325	300	300	300
Small Tools	290	300	300	300
Equipment Rental	0	500	500	500
Equipment Leasing	907	2,000	2,000	2,000
Vehicle & Equip Insurance	1,408	1,408	2,209	2,209
General Liability Insurance	1,612	1,612	1,025	1,300
Other Insurance	50	0	0	0

CITY OF BARTLETT
BUILDING CODES ENFORCEMENT
FY 2017 Adopted Budget

Description		FY 2015 Actual		FY 2016 Revised		FY 2016 Projection		FY 2017 Adopted
Cash Over/Short		5		0		0		0
Damage Claims		1,605		1,000		1,000		1,000
Total Operations	**$**	**58,304**	**$**	**64,770**	**$**	**62,584**	**$**	**63,609**
Capital								
Communications Equipment	$	785	$	1,500	$	1,500	$	1,500
Furniture		244		500		500		500
Total Capital	**$**	**1,029**	**$**	**2,000**	**$**	**2,000**	**$**	**2,000**
Total Building Codes Enforcement	**$**	**774,208**	**$**	**814,313**	**$**	**767,715**	**$**	**888,440**

THE GREAT SEAL OF BARTLETT TENNESSEE

AGRICULTURE

LAW

COMMERCE

★ 1866 ★

City of Bartlett

PUBLIC WORKS/ ENGINEERING

FY 2017 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 $264,684 (4.82%) over the FY 2016 Projection. FY 2017 budget included a career ladder pay increase and a general 2% salary increase for full-time employees. There was no staffing change.

Full-Time Authorized Personnel Positions

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

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

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

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

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

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

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

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revs/Recvrs	*517,155*	*571,725*	*569,788*	*572,225*
Salaries	2,951,570	3,104,635	3,116,868	3,282,338
Benefits	1,480,512	1,589,125	1,613,857	1,686,300
Other Personnel	231,021	228,000	222,000	226,000
Operations	1,027,328	1,095,182	1,018,231	1,071,152
Capital	18,332	98,250	94,814	67,100
Total	**5,191,608**	**5,543,467**	**5,495,981**	**5,760,665**

Engineering and Inspection	
Engineer	1
Traffic Engineer	1
Construction Inspector	1
Lead Construction Inspector	1
Manger GIS	1
Total Engin. and Inspection	**5**

TOTAL PUBLIC WORKS/ENGINEERING	**69**

Public
Works Summary

FY 2017 Adopted Budget

What We Do

The Public Works Department includes activities within three separate funds; General Fund, Solid Waste and Water/Wastewater Services. Public Works is primarily a maintenance department. It maintains streets, city vehicles and equipment; right of ways, as well as sewer, water, reading water meters and drainage systems . General Services (building maintenance), Animal Control, and Solid Waste services are also provided.

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revs/Recvrs	*517,155*	*571,725*	*569,788*	*572,225*
Salaries	2,439,478	2,596,804	2,622,614	2,702,076
Benefits	1,253,168	1,373,835	1,396,274	1,429,506
Other Personnel	231,021	228,000	222,000	226,000
Operations	976,467	1,028,109	947,043	1,002,762
Capital	18,332	98,250	94,814	67,100
Total	**4,401,310**	**4,753,273**	**4,712,956**	**4,855,219**

FY 2016 Performance Highlights

Several divisions of Public Works were involved in helping Bartlett Schools get ready for its first year of existence. Bartlett Schools Superintendent, David Stevens was highly complementary of our efforts and the quality of our staff. The number of delinquent property maintenance work orders increased for the seventh straight year. Each year the City takes steps to form a more efficientand effective team in terms of emergency preparedness and response.

Objective	Performance Measures	FY 2015 Actual	FY 2016 Forecast	FY 2017 Projected
Maintain the City's water and sewer infrastructure.	# of work tickets for Water/Wastewater Services	3843	3860	3875
To establish standards by cleaning streets and maintain right-of-ways	Miles of roadway in Bartlett	270	277	285
Maintain the City's street, drainage systems, and traffic signs.	# of repairs to Drainage structures, streets, and traffic signs.	1643	1675	1700
Provide a safe and harmonious coexistence for pets and residents.	# of animals adopted out or returned to their owners	726	740	750

CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Department Revenues				
Shop Expense Allocation	$ 336,090	$ 325,325	$ 325,325	$ 325,325
Weed Cutting Fees	71,661	125,000	125,000	125,000
Animal Shelter Donations	6,815	8,000	8,000	8,000
Animal Shelter Boarding	1,050	1,200	1,350	1,400
Animal Shelter Capture Fee	7,315	7,200	7,500	7,500
Animal Shelter Adoption	35,443	40,000	40,000	40,000
Animal Shelter City License	38,200	45,000	35,000	40,000
Animal Shelter Miscellaneous Revenues	20,582	20,000	27,000	25,000
Care Bond	0	0	613	0
Total Department Revenues	**$ 517,155**	**$ 571,725**	**$ 569,788**	**$ 572,225**
Personnel				
Supervisor Salaries	$ 418,676	$ 425,958	$ 439,021	$ 452,592
Employee Wages	1,884,642	2,045,420	2,066,037	2,122,058
Overtime Wages	100,372	78,500	76,650	80,500
Special Hours	15,700	15,600	15,800	15,600
Contracted Services	230,616	228,000	222,000	226,000
Part-Time	20,088	31,326	25,106	31,326
Vacation Pay	7,097	0	11,795	0
Educational Bonus	0	1,440	1,440	5,760
Sick Pay	12,111	0	0	0
Longevity Pay	45,005	48,194	49,936	54,768
Bonus	4,823	5,459	5,081	5,433
Other Personnel Costs	405	0	110	0
Employee Health Insurance	489,247	538,609	541,966	572,484
Employee Life Insurance	11,250	13,345	13,415	13,903
Worker's Compensation Insurance	79,090	115,451	115,451	119,315
Retiree Health Insurance	115,044	123,569	125,252	128,732
FICA	179,991	195,752	199,147	197,323
Pension Contribution	302,382	323,756	318,468	315,865
Contributory Retirement Plan	7,129	8,260	14,213	15,923
Total Personnel	**$ 3,923,666**	**$ 4,198,639**	**$ 4,240,888**	**$ 4,357,582**
Staffing Level				
Full-Time	*57.95*	*61.00*	*59.25*	*61.00*
Part-Time (converted to FTE)	*0.96*	*1.50*	*0.96*	*1.50*
Total Full-Time Equivalent (FTE)	***58.91***	***62.50***	***60.21***	***62.50***
Operations				
Training	$ 2,928	$ 7,150	$ 6,680	$ 7,400
Travel	1,437	1,665	2,150	1,200
Professional Services	23,600	29,000	26,000	29,000
Other Professional Service	64,063	74,800	73,500	7,200
Postage & Freight	256	300	250	300
Dues & Subscriptions	7,224	10,500	9,635	13,685
Employee Appreciation	1,988	2,000	4,000	4,200
Utilities	40,059	42,200	32,500	37,000
Phones - Local	3,717	4,418	3,380	7,166
Long Distance Phone Calls	99	80	80	0

CITY OF BARTLETT
PUBLIC WORKS BUDGET SUMMARY
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Cellular Phones	8,944	8,730	8,000	9,070
Data Processing Software	2,329	0	611	0
Shop Allocation	102,632	97,500	97,500	97,500
Vehicle Maintenance	78,308	78,150	84,600	86,500
Equipment Maintenance	77,628	59,310	58,309	64,310
Radio Maintenance	690	950	250	550
Grounds Maintenance	28,860	42,680	32,675	107,985
Building Maintenance	29,237	17,450	16,950	14,150
Fuel System Maintenance	10,984	0	0	0
Street Painting & Signs	32,803	32,000	32,000	32,000
Office Supplies	5,841	7,300	6,500	6,450
Printing	681	1,400	1,400	1,400
Medical Supplies	39,004	52,500	50,000	52,000
Petroleum Supplies	128,290	175,400	108,100	125,000
Clothing & Uniforms	19,318	20,000	19,100	19,800
Operating Supplies	42,249	43,900	47,200	48,600
Cleaning Supplies	5,239	8,000	8,200	8,200
Chemical Supplies	937	0	0	0
Fill Sand, Dirt & Gravel	14,192	10,000	10,000	10,000
Asphalt	108,019	103,000	110,000	110,000
Concrete & Brick	10,519	14,000	11,000	12,000
Miscellaneous Shop Parts	3,416	2,400	2,400	2,400
Small Tools	12,826	13,300	13,300	13,300
Pipe & Materials-System Ma	13,120	12,000	12,000	12,000
Miscellaneous Supplies	5,059	4,000	4,000	4,450
Equipment Rental	0	1,500	500	500
Street Barricade & Equip. Rental	972	1,800	1,500	1,800
Equipment Leasing	3,508	3,670	3,630	3,845
Property Insurance	5,986	5,986	6,272	6,341
Vehicle & Equip Insurance	15,210	15,210	20,585	20,931
General Liability Insurance	10,040	10,040	11,532	11,829
Credit Card Vendor Fees	1,771	2,300	2,300	2,300
State Fees	3,220	4,620	3,500	3,500
Cash Over/Short	10	100	100	100
Animal Control Fees	1,675	1,800	1,716	1,800
Care Bond Costs	0	0	613	0
Damage Claims	4,008	4,000	1,400	4,000
Miscellaneous Other Expenses	3,572	1,000	1,124	1,000
Total Operations	**$ 976,467**	**$ 1,028,109**	**$ 947,043**	**$ 1,002,762**
Capital				
Fencing & Landscaping	$ 915	$ 800	$ 800	$ 800
Building Improvements	0	70,000	70,000	60,000
Communications Equipment	0	1,700	537	1,200
Data Processing Equipment	3,969	0	374	0
Furniture	1,654	2,900	2,905	1,000
Other Equipment	11,794	22,850	20,197	4,100
Total Capital	**$ 18,332**	**$ 98,250**	**$ 94,814**	**$ 67,100**
TOTAL PUBLIC WORKS	**$ 4,401,310**	**$ 4,753,273**	**$ 4,712,956**	**$ 4,855,219**

CITY OF BARTLETT
PUBLIC WORKS ADMINISTRATION
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 172,840	$ 176,297	$ 185,692	$ 193,964
Employee Wages	97,838	105,160	109,806	115,886
Overtime Wages	271	500	250	500
Longevity Pay	12,096	12,554	14,056	14,916
Bonus	431	433	431	431
Employee Health Insurance	33,806	35,904	35,904	35,860
Employee Life Insurance	1,297	1,520	1,608	1,673
Worker's Compensation Insurance	829	1,071	1,071	1,183
Retiree Health Insurance	13,534	14,073	14,775	15,493
FICA	20,877	22,105	23,491	23,975
Pension Contribution	37,895	39,404	41,370	43,379
Total Personnel	**$ 391,714**	**$ 409,021**	**$ 428,454**	**$ 447,260**
Staffing Level				
Full-Time	*5.00*	*5.00*	*5.00*	*5.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***5.00***	***5.00***	***5.00***	***5.00***
Operations				
Training	$ 95	$ 350	$ 520	$ 600
Travel	774	765	795	200
Postage & Freight	256	300	250	300
Dues & Subscriptions	129	400	390	400
Employee Appreciation	1,988	2,000	4,000	4,200
Utilities	14,612	14,000	9,000	11,000
Phones - Local	3,358	4,000	3,000	1,500
Long Distance Phone Calls	43	35	35	0
Cellular Phones	2,877	2,800	2,300	2,500
Shop Allocation	102,632	97,500	97,500	97,500
Vehicle Maintenance	1,232	1,500	1,300	1,500
Equipment Maintenance	309	310	309	310
Radio Maintenance	109	200	0	0
Grounds Maintenance	180	180	175	180
Building Maintenance	461	450	450	450
Office Supplies	1,074	2,500	1,500	1,500
Printing	0	400	400	400
Petroleum Supplies	3,925	6,900	3,500	4,000
Clothing & Uniforms	222	500	500	300
Operating Supplies	261	500	500	500
Equipment Leasing	843	850	850	850
Property Insurance	2,601	2,601	2,693	2,700
Vehicle & Equip Insurance	407	407	538	600
General Liability Insurance	1,065	1,065	913	1,000
Damage Claims	0	500	0	500
Miscellaneous Other Expenses	0	1,000	1,000	1,000
Total Operations	**$ 139,455**	**$ 142,013**	**$ 132,418**	**$ 133,990**
Capital				
Communications Equipment	$ 0	$ 200	$ 0	$ 200

CITY OF BARTLETT
PUBLIC WORKS ADMINISTRATION
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Data Processing Equipment	717	0	0	0
Total Capital	**$ 717**	**$ 200**	**$ 0**	**$ 200**
Total Public Works Administration	**$ 531,886**	**$ 551,234**	**$ 560,872**	**$ 581,450**

CITY OF BARTLETT
CITY SHOP
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Department Revenues				
Shop Expense Allocation	$ 336,090	$ 325,325	$ 325,325	$ 325,325
Total Department Revenues	**$ 336,090**	**$ 325,325**	**$ 325,325**	**$ 325,325**
Personnel				
Supervisor Salaries	$ 59,943	$ 59,308	$ 61,142	$ 61,386
Employee Wages	445,963	458,829	475,184	478,240
Overtime Wages	48,211	40,000	38,000	40,000
Special Hours	5,100	5,200	5,200	5,200
Contracted Services	23,124	23,000	20,000	23,000
Vacation Pay	6,326	0	0	0
Educational Bonus	0	1,440	1,440	5,760
Sick Pay	12,111	0	0	0
Longevity Pay	5,882	5,666	5,780	6,615
Bonus	1,033	1,038	1,033	1,035
Employee Health Insurance	114,719	112,960	122,716	125,081
Employee Life Insurance	2,562	2,798	2,925	2,914
Worker's Compensation Insurance	12,168	18,233	18,233	19,112
Retiree Health Insurance	25,172	25,907	26,816	26,981
FICA	41,757	42,154	43,359	42,413
Pension Contribution	57,391	58,294	62,142	59,823
Contributory Retirement Plan	4,788	5,291	5,636	5,616
Total Personnel	**$ 866,250**	**$ 860,118**	**$ 889,606**	**$ 903,176**
Staffing Level				
Full-Time	*11.78*	*12.00*	*12.00*	*12.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***11.78***	***12.00***	***12.00***	***12.00***
Operations				
Training	$ 100	$ 2,500	$ 2,000	$ 2,500
Dues & Subscriptions	6,676	9,800	8,900	12,885
Annual subscriptions for diagnostic software for Ford & Dodge, All Data, Identifix, Diamond Iris.				
Utilities	10,106	9,500	8,000	9,000
Long Distance Phone Calls	53	40	40	1,033
Cellular Phones	1,141	1,080	1,000	1,000
Data Processing Software	2,329	0	611	0
Vehicle Maintenance	7,192	7,000	6,500	7,000
Equipment Maintenance	3,773	4,000	4,000	4,000
Radio Maintenance	73	0	0	0
Building Maintenance	4,423	4,500	4,500	4,500
Fuel System Maintenance	10,984	0	0	0
Office Supplies	2,150	2,000	2,000	2,000
Petroleum Supplies	7,615	10,000	4,000	5,000
Clothing & Uniforms	6,632	5,000	5,000	5,000
Operating Supplies	6,641	6,500	9,000	10,000
Cleaning Supplies	1,725	2,000	2,000	2,000
Miscellaneous Shop Parts	3,416	2,400	2,400	2,400
Small Tools	3,196	2,700	2,700	2,700
Miscellaneous Supplies	4,998	3,700	3,700	4,150

CITY OF BARTLETT
CITY SHOP
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Equipment Leasing	1,572	1,800	1,600	1,800
Property Insurance	1,839	1,839	1,938	2,000
Vehicle & Equip Insurance	1,315	1,315	2,398	2,500
General Liability Insurance	1,854	1,854	2,134	2,300
Total Operations	**$ 89,803**	**$ 79,528**	**$ 74,421**	**$ 83,768**
Capital				
Data Processing Equipment	$ 1,330	$ 0	$ 0	$ 0
Furniture	514	1,500	1,520	500
Furniture for front office area.				
Other Equipment	11,794	14,100	13,297	0
Total Capital	**$ 13,638**	**$ 15,600**	**$ 14,817**	**$ 500**
Total City Shop	**$ 633,601**	**$ 629,921**	**$ 653,520**	**$ 662,119**

CITY OF BARTLETT
GENERAL MAINTENANCE
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Employee Wages	$ 611,324	$ 636,120	$ 641,803	$ 653,901
Overtime Wages	30,860	17,000	17,000	17,000
Special Hours	5,500	5,200	5,200	5,200
Vacation Pay	0	0	5,850	0
Longevity Pay	11,083	11,840	11,626	12,717
Bonus	1,464	1,557	1,378	1,552
Other Personnel Costs	405	0	0	0
Employee Health Insurance	140,614	156,430	156,430	169,388
Employee Life Insurance	2,975	3,435	3,395	3,531
Worker's Compensation Insurance	28,022	40,836	40,836	41,967
Retiree Health Insurance	30,249	31,806	32,197	32,695
FICA	46,575	49,308	50,408	48,985
Pension Contribution	84,695	89,057	88,750	88,144
Contributory Retirement Plan	0	0	614	1,215
Total Personnel	**$ 993,766**	**$ 1,042,589**	**$ 1,055,487**	**$ 1,076,295**
Staffing Level				
Full-Time	*18.00*	*18.00*	*18.32*	*18.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***18.00***	***18.00***	***18.32***	***18.00***
Operations				
Training	$ 1,670	$ 1,950	$ 1,950	$ 1,950
Travel	126	200	438	300
Other Professional Service	930	6,000	5,000	6,000
Dues & Subscriptions	69	100	165	200
Phones - Local	0	0	0	2,700
Cellular Phones	751	900	750	900
Vehicle Maintenance	40,778	38,000	42,000	42,000
Equipment Maintenance	39,991	25,000	18,000	22,000
Radio Maintenance	190	300	0	300
Building Maintenance	2,722	2,500	2,500	3,200
Street Painting & Signs	32,803	32,000	32,000	32,000
Office Supplies	720	650	650	650
Petroleum Supplies	45,562	55,000	41,000	45,000
Clothing & Uniforms	6,288	6,200	5,500	6,000
Operating Supplies	12,793	16,000	16,000	16,000
Cleaning Supplies	1,059	1,000	1,200	1,200
Fill Sand, Dirt & Gravel	14,192	10,000	10,000	10,000
Asphalt	108,019	103,000	110,000	110,000
Concrete & Brick	10,519	14,000	11,000	12,000
Small Tools	533	1,500	1,500	1,500
Pipe & Materials-System Maintenance	13,120	12,000	12,000	12,000
Equipment Rental	0	1,500	500	500
Street Barricade & Equip. Rental	972	1,800	1,500	1,800
Equipment Leasing	190	170	200	200
Vehicle & Equip Insurance	6,284	6,284	8,229	8,229
General Liability Insurance	2,674	2,674	3,119	3,119
Damage Claims	550	1,500	0	1,500

CITY OF BARTLETT
GENERAL MAINTENANCE
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Miscellaneous Other Expenses	3,019	0	0	0
Total Operations	**$ 346,524**	**$ 340,228**	**$ 325,201**	**$ 341,248**
Capital				
Fencing & Landscaping	$ 915	$ 800	$ 800	$ 800
Communications Equipment	0	600	387	500
Data Processing Equipment	912	0	0	0
Furniture	1,140	900	885	0
Total Capital	**$ 2,967**	**$ 2,300**	**$ 2,072**	**$ 1,300**
Total General Maintenance	**$ 1,343,256**	**$ 1,385,117**	**$ 1,382,760**	**$ 1,418,843**

CITY OF BARTLETT
GENERAL SERVICES
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 76,923	$ 79,605	$ 79,605	$ 81,709
Employee Wages	85,031	118,910	111,572	123,406
Overtime Wages	3,131	5,000	4,600	5,000
Contracted Services	4,381	5,000	2,000	3,000
Longevity Pay	4,610	4,683	4,776	5,819
Bonus	258	348	344	345
Other Personnel Costs	0	0	110	0
Employee Health Insurance	32,378	43,808	32,883	31,903
Employee Life Insurance	816	1,072	1,037	1,108
Worker's Compensation Insurance	7,738	10,568	10,568	10,967
Retiree Health Insurance	8,416	9,926	9,559	10,256
FICA	12,840	15,395	15,030	15,784
Pension Contribution	23,564	27,792	24,967	25,208
Contributory Retirement Plan	0	0	861	1,253
Total Personnel	**$ 260,085**	**$ 322,107**	**$ 297,912**	**$ 315,758**
Staffing Level				
Full-Time	*3.00*	*4.00*	*3.67*	*4.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***3.00***	***4.00***	***3.67***	***4.00***
Operations				
Training	$ 0	$ 1,500	$ 1,200	$ 1,500
Cellular Phones	1,963	1,650	1,950	1,950
Vehicle Maintenance	458	3,000	4,000	4,000
Radio Maintenance	0	100	0	0
Office Supplies	463	300	300	300
Petroleum Supplies	5,056	8,000	4,600	6,000
Clothing & Uniforms	680	1,300	1,100	1,200
Operating Supplies	2,492	3,700	4,000	4,000
Small Tools	2,619	2,100	2,100	2,100
Vehicle & Equip Insurance	822	822	820	820
General Liability Insurance	585	585	756	800
Total Operations	**$ 15,138**	**$ 23,057**	**$ 20,826**	**$ 22,670**
Capital				
Communications Equipment	$ 0	$ 600	$ 0	$ 300
Data Processing Equipment	1,010	0	0	0
Other Equipment	0	750	400	500
Total Capital	**$ 1,010**	**$ 1,350**	**$ 400**	**$ 800**
Total General Services	**$ 276,233**	**$ 346,514**	**$ 319,138**	**$ 339,228**

CITY OF BARTLETT
GROUND MAINTENANCE
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Department Revenues				
Weed Cutting Fees	$ 71,661	$ 125,000	$ 125,000	$ 125,000
Total Department Revenues	**$ 71,661**	**$ 125,000**	**$ 125,000**	**$ 125,000**
Personnel				
Supervisor Salaries	$ 59,079	$ 59,308	$ 61,142	$ 60,494
Employee Wages	414,168	482,396	482,586	494,114
Overtime Wages	4,259	4,000	2,800	4,000
Contracted Services	196,967	200,000	200,000	200,000
Vacation Pay	771	0	5,945	0
Longevity Pay	10,336	12,227	12,474	11,890
Bonus	947	1,218	1,120	1,207
Employee Health Insurance	97,033	117,364	117,364	130,382
Employee Life Insurance	2,213	2,925	2,852	2,995
Worker's Compensation Insurance	22,908	34,563	34,563	35,328
Retiree Health Insurance	23,663	27,085	27,079	27,730
FICA	35,074	41,237	41,614	40,290
Pension Contribution	62,092	71,970	63,312	60,315
Contributory Retirement Plan	1,454	1,437	5,532	6,189
Total Personnel	**$ 930,964**	**$ 1,055,730**	**$ 1,058,583**	**$ 1,074,934**
Staffing Level				
Full-Time	*12.36*	*14.00*	*13.26*	*14.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***12.36***	***14.00***	***13.26***	***14.00***
Operations				
Training	$ 306	$ 500	$ 685	$ 500
Other Professional Services	61,422	66,500	66,500	0
Utilities	7,154	6,700	5,500	6,000
Phones-Local	233	250	250	1,033
Cellular Phones	1,113	1,200	1,000	1,620
Vehicle Maintenance	26,331	25,650	27,000	28,000
Equipment Maintenance	33,301	30,000	36,000	38,000
Radio Maintenance	246	250	250	250
Grounds Maintenance	27,228	40,000	30,000	104,305
Building Maintenance	7,579	3,000	2,500	2,000
Office Supplies	573	350	550	500
Petroleum Supplies	38,949	63,500	35,000	38,000
Clothing &Uniforms	3,867	4,500	4,500	4,500
Operating Supplies	12,722	9,200	9,200	9,200
Small Tools	6,478	7,000	7,000	7,000
Equipment Leasing	162	100	220	220
Property Insurance	628	628	665	665
Vehicle & Equip Insurance	4,569	4,569	5,818	6,000
General Liability Insurance	2,515	2,515	2,954	2,954
Damage Claims	3,458	1,000	400	1,000
Miscellaneous Other Expenses	553	0	0	0
Total Operations	**$ 239,386**	**$ 267,412**	**$ 236,310**	**$ 251,747**
Total Ground Maintenance	**$ 1,098,689**	**$ 1,198,142**	**$ 1,169,892**	**$ 1,201,681**

CITY OF BARTLETT
ANIMAL CONTROL
FY 2017 Adopted Budget

Description		FY 2015 Actual		FY 2016 Revised		FY 2016 Projection		FY 2017 Adopted
Department Revenues								
Animal Shelter Donations	$	6,815	$	8,000	$	8,000	$	8,000
Animal Shelter Boarding		1,050		1,200		1,350		1,400
Animal Shelter Capture Fee		7,315		7,200		7,500		7,500
Animal Shelter Adoption		35,443		40,000		40,000		40,000
Animal Shelter City License		38,200		45,000		35,000		40,000
Animal Shelter Miscellaneous Revenues		20,582		20,000		27,000		25,000
Care Bond		0		0		613		0
Total Department Revenues	**$**	**109,405**	**$**	**121,400**	**$**	**119,463**	**$**	**121,900**
Personnel								
Supervisor Salaries	$	49,892	$	51,440	$	51,440	$	55,039
Employee Wages		230,318		244,005		245,086		256,511
Overtime Wages		13,640		12,000		14,000		14,000
Special Hours		5,100		5,200		5,200		5,200
Contracted Services		6,144		0		0		0
Part-Time		20,088		31,326		25,106		31,326
Longevity Pay		998		1,224		1,224		2,811
Bonus		689		865		775		863
Employee Health Insurance		70,697		72,143		76,669		79,870
Employee Life Insurance		1,385		1,595		1,598		1,682
Worker's Compensation Insurance		7,425		10,180		10,180		10,758
Retiree Health Insurance		14,011		14,772		14,826		15,577
FICA		22,868		25,553		25,245		25,876
Pension Contribution		36,745		37,239		37,927		38,996
Contributory Retirement Plan		887		1,532		1,570		1,650
Total Personnel	**$**	**480,887**	**$**	**509,074**	**$**	**510,846**	**$**	**540,159**
Staffing Level								
Full-Time		*7.81*		*8.00*		*7.00*		*8.00*
Part-Time (converted to FTE)		*0.96*		*1.50*		*0.96*		*1.50*
Total Full-Time Equivalent (FTE)		***8.77***		***9.50***		***7.96***		***9.50***
Operations								
Training	$	757	$	350	$	325	$	350
Travel		538		700		600		700
Professional Services		23,600		29,000		26,000		29,000
Other Professional Service		1,712		2,300		2,000		1,200
Dues & Subscriptions		350		200		180		200
Utilities		8,187		12,000		10,000		11,000
Phones - Local		126		168		130		900
Long Distance Phone Calls		3		5		5		0
Cellular Phones		1,098		1,100		1,000		1,100
Vehicle Maintenance		2,316		3,000		3,800		4,000
Equipment Maintenance		254		0		0		0
Radio Maintenance		72		100		0		0
Grounds Maintenance		1,452		2,500		2,500		3,500
Building Maintenance		14,052		7,000		7,000		4,000
Office Supplies		861		1,500		1,500		1,500
Printing		681		1,000		1,000		1,000

CITY OF BARTLETT
ANIMAL CONTROL
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Medical Supplies	39,004	52,500	50,000	52,000
Petroleum Supplies	27,183	32,000	20,000	27,000
Clothing & Uniforms	1,628	2,500	2,500	2,800
Operating Supplies	7,340	8,000	8,500	8,900
Cleaning Supplies	2,455	5,000	5,000	5,000
Chemical Supplies	937	0	0	0
Miscellaneous Supplies	61	300	300	300
Equipment Leasing	741	750	760	775
Property Insurance	918	918	976	976
Vehicle & Equip Insurance	1,813	1,813	2,782	2,782
General Liability Insurance	1,347	1,347	1,656	1,656
Credit Card Vendor Fees	1,771	2,300	2,300	2,300
State Fees	3,220	4,620	3,500	3,500
Cash Over/Short	10	100	100	100
Animal Control Fees	1,675	1,800	1,716	1,800
Care Bond Costs	0	0	613	0
Damage Claims	0	1,000	1,000	1,000
Miscellaneous Other Expenses	0	0	124	0
Total Operations	**$ 146,162**	**$ 175,871**	**$ 157,867**	**$ 169,339**
Capital				
Building Improvements	$ 0	$ 70,000	$ 70,000	$ 60,000
Complete rehab of kennel walls.				
Communications Equipment	0	300	150	200
Data Processing Equipment	0	0	374	0
Furniture	0	500	500	500
Other Equipment	0	8,000	6,500	3,600
Animal traps and a washer & dryer.				
Total Capital	**$ 0**	**$ 78,800**	**$ 77,524**	**$ 64,300**
Total Animal Control	**$ 517,644**	**$ 642,345**	**$ 626,774**	**$ 651,898**

Engineering
Summary

FY 2017 Adopted Budget

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 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Salaries	512,092	507,831	494,254	580,262
Benefits	227,344	215,290	217,583	256,794
Operations	50,862	67,073	71,188	68,390
Total	**790,299**	**790,194**	**783,025**	**905,446**

FY 2016 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 2015 Actual	FY 2016 Forecast	FY 2017 Projected
Provide engineering inspection oversight of City capital projects.	Projects completed on time and within the budget.	Most Projects	Most Projects	All Projects
Administer developer projects within the city and reserve area	All work to meet or exceed standards of the city.	All projects	All Projects	All Projects
Continue to install sewers in annexed areas	Completion of projects outlined in Plans of Service	Most Projects	Most Projects	All Projects
Oversee repaving of various streets in the city limits	Complete on time and in budget.	started project	completed project	All Projects

CITY OF BARTLETT
ENGINEERING BUDGET SUMMARY
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 244,840	$ 226,245	$ 209,859	$ 278,168
Employee Wages	264,143	278,736	277,581	295,794
Overtime Wages	3,109	2,850	6,814	6,300
Vacation Pay	3,379	0	0	0
Education Bonus	1,920	1,920	1,920	1,920
Longevity Pay	19,471	18,407	18,569	19,006
Bonus	689	608	604	690
Employee Health Insurance	58,832	50,611	56,888	72,512
Employee Life Insurance	2,443	2,727	2,641	3,099
Worker's Compensation Insurance	4,155	5,267	5,267	5,663
Retiree Health Insurance	25,449	25,249	24,372	28,698
FICA	40,163	39,804	39,080	44,851
Pension Contribution	70,844	70,697	68,242	80,355
Total Personnel	**$ 739,437**	**$ 723,121**	**$ 711,837**	**$ 837,056**
Staffing Level				
Full-Time	*7.86*	*8.00*	*7.16*	*8.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***7.86***	***8.00***	***7.16***	***8.00***
Operations				
Training	$ 543	$ 2,000	$ 3,000	$ 3,200
Travel	750	1,800	2,600	2,800
Other Professional Service	4,932	7,500	6,000	6,500
Postage & Freight	424	1,000	700	900
Dues & Subscriptions	1,845	2,200	2,100	2,400
Meetings	7	175	190	200
Phones - Local	3,528	3,750	3,410	3,150
Long Distance Phone Calls	231	375	250	0
Cellular Phones	4,487	4,550	4,530	4,550
Shop Allocation	3,840	3,840	11,400	3,840
Vehicle Maintenance	4,162	4,500	4,176	4,600
Equipment Maintenance	2,378	4,000	3,600	4,000
Building Maintenance	889	2,200	2,450	2,600
Office Supplies	2,380	2,400	2,590	2,500
Printing	465	2,500	2,400	2,500
Petroleum Supplies	8,010	11,000	8,000	10,000
Clothing & Uniforms	1,670	1,150	1,100	1,150
Operating Supplies	1,790	1,800	1,825	1,850
Small Tools	24	100	0	0
Equipment Leasing	1,034	1,800	1,300	1,500
Property Insurance	2,486	2,486	2,644	2,800
Vehicle & Equip Insurance	1,599	1,599	2,702	2,900
General Liability Insurance	1,648	1,648	1,661	1,750
State Fees	1,600	2,100	2,000	2,000
License Fees	140	600	560	700
Total Operations	**$ 50,862**	**$ 67,073**	**$ 71,188**	**$ 68,390**
TOTAL ENGINEERING	**$ 790,299**	**$ 790,194**	**$ 783,025**	**$ 905,446**

CITY OF BARTLETT
ENGINEERING ADMINISTRATION
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 186,326	$ 190,053	$ 191,221	$ 202,125
Employee Wages	43,958	45,905	45,906	47,739
Overtime Wages	0	350	100	300
Education Bonus	720	720	720	720
Longevity Pay	9,494	9,607	9,839	10,030
Bonus	258	260	259	260
Employee Health Insurance	20,984	20,850	22,096	23,037
Employee Life Insurance	1,112	1,274	1,281	1,349
Worker's Compensation Insurance	796	1,026	1,026	1,088
Retiree Health Insurance	11,514	11,798	11,856	12,493
FICA	18,167	18,621	18,944	19,528
Pension Contribution	32,240	33,034	33,198	34,981
Total Personnel	**$ 325,569**	**$ 333,498**	**$ 336,446**	**$ 353,650**
Staffing Level				
Full-Time	*3.00*	*3.00*	*3.00*	*3.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***3.00***	***3.00***	***3.00***	***3.00***
Operations				
Training	$ 36	$ 1,000	$ 2,000	$ 2,000
Travel	304	800	1,200	1,300
Other Professional Service	2,509	4,500	3,500	4,000
Postage & Freight	424	1,000	700	900
Dues & Subscriptions	1,208	1,200	1,350	1,400
Meetings	7	75	90	100
Phones - Local	1,919	2,150	1,800	1,350
Long Distance Phone Calls	0	25	0	0
Cellular Phones	1,860	2,100	2,100	2,100
Shop Allocation	840	840	8,400	840
Vehicle Maintenance	1,931	2,000	1,600	2,000
Equipment Maintenance	816	2,500	2,200	2,500
Building Maintenance	700	1,400	1,750	1,800
Office Supplies	22	400	250	100
Printing	0	500	400	500
Petroleum Supplies	8,000	11,000	8,000	10,000
Clothing & Uniforms	171	250	200	250
Operating Supplies	136	100	125	150
Equipment Leasing	1,034	1,800	1,300	1,500
Vehicle & Equip Insurance	1,002	1,002	1,892	2,000
General Liability Insurance	724	724	740	800
State Fees	800	2,100	2,000	2,000
License Fees	140	600	560	700
Total Operations	**$ 24,583**	**$ 38,066**	**$ 42,157**	**$ 38,290**
Total Engineering Administration	**$ 350,152**	**$ 371,564**	**$ 378,603**	**$ 391,940**

CITY OF BARTLETT
ENGINEERING & INSPECTION
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 58,514	$ 36,192	$ 18,638	$ 76,043
Employee Wages	220,185	232,831	231,675	248,055
Overtime Wages	3,109	2,500	6,714	6,000
Vacation Pay	3,379	0	0	0
Educational Bonus	1,200	1,200	1,200	1,200
Longevity Pay	9,978	8,800	8,730	8,976
Bonus	431	348	345	430
Employee Health Insurance	37,848	29,761	34,792	49,475
Employee Life Insurance	1,330	1,453	1,360	1,750
Worker's Compensation Insurance	3,359	4,241	4,241	4,575
Retiree Health Insurance	13,935	13,451	12,516	16,205
FICA	21,996	21,183	20,136	25,323
Pension Contribution	38,604	37,663	35,044	45,374
Total Personnel	**$ 413,868**	**$ 389,623**	**$ 375,391**	**$ 483,406**
Staffing Level				
Full-Time	*4.86*	*5.00*	*4.16*	*5.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.86***	***5.00***	***4.16***	***5.00***
Operations				
Training	$ 507	$ 1,000	$ 1,000	$ 1,200
Travel	446	1,000	1,400	1,500
Other Professional Service	2,423	3,000	2,500	2,500
Dues & Subscriptions	637	1,000	750	1,000
Meetings	0	100	100	100
Phones - Local	1,609	1,600	1,610	1,800
Long Distance Phone Calls	231	350	250	0
Cellular Phones	2,627	2,450	2,430	2,450
Shop Allocation	3,000	3,000	3,000	3,000
Vehicle Maintenance	2,232	2,500	2,576	2,600
Equipment Maintenance	1,562	1,500	1,400	1,500
Building Maintenance	189	800	700	800
Office Supplies	2,358	2,000	2,340	2,400
Printing	465	2,000	2,000	2,000
Clothing & Uniforms	1,499	900	900	900
Operating Supplies	1,653	1,700	1,700	1,700
Small Tools	33	100	0	0
Property Insurance	2,486	2,486	2,644	2,800
Vehicle & Equip Insurance	597	597	810	900
General Liability Insurance	924	924	921	950
General Liability Insurance	800	0	0	0
Total Operations	**$ 26,279**	**$ 29,007**	**$ 29,031**	**$ 30,100**
Total Engineering & Inspection	**$ 440,146**	**$ 418,630**	**$ 404,422**	**$ 513,506**

City of Bartlett

PARKS & RECREATION

FY 2017 Adopted Budget

The Parks and Recreation function has seven cost centers; Administration, Singleton Community Center, Athletics, Parks Maintenance, School Ground Maintenance, Senior Center and Recreation Center. School Ground Maintenance cost center was added to maintain the school grounds for the Bartlett School System. The Parks and Recreation function budget increased by $167,542(3.08%) over the FY 2016 Projection. FY 2017 budget included a career ladder pay increase and a general 2% salary increase for full-time employees. There was no staffing change.

Full-Time Authorized Personnel Positions

Parks & Rec Administration	
Parks & Recreation Director	1
Parks & Recreation Assistant Director	1
Administrative Secretary	1
Skill Clerk	1
Total P&R Administration	**4**
Parks & Rec Community Center	
Preschool Coordinator	1
Manager	1
Building Service	2
Assistant Manager	1
Total P&R Community Center	**5**
Parks & Rec Athletics	
Manager	1
Assistant Manager	1
Athletic Coordinator	1
Total P&R Athletics	**3**
Parks & Rec Maintenance	
Driver	2
Foreman	5
Supervisor	1
Utility Worker	4
Manager	1
Total P&R Maintenance	**13**
School Ground Maintenance	
Supervisor	1
Total School Ground Maintenance	**1**
Parks & Rec Senior Center	
General Clerk	1
Coordinator I	1
Custodial	1
Manager	1
Total P&R Senior Center	**4**
Parks & Rec Recreation Center	
Assistant Manager	1
Manager 1	1
Manager	4
Building Tech	1
Custodial	2
Personal Trainer	2
Total P&R Recreation Ctr	**11**

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revenues	*0*	*178,980*	*178,980*	*238,260*
Salaries	2,512,527	2,748,703	2,738,803	2,793,223
Benefits	927,455	986,615	976,841	1,024,063
Other Personnel	391,695	377,038	391,802	396,038
Operations	1,220,723	1,363,650	1,282,108	1,390,454
Capital	47,267	180,930	221,002	233,600
Total	**5,099,667**	**5,477,956**	**5,431,576**	**5,599,118**

TOTAL PARKS & REC **41**

Parks & Recreation Summary

FY 2017 Adopted Budget

What We Do

The mission of the Bartlett Parks and Recreation Department is to enhance the quality of life for Bartlett citizens by providing diverse and quality leisure programs; services and facilities that encourage health, fitness, relaxation and learning; as well as providing opportunities for community involvement. We offer a full service recreation center, senior services, summer programs, youth and adult recreation sports leagues and maintain all parks, fields and facilities.

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revenues	*0*	*178,980*	*178,980*	*238,260*
Salaries	2,512,527	2,748,703	2,738,803	2,793,223
Benefits	927,455	986,615	976,841	1,024,063
Other Personnel	391,695	377,038	391,802	396,038
Operations	1,220,723	1,363,650	1,282,108	1,390,454
Capital	47,267	180,930	221,002	233,600
Total	**5,099,667**	**5,477,956**	**5,431,576**	**5,599,118**

FY 2016 Performance Highlights

Parks and Recreation maintained 28 parks, 18 ballfields and 7 soccer fields; offered over 300 classes in the Community Center and hosted 10 community events; provided sport/recreations opportunities for over 3,200 youth and 2,000 adults.

Objective	Performance Measures	FY 2015 Actual	FY 2016 Forecast	FY 2017 Projected
Develop a 5-year plan for Parks facilities.	Plan updated annually	In Progress	In Progress	In Progress
Continue to increase (enhance) landscaping in Parks.	# of Parks maintained	24	27	27

CITY OF BARTLETT
PARKS & RECREATION BUDGET SUMMARY
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Department Revenues				
Local Sales Tax .5% Reimbursement	$ 0	$ 178,980	$ 178,980	$ 238,260
Total Department Revenues	**$ 0**	**$ 178,980**	**$ 178,980**	**$ 238,260**
Personnel				
Supervisor Salaries	$ 158,802	$ 758,054	$ 759,577	$ 780,936
Employee Wages	1,605,155	1,074,687	1,065,260	1,088,325
Overtime Wages	52,972	47,200	49,625	52,700
Special Hours	89,299	114,000	109,751	114,000
Contracted Services	391,695	377,038	391,802	396,038
Part-Time	606,301	754,762	754,590	757,262
Vacation Pay	0	0	2,356	0
Longevity Pay	40,981	47,373	50,334	56,120
Bonus	10,593	11,827	10,248	11,978
Employee Health Insurance	297,144	302,805	292,169	332,226
Employee Life Insurance	8,524	9,897	9,709	10,093
Worker's Compensation Insurance	44,495	57,793	57,793	58,512
Unemployment Compensation	(19)	0	0	0
Retiree Health Insurance	87,958	91,638	90,360	93,463
FICA	194,796	210,754	213,309	210,415
Pension Contribution	241,036	253,313	245,783	245,456
Contributory Retirement Plan	1,947	1,215	4,780	5,800
Total Personnel	**$ 3,831,677**	**$ 4,112,356**	**$ 4,107,446**	**$ 4,213,324**
Staffing Level				
Full-Time	*39.19*	*41.00*	*40.00*	*41.00*
Part-Time (converted to FTE)	*33.38*	*37.77*	*34.66*	*37.79*
Total Full-Time Equivalent (FTE)	***72.57***	***78.77***	***74.66***	***78.79***
Operations				
Training	$ 2,593	$ 6,850	$ 4,743	$ 8,000
Travel	2,330	4,700	1,828	4,800
Professional Services	9,603	12,000	12,000	12,000
Other Professional Service	105,262	107,800	107,800	12,800
Postage & Freight	6,167	8,405	6,175	7,375
Dues & Subscriptions	6,690	9,095	9,970	10,600
Utilities	236,805	269,800	249,800	252,800
Phones - Local	16,356	16,556	13,900	7,464
Long Distance Phone Calls	208	190	200	0
Data Processing - Software	5,187	4,787	5,359	5,037
Cellular Phones	0	0	699	0
Shop Allocation	19,350	19,350	19,350	18,350
Vehicle Maintenance	18,131	16,750	16,250	16,250
Equipment Maintenance	40,355	56,340	55,593	56,740
Computer Maintenance	419	0	0	0
Grounds Maintenance	110,352	105,000	101,287	237,000
Building Maintenance	65,135	80,200	76,700	83,575
Pool Maintenance	51,083	45,000	45,000	45,000
Swim Competitions	22,812	35,000	29,000	30,000
Office Supplies	17,296	18,300	18,661	20,200

CITY OF BARTLETT
PARKS & RECREATION BUDGET SUMMARY
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Printing	4,205	6,200	5,900	6,200
Medical Supplies	0	1,700	500	500
Special Designation Expense	1,449	2,000	2,000	2,500
Petroleum Supplies	37,029	53,875	33,200	38,800
Special Events	4,598	7,000	6,000	6,000
Preschool Supplies	3,509	4,600	4,600	4,600
Recreation Supplies	63,082	66,400	52,300	72,400
Concession Supplies	70,111	75,000	75,000	75,000
Field Trips	9,778	16,000	16,000	16,000
Tournament Expenses	589	700	500	700
Cost of Goods Sold	192	4,000	3,800	4,000
Clothing & Uniforms	17,871	19,300	19,300	20,400
Operating Supplies	76,101	88,409	89,000	90,800
Cleaning Supplies	37,702	40,750	39,950	41,000
Chemical Supplies	1,030	2,000	1,000	2,000
Film & Developing	0	200	0	200
Fill Sand, Dirt & Gravel	10,881	14,000	8,000	14,000
Small Tools	13,650	7,700	7,704	7,700
Tournament Awards	9,608	10,700	10,700	10,700
Travel Club	7,473	8,000	8,000	8,000
Equipment Rental	13,932	9,300	7,800	9,300
Equipment Leasing	5,049	9,723	8,723	9,723
Property Insurance	25,425	25,425	27,017	27,240
Vehicle & Equip Insurance	4,144	4,144	6,184	6,216
General Liability Insurance	20,295	20,295	23,270	23,490
Other Insurance	4,706	2,212	4,600	4,600
Landfill Fees	0	444	0	444
Credit Card Vendor Fees	26,698	30,000	30,900	42,100
Cash Over (Short)	121	250	250	250
License Fees	0	500	0	500
Damage Claims	4,604	4,600	4,100	4,600
Miscellaneous Other Expenses	10,759	12,100	11,495	12,500
Total Operations	**$ 1,220,723**	**$ 1,363,650**	**$ 1,282,108**	**$ 1,390,454**
Capital				
Building Improvements	$ 10,720	$ 180,330	$ 181,530	$ 172,000
General Capital Improvements	0	0	0	25,000
Data Processing Equipment	2,317	0	112	0
Vehicles	27,164	0	0	0
Furniture	3,301	600	600	600
Other Equipment	3,765	0	38,760	36,000
Total Capital	**$ 47,267**	**$ 180,930**	**$ 221,002**	**$ 233,600**
TOTAL PARKS & RECREATION	**$ 5,099,667**	**$ 5,477,956**	**$ 5,431,576**	**$ 5,599,118**

CITY OF BARTLETT
PARKS ADMINISTRATION
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 134,679	$ 171,295	$ 171,298	$ 181,725
Employee Wages	82,832	85,189	85,188	88,351
Part-Time	1,123	0	1,949	0
Longevity Pay	6,165	9,125	9,447	10,400
Bonus	258	348	344	345
Employee Health Insurance	25,322	27,916	30,437	30,951
Employee Life Insurance	1,050	1,385	1,390	1,458
Worker's Compensation Insurance	759	998	998	1,058
Retiree Health Insurance	10,876	12,824	12,824	13,504
FICA	16,760	19,990	20,388	20,648
Pension Contribution	30,452	35,908	35,908	37,811
Total Personnel	**$ 310,275**	**$ 364,978**	**$ 370,171**	**$ 386,251**
Staffing Level				
Full-Time	*4.00*	*4.00*	*4.00*	*4.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.00***	***4.00***	***4.00***	***4.00***
Operations				
Training	$ 0	$ 0	$ 265	$ 700
Travel	1,042	2,000	1,000	1,100
Postage & Freight	48	80	50	50
Dues & Subscriptions	1,074	1,200	1,200	1,500
Phones - Local	1,688	1,806	1,500	738
Long Distance Phone Calls	88	65	50	0
Cellular Phones	1,065	1,392	1,392	1,392
Shop Allocation	350	350	350	350
Vehicle Maintenance	5	250	250	250
Office Supplies	110	500	500	500
Printing	83	0	0	0
Petroleum Supplies	5,345	7,875	4,800	6,000
Operating Supplies	1,081	500	500	500
Equipment Leasing	288	500	500	500
Property Insurance	5,064	5,064	5,387	5,500
Vehicle & Equip Insurance	662	662	1,358	1,358
General Liability Insurance	1,529	1,529	1,596	1,596
Miscellaneous Other Expenses	926	500	500	500
Total Operations	**$ 20,448**	**$ 24,273**	**$ 21,198**	**$ 22,534**
Capital				
Vehicles	$ 27,164	$ 0	$ 0	$ 0
Total Capital	**$ 27,164**	**$ 0**	**$ 0**	**$ 0**
Total Parks Administration	**$ 357,887**	**$ 389,251**	**$ 391,369**	**$ 408,785**

CITY OF BARTLETT
SINGLETON COMMUNITY CENTER
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 4,616	$ 113,729	$ 113,729	$ 116,753
Employee Wages	230,736	115,174	115,174	119,993
Special Hours	1,201	1,000	1,000	1,000
Contracted Services	123,023	105,000	105,000	105,000
Part-Time	202,531	238,824	238,824	238,824
Longevity Pay	6,503	7,489	7,489	7,792
Bonus	1,981	2,175	2,067	2,175
Employee Health Insurance	48,201	48,263	48,263	53,432
Employee Life Insurance	1,032	1,236	1,153	1,278
Worker's Compensation Insurance	6,306	8,496	8,496	8,613
Retiree Health Insurance	11,026	11,445	10,841	11,837
FICA	33,145	35,981	36,001	36,384
Pension Contribution	30,873	32,046	30,355	33,144
Total Personnel	**$ 701,174**	**$ 720,858**	**$ 718,392**	**$ 736,225**
Staffing Level				
Full-Time	*5.00*	*5.00*	*4.86*	*5.00*
Part-Time (converted to FTE)	*10.04*	*11.48*	*9.66*	*11.00*
Total Full-Time Equivalent (FTE)	***15.04***	***16.48***	***14.52***	***16.00***
Operations				
Training	$ 555	$ 1,500	$ 530	$ 1,500
Travel	1,288	2,500	0	2,500
Other Professional Service	2,648	2,800	2,800	2,800
Postage & Freight	407	500	500	500
Dues & Subscriptions	514	600	600	600
Utilities	44,218	50,000	45,000	48,000
Phones - Local	2,851	3,000	2,400	1,650
Long Distance Phone Calls	46	30	50	0
Cellular Phones	243	0	0	0
Data Processing - Software	0	0	699	0
Equipment Maintenance	3,928	5,000	5,000	5,000
Grounds Maintenance	2,995	0	0	0
Building Maintenance	15,945	19,000	19,000	20,000
Office Supplies	3,639	3,600	3,600	3,600
Printing	829	1,000	700	1,000
Preschool Supplies	3,509	4,600	4,600	4,600
Recreation Supplies	15,215	17,100	16,000	17,100
Concession Supplies	6,880	7,000	7,000	7,000
Field Trips	9,778	16,000	16,000	16,000
Clothing & Uniforms	8,413	8,500	8,500	8,500
Operating Supplies	6,268	8,000	8,000	8,000
Cleaning Supplies	2,584	4,000	4,000	4,000
Film & Developing	0	200	0	200
Tournament Awards	1,761	2,500	2,500	2,500
Equipment Leasing	1,910	4,500	4,500	4,500
Property Insurance	4,721	4,721	5,017	5,017
Vehicle & Equip Insurance	656	656	568	600
General Liability Insurance	3,461	3,461	4,280	4,500

CITY OF BARTLETT
SINGLETON COMMUNITY CENTER
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Credit Card Vendor Fees	4,595	4,000	4,000	7,700
Cash Over or Short	(50)	0	0	0
Miscellaneous Other Expenses	5,825	2,000	2,000	2,000
Total Operations	**$ 155,629**	**$ 176,768**	**$ 167,844**	**$ 179,367**
Capital				
Building Improvements	$ 4,120	$ 128,000	$ 128,000	$ 172,000
Replacing AC unit on Gym and moving to the ground - $40k, Gymnasium roofing - $58k, Center front of building roofing - $69k, AC unit for main office - $5k.				
Data Processing Equipment	973	0	112	0
Furniture	3,301	0	0	0
Other Equipment	3,765	0	0	9,000
Commercial refrigerator - $4k & Automatic Floor Cleaning Machine - $5k.				
Total Capital	**$ 12,159**	**$ 128,000**	**$ 128,112**	**$ 181,000**
Total Singleton Community Center	**$ 868,963**	**$ 1,025,626**	**$ 1,014,348**	**$ 1,096,592**

CITY OF BARTLETT
ATHLETICS
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 9,232	$ 62,945	$ 62,945	$ 66,099
Employee Wages	138,221	88,647	86,641	91,633
Overtime Wages	51	200	125	200
Special Hours	85,879	109,000	106,001	109,000
Part-Time	88,290	117,000	116,987	117,000
Longevity Pay	4,867	6,807	6,685	7,660
Bonus	1,809	2,000	1,981	1,981
Employee Health Insurance	28,700	28,335	30,104	31,347
Employee Life Insurance	701	819	797	852
Worker's Compensation Insurance	7,179	9,353	9,353	9,504
Unemployment Compensation	(3)	0	0	0
Retiree Health Insurance	7,373	7,580	7,479	7,887
FICA	24,463	29,213	28,816	29,310
Pension Contribution	20,643	21,223	20,942	22,082
Total Personnel	**$ 417,404**	**$ 483,122**	**$ 478,856**	**$ 494,555**
Staffing Level				
Full-Time	*3.00*	*3.00*	*3.00*	*3.00*
Part-Time (converted to FTE)	*5.63*	*6.25*	*5.72*	*6.25*
Total Full-Time Equivalent (FTE)	***8.63***	***9.25***	***8.72***	***9.25***
Operations				
Training	$ 0	$ 150	$ 110	$ 600
Professional Services	2,821	5,000	5,000	5,000
Postage & Freight	102	125	125	125
Dues & Subscriptions	3,895	5,500	6,800	6,800
Utilities	50,016	60,000	55,000	55,000
Phones - Local	1,465	1,200	1,000	738
Long Distance Phone Calls	3	10	10	0
Cellular Phones	2,305	2,100	2,100	2,100
Equipment Maintenance	5,812	8,500	8,500	8,500
Grounds Maintenance	3,760	10,000	8,200	40,000
Install lighting control system at Dixon Brewer Byrd and Shadowlawn parks.				
Building Maintenance	4,591	1,000	3,500	3,375
Paint office.				
Office Supplies	2,602	2,000	2,000	2,000
Printing	750	500	500	500
Medical Supplies	0	1,200	500	500
Recreation Supplies	28,859	35,000	35,000	35,000
Concession Supplies	63,232	68,000	68,000	68,000
Clothing & Uniforms	1,729	1,500	1,500	1,500
Operating Supplies	9,593	7,109	8,500	8,500
Tournament Awards	7,703	8,000	8,000	8,000
Equipment Rental	3,377	3,400	3,400	3,400
Equipment Leasing	946	1,200	1,200	1,200
Property Insurance	1,872	1,872	1,990	2,100
General Liability Insurance	2,787	2,787	2,992	2,992
Other Insurance	4,706	2,212	4,600	4,600
Cash Over (Short)	169	250	250	250

CITY OF BARTLETT
ATHLETICS
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Damage Claims	3,533	100	100	100
Miscellaneous Other Expenses	1,519	1,000	1,000	1,000
Total Operations	**$ 208,144**	**$ 229,715**	**$ 229,877**	**$ 261,880**
Capital				
Building Improvements	$ 0	$ 0	$ 1,800	$ 0
Furniture	0	600	600	600
Other Equipment	0	0	0	7,000
Concession Trailer.				
Total Capital	**$ 0**	**$ 600**	**$ 2,400**	**$ 7,600**
Total Athletics	**$ 625,548**	**$ 713,437**	**$ 711,133**	**$ 764,035**

CITY OF BARTLETT
PARKS MAINTENANCE
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 5,425	$ 64,405	$ 64,405	$ 65,693
Employee Wages	527,163	472,868	469,118	465,117
Overtime Wages	50,862	47,000	47,000	50,000
Special Hours	2,058	2,000	2,000	2,000
Contracted Services	45,497	44,000	44,000	48,000
Part-Time	13,864	31,000	31,000	31,000
Longevity Pay	18,809	18,927	18,927	21,296
Bonus	1,120	1,131	1,120	1,218
Employee Health Insurance	89,002	86,858	86,858	96,676
Employee Life Insurance	2,707	2,901	2,935	2,866
Worker's Compensation Insurance	12,414	16,498	16,498	16,430
Retiree Health Insurance	26,579	26,864	26,699	26,541
FICA	45,275	47,489	47,416	46,266
Pension Contribution	70,736	71,948	72,322	63,911
Contributory Retirement Plan	1,389	1,215	2,806	3,715
Total Personnel	**$ 912,899**	**$ 935,104**	**$ 933,104**	**$ 940,729**
Staffing Level				
Full-Time	*12.00*	*13.00*	*12.14*	*13.00*
Part-Time (converted to FTE)	*0.71*	*1.40*	*0.98*	*1.40*
Total Full-Time Equivalent (FTE)	***12.71***	***14.40***	***13.12***	***14.40***
Operations				
Other Professional Service	$ 68,504	$ 57,000	$ 57,000	$ 0
Dues & Subscriptions	295	295	50	200
Utilities	4,359	3,800	3,800	3,800
Phones - Local	830	900	800	738
Cellular Phones.	910	650	1,222	900
Shop Allocation	18,000	18,000	18,000	18,000
Vehicle Maintenance	17,722	15,000	15,000	15,000
Equipment Maintenance	16,965	22,000	20,000	22,000
Computer Maintenance	286	0	0	0
Grounds Maintenance	101,697	95,000	93,000	159,000
Building Maintenance	6,048	15,000	9,000	15,000
Office Supplies	54	200	61	100
Petroleum Supplies	28,811	38,850	24,000	28,000
Clothing & Uniforms	4,189	4,500	4,500	5,000
Operating Supplies	27,936	40,000	37,500	40,000
Cleaning Supplies	9,116	12,000	11,200	12,000
Chemical Supplies	1,030	2,000	1,000	2,000
Fill Sand, Dirt & Gravel	10,881	14,000	8,000	14,000
Small Tools	7,417	4,000	4,504	4,000
Equipment Rental	10,555	4,900	3,400	4,900
Equipment Leasing	32	223	223	223
Property Insurance	594	594	628	628
Vehicle & Equip Insurance	2,641	2,641	4,010	4,010
General Liability Insurance	4,960	4,960	5,437	5,437
Landfill Fees	0	444	0	444
Damage Claims	554	3,000	3,000	3,000

CITY OF BARTLETT
PARKS MAINTENANCE
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Miscellaneous Other Expenses	1,200	2,500	1,600	2,500
Total Operations	**$ 345,586**	**$ 362,457**	**$ 326,934**	**$ 360,880**
Capital				
Data Processing Equipment	$ 1,344	$ 0	$ 0	$ 0
Other Equipment	0	0	38,760	0
Total Capital	**$ 1,344**	**$ 0**	**$ 38,760**	**$ 0**
Total Parks Maintenance	**$ 1,259,829**	**$ 1,297,561**	**$ 1,298,798**	**$ 1,301,609**

CITY OF BARTLETT
SCHOOL GROUND MAINTENANCE
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Department Revenues				
Local Sales Tax .5% Reimbursement	$ 0	$ 178,980	$ 178,980	$ 238,260
Total Department Revenues	**$ 0**	**$ 178,980**	**$ 178,980**	**$ 238,260**
Personnel				
Employee Wages	$ 20,260	$ 42,539	$ 36,869	$ 43,390
Overtime Wages	818	0	2,500	2,500
Contracted Srvcs	37,828	48,038	48,002	48,038
Part-Time	5,520	13,248	13,185	13,248
Vacation Pay	0	0	2,356	0
Longevity Pay	0	0	1,240	2,530
Bonus	86	87	0	172
Health Insurance	4,095	4,455	5,129	13,219
Life Insurance	171	230	174	234
Workman's Comp.	1,103	1,489	1,489	1,624
Retiree H.I.	1,857	2,127	1,843	2,169
FICA	3,265	4,217	4,253	4,367
Pension	5,200	5,955	4,906	6,075
Total Personnel	**$ 80,203**	**$ 122,385**	**$ 121,946**	**$ 137,566**
Staffing Level				
Full-Time	*1.00*	*1.00*	*1.00*	*1.00*
Part-Time (converted to FTE)	*0.08*	*0.69*	*0.40*	*0.69*
Total Full-Time Equivalent (FTE)	***1.08***	***1.69***	***1.40***	***1.69***
Operations				
Other Professional Service	$ 26,000	$ 38,000	$ 38,000	$ 0
Cellular Phones	547	645	645	645
Vehicle Maintenance	0	1,000	1,000	1,000
Equipment Maintenance	1,429	2,000	3,253	2,400
Grounds Maintenance	1,900	0	87	38,000
Office Supplies	11	0	0	0
Petroleum Supplies	1,570	5,650	3,200	3,500
Clothing & Uniforms	287	300	300	300
Operating Supplies	927	1,000	1,900	1,200
Small Tools	5,924	3,000	3,000	3,000
General Liability Insurance	0	0	649	649
Damage Claims	516	1,000	1,000	1,000
Miscellaneous Other Expenses	0	4,000	4,000	4,000
Total Operations	**$ 39,111**	**$ 56,595**	**$ 57,034**	**$ 55,694**
Capital				
General Capital Improvements	$ 0	$ 0	$ 0	$ 25,000
Design and modify school flasher to allow crossing guards to operate without having to get into the cabinets (1st of 2 years).				
Other Equipment	0	0	0	20,000
Hustler super 104 rear discharge mower.				
Total Capital	**$ 0**	**$ 0**	**$ 0**	**$ 45,000**
Total School Ground Maintenance	**$ 119,315**	**$ 0**	**$ 0**	**$ 0**

CITY OF BARTLETT
SENIOR CENTER
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 4,851	$ 59,378	$ 59,378	$ 60,566
Employee Wages	149,683	100,979	100,979	105,117
Overtime Wages	1,093	0	0	0
Contracted Services	28,388	30,000	30,000	30,000
Part-Time	0	0	0	2,500
Longevity Pay	688	708	708	722
Bonus	344	344	344	345
Employee Health Insurance	40,282	39,856	39,856	44,170
Employee Life Insurance	714	866	839	895
Worker's Compensation Insurance	1,149	1,599	1,599	1,653
Retiree Health Insurance	7,727	8,018	8,018	8,284
FICA	11,210	11,839	11,899	12,159
Pension Contribution	21,635	22,450	22,450	23,196
Total Personnel	**$ 267,764**	**$ 276,037**	**$ 276,070**	**$ 289,607**
Staffing Level				
Full-Time	*4.00*	*4.00*	*4.00*	*4.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***4.00***	***4.00***	***4.00***	***4.00***
Operations				
Training	$ 0	$ 200	$ 338	$ 200
Travel	0	200	200	200
Other Professional Services	7,835	10,000	10,000	10,000
Postage & Freight	3,285	3,700	3,700	3,700
Dues & Subscriptions	397	500	455	500
Utilities	14,593	16,000	16,000	16,000
Phones - Local	1,294	1,450	1,200	900
Long Distance Phone Calls	9	10	15	0
Equipment Maintenance	2,460	1,840	1,840	1,840
Building Maintenance	3,030	4,400	4,400	4,400
Office Supplies	6,690	6,000	6,000	6,500
Printing	16	200	200	200
Special Designation Expense	1,449	2,000	2,000	2,500
Recreation Supplies	1,620	1,300	1,300	1,300
Tournament Expenses	589	700	500	700
Clothing & Uniforms	201	500	500	600
Operating Supplies	5,979	4,800	5,600	5,600
Cleaning Supplies	2,611	2,750	2,750	3,000
Small Tools	219	200	200	200
Tournament Awards	144	200	200	200
Travels by Seniors	7,473	8,000	8,000	8,000
Equipment Leasing	779	800	800	800
Property Insurance	2,165	2,165	2,301	2,301
General Liability Insurance	1,382	1,382	1,448	1,448
Credit Card Vendor Fees	0	0	900	3,000
Miscellaneous Other Expenses	1,290	2,000	2,000	2,000
Total Operations	**$ 65,507**	**$ 71,297**	**$ 72,847**	**$ 76,089**

CITY OF BARTLETT
SENIOR CENTER
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Capital				
Building Improvements	$ 6,600	$ 600	$ 0	$ 0
Total Capital	**$ 6,600**	**$ 600**	**$ 0**	**$ 0**
Total Senior Center	**$ 339,872**	**$ 347,934**	**$ 348,917**	**$ 365,696**

CITY OF BARTLETT
RECREATION CENTER
FY 2017 Adopted Budget

Description		FY 2015 Actual		FY 2016 Revised		FY 2016 Projection		FY 2017 Adopted
Personnel								
Supervisor Salaries	$	0	$	286,302	$	287,822	$	290,100
Employee Wages		456,259		169,291		171,291		174,724
Overtime Wages		148		0		0		0
Special Hours		161		2,000		750		2,000
Contracted Services		156,958		150,000		164,800		165,000
Part-Time		294,973		354,690		352,645		354,690
Longevity Pay		3,948		4,317		5,838		5,720
Bonus		4,995		5,742		4,392		5,742
Employee Health Insurance		61,541		67,122		51,522		62,431
Employee Life Insurance		2,151		2,460		2,421		2,510
Worker's Compensation Insurance		15,585		19,360		19,360		19,630
Unemployment Compensation		(15)		0		0		0
Retiree Health Insurance		22,521		22,780		22,656		23,241
FICA		60,678		62,025		64,536		61,281
Pension Contribution		61,497		63,783		58,900		59,237
Contributory Retirement Plan		558		0		1,974		2,085
Total Personnel	**$**	**1,141,958**	**$**	**1,209,872**	**$**	**1,208,907**	**$**	**1,228,391**
Staffing Level								
Full-Time		*10.19*		*11.00*		*11.00*		*11.00*
Part-Time (converted to FTE)		*16.92*		*17.95*		*17.90*		*18.45*
Total Full-Time Equivalent (FTE)		***27.11***		***28.95***		***28.90***		***29.45***
Operations								
Training	$	2,038	$	5,000	$	3,500	$	5,000
Travel		0		0		628		1,000
Professional Services		6,782		7,000		7,000		7,000
Other Professional Service		275		0		0		0
Postage & Freight		2,326		4,000		1,800		3,000
Dues & Subscriptions		515		1,000		865		1,000
Utilities		123,621		140,000		130,000		130,000
Phones - Local		8,228		8,200		7,000		2,700
Long Distance Phone Calls		63		75		75		0
Cellular Phones		116		0		0		0
Shop Allocation		1,000		1,000		1,000		0
Vehicle Maintenance		403		500		0		0
Equipment Maintenance		9,760		17,000		17,000		17,000
Computer Maintenance		117		0		0		0
Building Maintenance		35,522		40,800		40,800		40,800
Pool Maintenance		51,083		45,000		45,000		45,000
Swim Competitions		22,812		35,000		29,000		30,000
Office Supplies		4,191		6,000		6,500		7,500
Printing		2,543		4,500		4,500		4,500
Medical Supplies		0		500		0		0
Petroleum Supplies		1,303		1,500		1,200		1,300
Special Events		4,598		7,000		6,000		6,000
Recreation Supplies		17,387		13,000		0		19,000
Cost of Goods Sold		192		4,000		3,800		4,000
Clothing & Uniforms		2,831		4,000		4,000		4,500

CITY OF BARTLETT
RECREATION CENTER
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Operating Supplies	24,539	27,000	27,000	27,000
Cleaning Supplies	23,392	22,000	22,000	22,000
Small Tools	90	500	0	500
Equipment Rental	0	1,000	1,000	1,000
Equipment Leasing	1,093	2,500	1,500	2,500
Property Insurance	11,009	11,009	11,694	11,694
Vehicle & Equip Insurance	185	185	248	248
General Liability Insurance	6,176	6,176	6,868	6,868
Credit Card Vendor Fees	22,103	26,000	26,000	31,400
Cash Over (Short)	2	0	0	0
License Fees	0	500	0	500
Damage Claims	0	500	0	500
Miscellaneous Other Expenses	0	100	395	500
Total Operations	**$ 386,295**	**$ 442,545**	**$ 406,373**	**$ 434,010**
Capital				
Building Improvements	$ 0	$ 51,730	$ 51,730	$ 0
Total Capital	**$ 0**	**$ 51,730**	**$ 51,730**	**$ 0**
Total Recreation Center	**$ 1,528,253**	**$ 1,704,147**	**$ 1,667,010**	**$ 1,662,401**

City of Bartlett

PERFORMING ARTS
FY 2017 Adopted Budget

The Performing Arts Center budget shows a decrease of $2,140 (0.34%) over the FY 2016 Projection. FY 2017 budget included a career ladder pay increase and a general 2% salary increase for full-time employees. There was no staffing change.

Full-Time Authorized Personnel Positions

Performing Arts

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

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Salaries	153,052	192,575	176,919	195,214
Benefits	66,509	86,635	68,818	71,847
Other Personnel	176,555	194,300	188,688	189,500
Operations	150,539	201,486	158,415	168,687
Capital	0	0	42,268	12,000
Total	**546,656**	**674,996**	**635,108**	**637,248**

Performing Arts Center

City of Bartlett

FY 2017 Adopted Budget

What We Do

The Bartlett Performing Arts And Conference Center seeks to enhance the cultural lives of the citizens of the City of Bartlett by providing a first-class performance facility to showcase both professional touring artists as well as community amateur arts organizations. Additionally, the Center is committed to offering high quality, affordable services and amenities for hosting a variety of business, social and civic gatherings.

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Salaries	153,052	192,575	176,919	195,214
Benefits	66,509	86,635	68,818	71,847
Other Personnel	176,555	194,300	188,688	189,500
Operations	150,539	201,486	158,415	168,687
Capital	0	0	42,268	12,000
Total	**546,656**	**674,996**	**635,108**	**637,248**

FY 2016 Performance Highlights

This year saw some changes in our staffing with the hiring of a new Director and a new Sales & Marketing position. For The 2015-2016 Season we maintained the cost of a season subscription ticket of $180. We continued to have capacity crowds for several performances during our season. The first of our two programs booked specifically for senior groups did not sell well, but the second program sold much better, with a sold out performance at night. In the early summer once a number of the subscribers had completed their subscription choices, several of our shows were more dependent on single ticket buyers. However, the shows were still well attended, just not all sell-outs. Our dinner shows continue to be attended primarily by our subscriber base, but the increasing costs associated with the catering makes selling them out a necessity. We are nearing completion of our TheatreKids production of "An Evening with Edgar Allan Poe" and all is going well despite our enrollment numbers not being what we'd hoped for and ticket sales being last minute. We also successfully completed a week long production of "Aladdin" with the Missoula Children's Theatre for our youth. Our fall production by our Bartlett Repertory Theatre troupe "A Party to Murder" was received very well and we had 4 nights of sell out crowds and we have already begin planning for our spring production of "A Snake in the Grass".

Objective	Performance Measures	FY 2015 Actual	FY 2016 Forecast	FY 2017 Projected
Maximize ticket revenue, continue strong ticket sales, increase subscriptions	Revenue from ticket sales	156,600	120,000	120,000
Work to increase sponsorships with both cash and in-kind services	Actual contributions made	$43,500 ($50,000 in-kind)	$40,000 ($50,000 in-kind)	$40,000 ($50,000 in-kind)
Work to increase the number of new rental events	An increase in the revenues from new rental accounts.	8,000	$ 10,000	$12,000

CITY OF BARTLETT
PERFOMING ARTS
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 77,687	$ 80,608	$ 117,582	$ 125,787
Employee Wages	60,490	89,529	39,460	42,989
Contracted Services	167,368	185,000	179,375	180,000
Part-Time	14,875	22,438	19,877	26,438
Instructional Expense	9,188	9,300	9,313	9,500
Vacation Pay	1,191	0	0	0
Longevity Pay	4,017	4,836	0	567
Bonus	344	609	603	609
Employee Health Insurance	21,352	31,868	29,546	31,347
Employee Life Insurance	644	919	820	911
Worker's Compensation Insurance	1,195	1,335	1,335	1,244
Retiree Health Insurance	6,909	8,507	7,852	8,439
FICA	11,738	14,742	13,200	15,045
Pension Contribution	18,994	23,819	10,333	8,161
Contributory Retirement Plan	125	0	5,129	5,524
Total Personnel	**$ 396,117**	**$ 473,510**	**$ 434,425**	**$ 456,561**
Staffing Level				
Full-Time	*2.52*	*3.00*	*2.91*	*3.00*
Part-Time (converted to FTE)	*0.68*	*1.00*	*0.64*	*1.30*
Total Full-Time Equivalent (FTE)	***3.20***	***4.00***	***3.55***	***4.30***
Operations				
Training	$ 1,275	$ 1,000	$ 1,188	$ 1,000
Volunteer Expense	161	800	400	800
Travel	2,187	1,500	4,310	2,500
Professional Services	1,950	8,000	5,000	6,000
Postage & Freight	4,541	7,500	6,500	5,500
Dues & Subscriptions	465	400	500	500
Meetings	35	0	80	300
Utilities	39,730	42,000	40,000	42,000
Phones - Local	1,038	1,100	1,100	1,800
Long Distance Phone Calls	151	200	200	0
Cellular Phones	2,668	2,800	2,800	2,800
Shop Allocation	300	300	300	300
Vehicle Maintenance	145	2,000	1,000	1,000
Equipment Maintenance	6,394	5,000	5,000	5,000
Grounds Maintenance	0	700	200	500
Building Maintenance	14,984	44,000	15,000	20,000
Office Supplies	4,478	2,000	1,800	2,000
Printing	6,661	6,000	6,500	7,000
Ticket Sales Expenditures	632	1,000	1,000	1,000
Petroleum Supplies	1,331	3,000	1,000	1,500
Concession Supplies Client	841	1,000	1,800	1,500
Concession Supplies	501	8,000	800	1,000
Clothing & Uniforms	203	225	250	250
Operating Supplies	5,925	11,000	8,000	8,000
Cleaning Supplies	853	2,000	1,000	1,000
Public Awareness	37,069	32,040	35,000	37,000

CITY OF BARTLETT
PERFOMING ARTS
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Equipment Rental	375	1,200	0	750
Equipment Leasing	757	800	800	800
Property Insurance	8,651	8,651	9,171	9,171
Vehicle & Equip Insurance	176	176	248	248
General Liability Insurance	1,094	1,094	1,468	1,468
Credit Card Vendor Fees	4,969	6,000	6,000	6,000
Total Operations	**$ 150,539**	**$ 201,486**	**$ 158,415**	**$ 168,687**
Capital				
Building Improvements	$ 0	$ 0	$ 35,297	$ 12,000
This budget item is for $12,000 for replacement of RTU #2 (6-ton unit) and #4 (5-ton unit).				
Data Processing Equipment	$ 0	$ 0	$ 2,481	$ 0
Other Equipment	0	0	4,490	0
Total Capital	**$ 0**	**$ 0**	**$ 42,268**	**$ 12,000**
TOTAL PERFORMING ARTS	**$ 546,656**	**$ 674,996**	**$ 635,108**	**$ 637,248**

CITY OF BARTLETT

TENNESSEE

SPECIAL REVENUE FUNDS

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

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City of Bartlett

SPECIAL REVENUE FUNDS

FY 2017 Adopted Budget

Full-Time Authorized Personnel Positions

Solid Waste Fund

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

Drainage Control Fund

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

TOTAL SPECIAL REVENUE FUNDS	**42**

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

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revenues	78,394,534	81,322,815	81,099,034	82,576,272
Salaries	1,810,137	1,902,369	1,920,739	2,006,629
Benefits	897,382	940,668	974,245	1,018,214
Other Personnel	143,216	138,000	152,000	165,000
Operations	3,806,916	5,009,415	4,484,050	4,079,217
Capital	802,315	2,102,019	1,848,446	1,425,386
Transfer Out	755,000	460,000	460,000	1,161,000
Bartlett School	63,564,627	72,200,815	72,200,815	73,528,223
Net Income	**6,614,942**	**(1,430,471)**	**(941,261)**	**(807,397)**
Beg Fund Bal	**5,300,010**	**11,914,952**	**11,914,952**	**10,973,691**
End Fund Bal	**11,914,952**	**10,484,481**	**10,973,691**	**10,166,294**

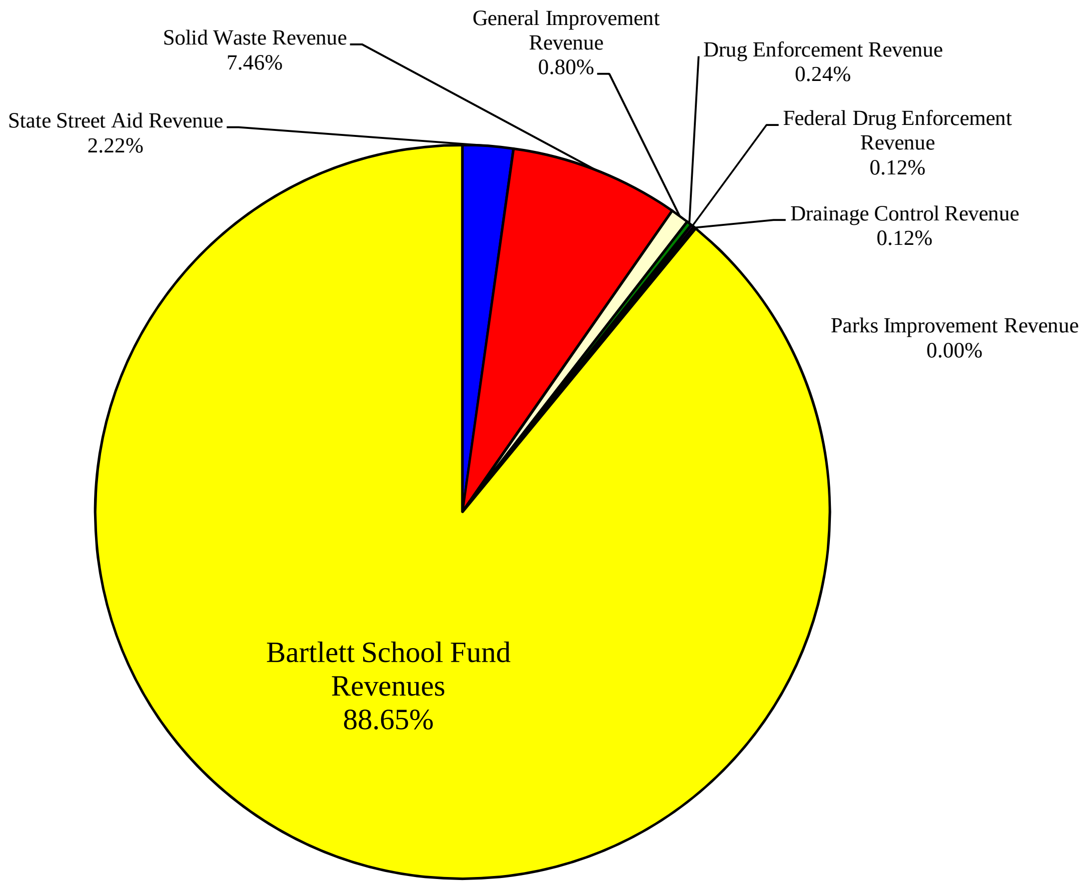
CITY OF BARTLETT
SUMMARY OF ALL SPECIAL REVENUE FUNDS
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revenues				
State Street Aid Revenue	$ 1,874,612	$ 1,860,000	$ 1,730,000	$ 1,830,000
Solid Waste Revenue	5,621,873	6,180,000	6,117,929	6,157,049
General Improvement Revenue	645,214	650,000	655,000	662,500
Drug Enforcement Revenue	243,966	201,500	201,250	196,000
Federal Drug Enforcement Revenue	136,644	120,500	90,500	100,500
Drainage Control Revenue	10,341	110,000	103,540	102,000
Parks Improvement Revenue	0	0	0	0
Bartlett School Fund Revenues	69,861,884	72,200,815	72,200,815	73,528,223
Total Revenues	**$ 78,394,534**	**$ 81,322,815**	**$ 81,099,034**	**$ 82,576,272**
Expenditures				
Personnel				
Solid Waste Fund	$ 2,706,082	$ 2,833,124	$ 2,889,190	$ 3,023,382
Drug Enforcement Funds	66,072	59,000	71,000	78,000
Drainage Control Fund	78,580	88,913	86,794	88,461
Total Personnel	**$ 2,850,735**	**$ 2,981,037**	**$ 3,046,984**	**$ 3,189,843**
Staffing Level				
Full-Time	*842.08*	*844.00*	*843.59*	*854.00*
Part-Time (converted to FTE)	*1.29*	*1.73*	*1.39*	*1.85*
Total Full-Time Equivalent (FTE)	***843.37***	***845.73***	***844.98***	***855.85***
Operations				
State Street Aid Fund	$ 1,413,843	$ 2,220,000	$ 2,070,000	$ 1,500,000
Solid Waste Fund	2,055,277	2,210,028	1,933,665	2,083,667
General Improvement Fund	203,769	298,500	300,500	266,500
Drug Enforcement Funds	82,980	209,137	137,625	162,400
Federal Drug Enforcement Fund	27,717	44,900	21,250	39,400
Drainage Control Fund	23,330	26,850	21,010	27,250
Total Operations	**$ 3,806,916**	**$ 5,009,415**	**$ 4,484,050**	**$ 4,079,217**
Transfers Out				
Street Aid to Debt Service	$ 0	$ 0	$ 0	$ 700,000
Solid Waste to Debt Service	500,000	200,000	200,000	200,000
General Improvement Fund to General Fund	255,000	260,000	260,000	261,000
Total Transfers Out	**$ 755,000**	**$ 460,000**	**$ 460,000**	**$ 1,161,000**
Capital				
State Street Aid Fund	$ 137,147	$ 238,342	$ 218,000	$ 195,000
Solid Waste Fund	319,204	1,356,094	1,206,266	850,000
General Improvement Fund	115,338	124,159	120,000	135,000
Drug Enforcement Funds	95,527	93,424	101,735	94,000
Federal Drug Enforcement Fund	127,050	235,000	197,445	61,100
Drainage Control Fund	1,392	5,000	0	0
Parks Improvement Fund	6,656	50,000	5,000	90,286
Total Capital	**$ 802,315**	**$ 2,102,019**	**$ 1,848,446**	**$ 1,425,386**
Bartlett School Fund Expenditures	**$ 63,564,627**	**$ 72,200,815**	**$ 72,200,815**	**$ 73,528,223**
Total Expenditures	**$ 71,779,592**	**$ 82,753,286**	**$ 82,040,295**	**$ 83,383,669**

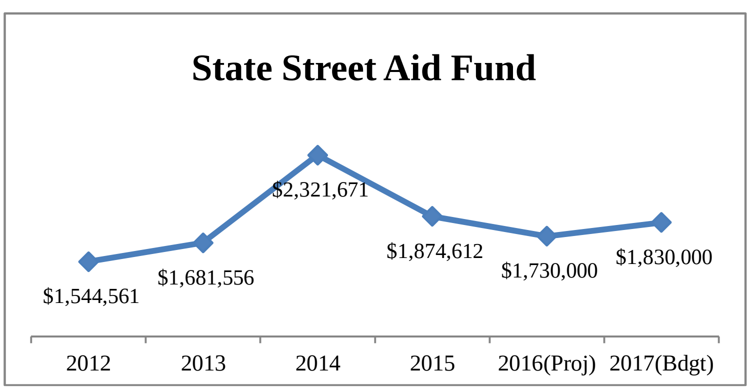
CITY OF BARTLETT
SUMMARY OF ALL SPECIAL REVENUE FUNDS
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Net From Operations	6,614,942	(1,430,471)	(941,261)	(807,397)
Beginning Fund Balance	$ 5,300,010	$ 11,914,952	$ 11,914,952	$ 10,973,691
Ending Fund Balance	$ 11,914,952	$ 10,484,481	$ 10,973,691	$ 10,166,294

FY 2017 SPECIAL REVENUE SOURCES

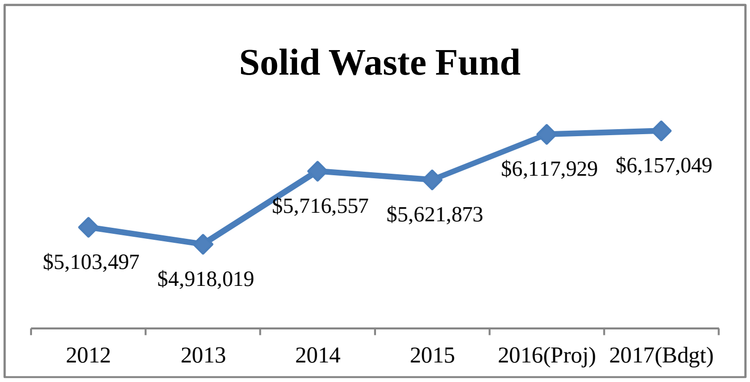


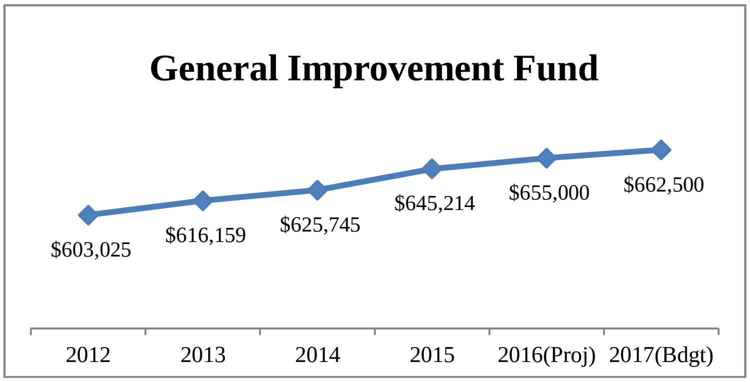
Special Revenue Funds are funds which are used to record transactions in which the funding source is legally restricted for a specific purpose. Included in the Special Revenue Funds are: State Street Aid Fund, Solid Waste Fund, General Improvement Fund, Drug Enforcement Funds, Federal Drug Enforcement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



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

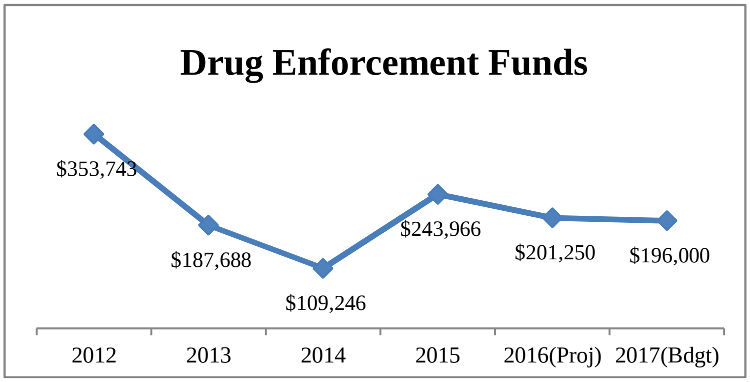
Solid Waste revenue is based on a monthly charge for collection and disposal. There was a solid waste fee increase of $1 per month starting FY 2016. Solid waste fee per month is $25 for residential pickup, $23 for 1 cart, $28 for 2 carts and $33 for 3 carts for commercial pickup. 1.76% increase in residential sanitation fee budgeted for FY 2017.

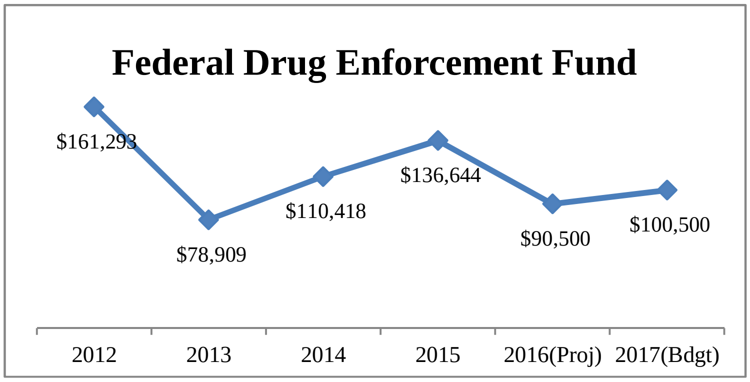




General Improvement revenue is derived from a $2.50 City Service fee charged to all utility and solid waste customers. $261,000 of this revenue is transferred to the General Fund per Bartlett's Ordinance and the balance is used for small capital purchases and improvements.

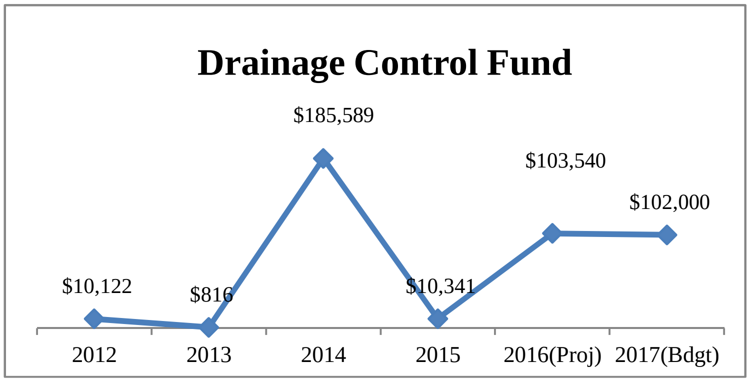
The Drug Enforcement Fund revenues are grant funds and seizure funds used for drug education and enforcement programs. Confiscated money and fines varies from year to year, based on enforcement activities.

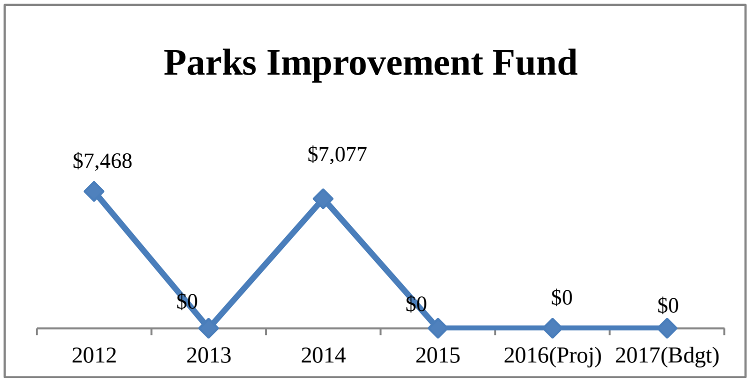




The Federal Drug Enforcement Fund revenues are federal grant funds and seizure funds that are used for drug education and enforcement programs. Federal grants and seizure funds can vary from year to year.

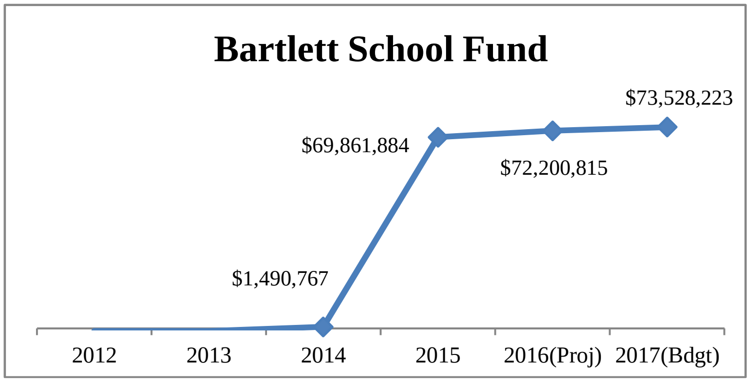
The Drainage Control revenue is a development fee of $500.00 per lot (half acre) for subdivision lots not served by a detention basin and $250.00 per lot for development served by a detention basin. The big increase in FY 2014 is from the reimbursed CIP fund allocated for Drainage projects. Transfer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





The Parks Improvement revenue is a development fee of $700.00 per lot for residential subdivision development. The fees are collected by parks zone and are to be used in the zone in which it is collected for park development and improvements. Small donations to purchase equipment for Davies Park was the only activity in FY 2012 and FY 2014 for the last 6 years.

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



CITY OF BARTLETT
STREET AID FUND
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Street Aid Fund Revenues				
Gas Taxes	$ 1,491,386	$ 1,520,000	$ 1,540,000	$ 1,580,000
Street Lighting Fee	102,680	50,000	50,000	50,000
S/D Paving Fee	280,546	250,000	100,000	200,000
Transfer From CIP	0	40,000	40,000	0
Total Street Aid Revenues	**$ 1,874,612**	**$ 1,860,000**	**$ 1,730,000**	**$ 1,830,000**
Street Aid Expenditures				
Operations				
Street Lighting	$ 1,285,383	$ 1,300,000	$ 1,300,000	$ 1,300,000
Street Paving	0	650,000	650,000	0
Street S/D Paving	108,460	250,000	100,000	200,000
Asphalt/Street Repairs	20,000	20,000	20,000	0
Total Operations	**$ 1,413,843**	**$ 2,220,000**	**$ 2,070,000**	**$ 1,500,000**
Transfers Out				
Transfer To Debt Service	$ 0	$ 0	$ 0	$ 700,000
Total Transfers Out	**$ 0**	**$ 0**	**$ 0**	**$ 700,000**
Capital				
Handicap Ramp At Curbs	$ 39,602	$ 30,398	$ 28,000	$ 30,000
Curb Replacement	44,174	45,000	40,000	45,000
Signal Maintenance	53,371	162,944	150,000	120,000
Total Capital	**$ 137,147**	**$ 238,342**	**$ 218,000**	**$ 195,000**
Total Street Aid Expenditures	**$ 1,550,990**	**$ 2,458,342**	**$ 2,288,000**	**$ 2,395,000**
Net From Operations	**323,622**	**(598,342)**	**(558,000)**	**(565,000)**
Beginning Fund Balance	**$ 1,568,249**	**$ 1,891,871**	**$ 1,891,871**	**$ 1,333,871**
Ending Fund Balance	**$ 1,891,871**	**$ 1,293,529**	**$ 1,333,871**	**$ 768,871**

Solid Waste Fund

City of Bartlett

FY 2017 Adopted Budget

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

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revenues	*5,621,873*	*6,180,000*	*6,117,929*	*6,157,049*
Salaries	1,696,602	1,792,356	1,800,462	1,880,246
Benefits	866,264	910,768	941,728	983,136
Other Personnel	143,216	130,000	147,000	160,000
Operations	2,055,277	2,210,028	1,933,665	2,083,667
Capital	319,204	1,356,094	1,206,266	850,000
Transfer Out	500,000	200,000	200,000	200,000
Net Fr Opers	**41,310**	**(419,246)**	**(111,192)**	**0**
Beg Fund Bal	**1,402,362**	**1,443,672**	**1,443,672**	**1,332,480**
End Fund Bal	**1,443,672**	**1,024,426**	**1,332,480**	**1,332,480**

FY 2016 Performance Highlights

We are continuning to use single stream recycling at our recycling centers which makes the recycling process easier for our residents and more efficient. By leaving a leaf machine on each days route we hope to complete the City in a timely manner. We have continued the program to replace our aging garbage carts some which are over fifteen years old. The carts that we purchase come with a ten year warranty.

Objective	Performance Measures	FY 2015 Actual	FY 2016 Forecast	FY 2017 Projected
Collection of curbside leaves in as timely manner as possible.	The period of time that it takes our crews to complete a cycle of the City.	4 out of 6 weeks	4 out of 6 weeks	4 out of 6 weeks
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)	41%	44%	45%
Maintain the current level of household service.	# of complaints/services provided (# of customers x 52 = # of services provided)	1 per 11,038	1 per 14,604	1 per 15,000

CITY OF BARTLETT
SOLID WASTE FUND
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Solid Waste Revenues				
TN Recycling Rebate	$ 11,066	$ 0	$ 4,929	$ 5,000
Sanitation Fee-Residential	5,564,401	6,100,000	6,000,000	6,100,000
Sanitation Fee-Commercial	21,808	22,000	22,000	22,000
Recycling Fee	14,322	30,000	5,000	5,000
Carts Commercial	575	500	500	500
Special Sanitation Pick Up	200	500	500	500
Carts Residential	20,266	22,000	20,000	20,000
Appliances	1,875	2,000	3,000	3,000
Other Revenue	(12,639)	3,000	62,000	1,049
Total Solid Waste Revenues	**$ 5,621,873**	**$ 6,180,000**	**$ 6,117,929**	**$ 6,157,049**
Solid Waste Expenditures				
Personnel				
Supervisor Salaries	$ 76,923	$ 79,605	$ 79,605	$ 81,709
Employee Wages	1,413,010	1,493,526	1,474,795	1,534,312
Overtime Wages	182,986	180,000	220,000	225,000
Contracted Services	143,216	130,000	147,000	160,000
Part-Time	23,684	39,225	26,062	39,225
Vacation Pay	4,507	0	1,633	0
Longevity Pay	35,710	38,581	39,592	41,843
Bonus	3,531	3,806	3,703	3,793
Employee Health Insurance	349,161	346,750	376,493	405,927
Employee Life Insurance	7,644	8,495	8,732	8,727
Worker's Compensation Insurance	60,202	85,950	85,950	89,607
Unemployment Compensation	1,867	0	0	0
Retiree Health Insurance	74,497	78,657	77,720	80,801
FICA	124,871	135,932	136,629	137,337
Pension Contribution	201,876	208,081	206,211	208,911
Contributory Retirement Plan	2,398	4,516	5,065	6,190
Total Personnel	**$ 2,706,082**	**$ 2,833,124**	**$ 2,889,190**	**$ 3,023,382**
Staffing Level				
Full-Time	*40.08*	*41.00*	*40.59*	*41.00*
Part-Time (converted to FTE)	*1.29*	*1.73*	*1.39*	*1.85*
Total Full-Time Equivalent (FTE)	***41.37***	***42.73***	***41.98***	***42.85***
Operations				
Other Professional Services	$ 675	$ 300	$ 270	$ 300
Dues & Subscriptions	36	220	210	220
Utilities	9,970	11,000	10,000	11,000
Phone-Local	1,063	1,300	1,000	1,350
Long Distance	2	5	3	0
Cellular Phones	1,837	1,900	2,100	1,800
Shop Allocation	100,000	100,000	100,000	100,000
Vehicle Maintenance	451,995	450,000	430,000	450,000
Equipment Maintenance	44,453	60,000	53,000	55,000
Radio Maintenance	889	1,000	300	500
Building Maintenance	2,277	1,500	2,000	2,000
Office Supplies	744	1,000	1,000	1,000

CITY OF BARTLETT
SOLID WASTE FUND
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Printing	0	750	750	750
Petroleum Supplies	370,324	460,000	255,000	330,000
Clothing & Uniforms	15,618	14,000	14,000	14,000
Operating Supplies	34,132	28,000	28,000	28,000
Cleaning Supplies	2,099	2,500	1,500	2,000
Fill Sand, Dirt & Gravel	0	3,000	0	3,000
Small Tools	403	1,800	1,800	1,800
Equipment Leasing	247	300	300	300
Property Insurance	641	641	681	681
Vehicle & Equip Insurance	26,843	26,726	35,955	35,955
General Liability Insurance	11,661	11,661	14,011	14,011
Landfill Fees	933,666	1,000,925	950,000	1,000,000
Damage Claims	24,203	10,000	10,285	10,000
Miscellaneous Other Expenses	21,500	21,500	21,500	20,000
Total Operations	**$ 2,055,277**	**$ 2,210,028**	**$ 1,933,665**	**$ 2,083,667**
Transfers Out				
Transfer To Debt Service	$ 500,000	$ 200,000	$ 200,000	$ 200,000
Total Transfers Out	**$ 500,000**	**$ 200,000**	**$ 200,000**	**$ 200,000**
Capital				
Communications Equipment	$ 293	$ 500	$ 0	$ 500
Data Equipment	1,990	1,000	374	0
Vehicles	257,513	1,123,406	1,086,647	547,500
1 - Automated Packers $257.5k, 2- Knuckle booms $290k.				
Other Equipment	0	128,000	44,245	227,000
1 - front end loader $150k, 1 - walking floor trailer $77k.				
Carts	59,408	103,188	75,000	75,000
Total Capital	**$ 319,204**	**$ 1,356,094**	**$ 1,206,266**	**$ 850,000**
Total Solid Waste Expenditures	**$ 5,580,563**	**$ 6,599,246**	**$ 6,229,121**	**$ 6,157,049**
Net From Operations	**41,310**	**(419,246)**	**(111,192)**	**0**
Beginning Fund Balance	**$ 1,402,362**	**$ 1,443,672**	**$ 1,443,672**	**$ 1,332,480**
Ending Fund Balance	**$ 1,443,672**	**$ 1,024,426**	**$ 1,332,480**	**$ 1,332,480**

CITY OF BARTLETT
GENERAL IMPROVEMENT FUND
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
General Improvement Revenues				
City Service Fee	$ 647,775	$ 650,000	$ 655,000	$ 662,500
Other Revenue	(2,561)	0	0	0
Total General Improvement Revenues	**$ 645,214**	**$ 650,000**	**$ 655,000**	**$ 662,500**
General Improvement Expenditures				
Operations				
Training	$ 0	$ 0	$ 2,000	$ 2,000
Dues & Subscriptions	1,500	0	0	0
Rental	18,112	20,000	19,000	20,000
Software	31,089	12,000	5,000	10,000
Telecommucation Link	1,500	1,500	1,500	1,500
Equipment Maintenance	809	0	1,000	1,000
Computer Maintenance	145,805	264,000	270,000	230,000
Building Maintenance	4,519	0	1,000	1,000
Operating Supplies	436	1,000	1,000	1,000
Total Operations	**$ 203,769**	**$ 298,500**	**$ 300,500**	**$ 266,500**
Transfers Out				
Transfer To General Fund	$ 255,000	$ 260,000	$ 260,000	$ 261,000
Total Transfers Out	**$ 255,000**	**$ 260,000**	**$ 260,000**	**$ 261,000**
Capital				
Building Improvement	$ 9,172	$ 25,000	$ 40,000	$ 10,000
Communication Equipment	343	0	0	0
Data Equipment	100,639	97,659	80,000	125,000
Other Equipment	2,195	0	0	0
Curb Repair	2,990	1,500	0	0
Total Capital	**$ 115,338**	**$ 124,159**	**$ 120,000**	**$ 135,000**
Total Gen Improvement Expenditures	**$ 574,108**	**$ 682,659**	**$ 680,500**	**$ 662,500**
Net From Operations	**71,107**	**(32,659)**	**(25,500)**	**0**
Beginning Fund Balance	**$ 513,850**	**$ 584,957**	**$ 584,957**	**$ 559,457**
Ending Fund Balance	**$ 584,957**	**$ 552,297**	**$ 559,457**	**$ 559,457**

CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Drug Enforcement Funds Revenues				
Drug Arrest Fees	$ 4,162	$ 4,000	$ 4,000	$ 4,000
Drug Enforcement Fines	32,740	30,000	30,000	30,000
Restitution Payment	150	500	500	500
Other Court Fines	6,403	3,000	3,000	3,000
Sale Confiscated Property	7,127	15,000	15,000	15,000
Confiscated DEA Sales	831	0	500	500
Civil Settlement	174,611	100,000	120,000	100,000
Transfer In School Reimbursement	17,597	48,000	27,250	42,000
Other Revenues	345	1,000	1,000	1,000
Total Drug Enforcement Funds Revenues	**$ 243,966**	**$ 201,500**	**$ 201,250**	**$ 196,000**
Dare Program Expenditures				
Operations				
Training	$ 75	$ 2,000	$ 2,000	$ 2,000
Travel	178	5,000	2,000	3,000
Office Supplies	0	500	250	500
Printing	0	1,000	500	1,000
Operating Supplies	9,735	15,000	10,000	15,000
Small Tools	0	6,500	1,000	5,000
Public Awareness	7,609	8,000	8,000	8,000
Total Operations	**$ 17,597**	**$ 38,000**	**$ 23,750**	**$ 34,500**
Capital				
Data Equipment	$ 0	$ 10,000	$ 3,500	$ 7,500
Total Capital	**$ 0**	**$ 10,000**	**$ 3,500**	**$ 7,500**
Total Dare Program Expenditures	**$ 17,597**	**$ 48,000**	**$ 27,250**	**$ 42,000**
Drug Enforcement Expenditures				
Personnel				
Overtime Wages	$ 61,575	$ 55,000	$ 65,000	$ 70,000
FICA	4,497	4,000	6,000	8,000
Total Personnel	**$ 66,072**	**$ 59,000**	**$ 71,000**	**$ 78,000**
Operations				
Training	$ 6,224	$ 15,000	$ 5,000	$ 10,000
Firearm Training	0	3,000	1,500	3,000
Travel	7,866	15,000	12,000	15,000
Professional Services	0	2,000	500	2,000
Contract Services	0	500	250	500
Notice Publication	0	1,000	250	1,000
Dues & Subscriptions	240	2,000	2,000	2,000
Phone-Local	80	3,000	700	900
Long Distance	0	100	0	0
Cell Phone	3,922	8,000	8,000	8,000
Software	1,949	20,000	10,000	20,000
Vehicle Maintenance	16,933	11,787	10,000	10,000
Equipment Maintenance	0	1,000	500	1,000

CITY OF BARTLETT
DRUG ENFORCEMENT FUNDS
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Office Supplies	823	3,000	1,000	3,000
Clothing	2,942	49,250	36,250	15,000
Operating Supplies	800	7,000	5,000	7,000
Small Tools	6,734	4,000	2,000	4,000
Public Awareness	1,778	2,000	2,675	2,000
Drug Prevention	0	500	250	500
Equipment Rental	0	1,000	0	1,000
Equipment Leasing	914	3,000	3,000	3,000
Tow-In Fee	3,125	4,000	4,000	4,000
Informant Payments	7,054	10,000	8,000	10,000
Miscellaneous Expense	4,000	5,000	1,000	5,000
Total Operations	**$ 65,383**	**$ 171,137**	**$ 113,875**	**$ 127,900**
Capital				
Communication Equipment	$ 0	$ 18,189	$ 15,000	$ 15,000
Data Equipment	1,063	20,000	42,000	20,000
Office Equipment	0	2,500	1,500	2,500
Vehicles	94,464	0	0	0
Furniture	0	5,000	2,000	5,000
Other Equipment	0	37,735	37,735	44,000
Replace 12 year old side arms & holsters, total 135.				
Total Capital	**$ 95,527**	**$ 83,424**	**$ 98,235**	**$ 86,500**
Total Drug Enforcement Expenditures	**$ 226,982**	**$ 313,561**	**$ 283,110**	**$ 292,400**
Total Drug Enforcement Funds Expenditure	**$ 244,579**	**$ 361,561**	**$ 310,360**	**$ 334,400**
Net From Operations	**(614)**	**(160,061)**	**(109,110)**	**(138,400)**
Beginning Fund Balance	**$ 492,275**	**$ 491,661**	**$ 491,661**	**$ 382,551**
Ending Fund Balance	**$ 491,661**	**$ 331,600**	**$ 382,551**	**$ 244,151**

CITY OF BARTLETT
FEDERAL DRUG ENFORCEMENT FUND
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Fed Drug Enforcement Revenues				
DEA Funds	$ 136,437	$ 120,000	$ 90,000	$ 100,000
Interest	207	500	500	500
Total Fed Drug Enforcement Revenues	**$ 136,644**	**$ 120,500**	**$ 90,500**	**$ 100,500**
Fed Drug Enforcement Expenditures				
Operations				
Training	$ 16,819	$ 10,000	$ 5,000	$ 10,000
Volunteer Expense	0	1,500	500	1,000
Travel	0	15,000	5,000	15,000
Dues & Subscription	2,640	2,000	2,000	2,000
Cell Phone	338	7,000	2,000	2,000
Vehicle Maintenance	7,919	2,000	1,000	2,000
Radio Maintenance	0	1,200	400	1,200
Office Supplies	0	1,000	250	1,000
Printing	0	200	100	200
Small Tools	0	5,000	5,000	5,000
Total Operations	**$ 27,717**	**$ 44,900**	**$ 21,250**	**$ 39,400**
Capital				
Data Equipment	$ 0	$ 5,000	$ 1,000	$ 5,000
Vehicles	127,050	210,000	176,445	35,000
Replace 1 vehicle & equipment.				
Other Equipment	0	20,000	20,000	21,100
Total Capital	**$ 127,050**	**$ 235,000**	**$ 197,445**	**$ 61,100**
Total Fed Drug Enforcement Expenditures	**$ 154,767**	**$ 279,900**	**$ 218,695**	**$ 100,500**
Net From Operations	**(18,123)**	**(159,400)**	**(128,195)**	**0**
Beginning Fund Balance	**$ 423,553**	**$ 405,430**	**$ 405,430**	**$ 277,235**
Ending Fund Balance	**$ 405,430**	**$ 246,030**	**$ 277,235**	**$ 277,235**

CITY OF BARTLETT
DRAINAGE FUND
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Drainage Control Revenues				
Drainage Fee Detention Basin	$ 10,301	$ 10,000	$ 1,000	$ 2,000
Transfer from General Fund	0	100,000	100,000	100,000
Interest/Other	40	0	2,540	0
Total Drainage Revenues	**$ 10,341**	**$ 110,000**	**$ 103,540**	**$ 102,000**
Drainage Control Expenditures				
Personnel				
Employee Wages	$ 51,960	$ 53,513	$ 53,513	$ 54,583
Overtime Wages	0	1,500	1,764	1,800
Contracted Services	0	8,000	5,000	5,000
Education Bonus	720	720	720	720
Longevity	2,078	2,099	2,140	2,183
Bonus	86	86	86	86
Employee Health Insurance	8,090	7,988	8,514	8,866
Employee Life Insurance	253	289	289	295
Worker's Compensation Insurance	1,505	221	221	231
Retiree Health Insurance	2,598	2,676	2,676	2,729
FICA	4,016	4,329	4,379	4,326
Pension Contribution	7,274	7,492	7,492	7,642
Total Personnel	**$ 78,580**	**$ 88,913**	**$ 86,794**	**$ 88,461**
Staffing Level				
Full-Time	*1.00*	*1.00*	*1.00*	*1.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***1.00***	***1.00***	***1.00***	***1.00***
Operations				
Training	$ 35	$ 750	$ 700	$ 750
Travel	0	1,000	1,200	1,400
Professional Services	17,622	5,000	5,000	5,000
Other Professional Services	1,543	10,000	5,000	10,000
Dues & Subscription	125	750	750	750
Printing	0	500	0	500
Operating Supplies	83	750	400	750
Public Awareness	300	4,500	4,500	4,500
State Fees	3,460	3,600	3,460	3,600
Miscellaneous Other Expenses	162	0	0	0
Total Operations	**$ 23,330**	**$ 26,850**	**$ 21,010**	**$ 27,250**
Capital				
Drain Pipe	$ 1,392	$ 5,000	$ 0	$ 0
Total Capital	**$ 1,392**	**$ 5,000**	**$ 0**	**$ 0**
Total Drainage Control Expenditures	**$ 103,302**	**$ 120,763**	**$ 107,804**	**$ 115,711**
Net From Operations	**(92,962)**	**(10,763)**	**(4,264)**	**(13,711)**
Beginning Fund Balance	**$ 185,436**	**$ 92,474**	**$ 92,474**	**$ 88,210**
Ending Fund Balance	**$ 92,474**	**$ 81,711**	**$ 88,210**	**$ 74,499**

CITY OF BARTLETT
PARK IMPROVEMENTS FUND
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Park Improvement Revenues				
Parks Dev Fee Dist1	$ 0	$ 0	$ 0	$ 0
Parks Dev Fee Dist2	0	0	0	0
Parks Dev Fee Dist3	0	0	0	0
Greenbelt	0	0	0	0
Interest/Other Revenues	0	0	0	0
Total Park Improvement Revenues	**$ 0**	**$ 0**	**$ 0**	**$ 0**
Park Improvement Expenditures				
Park Improvements Dist1	$ 0	$ 0	$ 0	$ 35,000
Yale Rd. Park and Stonebridge Walking Trails repaired.				
Park Improvements Dist2	0	0	0	10,286
Repairs for Byrd Walking Trail.				
Park Improvements Dist3	2,996	50,000	5,000	45,000
Improve walking trails, tree work & signage for Nesbit park.				
Park Improvements Miscellaneous	3,660	0	0	0
Total Park Improvement Expenditures	**$ 6,656**	**$ 50,000**	**$ 5,000**	**$ 90,286**
Net From Operations	**(6,656)**	**(50,000)**	**(5,000)**	**(90,286)**
Beginning Fund Balance	**$ 667,744**	**$ 661,088**	**$ 661,088**	**$ 656,088**
Ending Fund Balance	**$ 661,088**	**$ 611,088**	**$ 656,088**	**$ 565,802**

CITY OF BARTLETT
BARTLETT CITY SCHOOL FUND
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Bartlett School Fund Revenues				
County Taxes	$ 29,568,336	$ 31,423,377	$ 31,423,377	$ 30,657,435
City of Bartlett Contributions	2,323,234	3,293,193	3,293,193	2,343,193
Charges for Services	741,870	1,282,327	1,282,327	1,013,625
Nonrecurring Local Revenue	925,166	283,000	283,000	529,385
State Education Funds	36,233,678	35,712,170	35,712,170	38,628,915
Other State Revenue	0	63,596	63,596	74,170
Federal Funds thru the State	0	58,402	58,402	212,000
Other Sources	69,599	84,750	84,750	69,500
Total Bartlett School Fund Revenues	**$ 69,861,884**	**$ 72,200,815**	**$ 72,200,815**	**$ 73,528,223**
Staffing Level				
Full-Time Equivalent (FTE)	*801*	*802*	*802*	*812*
Bartlett School Fund Expenditures				
Regular Instruction Program	$ 33,594,868	$ 37,752,656	$ 37,752,656	$ 38,333,797
Alternative Education Program	345,084	327,028	327,028	302,907
Special Education	4,874,895	5,738,272	5,738,272	5,666,466
Career and Technical Education Program	1,006,165	1,331,406	1,331,406	1,306,664
Planning	114,867	119,574	119,574	122,459
Student Services	321,456	377,585	377,585	370,928
Health Services	945,203	1,037,463	1,037,463	658,253
Other Student Support	1,583,328	1,566,285	1,566,285	1,712,003
Regular Instruction Support	1,358,684	1,427,490	1,427,490	1,495,393
Special Education Support	853,411	943,844	943,844	921,935
Vocational Education Support	34,396	35,000	35,000	36,241
Board of Education	1,552,090	1,978,542	1,978,542	2,796,672
Director of Schools	444,498	783,725	783,725	288,728
Office of Principal	5,083,753	5,536,184	5,536,184	6,133,809
Fiscal Services	966,298	1,078,107	1,078,107	1,046,784
Human Resoures	422,926	496,125	496,125	502,885
Operation of Plant	3,624,996	3,764,214	3,764,214	3,834,243
Maintenance of Plant	985,216	1,012,768	1,012,768	1,185,201
Transportation	2,504,433	2,940,342	2,940,342	3,027,509
Technology	2,693,717	3,905,732	3,905,732	3,727,721
School Safety	0	48,473	48,473	57,625
Transfers Out	254,343	0	0	0
Total Bartlett School Fund Expenditures	**$ 63,564,627**	**$ 72,200,815**	**$ 72,200,815**	**$ 73,528,223**
Net From Operations	**6,297,257**	**0**	**0**	**0**
Beginning Fund Balance	**$ 46,541**	**$ 6,343,798**	**$ 6,343,798**	**$ 6,343,798**
Ending Fund Balance	**$ 6,343,798**	**$ 6,343,798**	**$ 6,343,798**	**$ 6,343,798**

CITY OF BARTLETT

TENNESSEE

UTILITY FUND

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

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City of Bartlett

UTILITY FUND
FY 2017 Adopted Budget

Full-Time Authorized Personnel Positions

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

The Utility Fund has four cost centers; Administration, Water & Wastewater Services, Plant Operations and Sewer Lagoon. The Utility Fund budget increased by $2,438,485 (29.86%) over the FY 2016 Projection. Most of the increase ($1.975 million) is a one-time transfer to the CIP Fund for a new water tank and sewers improvements. There was no staffing change. FY 2017 budget included a career ladder pay increase and a general 2% salary increase for full-time employees.

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revenues	*8,496,350*	*8,627,200*	*8,478,000*	*8,633,000*
Salaries	1,497,787	1,636,685	1,593,186	1,672,401
Benefits	925,720	782,451	776,487	811,811
Operations	3,122,427	3,490,136	3,144,054	3,468,889
Capital	191,446	1,152,219	976,015	1,048,300
Dbt Svc/Trfr Out	1,585,477	1,700,343	1,679,773	3,606,599
Net Income	**1,173,494**	**(134,635)**	**308,485**	**(1,975,000)**
Beg Cash Bal	**12,900,264**	**14,073,758**	**14,073,758**	**14,382,243**
End Cash Bal	**14,073,758**	**13,939,123**	**14,382,243**	**12,407,243**

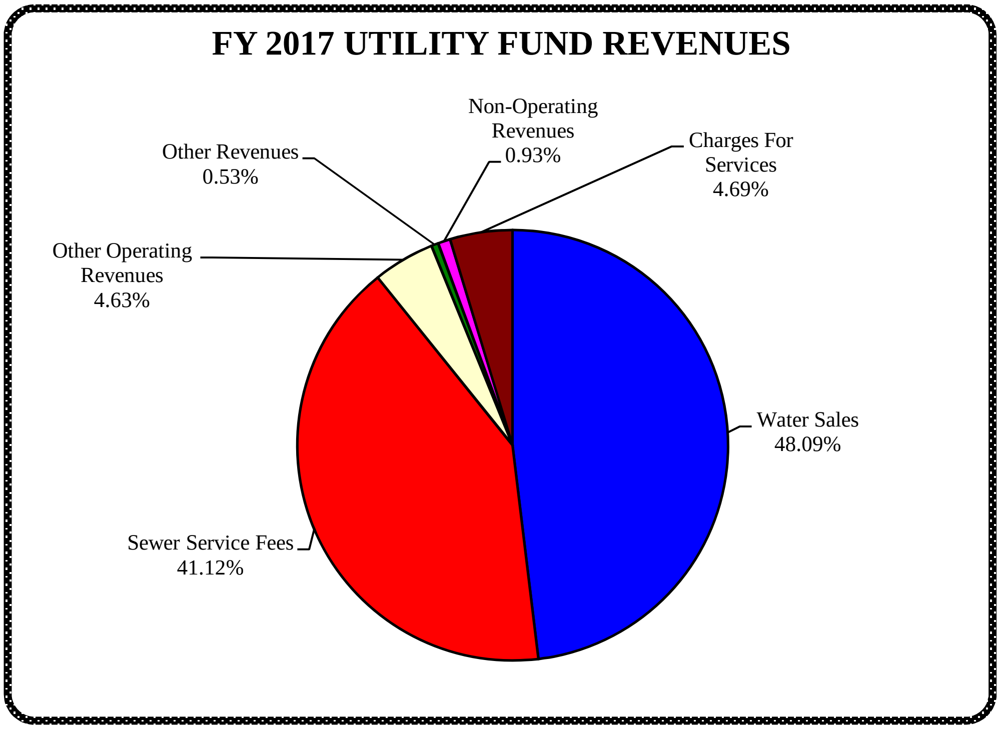
CITY OF BARTLETT
UTILITY FUND SUMMARY
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Utility Revenues				
Operating Revenues	$ 8,294,448	$ 8,484,200	$ 8,381,000	$ 8,505,000
Other Revenues	25,495	28,000	30,000	46,000
Non-Operating Revenues	167,582	115,000	65,000	80,000
Total Utility Revenues	**$ 8,487,525**	**$ 8,627,200**	**$ 8,476,000**	**$ 8,631,000**
Utility Expenditures				
Utility Administration	$ 2,105,545	$ 2,326,759	$ 2,054,366	$ 2,266,785
Water & Wastewater Services	1,662,216	1,947,068	1,887,428	1,835,509
Plant Operations	1,355,690	1,854,857	1,706,256	1,867,730
Sewer Treatment	605,103	932,808	839,692	1,029,377
Total Utility Expenditures	**$ 5,728,554**	**$ 7,061,492**	**$ 6,487,742**	**$ 6,999,401**
Projected Cash Flow	**$ 2,758,971**	**$ 1,565,708**	**$ 1,988,258**	**$ 1,631,599**
Less:				
Debt Service	$ 1,585,477	$ 1,700,343	$ 1,679,773	$ 1,616,599
Transfer to Capital Improvement Fund	0	0	0	1,990,000
Total	**$ 1,585,477**	**$ 1,700,343**	**$ 1,679,773**	**$ 3,606,599**
Net From Operations	**$ 1,173,494**	**$ (134,635)**	**$ 308,485**	**$ (1,975,000)**
Beginning Cash Balance	**$ 12,900,264**	**$ 14,073,758**	**$ 14,073,758**	**$ 14,382,243**
Ending Cash Balance	**$ 14,073,758**	**$ 13,939,123**	**$ 14,382,243**	**$ 12,407,243**

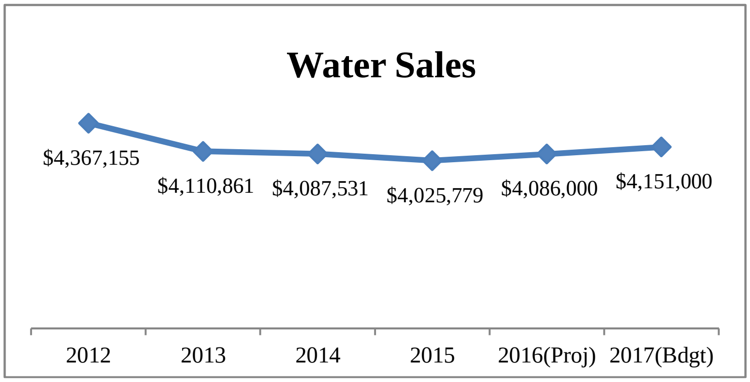
CITY OF BARTLETT
UTILITY FUND REVENUES
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Water Sales				
Metered Water Sales City Residential	$ 2,953,421	$ 3,075,000	$ 3,000,000	$ 3,050,000
Metered Water Sales City Commercial	915,623	910,000	900,000	910,000
Metered Water Sales Rural Residential	170,843	160,000	170,000	175,000
Metered Water Sales Rural Commercial	15,544	16,000	16,000	16,000
Uncollectable Revenue-Water	(29,653)	0	0	0
Total Water Sales	**$ 4,025,779**	**$ 4,161,000**	**$ 4,086,000**	**$ 4,151,000**
Sewer Service Fees				
Sewer Service Fees City Residential	$ 1,871,308	$ 1,875,000	$ 1,850,000	$ 1,880,000
Sewer Service Fees City Commercial	629,137	615,000	620,000	625,000
Sewer Service Fees Rural Commercial	4,925	5,000	4,200	5,000
North Sewer Service Fees City Res.	895,877	880,000	890,000	900,000
North Sewer Service Fees City Comm	52,822	50,000	49,000	50,000
North Sewer Service Fees Rural Res.	77,323	75,000	80,000	85,000
North Sewer Service Fees Rural Comm.	3,832	3,200	3,800	4,000
Uncollectable Revenue-Sewer	(13,455)	0	0	0
Total Sewer Service Fees	**$ 3,521,770**	**$ 3,503,200**	**$ 3,497,000**	**$ 3,549,000**
Other Operating Revenues				
Service Connection Fee	$ 59,367	$ 60,000	$ 63,000	$ 65,000
Disconnect/Reconnect Fee	33,750	30,000	33,000	35,000
Forfeited Discounts	302,411	300,000	298,000	300,000
Total Other Operating Revenues	**$ 395,528**	**$ 390,000**	**$ 394,000**	**$ 400,000**
Other Revenues				
Interest	$ (1,582)	$ 2,000	$ 5,000	$ 5,000
Transfer From Utility Fund CIP	0	0	0	15,000
Other Revenues	14,305	13,000	12,000	13,000
Reimbursements For Damage	12,772	13,000	13,000	13,000
Total Other Revenues	**$ 25,495**	**$ 28,000**	**$ 30,000**	**$ 46,000**
Non-Operating Revenues				
Water Tap Fees South	$ 35,000	$ 25,000	$ 10,000	$ 15,000
Water Tap Fees North	2,000	5,000	0	0
Sewer Tap South Basin	42,222	35,000	20,000	25,000
Sewer Tap North Basin	15,000	20,000	20,000	20,000
Subdivision Development	73,360	30,000	15,000	20,000
Total Non-Operating Revenues	**$ 167,582**	**$ 115,000**	**$ 65,000**	**$ 80,000**
Charges For Services				
Tower Lease Payments	$ 273,071	$ 360,000	$ 330,000	$ 330,000
Water Meter Installation	78,300	70,000	$ 74,000	$ 75,000
Total Charges For Services	**$ 351,371**	**$ 430,000**	**$ 404,000**	**$ 405,000**
TOTAL UTILITY FUND REVENUES	**$ 8,487,525**	**$ 8,627,200**	**$ 8,476,000**	**$ 8,631,000**

CITY OF BARTLETT
ANALYSIS OF UTILITY REVENUE SOURCES
FY 2017 Adopted Budget



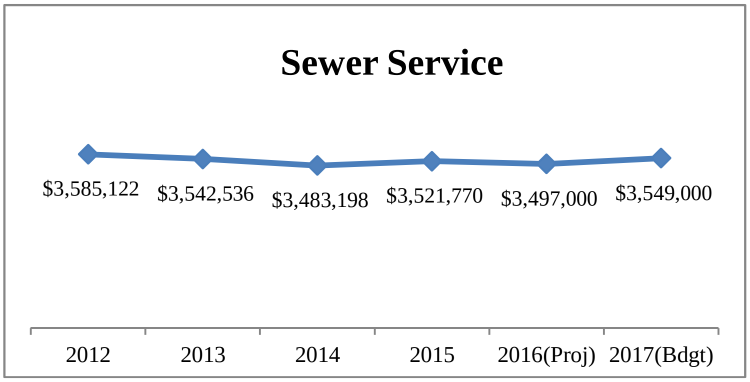
The Utility Revenues include charges for water and sewer usage and connection and development fees for the water and sewer system. We are required to make the Utility system self-sufficient per Tennessee Water and Wastewater Financing Board. No increase in the rates for FY 2017. Water and sewer rates were last increased in 2011. Only 1.83% increase budgeted for FY 2017.

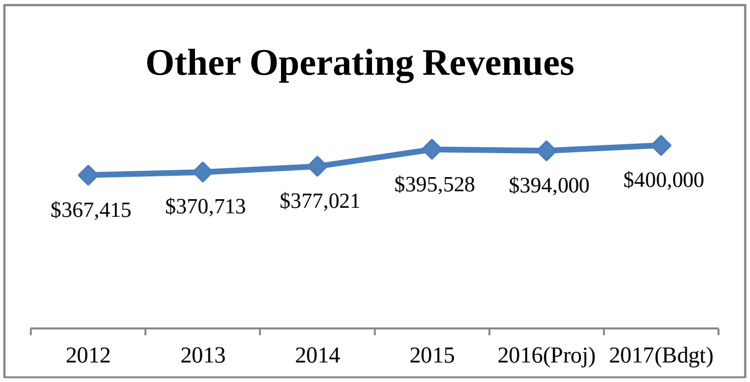


This revenue is based on the volume of water usage with a different rate for residential and commercial users. FY 2017 budget is based on 250 new additional users.

CITY OF BARTLETT
ANALYSIS OF UTILITY REVENUE SOURCES
FY 2017 Adopted Budget

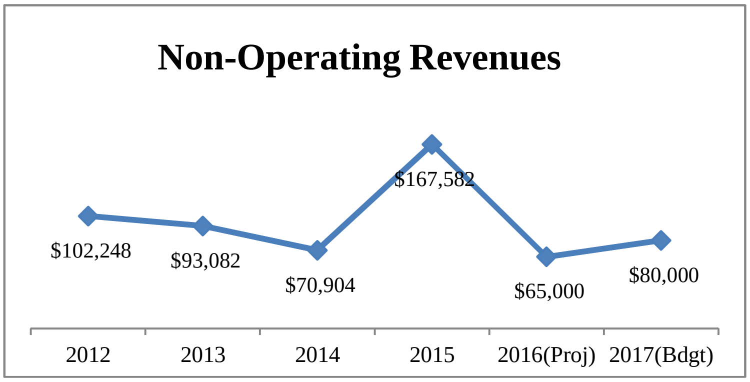
This revenue is based on the volume of water used and is a charge for the collection, treatment, and disposal of wastewater. Sewage in the North Basin is treated by the City and sewage in the South Basin is treated by the City of Memphis. FY 2017 budget is based on 250 new additional users.

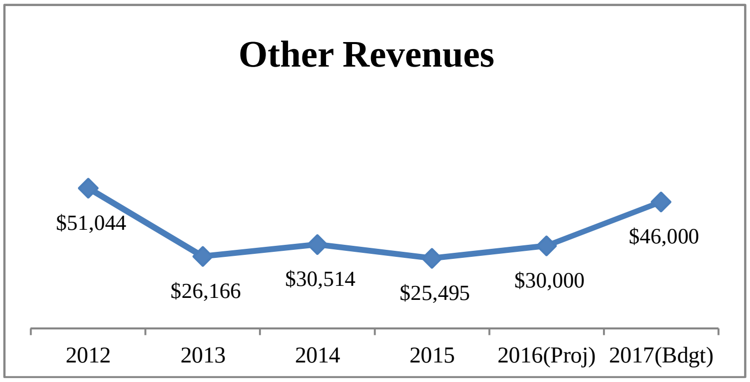




These are service fees and disconnect/reconnect fees for the water and sewer systems and the forfeited discounts.

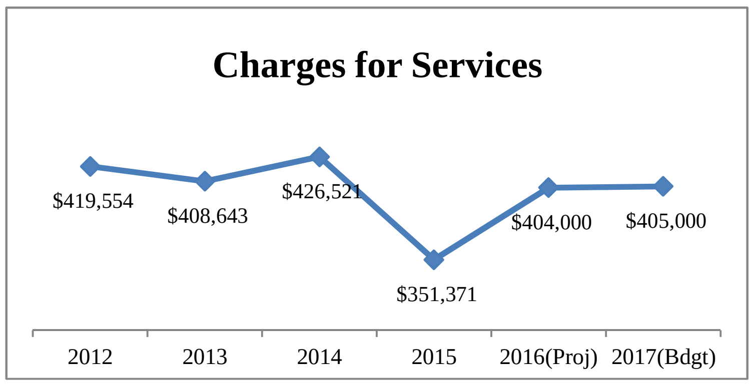
These are developer based tap and connection fees for the water and sewer systems. The Water Connection Fee is $2,000.00 per lot for residential connections and $3,000 per lot for commercial and industrial connections. The Sewer Connection Fee is $2,000.00 per lot for residential connections and the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





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

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



CITY OF BARTLETT

UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY

FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Department Revenues				
Demand Response Program	$ 8,826	$ 0	$ 2,000	$ 2,000
Total Department Revenues	**$ 8,826**	**$ 0**	**$ 2,000**	**$ 2,000**
Personnel				
Supervisor Salaries	$ 257,740	$ 253,572	$ 253,573	$ 260,602
Employee Wages	1,132,429	1,246,850	1,219,641	1,270,576
Overtime Wages	65,004	62,000	62,320	66,700
Special Hours	20,900	23,100	20,800	23,300
Part-Time	21,715	51,163	36,852	51,223
Vacation Pay	3,693	0	0	0
Educational Bonus	180	0	720	720
Sick Pay	4,631	0	0	0
Longevity Pay	19,611	23,559	22,460	28,560
Bonus	3,186	3,293	3,187	3,367
Other Personnel Costs	330	0	165	0
Employee Health Insurance	281,362	303,949	309,810	327,565
Employee Life Insurance	6,846	8,102	7,965	8,269
Worker's Compensation Insurance	31,383	43,758	43,758	44,716
Retiree Health Insurance	238,380	75,021	73,661	76,558
FICA	110,176	123,381	119,977	122,537
Pension Contribution	222,518	196,264	185,853	191,272
Contributory Retirement Plan	3,423	5,124	8,931	8,247
Total Personnel	**$ 2,423,507**	**$ 2,419,136**	**$ 2,369,673**	**$ 2,484,212**
Staffing Level				
Full-Time	*32.50*	*37.00*	*35.64*	*37.00*
Part-Time (converted to FTE)	*0.98*	*2.06*	*1.41*	*2.14*
Total Full-Time Equivalent (FTE)	***33.48***	***39.06***	***37.05***	***39.14***
Operations				
Training	$ 4,396	$ 8,170	$ 6,475	$ 8,050
Travel	3,505	6,800	6,300	7,900
Professional Services	563	2,000	1,000	2,000
Other Professional Service	35,037	36,000	42,500	34,500
Postage & Freight	74,438	76,250	77,100	78,050
Notice Publication	701	2,500	587	2,100
Dues & Subscriptions	701	2,450	1,415	2,250
Utilities	603,269	610,000	575,000	615,000
Water Purchased For Resale	29,395	30,000	30,000	32,000
Phones - Local	9,570	14,900	8,100	4,350
Long Distance Phone Calls	183	195	70	0
Cellular Phones	6,094	6,450	5,800	6,450
Data Processing - Software	0	10,500	183	10,500
Telecommunication Link	1,208	1,600	1,400	1,600
Shop Allocation	24,600	24,600	25,500	24,600
Vehicle Maintenance	29,436	35,000	42,200	37,200
Equipment Maintenance	220,490	252,491	230,000	277,000
Radio Maintenance	223	150	218	0
Computer Maintenance	14,464	20,250	90	20,000

CITY OF BARTLETT
UTILITY FUND EXPENDITURES - LINE ITEM SUMMARY
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Grounds Maintenance	1,320	3,800	1,500	8,100
Building Maintenance	14,454	15,050	14,594	15,250
Water & Sewer Line Maintenance	27,476	27,500	27,500	27,500
Waste Refuse	19,398	30,000	32,000	35,000
Bad Debt Expense	2,063	2,400	2,000	2,400
Office Supplies	4,819	6,300	9,500	6,300
Printing	5,657	25,350	6,250	20,350
Petroleum Supplies	63,724	92,500	58,000	65,500
Clothing & Uniforms	9,481	10,800	10,800	10,800
Operating Supplies	22,535	25,450	24,200	24,200
Cleaning Supplies	3,500	3,400	5,000	5,400
Chemical Supplies	95,650	101,800	101,766	105,800
Fill Sand, Dirt & Gravel	18,454	20,000	20,000	20,000
Concrete & Brick	6,571	11,000	8,500	10,000
Small Tools	1,418	3,100	2,800	2,800
Pipe & Materials-System Maintenance	60,122	70,000	62,000	70,000
Meters & Meter Boxes	9,762	13,910	10,000	10,000
Equipment Rental	0	700	0	500
Street Barricade & Equip Re	389	400	400	400
Property Insurance	68,149	68,149	72,490	74,500
Vehicle & Equip Insurance	8,031	8,031	12,094	12,341
General Liability Insurance	20,940	20,940	21,695	22,796
Bank Charges	287	4,000	4,000	4,000
Lab Testing	37,747	44,000	50,000	58,000
CSX Leases	1,167	1,400	1,200	1,400
Cash Over Or Short	48	100	(50)	100
Pollution Control Fees	46,303	49,000	48,000	49,000
In Lieu Of Tax Payments	605,061	610,000	571,666	562,302
Sewer Service Fees	881,573	1,058,750	908,600	1,058,600
State Fees	1,200	1,200	1,200	1,200
Damage Claims	1,645	19,000	2,412	19,000
Miscellaneous Other Expenses	25,212	1,800	0	1,800
Total Operations	**$ 3,122,427**	**$ 3,490,136**	**$ 3,144,054**	**$ 3,468,889**
Capital				
Building Improvements	$ 12,202	$ 0	$ 0	$ 0
Communications Equipment	0	1,800	1,587	1,800
Data Processing Equipment	10,928	10,000	7,178	8,200
Office Equipment	0	0	1,290	1,500
Vehicles	0	210,157	177,309	276,000
Other Equipment	0	69,000	65,650	12,000
Water/Sewer Mains & System Improvement	168,316	861,262	723,000	748,800
Total Capital	**$ 191,446**	**$ 1,152,219**	**$ 976,015**	**$ 1,048,300**
TOTAL UTILITY FUND EXPENDITURES	**$ 5,728,554**	**$ 7,061,492**	**$ 6,487,742**	**$ 6,999,401**

Utility Administration

City of Bartlett

FY 2017 Adopted Budget

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Salaries	240,754	245,967	231,643	242,407
Benefits	137,441	109,464	99,120	101,739
Operations	1,596,673	1,838,128	1,591,553	1,787,139
Capital	130,677	133,200	132,050	135,500
Total	**2,105,545**	**2,326,759**	**2,054,366**	**2,266,785**

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.

FY 2016 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 2015 Actual	FY 2016 Forecast	FY 2017 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	20,250	20,500	20,750
Accurately read water meters monthly	% of meters read accurately	99%	99%	99%

CITY OF BARTLETT
UTILITY ADMINISTRATION
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 57,951	$ 51,440	$ 51,440	$ 52,469
Employee Wages	171,580	176,027	165,008	171,378
Overtime Wages	824	3,000	829	3,000
Part-Time	10,400	15,500	14,366	15,560
Vacation Pay	(873)	0	0	0
Sick Pay	130	0	0	0
Longevity Pay	2,989	4,122	3,443	4,288
Bonus	603	603	603	603
Employee Health Insurance	41,743	43,892	38,554	40,373
Employee Life Insurance	1,044	1,228	1,143	1,209
Worker's Compensation Insurance	351	412	412	404
Retiree Health Insurance	36,307	11,373	10,823	11,192
FICA	18,095	18,618	17,570	17,925
Pension Contribution	36,540	27,663	23,651	22,637
Contributory Retirement Plan	512	1,553	2,921	3,108
Total Personnel	**$ 378,195**	**$ 355,431**	**$ 330,763**	**$ 344,146**
Staffing Level				
Full-Time	*5.00*	*6.00*	*5.91*	*6.00*
Part-Time (converted to FTE)	*0.47*	*0.73*	*0.65*	*0.74*
Total Full-Time Equivalent (FTE)	***5.47***	***6.73***	***6.56***	***6.74***
Operations				
Training	$ 149	$ 2,500	$ 1,200	$ 2,500
Travel	0	2,000	2,000	2,000
Postage & Freight	73,979	75,000	75,850	76,800
Dues & Subscriptions	0	100	0	100
Phones - Local	1,857	1,700	1,600	900
Long Distance Phone Calls	61	100	50	0
Data Processing - Software	0	10,500	0	10,500
Equipment Maintenance	824	20,000	10,000	20,000
Computer Maintenance	14,464	20,000	0	20,000
Bad Debt Expense	2,063	2,400	2,000	2,400
Office Supplies	2,872	3,500	7,200	3,500
Printing	5,506	25,000	6,000	20,000
Operating Supplies	0	1,000	500	1,000
Small Tool	0	300	0	0
General Liability Insurance	7,928	7,928	9,037	9,037
Bank Charges	287	4,000	4,000	4,000
Cash Over Or Short	48	100	(50)	100
In Lieu Of Tax Payments	605,061	610,000	571,666	562,302
Sewer Service Fees	881,573	1,050,000	900,000	1,050,000
Memphis sewer fee increased on 1/1/2015 with a two-year contract.				
Damage Claims	0	1,000	500	1,000
Miscellaneous Other Expenses	0	1,000	0	1,000
Total Operations	**$ 1,596,673**	**$ 1,838,128**	**$ 1,591,553**	**$ 1,787,139**
Capital				
Communications Equipment	$ 0	$ 1,200	$ 1,200	$ 1,200

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Data Processing Equipment	2,713	4,000	1,560	4,000
Three (3) computers.				
Office Equipment	0	0	1,290	1,500
Water Mains & System Improvement	127,964	128,000	128,000	128,800
Additional water meters for change-out program. Additional Orion meters for electronic reading of water usage.				
Total Capital	**$ 130,677**	**$ 133,200**	**$ 132,050**	**$ 135,500**
Total Utility Administration	**$ 2,105,545**	**$ 2,326,759**	**$ 2,054,366**	**$ 2,266,785**

Water & Wastewater Services

City of Bartlett

FY 2017 Adopted Budget

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 25,333 water meters.

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Salaries	799,839	868,398	857,859	900,320
Benefits	538,102	455,149	462,489	487,504
Operations	302,380	344,924	301,557	324,085
Capital	21,896	278,597	265,524	123,600
Total	**1,662,216**	**1,947,068**	**1,887,428**	**1,835,509**

FY 2016 Performance Highlights

Our Tennessee-One-Call locate person processed 7,416 requests for locations in the last 12 months. That's an average of more than 25 per day; The crews maintain: 334 miles of sewer main, 7,269 sewer manholes, 29 lift stations, 375 miles of water main, 3,509 fire hydrants, 7,081 water valves, 39,393 sewer and water services, and 19 miles of forcemains.

Objective	Performance Measures	FY 2015 Actual	FY 2016 Forecast	FY 2017 Projected
Reduce wastewater system inflow and infiltration problems in order to reduce system repair costs	Cost of lift station repairs	$27,500	$32,000	$34,000
Reduce maintenance cost by continuing to install the Badger Orion AMR Systems.	Cost of labor and materials repairing and installing automated read meters and transponders.	$12,775	$14,000	$15,500
Maintain City's sewer and water lines, valves, manholes, and meters	Number of work tickets completed	6250	7250	7750

CITY OF BARTLETT
WATER & WASTEWATER SERVICES
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Personnel				
Supervisor Salaries	$ 65,037	$ 67,597	$ 67,598	$ 70,234
Employee Wages	682,643	744,938	740,575	774,223
Overtime Wages	35,645	35,000	32,000	35,000
Special Hours	5,200	5,200	5,200	5,200
Part-Time	11,315	15,663	12,486	15,663
Vacation Pay	983	0	0	0
Sick Pay	3,572	0	0	0
Longevity Pay	14,019	15,317	15,317	18,932
Bonus	1,809	1,914	1,809	1,897
Other Personnel Costs	330	0	165	0
Employee Health Insurance	174,532	186,489	197,888	210,723
Employee Life Insurance	3,694	4,388	4,348	4,560
Worker's Compensation Insurance	21,258	30,030	30,030	30,826
Retiree Health Insurance	136,732	40,627	40,409	42,223
FICA	58,390	65,370	64,532	65,653
Pension Contribution	121,358	109,394	103,979	109,616
Contributory Retirement Plan	1,426	1,620	4,012	3,074
Total Personnel	**$ 1,337,941**	**$ 1,323,547**	**$ 1,320,348**	**$ 1,387,824**
Staffing Level				
Full-Time	*18.75*	*21.00*	*20.73*	*21.00*
Part-Time (converted to FTE)	*0.51*	*0.73*	*0.46*	*0.70*
Total Full-Time Equivalent (FTE)	***19.26***	***21.73***	***21.19***	***21.70***
Operations				
Training	$ 940	$ 1,270	$ 1,275	$ 1,350
Travel	222	500	300	1,900
Other Professional Service	16,685	18,000	22,000	18,000
Postage & Freight	246	200	200	200
Notice Publication	98	0	0	0
Dues & Subscriptions	45	200	165	200
Phones - Local	1,718	2,000	1,500	1,350
Long Distance Phone Calls	31	20	20	0
Cellular Phones	2,610	2,600	2,400	2,600
Shop Allocation	14,000	14,000	14,000	14,000
Vehicle Maintenance	25,145	28,000	35,000	30,000
Equipment Maintenance	7,709	10,000	8,000	10,000
Radio Maintenance	223	150	218	0
Computer Maintenance	0	250	273	0
Building Maintenance	322	300	344	500
Water & Sewer Line Maintenance	27,476	27,500	27,500	27,500
Office Supplies	460	800	800	800
Petroleum Supplies	47,454	70,000	42,000	47,000
Clothing & Uniforms	7,958	8,500	8,500	8,500
Operating Supplies	11,719	12,200	12,200	12,200
Cleaning Supplies	1,041	1,800	1,800	1,800
Chemical Supplies	766	800	766	800
Fill Sand, Dirt & Gravel	18,454	20,000	20,000	20,000
Concrete & Brick	6,571	11,000	8,500	10,000

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Small Tools	1,015	2,500	2,500	2,500
Pipe & Materials-System Maintenance	60,122	70,000	62,000	70,000
Meters & Meter Boxes	9,762	13,910	10,000	10,000
Street Barricade & Equip Re	389	400	400	400
Vehicle & Equip Insurance	6,752	6,752	10,026	10,026
General Liability Insurance	5,772	5,772	6,959	6,959
Damage Claims	1,645	15,000	1,912	15,000
Miscellaneous Other Expenses	25,030	500	0	500
Total Operations	**$ 302,380**	**$ 344,924**	**$ 301,557**	**$ 324,085**
Capital				
Communications Equipment	$ 0	$ 600	$ 387	$ 600
Data Processing Equipment	2,182	2,000	1,992	0
Vehicles	0	163,997	155,149	68,000
1 - new F-150 super cap pickup $32k, 1 - new F150 crew cab pick up $36k.				
Other Equipment	0	67,000	62,995	10,000
1 - New 18' drop deck equipment trailer to transport E55 Bobcat Excavator.				
Water Mains & System Improvement	19,714	45,000	45,000	45,000
Total Capital	**$ 21,896**	**$ 278,597**	**$ 265,524**	**$ 123,600**
Total Water & Wastewater Services	**$ 1,662,216**	**$ 1,947,068**	**$ 1,887,428**	**$ 1,835,509**

Utility
Plant Operations

City of Bartlett

FY 2017 Adopted Budget

What We Do

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

Summary Revenue/Expenditure Type

Category	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revs/Recvrs	*6,485*	*0*	*0*	*0*
Salaries	277,906	327,619	312,695	327,649
Benefits	146,793	129,687	128,669	133,631
Operations	920,753	1,000,828	940,732	1,031,250
Capital	16,722	396,722	324,160	375,200
Total	**1,355,690**	**1,854,857**	**1,706,256**	**1,867,730**

FY 2016 Performance Highlights

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

Objective	Performance Measures	FY 2015 Actual	FY 2016 Forecast	FY 2017 Projected
Upgrade Various water lines in the city	Install upgrades within the fiscal year	Completed	Completed	Completed
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	Completed	Completed	Completed

CITY OF BARTLETT
PLANT OPERATIONS
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Department Revenues				
Demand Response Program	$ 6,485	$ 0	$ 0	$ 0
Total Department Revenues	**$ 6,485**	**$ 0**	**$ 0**	**$ 0**
Personnel				
Supervisor Salaries	$ 69,657	$ 65,678	$ 65,678	$ 67,665
Employee Wages	178,809	213,441	205,726	207,484
Overtime Wages	19,040	16,000	20,891	20,000
Special Hours	10,400	12,500	10,400	12,500
Part-Time	0	20,000	10,000	20,000
Vacation Pay	201	0	0	0
Sick Pay	119	0	0	0
Longevity Pay	0	1,420	750	2,331
Bonus	431	431	431	522
Employee Health Insurance	39,034	40,778	43,290	45,122
Employee Life Insurance	1,274	1,507	1,497	1,486
Worker's Compensation Insurance	6,267	7,834	7,834	7,847
Retiree Health Insurance	37,253	13,956	13,570	13,757
FICA	20,321	24,684	23,301	24,045
Pension Contribution	41,893	39,077	37,996	38,521
Total Personnel	**$ 424,700**	**$ 457,306**	**$ 441,364**	**$ 461,280**
Staffing Level				
Full-Time	*4.99*	*6.00*	*5.00*	*6.00*
Part-Time (converted to FTE)	*0.00*	*0.60*	*0.30*	*0.70*
Total Full-Time Equivalent (FTE)	***4.99***	***6.60***	***5.30***	***6.70***
Operations				
Training	$ 2,822	$ 2,600	$ 2,400	$ 2,600
Travel	2,611	2,500	2,500	2,500
Other Professional Service	16,100	18,000	18,000	16,500
Ground Water institute.				
Postage & Freight	193	1,000	1,000	1,000
Notice Publication	519	2,500	500	2,000
Dues & Subscriptions	521	2,000	1,000	1,800
Utilities	448,863	470,000	435,000	470,000
Water Purchased For Resale	29,395	30,000	30,000	32,000
Phones - Local	3,726	9,000	3,000	900
Long Distance Phone Calls	10	75	0	0
Cellular Phones	3,248	3,500	3,100	3,500
Telecommunication Link	1,208	1,600	1,400	1,600
Shop Allocation	9,100	9,100	10,000	9,100
Vehicle Maintenance	3,561	6,000	6,000	6,000
Equipment Maintenance	176,972	190,491	180,000	215,000
Grounds Maintenance	1,136	1,600	500	4,600
Building Maintenance	12,351	12,500	12,000	12,500
Office Supplies	1,278	1,500	1,200	1,500
Printing	151	350	250	350
Petroleum Supplies	12,162	18,000	12,000	14,000
Clothing & Uniforms	301	800	800	800

CITY OF BARTLETT
PLANT OPERATIONS
FY 2017 Adopted Budget

Description		FY 2015 Actual		FY 2016 Revised		FY 2016 Projection		FY 2017 Adopted
Operating Supplies		4,333		6,000		3,500		4,000
Cleaning Supplies		2,458		1,600		3,200		3,600
Chemical Supplies		76,521		85,000		85,000		85,000
Property Insurance		52,316		52,316		55,647		57,000
Vehicle & Equip Insurance		649		649		1,149		1,500
General Liability Insurance		5,247		5,247		4,186		5,000
Lab Testing		12,107		20,000		25,000		30,000
CSX Leases		1,167		1,400		1,200		1,400
Pollution Control Fees		38,343		41,000		40,000		41,000
State Fees		1,200		1,200		1,200		1,200
Damage Claims		0		3,000		0		3,000
Miscellaneous Other Expenses		182		300		0		300
Total Operations	**$**	**920,753**	**$**	**1,000,828**	**$**	**940,732**	**$**	**1,031,250**
Capital								
Building Improvements	$	7,737	$	0	$	0	$	0
Data Processing Equipment		767		2,000		2,000		2,200
Vehicles		0		46,160		22,160		48,000
Truck replacements.								
Water Mains & System Improvement		8,218		348,562		300,000		325,000
Tank Maintenance & Paint $225k, Water Line Upgrades $50k, Old tank removal $50k.								
Total Capital	**$**	**16,722**	**$**	**396,722**	**$**	**324,160**	**$**	**375,200**
Total Plant Operations	**$**	**1,355,690**	**$**	**1,854,857**	**$**	**1,706,256**	**$**	**1,867,730**

Utility
Sewer Treatment

City of Bartlett

FY 2017 Adopted Budget

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 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Revs/Recvrs	*2,341*	*0*	*2,000*	*2,000*
Salaries	179,287	194,701	190,989	202,025
Benefits	103,384	88,151	86,210	88,937
Operations	302,621	306,256	310,212	326,415
Capital	22,151	343,700	254,281	414,000
Total	**605,103**	**932,808**	**839,692**	**1,029,377**

FY 2016 Performance Highlights

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

Objective	Performance Measures	FY 2015 Actual	FY 2016 Forecast	FY 2017 Projected
Provide optimal gallons treated at permitted levels	Meet all Permit limits without violation	17 violations	6 violations	Attained
Participate in TVA energy conservation program	Save money for the utility in peak demand conditions	Attained	Attained	Attained

CITY OF BARTLETT

SEWER TREATMENT

FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Department Revenues				
Demand Response Program	$ 2,341	$ 0	$ 2,000	$ 2,000
Total Department Revenues	**$ 2,341**	**$ 0**	**$ 2,000**	**$ 2,000**
Personnel				
Supervisor Salaries	$ 65,095	$ 68,857	$ 68,857	$ 70,234
Employee Wages	99,397	112,444	108,332	117,491
Overtime Wages	9,495	8,000	8,600	8,700
Special Hours	5,300	5,400	5,200	5,600
Vacation Pay	3,382	0	0	0
Educational Bonus	180	0	720	720
Sick Pay	810	0	0	0
Longevity	2,604	2,700	2,950	3,009
Bonus	344	345	345	345
Employee Health Insurance	26,053	32,790	30,078	31,347
Employee Life Insurance	833	979	977	1,014
Worker's Compensation Insurance	3,507	5,482	5,482	5,639
Retiree Health Insurance	28,089	9,065	8,859	9,386
FICA	13,370	14,709	14,574	14,914
Pension Contribution	22,727	20,130	20,227	20,498
Contributory Retirement Plan	1,485	1,951	1,998	2,065
Total Personnel	**$ 282,671**	**$ 282,852**	**$ 277,199**	**$ 290,962**
Staffing Level				
Full-Time	*3.76*	*4.00*	*4.00*	*4.00*
Part-Time (converted to FTE)	*0.00*	*0.00*	*0.00*	*0.00*
Total Full-Time Equivalent (FTE)	***3.76***	***4.00***	***4.00***	***4.00***
Operations				
Training	$ 485	$ 1,800	$ 1,600	$ 1,600
Travel	672	1,800	1,500	1,500
Professional Services	563	2,000	1,000	2,000
Other Professional Services	2,253	0	2,500	0
Postage	19	50	50	50
Notice Publication	83	0	87	100
Dues & Subscriptions	135	150	250	150
Utilities	154,406	140,000	140,000	145,000
Phones - Local	2,269	2,200	2,000	1,200
Long Distance Phone Calls	80	0	0	0
Cellular Phones	236	350	300	350
Shop Allocation	1,500	1,500	1,500	1,500
Vehicle Maintenance	730	1,000	1,200	1,200
Equipment Maintenance	34,985	32,000	32,000	32,000
Grounds Maintenance	184	2,200	1,000	3,500
Building Maintenance	1,781	2,250	2,250	2,250
Waste Refuse	19,398	30,000	32,000	35,000
Office Supplies	208	500	300	500
Petroleum Supplies	4,107	4,500	4,000	4,500
Clothing & Uniforms	1,222	1,500	1,500	1,500
Operating Supplies	6,582	6,250	8,000	7,000

CITY OF BARTLETT
SEWER TREATMENT
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Chemical Supplies	18,363	16,000	16,000	20,000
Small Tools	305	300	300	300
Equipment Rental	0	700	0	500
Property Insurance	15,833	15,833	16,843	17,500
Vehicle & Equip Insurance	630	630	919	815
General Liability Insurance	1,993	1,993	1,513	1,800
Lab Testing	25,640	24,000	25,000	28,000
Pollution Control Fees	7,960	8,000	8,000	8,000
Sewer Service Fees	0	8,750	8,600	8,600
Total Operations	**$ 302,621**	**$ 306,256**	**$ 310,212**	**$ 326,415**
Capital				
Building Improvements	$ 4,465	$ 0	$ 0	$ 0
Data Processing Equipment	5,266	2,000	1,626	2,000
Vehicles	0	0	0	160,000
Purchase a new dump truck and bed for sludge hauling.				
Other Equipment	0	2,000	2,655	2,000
Sewer Mains & System Improvement	12,420	339,700	250,000	250,000
Sewer rehabs & sewer lines upgrades.				
Total Capital	**$ 22,151**	**$ 343,700**	**$ 254,281**	**$ 414,000**
Total Sewer Treatment	**$ 605,103**	**$ 932,808**	**$ 839,692**	**$ 1,029,377**

CITY OF BARTLETT

TENNESSEE

DEBT SERVICE FUND

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

Tab - back page

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. General obligation bonds are issued to provide funds for capital projects and equipment that have a useful life that extends beyond the payment period.

The primary source of revenue for the Debt Service Fund is a portion (1/3) of the Local Sales Tax. For the Fiscal Year 2017, funds needed for debt service payments come from a transfer from the State Street Aid Fund and the Solid Waste Fund. The Debt Service Fund will use $231,303 of reserves to balance its budget. The City expects to issue $5.72 million in general obligation bonds in FY 2017. Additionally, the City plans to issue $1,127,500 in capital outlay notes to fund various projects and equipment as contained in the City's Capital Improvement Plan this year.

<u>Debt Management Policies</u>

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.

<u>Credit Ratings</u>

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.

<u>Debt Limits</u>

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

CITY OF BARTLETT
GENERAL DEBT SERVICE
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
General Debt Service Revenues				
Local Sales Tax	$ 3,073,504	$ 3,165,000	$ 3,210,000	$ 3,338,400
Transfer From General Fund	150,000	500,000	500,000	0
Transfer From Street Aid Fund	0	0	0	700,000
Transfer From Solid Waste Fund	500,000	200,000	200,000	200,000
Transfer From CIP	175,000	215,000	180,000	66,000
Total General Debt Service Revenues	**$ 3,898,504**	**$ 4,080,000**	**$ 4,090,000**	**$ 4,304,400**
General Debt Service Expenditures				
Paying Agent Fee	$ 1,550	$ 3,500	$ 3,500	$ 3,500
Go Bond Issuance Expense	0	55,000	59,168	60,000
TML Note Issuance Expense	7,975	7,200	7,800	10,000
2007A Principal	125,000	130,000	130,000	135,000
2008A Principal	54,000	56,000	56,000	59,000
2009A Principal	95,000	95,000	95,000	95,000
2010A Principal	660,000	670,000	670,000	685,000
2011A Principal	600,000	610,000	610,000	395,000
2012A Principal	630,000	765,000	765,000	785,000
2013A Principal	535,000	560,000	560,000	575,000
2015A Principal	0	0	0	170,000
2011 Capital Note Principal	239,500	0	0	0
2013 Capital Note Principal	100,500	106,000	106,000	108,000
2013A Capital Note Principal	179,000	183,000	183,000	186,000
2014 Capital Note Principal	0	139,000	139,000	142,000
2015 Capital Note Principal	0	0	0	142,000
2007A Interest	92,225	87,125	87,125	81,825
2008A Interest	2,323	53,050	1,760	5,000
2009A Interest	60,678	58,754	58,754	56,687
2010A Interest	129,213	115,913	115,913	102,363
2011A Interest	65,744	53,644	53,644	43,594
2012A Interest	246,288	232,338	232,338	212,913
2013A Interest	136,219	119,794	119,794	102,769
2015A Interest	0	50,000	87,896	209,250
2016A Interest	0	0	0	90,000
2011 Capital Note Interest	2,431	0	0	0
2013 Capital Note Interest	15,341	13,143	13,143	10,863
2013A Capital Note Interest	20,025	16,839	16,839	13,582
2014 Capital Note Interest	11,272	21,276	21,276	18,199
2015 Capital Note Interest	0	12,500	10,560	20,158
2016 Capital Note Interest	0	0	0	18,000
Total General Debt Service Expenditures	**$ 4,009,283**	**$ 4,214,076**	**$ 4,203,510**	**$ 4,535,703**
Net General Debt Service	**$ (110,778)**	**$ (134,076)**	**$ (113,510)**	**$ (231,303)**
Beginning Fund Balance	**$ 671,538**	**$ 560,760**	**$ 560,760**	**$ 447,250**
Ending Fund Balance	**$ 560,760**	**$ 426,684**	**$ 447,250**	**$ 215,947**

City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - General Long-Term Debt
June 30, 2016

Fiscal Year	2015 Capital Note		Series 2015 Bonds		2014 Capital Note		2013B Capital Note		Series 2013 Bonds		2013A Capital Note		Series 2012 Bonds	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2017	142,000	20,158	170,000	209,250	142,000	18,199	108,000	10,863	575,000	102,769	186,000	13,581	785,000	212,913
2018	146,000	17,235	190,000	205,650	145,000	15,056	110,000	8,541	590,000	85,294	189,000	10,271	805,000	189,063
2019	149,000	14,240	190,000	199,950	149,000	11,837	113,000	6,166	615,000	67,219	192,000	6,906	830,000	164,538
2020	152,000	11,185	200,000	194,150	152,000	8,541	115,000	3,738	95,000	56,569	196,000	3,489	855,000	139,263
2021	155,000	8,069	205,000	190,100	155,000	5,179	118,000	1,257	100,000	53,644			625,000	117,063
2022	158,000	4,892	205,000	186,000	159,000	1,741			105,000	50,569			640,000	98,088
2023	162,000	1,644	210,000	181,850					105,000	47,419			660,000	78,588
2024			215,000	175,450					110,000	44,194			690,000	61,788
2025			225,000	166,650					115,000	40,819			700,000	47,450
2026			235,000	157,450					115,000	37,369			715,000	31,969
2027			245,000	146,625					120,000	33,844			110,000	22,481
2028			255,000	134,125					125,000	30,169			115,000	19,528
2029			270,000	121,000					125,000	26,419			115,000	16,509
2030			280,000	107,250					130,000	22,431			120,000	13,200
2031			295,000	92,875					135,000	17,956			125,000	9,525
2032			310,000	77,750					140,000	13,144			125,000	5,775
2033			325,000	61,875					145,000	8,066			130,000	1,950
2034			340,000	45,250					150,000	2,719				
2035			360,000	27,750										
2036			375,000	9,375										
	$ 1,064,000	$ 77,424	$ 5,100,000	$ 2,690,375	$ 902,000	$ 60,554	$ 564,000	$ 30,566	$ 3,595,000	$ 740,610	$ 763,000	$ 34,247	$ 8,145,000	$ 1,229,688

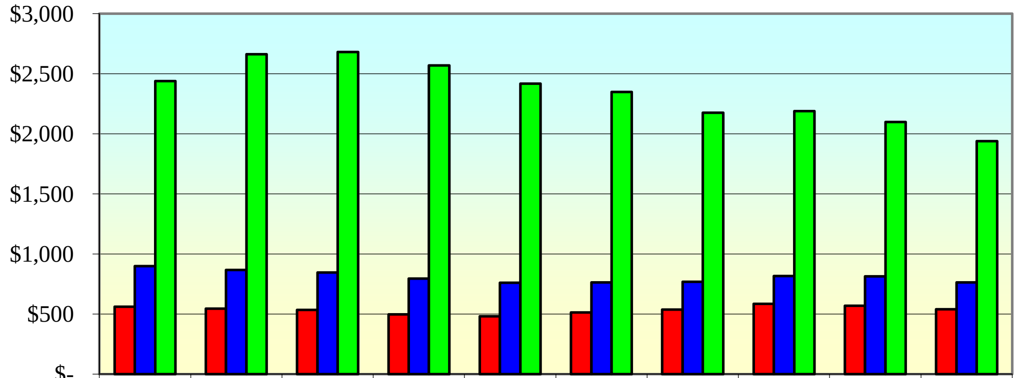
* - This is a variable rate loan. Interest rate assumed is 0.26% which was the rate for June 2015.

City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - General Long-Term Debt
June 30, 2016

Fiscal Year	Series 2011 Bonds		Series 2010 Bonds		Series 2009 Bonds		Series 2008 Bonds		Series 2007 Bonds		Total	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest*	Principal	Interest	Principal	Interest
2017	395,000	43,594	685,000	102,363	95,000	56,688	59,000	2,600	135,000	81,825	3,477,000	874,801
2018	325,000	36,394	705,000	88,463	100,000	54,345	61,000	2,446	140,000	76,325	3,506,000	789,082
2019	325,000	29,894	720,000	74,213	100,000	51,745	64,000	2,287	145,000	70,625	3,592,000	699,620
2020	335,000	23,294	735,000	59,203	105,000	48,820	67,000	2,120	155,000	64,586	3,162,000	614,958
2021	335,000	15,756	745,000	42,547	110,000	45,513	70,000	1,945	160,000	58,168	2,778,000	539,239
2022	350,000	7,194	390,000	28,825	110,000	41,965	73,000	1,763	165,000	51,505	2,355,000	472,542
2023	55,000	2,131	245,000	20,734	115,000	38,166	76,000	1,572	170,000	44,595	1,798,000	416,699
2024	55,000	722	60,000	16,694	120,000	34,053	80,000	1,374	180,000	37,333	1,510,000	371,606
2025			65,000	14,894	125,000	29,641	83,000	1,165	185,000	29,713	1,498,000	330,331
2026			65,000	12,944	130,000	24,923	87,000	949	195,000	21,733	1,542,000	287,335
2027			70,000	10,875	130,000	19,983	91,000	721	205,000	13,281	971,000	247,810
2028			70,000	8,688	140,000	14,715	95,000	484	210,000	4,463	1,010,000	212,171
2029			75,000	6,375	145,000	9,050	99,000	236			829,000	179,589
2030			75,000	3,891	150,000	3,075					755,000	149,847
2031			75,000	1,313							630,000	121,669
2032											575,000	96,669
2033											600,000	71,891
2034											490,000	47,969
2035											360,000	27,750
2036											375,000	9,375
	$ 2,175,000	$ 158,979	$ 4,780,000	$ 492,019	$ 1,675,000	$ 472,680	$ 1,005,000	$ 19,662	$ 2,045,000	$ 554,150	$ 31,813,000	$ 6,560,952

Debt per Capita
(FY 2006 - FY 2015)

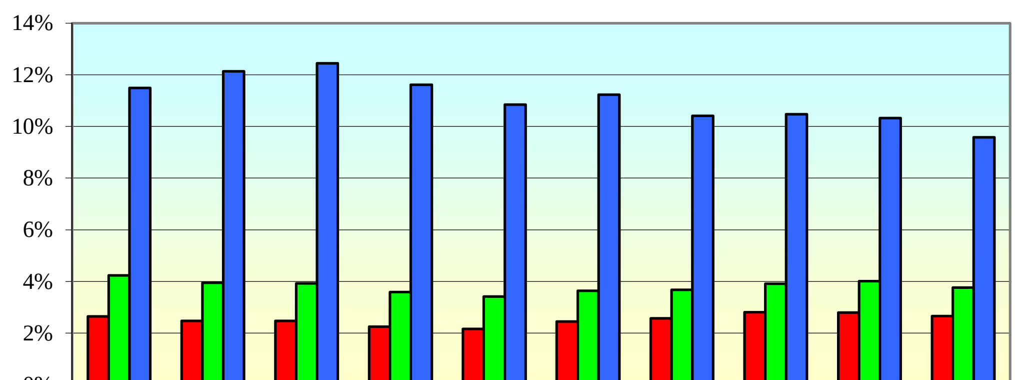
One of the measures of the capacity of a local government to service debt is Debt per Capita. The City of Bartlett's net debt and total debt per capita decrease in FY 2015, which is good, even though they have increased o



	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Net Debt	$562	$544	$534	$498	$481	$512	$538	$586	$569	$539
Total Debt	$898	$867	$846	$794	$761	$762	$767	$816	$814	$762
Net & Overlapping	$2,439	$2,664	$2,683	$2,571	$2,420	$2,350	$2,176	$2,189	$2,100	$1,939

Debt to Assessed Values
(FY 2006 - FY 2015)

Another measure of capacity is the Debt to Assessed Value of Property. The debt to assessed values has improved up until FY 2010 (decreasing % is better). FY 2011 to FY 2014 took a few steps back due to the stagnant property values in Bartlett (and many parts of the country). It decreases in FY 2015, showing



	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Net Debt	2.6%	2.5%	2.5%	2.3%	2.2%	2.4%	2.6%	2.8%	2.8%	2.7%
Total Debt	4.2%	4.0%	3.9%	3.6%	3.4%	3.6%	3.7%	3.9%	4.0%	3.8%
Net & Overlapping	11.5%	12.1%	12.4%	11.6%	10.8%	11.2%	10.4%	10.5%	10.3%	9.6%

CITY OF BARTLETT
UTILITY FUND DEBT SERVICE
FY 2017 Adopted Budget

Description	FY 2015 Actual	FY 2016 Revised	FY 2016 Projection	FY 2017 Adopted
Utility Debt Expenditures				
Paying Agent Fee	$ 1,550	$ 1,600	$ 1,550	$ 1,800
Debt Issuance Expense	23,168	5,500	23,000	47,000
2007B Principal	45,000	45,000	45,000	45,000
2008B Principal	40,000	42,000	42,000	43,000
2009B Principal	40,000	40,000	40,000	40,000
2010B Principal	280,000	275,000	275,000	285,000
2011B Principal	545,000	565,000	565,000	490,000
2012B Principal	140,000	220,000	220,000	215,000
2013B Principal	165,000	175,000	175,000	185,000
2007B Interest	30,633	30,032	30,032	28,233
2008B Interest	1,721	39,300	1,280	2,500
2009B Interest	25,673	25,402	25,402	24,532
2010B Interest	49,344	44,719	44,719	39,119
2011B Interest	55,763	52,063	52,063	41,513
2012B Interest	85,756	84,556	84,556	79,131
2013B Interest	56,871	55,171	55,171	49,771
Total Utility Debt Expenditures	**$ 1,585,477**	**$ 1,700,343**	**$ 1,679,773**	**$ 1,616,599**

City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - Water and Sewer Fund
June 30, 2016

Fiscal Year	Series 2013 Bonds		Series 2012 Bonds		Series 2011 Bonds		Series 2010 Bonds	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2017	185,000	49,771	215,000	79,131	490,000	41,513	285,000	39,119
2018	190,000	44,146	225,000	72,531	215,000	34,463	295,000	33,319
2019	190,000	38,446	235,000	65,631	225,000	30,063	295,000	27,419
2020	60,000	34,696	240,000	58,506	230,000	25,513	305,000	21,228
2021	60,000	32,896	250,000	51,156	230,000	20,913	310,000	14,306
2022	65,000	31,021	260,000	43,506	235,000	15,675	320,000	6,625
2023	65,000	29,071	265,000	35,631	240,000	9,738	100,000	1,313
2024	65,000	27,121	265,000	29,006	245,000	3,369		
2025	70,000	25,096	275,000	23,434				
2026	70,000	22,996	285,000	17,306				
2027	70,000	20,896	65,000	13,247				
2028	75,000	18,721	65,000	11,541				
2029	75,000	16,321	70,000	9,769				
2030	80,000	13,686	70,000	7,800				
2031	80,000	10,966	75,000	5,625				
2032	85,000	8,066	75,000	3,375				
2033	90,000	4,894	75,000	1,125				
2034	90,000	1,631	75,000	1,125				
	$ 1,665,000	$ 430,445	$ 3,085,000	$ 529,447	$ 2,110,000	$ 181,244	$ 1,910,000	$ 143,328

* - This is a variable rate loan. Interest rate assumed is 0.26% which was the rate for June 2015.

City of Bartlett
SCHEDULE OF BONDS PAYABLE
Future Maturities (Including Interest) - Water and Sewer Fund
June 30, 2016

Fiscal Year	Series 2009 Bonds		Series 2008 Bonds		Series 2007 Bonds		Total	
	Principal	Interest	Principal	Interest*	Principal	Interest	Principal	Interest
2017	40,000	24,533	43,000	1,925	45,000	28,233	1,303,000	264,224
2018	45,000	23,510	45,000	1,813	50,000	26,333	1,065,000	236,114
2019	45,000	22,340	47,000	1,695	50,000	24,320	1,087,000	209,914
2020	45,000	21,058	50,000	1,572	50,000	22,270	980,000	184,843
2021	45,000	19,674	52,000	1,442	55,000	20,091	1,002,000	160,478
2022	50,000	18,140	54,000	1,307	55,000	17,809	1,039,000	134,083
2023	50,000	16,453	57,000	1,166	60,000	15,423	837,000	108,794
2024	50,000	14,703	59,000	1,017	60,000	12,933	744,000	88,148
2025	55,000	12,811	62,000	863	65,000	10,306	527,000	72,511
2026	55,000	10,776	64,000	701	65,000	7,544	539,000	59,324
2027	60,000	8,590	67,000	535	70,000	4,675	332,000	47,943
2028	60,000	6,250	70,000	360	75,000	1,594	345,000	38,466
2029	60,000	3,865	74,000	177			279,000	30,132
2030	65,000	1,333					215,000	22,819
2031							155,000	16,591
2032							160,000	11,441
2033							165,000	6,019
2034							165,000	2,756
	$ 725,000	$ 204,034	$ 744,000	$ 14,573	$ 700,000	$ 191,529	$ 10,939,000	$ 1,694,599

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 Principal	Debt Service Interest	Debt Service Total	Coverage
2006	9,688,303	4,071,905	5,616,398	1,255,000	569,220	1,824,220	3.08
2007	8,205,579	4,237,489	3,968,090	1,010,000	573,585	1,583,585	2.51
2008	8,307,946	4,352,229	3,955,717	895,000	593,012	1,488,012	2.66
2009	6,830,594	4,662,988	2,167,606	880,000	581,992	1,461,992	1.48
2010	6,282,853	5,243,944	1,038,909	1,010,000	563,000	1,573,000	0.66
2011	7,024,139	4,781,719	2,242,420	1,013,000	500,254	1,513,254	1.48
2012	9,398,373	4,897,935	4,500,438	1,100,000	401,108	1,501,108	3.00
2013	8,658,274	5,162,390	3,495,884	1,181,000	334,159	1,515,159	2.31
2014	8,600,560	4,897,158	3,703,402	1,203,000	309,680	1,512,680	2.45
2015	8,319,536	5,252,452	3,067,084	1,255,000	321,627	1,576,627	1.95

(1) Excludes depreciation expense.

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

THE GREAT SEAL OF BARTLETT TENNESSEE

★ 1866 ★

AGRICULTURE

LAW

COMMERCE

CITY OF BARTLETT

TENNESSEE

CAPITAL IMPROVEMENT PROGRAM

This section includes a summary of the five-year capital plan and project detail for each project in the Fiscal Year 2016 - 2020 Capital Improvement budget.

Tab - back page

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 2017-2021 Capital Improvement budget. Sources of funds, expenditures and project start and completion dates are included. Only the FY 2017 projects were adopted while FY 2018-2021 projects in the plan are just for a future guide. The City strives to limit the issuance of General Obligation debt to no more than $5 million per year. However, we are proposing a general obligation bond issue of $5.723 million for FY 2017 and will manage operating spending as a result. The Capital Improvement Fund is not 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 2017 are the New City Shop, Fletcher Creek Greenway, Ellis Road Hill Removal, Brother & Stage Left Signal, Westbrook Road Bridge, W.J. Freeman Park, New Water Tank, Old Brownsville Water Line and the Dehumidifier Replacement project. The New City Shop, Brother & Stage Left Signal, Westbrook Road Bridge, Old Brownsville Water Line and the Dehumidifier Replacement project are new projects and are expected to be completed within 1-3 years. The W.J. Freeman Park is also a new project and is expected to completed in 5-7 years. The Ellis Road Hill Removal and the New Water Tank project, both started in FY 2016, are expected to be completed in 2017. Fletcher Creek Greenway project, started in FY 2013, is funded through STP (surface transportation fund) 80/20 (the City match is 20%) and are expected to to be completed in 2020.

Impact of Capital Improvements on Operating Budget

Vehicles and equipment replacements, repairs, rehab and upgrade projects have petroleum, repairs/maintenance operating budget costs and are listed in each project details. However, there is no increase or decrease in the operating budget costs because personnel, material & supplies and maintenance/repairs costs stay the same. Two projects will affect the overall operating budget cost are Fletcher Creek Greenway and New Tank. Once these projects are completed, there will be part-time employees and maintenance costs for Fletcher Creek Greenway (about $25,000/year) and maintenance & repair costs for the New Tank (about $10,000/year).

CITY OF BARTLETT
FY 2017-2021 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY FUNCTION

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Revenues						
G.O. Bonds	$ 5,723,000	$ 7,662,000	$ 6,732,000	$ 4,333,000	$ 3,194,000	**$ 27,644,000**
Capital Note	1,127,500	965,000	1,435,000	805,000	830,000	**5,162,500**
FD311 Use of Fund Balance	66,000	0	0	0	0	**66,000**
Grant Funds	0	0	500,000	0	500,000	**1,000,000**
TDOT 80% match	120,000	8,800,000	6,800,000	3,850,000	0	**19,570,000**
Utility Bonds	0	1,780,000	1,040,000	1,080,000	830,000	**4,730,000**
Utility Retained Earnings	1,990,000	0	0	0	0	**1,990,000**
FD312 Use of Fund Balance	15,000	0	0	0	0	**15,000**
Total Revenues	**$ 9,041,500**	**$ 19,207,000**	**$ 16,507,000**	**$ 10,068,000**	**$ 5,354,000**	**$ 60,177,500**
Expenditures						
G.O. Bond/Other Funded						
Administrative	$ 66,000	$ 30,000	$ 0	$ 30,000	$ 0	**$ 126,000**
Public Safety	424,000	770,000	1,110,000	745,000	610,000	**3,659,000**
Public Works	623,500	1,750,000	1,250,000	250,000	250,000	**4,123,500**
Engineering	3,888,000	13,724,000	11,025,000	7,225,000	2,565,000	**38,427,000**
Parks & Recreation	2,035,000	1,153,000	2,082,000	738,000	1,099,000	**7,107,000**
Total G.O. Bond/Other Funded	**$ 7,036,500**	**$ 17,427,000**	**$ 15,467,000**	**$ 8,988,000**	**$ 4,524,000**	**$ 53,442,500**
Utility Bond/Other Funded						
Water	$ 1,605,000	$ 880,000	$ 440,000	$ 480,000	$ 230,000	**$ 3,635,000**
Sewer	400,000	900,000	600,000	600,000	600,000	**3,100,000**
Total Utility Bond/Other Funded	**$ 2,005,000**	**$ 1,780,000**	**$ 1,040,000**	**$ 1,080,000**	**$ 830,000**	**$ 6,735,000**
Total Expenditures	**$ 9,041,500**	**$ 19,207,000**	**$ 16,507,000**	**$ 10,068,000**	**$ 5,354,000**	**$ 60,177,500**

CITY OF BARTLETT
FY 2017-2021 CAPITAL IMPROVEMENT PLAN (CIP)
SUMMARY BY CATEGORY

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
GENERAL FUND						
Source of Funds						
G.O. Bonds	$ 5,723,000	$ 7,662,000	$ 6,732,000	$ 4,333,000	$ 3,194,000	**$ 27,644,000**
Capital Note	1,127,500	965,000	1,435,000	805,000	830,000	**5,162,500**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	66,000	0	0	0	0	**66,000**
Grant Funds	0	0	500,000	0	500,000	**1,000,000**
TDOT 80% match	120,000	8,800,000	6,800,000	3,850,000	0	**19,570,000**
Total Source	**$ 7,036,500**	**$ 17,427,000**	**$ 15,467,000**	**$ 8,988,000**	**$ 4,524,000**	**$ 53,442,500**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	633,000	114,000	348,000	66,000	291,000	**1,452,000**
Construction	5,492,000	16,156,000	13,749,000	7,915,000	3,468,000	**46,780,000**
Equipment/Furnishings	845,500	1,157,000	1,370,000	1,007,000	765,000	**5,144,500**
Other	66,000	0	0	0	0	**66,000**
Total Project Costs	**$ 7,036,500**	**$ 17,427,000**	**$ 15,467,000**	**$ 8,988,000**	**$ 4,524,000**	**$ 53,442,500**
UTILITY FUND						
Source of Funds						
Utility Bonds	$ 0	$ 1,780,000	$ 1,040,000	$ 1,080,000	$ 830,000	**$ 4,730,000**
Utility Retained Earnings	1,990,000	0	0	0	0	**1,990,000**
FD312 Use of Fund Balance	15,000	0	0	0	0	**15,000**
Total Source	**$ 2,005,000**	**$ 1,780,000**	**$ 1,040,000**	**$ 1,080,000**	**$ 830,000**	**$ 6,735,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 250,000	$ 0	**$ 250,000**
Design/Engineering	15,000	0	0	0	0	**15,000**
Construction	1,950,000	1,650,000	900,000	650,000	650,000	**5,800,000**
Equipment/Furnishings	0	130,000	140,000	180,000	180,000	**630,000**
Other	15,000	0	0	0	0	**15,000**
Total Project Costs	**$ 2,005,000**	**$ 1,780,000**	**$ 1,040,000**	**$ 1,080,000**	**$ 830,000**	**$ 6,735,000**
TOTAL CIP COSTS	**$ 9,041,500**	**$ 19,207,000**	**$ 16,507,000**	**$ 10,068,000**	**$ 5,354,000**	**$ 60,177,500**

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

CIP PROJECT LINE ITEMS SUMMARY

PROJECT	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
FUNDING SOURCES						
General Obligation Bonds	$ 5,723,000	$ 7,662,000	$ 6,732,000	$ 4,333,000	$ 3,194,000	**$ 27,644,000**
Capital Note	1,127,500	965,000	1,435,000	805,000	830,000	**5,162,500**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	66,000	0	0	0	0	**66,000**
Grant Funds	0	0	500,000	0	500,000	**1,000,000**
TDOT 80% match	120,000	8,800,000	6,800,000	3,850,000	0	**19,570,000**
Utility Bonds	0	1,780,000	1,040,000	1,080,000	830,000	**4,730,000**
Utility Retained Earnings	1,990,000	0	0	0	0	**1,990,000**
FD312 Use of Fund Balance	15,000	0	0	0	0	**15,000**
Total Funding Sources	**$ 9,041,500**	**$ 19,207,000**	**$ 16,507,000**	**$ 10,068,000**	**$ 5,354,000**	**$ 60,177,500**
PROJECT COST						
Administrative						
Vehicles & Equipment	$ 0	$ 30,000	$ 0	$ 30,000	$ 0	**$ 60,000**
Transfer to Debt Service Fund	66,000	0	0	0	0	**66,000**
Total Administrative	**$ 66,000**	**$ 30,000**	**$ 0**	**$ 30,000**	**$ 0**	**$ 126,000**
Police						
Police Vehicles & Equipment	$ 335,000	$ 435,000	$ 435,000	$ 435,000	$ 435,000	**$ 2,075,000**
Justice Center Maintenance	0	120,000	120,000	120,000	120,000	**480,000**
Total Police	**$ 335,000**	**$ 555,000**	**$ 555,000**	**$ 555,000**	**$ 555,000**	**$ 2,555,000**
Fire						
Fire Vehicles	$ 64,000	$ 0	$ 530,000	$ 0	$ 30,000	**$ 624,000**
Fire Ambulances	0	190,000	0	190,000	0	**380,000**
Total Fire	**$ 64,000**	**$ 190,000**	**$ 530,000**	**$ 190,000**	**$ 30,000**	**$ 1,004,000**
Codes Enforcement						
Codes Enforcement Vehicles	$ 25,000	$ 25,000	$ 25,000	$ 0	$ 25,000	**$ 100,000**
Total Code Inspection	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 0**	**$ 25,000**	**$ 100,000**

CIP PROJECT LINE ITEMS SUMMARY

PROJECT	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Public Works						
Public Works Vehicles & Equp	$ 373,500	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,373,500**
City Shop	250,000	1,500,000	1,000,000	0	0	**2,750,000**
Total Public Works	**$ 623,500**	**$ 1,750,000**	**$ 1,250,000**	**$ 250,000**	**$ 250,000**	**$ 4,123,500**
Engineering						
Engineering Vehicle	$ 48,000	$ 24,000	$ 25,000	$ 25,000	$ 25,000	**$ 147,000**
City Wide Overlay	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	**10,000,000**
Fletcher Creek Greenway Ph2	150,000	1,000,000	1,000,000	300,000	0	**2,450,000**
Ellis Road Hill Removal	750,000	0	0	0	0	**750,000**
Brother & Stage Left Signal	40,000	300,000	0	0	0	**340,000**
Old Brownsville West	0	10,000,000	7,500,000	4,500,000	0	**22,000,000**
Westbrook Road Bridge	500,000	0	0	0	0	**500,000**
Old Brownsville East	0	0	100,000	0	0	**100,000**
Germantown North	0	0	0	0	140,000	**140,000**
Various Drainage Projects	400,000	400,000	400,000	400,000	400,000	**2,000,000**
Total Engineering	**$ 3,888,000**	**$ 13,724,000**	**$ 11,025,000**	**$ 7,225,000**	**$ 2,565,000**	**$ 38,427,000**
Parks						
Parks Vehicles & Equipment	$ 0	$ 65,000	$ 65,000	$ 65,000	$ 65,000	**$ 260,000**
Recreation Ctr Equipment/Repairs	282,000	136,000	105,000	0	0	**523,000**
Parks Maintenances	245,000	117,000	245,000	77,000	0	**684,000**
Parks Restroom Renovations-ADA	350,000	150,000	180,000	200,000	125,000	**1,005,000**
W.J. Freeman Park Project	1,158,000	685,000	1,487,000	396,000	909,000	**4,635,000**
Total Parks	**$ 2,035,000**	**$ 1,153,000**	**$ 2,082,000**	**$ 738,000**	**$ 1,099,000**	**$ 7,107,000**
Water						
Tank Maint. & Paint	$ 0	$ 130,000	$ 140,000	$ 180,000	$ 180,000	**$ 630,000**
Water Line Upgrades	0	50,000	50,000	50,000	50,000	**200,000**
New Water Tank	1,400,000	0	0	0	0	**1,400,000**
Old Brownsville Water Line	25,000	700,000	0	0	0	**725,000**

CIP PROJECT LINE ITEMS SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

PROJECT	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Dehumidifier Replacement	165,000	0	0	0	0	**165,000**
Water Extention Kirby Whitten	0	0	250,000	0	0	**250,000**
Water Plant Site	0	0	0	250,000	0	**250,000**
Transfer to Utility Funds	15,000	0	0	0	0	**15,000**
Total Water	**$ 1,605,000**	**$ 880,000**	**$ 440,000**	**$ 480,000**	**$ 230,000**	**$ 3,635,000**
Sewers						
Sewers in Annexation Area	$ 400,000	$ 400,000	$ 400,000	$ 400,000	$ 400,000	**$ 2,000,000**
Sewer Rehab	0	100,000	100,000	100,000	100,000	**400,000**
Sewer Line Upgrades	0	100,000	100,000	100,000	100,000	**400,000**
Upgrade Sewage Plant #2	0	300,000	0	0	0	**300,000**
Total Sewers	**$ 400,000**	**$ 900,000**	**$ 600,000**	**$ 600,000**	**$ 600,000**	**$ 3,100,000**
TOTAL CIP	**$ 9,041,500**	**$ 19,207,000**	**$ 16,507,000**	**$ 10,068,000**	**$ 5,354,000**	**$ 60,177,500**

TDOT Funding (80%): $120,000 for Fletcher Creek Greenway in FY 2017.

Grant Funds: We are applying for a $500,000 grant and will not know if we will receive this grant until 2018 calendar year.

ADMINISTRATIVE SUMMARY

PROJECT	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Administrative						
Vehicles & Equipment	$ 0	$ 30,000	$ 0	$ 30,000	$ 0	**$ 60,000**
Transfer to Debt Service Fund	66,000	0	0	0	0	**66,000**
Total Administrative	**$ 66,000**	**$ 30,000**	**$ 0**	**$ 30,000**	**$ 0**	**$ 126,000**
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	0	30,000	0	30,000	0	**60,000**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	66,000	0	0	0	0	**66,000**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 66,000**	**$ 30,000**	**$ 0**	**$ 30,000**	**$ 0**	**$ 126,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	0	0	0	0	0	**0**
Equipment/Furnishings	0	30,000	0	30,000	0	**60,000**
Other	66,000	0	0	0	0	**66,000**
Total Project Costs	**$ 66,000**	**$ 30,000**	**$ 0**	**$ 30,000**	**$ 0**	**$ 126,000**

ADMINISTRATIVE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 10617

Project Name: Vehicles and Equipment

Project Description

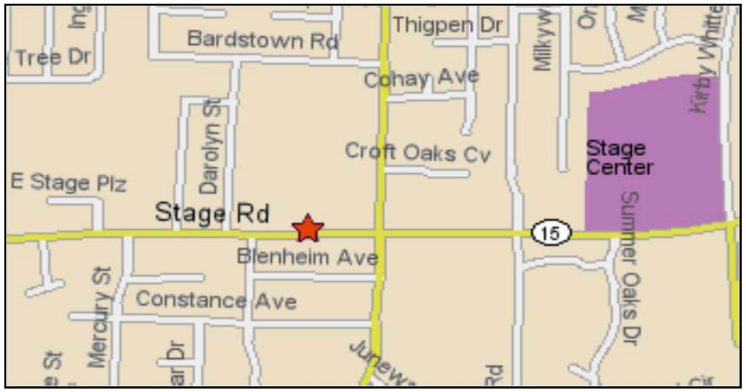
Replace one vehicle each year.

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	07/16	06/21
Total Project	**07/16**	**06/21**

Location

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

Location Map



Impact on Operating Budget	FY 2017	FY 2018	FY 2019
Personnel	$ 0	$ 0	$ 0
Operations	2,500	2,600	2,600
Capital	0	0	0
Total Costs on Oper. Budget	**$ 2,500**	**$ 2,600**	**$ 2,600**

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

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	0	30,000	0	30,000	0	**60,000**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 30,000**	**$ 0**	**$ 30,000**	**$ 0**	**$ 60,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	0	0	0	0	0	**0**
Equipment/Furnishings	0	30,000	0	30,000	0	**60,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 30,000**	**$ 0**	**$ 30,000**	**$ 0**	**$ 60,000**

PUBLIC SAFETY SUMMARY

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

PROJECT	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Police						
Police Vehicles & Equipment	$ 335,000	$ 435,000	$ 435,000	$ 435,000	$ 435,000	**$ 2,075,000**
Justice Center Maintenance	0	120,000	120,000	120,000	120,000	**480,000**
Total Police	**$ 335,000**	**$ 555,000**	**$ 555,000**	**$ 555,000**	**$ 555,000**	**$ 2,555,000**
Fire						
Fire Vehicles	$ 64,000	$ 0	$ 530,000	$ 0	$ 30,000	**$ 624,000**
Fire Ambulances	0	190,000	0	190,000	0	**380,000**
Total Fire	**$ 64,000**	**$ 190,000**	**$ 530,000**	**$ 190,000**	**$ 30,000**	**$ 1,004,000**
Codes Enforcement						
Codes Enforcement Vehicles	$ 25,000	$ 25,000	$ 25,000	$ 0	$ 25,000	**$ 100,000**
Total Code Enforcement	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 0**	**$ 25,000**	**$ 100,000**
Source of Funds						
G.O. Bonds	$ 0	$ 310,000	$ 120,000	$ 310,000	$ 120,000	**$ 860,000**
Capital Note	424,000	460,000	990,000	435,000	490,000	**2,799,000**
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	**$ 424,000**	**$ 770,000**	**$ 1,110,000**	**$ 745,000**	**$ 610,000**	**$ 3,659,000**
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	424,000	650,000	990,000	625,000	490,000	**3,179,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 424,000**	**$ 770,000**	**$ 1,110,000**	**$ 745,000**	**$ 610,000**	**$ 3,659,000**

Department: POLICE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 20317

Project Name: Police Vehicles & Equipment

Project Description

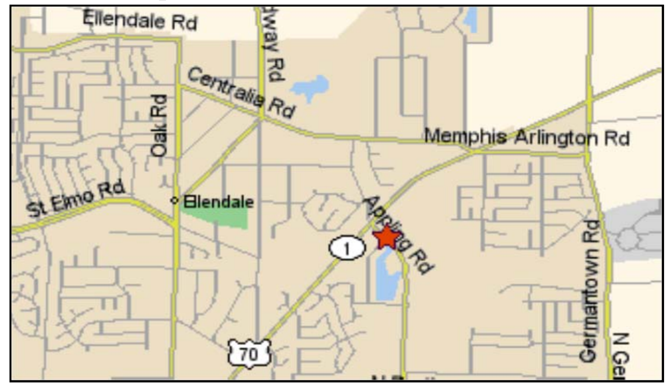
4 Ford Explorers ($41,000 each, includes equipping and Brite MDTs) , 3 Dodge Chargers ($38,000 same equipping). $278,000 TOTAL. 4 Wireless data access points for MDTs $25,000; purchase Time & Attendance Software, $10,000; LiveScan Fingerprint System $22,000.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Equipment/Furnishings	07/16	06/21
Total Project	**07/16**	**06/21**

Location

3730 Appling Rd.

Location Map



Impact on Operating Budget	FY 2017	FY 2018	FY 2019
Personnel	$ 0	$ 0	$ 0
Operations	26,400	26,400	26,400
Capital	0	0	0
Total Impact Oper. Budget	**$ 26,400**	**$ 26,400**	**$ 26,400**

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

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	335,000	435,000	435,000	435,000	435,000	**2,075,000**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 335,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 2,075,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	0	0	0	0	0	**0**
Equipment/Furnishings	335,000	435,000	435,000	435,000	435,000	**2,075,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 335,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 435,000**	**$ 2,075,000**

Department: POLICE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 20518

Project Name: Justice Center Maintenance

Project Description

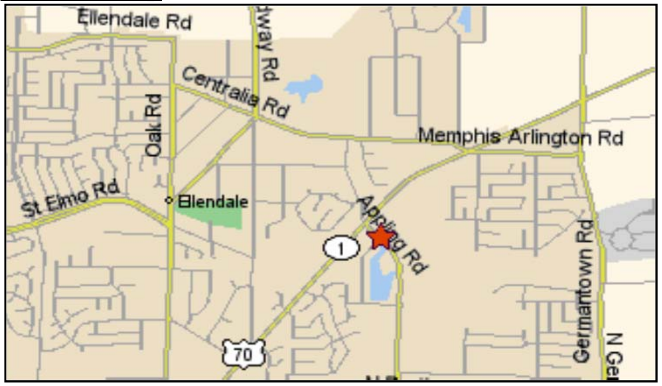
Nothing for FY 2017.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/16	06/21
Equipment/Furnishings	N/A	N/A
Total Project	**07/16**	**06/21**

Location

3730 Appling Rd.

Location Map



Impact on Operating Budget	FY 2017	FY 2018	FY 2019
Personnel	$ 0	$ 0	$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations: no impact on operating budget.

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
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**
FD311 Use of Fund Balance	0	0	0	0	0	**0**
TDOT 80% match	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 2017 - FY 2021

Project No.: 25717
Project Name: Fire Vehicles

Project Description

FY-17 Replace 2 explorer staff car vehicles. FY-19 Replacement of Engine 4 which is a 1998 Firetruck (500k). We also have the option on getting our old Truck 3 refurbished for that replacement. That will allow us to run 3 Ladder Trucks (Quints) as first out pieces of equipment and possibly cost less than purchasing a new Fire truck. It will cost approx. $2k to have someone from E-One come up to inspect and evaluate the truck to see what extent of refurbish is needed.

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	07/16	06/21
Total Project	**07/16**	**06/21**

Location

2939 Altruria Road.

Location Map

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
Personnel	$ 0	$ 0	$ 0
Operations	0	3,300	15,000
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 3,300**	**$ 15,000**

Future Years and explanations: $9,000 petroleum & $6,000 repairs/maintenance per year.

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	64,000	0	530,000	0	30,000	**624,000**
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	**$ 64,000**	**$ 0**	**$ 530,000**	**$ 0**	**$ 30,000**	**$ 624,000**
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	64,000	0	530,000	0	30,000	**624,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 64,000**	**$ 0**	**$ 530,000**	**$ 0**	**$ 30,000**	**$ 624,000**

Department: FIRE

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 25618

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	07/17	06/21
Total Project	**07/17**	**06/21**

Location

Station 1, 2939 Altruria

Location Map

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
Personnel	$ 0	$ 0	$ 0
Operations	3,500	3,600	3,700
Capital	0	0	0
Total Impact Oper. Budget	**$ 3,500**	**$ 3,600**	**$ 3,700**

Future Years and explanations: Petroleum & repairs/maintenance cost is around 3,800/year.

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 190,000	$ 0	$ 190,000	$ 0	**$ 380,000**
Capital Note	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 190,000**	**$ 0**	**$ 190,000**	**$ 0**	**$ 380,000**
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	190,000	0	190,000	0	**380,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 190,000**	**$ 0**	**$ 190,000**	**$ 0**	**$ 380,000**

Department: CODES ENFORCEMENT

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 29117

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	07/16	06/21
Total Project	**07/16**	**06/21**

Location

6382 Stage Road, Bartlett.

Location Map

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
Personnel	$ 0	$ 0	$ 0
Operations	0	4,000	4,000
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 4,000**	**$ 4,000**

Future Years and explanations: $2,500 for petroleum and $1,500 maintenance/repairs per year.

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	25,000	25,000	25,000	0	25,000	**100,000**
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	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 0**	**$ 25,000**	**$ 100,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	0	0	0	0	0	**0**
Equipment/Furnishings	25,000	25,000	25,000	0	25,000	**100,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 0**	**$ 25,000**	**$ 100,000**

PUBLIC WORKS SUMMARY

PROJECT	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Public Works						
Public Works Vehicles & Equp	$ 373,500	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,373,500**
City Shop	250,000	1,500,000	1,000,000	0	0	**2,750,000**
Total Public Works	**$ 623,500**	**$ 1,750,000**	**$ 1,250,000**	**$ 250,000**	**$ 250,000**	**$ 4,123,500**
Engineering						
Engineering Vehicle	$ 48,000	$ 24,000	$ 25,000	$ 25,000	$ 25,000	**$ 147,000**
City Wide Overlay	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	**10,000,000**
Fletcher Creek Greenway Ph2	150,000	1,000,000	1,000,000	300,000	0	**2,450,000**
Ellis Road Hill Removal	750,000	0	0	0	0	**750,000**
Brother & Stage Left Signal	40,000	300,000	0	0	0	**340,000**
Old Brownsville West	0	10,000,000	7,500,000	4,500,000	0	**22,000,000**
Westbrook Road Bridge	500,000	0	0	0	0	**500,000**
Old Brownsville East	0	0	100,000	0	0	**100,000**
Germantown North	0	0	0	0	140,000	**140,000**
Various Drainage Projects	400,000	400,000	400,000	400,000	400,000	**2,000,000**
Total Engineering	**$ 3,888,000**	**$ 13,724,000**	**$ 11,025,000**	**$ 7,225,000**	**$ 2,565,000**	**$ 38,427,000**
Source of Funds						
G.O. Bonds	$ 3,970,000	$ 6,400,000	$ 5,200,000	$ 3,350,000	$ 2,540,000	**$ 21,460,000**
Capital Note	421,500	274,000	275,000	275,000	275,000	**1,520,500**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	0	0	0	0	0	**0**
TDOT 80% match	120,000	8,800,000	6,800,000	3,850,000	0	**$ 19,570,000**
Total Source	**$ 4,511,500**	**$ 15,474,000**	**$ 12,275,000**	**$ 7,475,000**	**$ 2,815,000**	**$ 42,550,500**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	440,000	0	100,000	0	140,000	**680,000**
Construction	3,650,000	15,200,000	11,900,000	7,200,000	2,400,000	**40,350,000**
Equipment/Furnishings	421,500	274,000	275,000	275,000	275,000	**1,520,500**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 4,511,500**	**$ 15,474,000**	**$ 12,275,000**	**$ 7,475,000**	**$ 2,815,000**	**$ 42,550,500**

Department: PUBLIC WORKS

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 30717

Project Name: Public Works Vehicles & Equipment

Project Description

Fleet Services - *New Fork Lift - (25k), New Lube Truck (120k).* ***Gen. Maint.*** *- New F 350 Crew Cab (55k).* ***Grd. Maint.*** *- New F 250 Crew Cab (36k), Riding Mower (13k), 6' Finish Mower (3.5k), Tractor & Gang Mower (80k), Edger for Tractor (3.9k), 5' Bush Hog (2.1k).* ***Animal Control*** *- New F-150 XL Pickup (22k), New Fiberglass Coach for AC Truck (13k).* ***Total CIP Cost: $ 373,500.00***

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	07/16	06/21
Total Project	**07/16**	**06/21**

Location

Public Works buildings around the City.

Location Map

At various locations throughout the City.

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
Personnel	$ 0	$ 0	$ 0
Operations	50,000	52,000	54,000
Capital	0	0	0
Total Impact Oper. Budget	**$ 50,000**	**$ 52,000**	**$ 54,000**

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

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	373,500	250,000	250,000	250,000	250,000	**1,373,500**
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	**$ 373,500**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 1,373,500**
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	373,500	250,000	250,000	250,000	250,000	**1,373,500**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 373,500**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 1,373,500**

Department: PUBLIC WORKS

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 310
Project Name: City Shop

Project Description

Purchases land in FY 2017 and starts contruction in FY 2018.

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	07/17	06/21
Total Project	**07/17**	**06/21**

Location

To be determined.

Location Map

To be determined.

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
Personnel	$ 0	$ 0	$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

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

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 250,000	$ 1,500,000	$ 1,000,000	$ 0	$ 0	**$ 2,750,000**
Capital Note	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 250,000**	**$ 1,500,000**	**$ 1,000,000**	**$ 0**	**$ 0**	**$ 2,750,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	250,000	0	0	0	0	**250,000**
Construction	0	1,500,000	1,000,000	0	0	**2,500,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 250,000**	**$ 1,500,000**	**$ 1,000,000**	**$ 0**	**$ 0**	**$ 2,750,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 42017

Project Name: Engineering Vehicle

Project Description

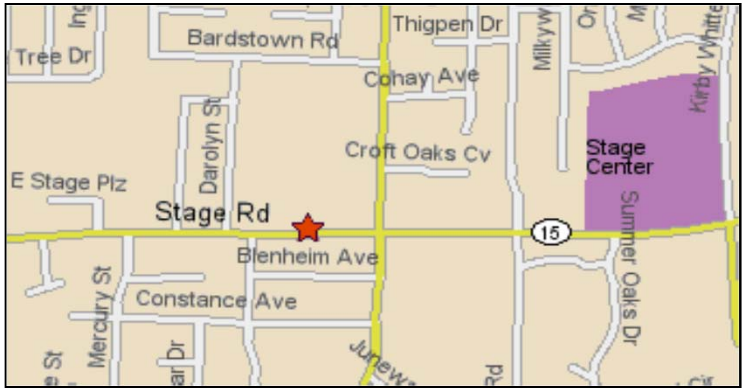
Vehicle replacement.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	N/A	N/A
Equipment/Furnishings	07/16	06/21
Total Project	**07/16**	**06/21**

Location

6382 Stage Road, Bartlett. Two pickup trucks for the water department.

Location Map



Impact on Operating Budget	FY 2017	FY 2018	FY 2019
Personnel	$ 0	$ 0	$ 0
Operations	2,500	2,500	2,500
Capital	0	0	0
Total Impact Oper. Budget	**$ 2,500**	**$ 2,500**	**$ 2,500**

Future Years and explanations: $1,500 for petroleum and $1,000 maintenance/repairs per year.

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	48,000	24,000	25,000	25,000	25,000	**147,000**
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	**$ 48,000**	**$ 24,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 147,000**
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	48,000	24,000	25,000	25,000	25,000	**147,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 48,000**	**$ 24,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 147,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

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	07/16	06/21
Equipment/Furnishings	N/A	N/A
Total Project	**07/16**	**06/21**

Location

All over the city.

Location Map

Streets throughout the City of Bartlett.

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 2,000,000	$ 2,000,000	$ 2,000,000	$ 2,000,000	$ 2,000,000	**$ 10,000,000**
Capital Note	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 2,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 10,000,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	**10,000,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 2,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 10,000,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 4512

Project Name: Fletcher Creek Greenway Ph2

Project Description

Match for Fletcher Creek Greenway.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/13	06/17
Construction	07/17	06/21
Equipment/Furnishings	N/A	N/A
Total Project	**07/13**	**06/21**

Location

Summer Ave & Burloe Ln.

Location Map

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
Personnel	$ 0	$ 0	$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

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

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 30,000	$ 200,000	$ 200,000	$ 50,000	$ 0	**$ 480,000**
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	120,000	800,000	800,000	250,000	0	**1,970,000**
Total Source	**$ 150,000**	**$ 1,000,000**	**$ 1,000,000**	**$ 300,000**	**$ 0**	**$ 2,450,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	150,000	0	0	0	0	**150,000**
Construction	0	1,000,000	1,000,000	300,000	0	**2,300,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 150,000**	**$ 1,000,000**	**$ 1,000,000**	**$ 300,000**	**$ 0**	**$ 2,450,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 452

Project Name: Ellis Road Hill Removal

Project Description

Cut Ellis hill down to increase visibility.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/15	01/16
Construction	05/16	05/17
Equipment/Furnishings	N/A	N/A
Total Project	**07/15**	**05/17**

Location

Ellis at Brunswick.

Location Map

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 750,000	$ 0	$ 0	$ 0	$ 0	**$ 750,000**
Capital Note	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 750,000**	**$ 0**		**$ 0**	**$ 0**	**$ 750,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	750,000	0	0	0	0	**750,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 750,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 750,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 454

Project Name: Brother and Stage Left Turn

Project Description

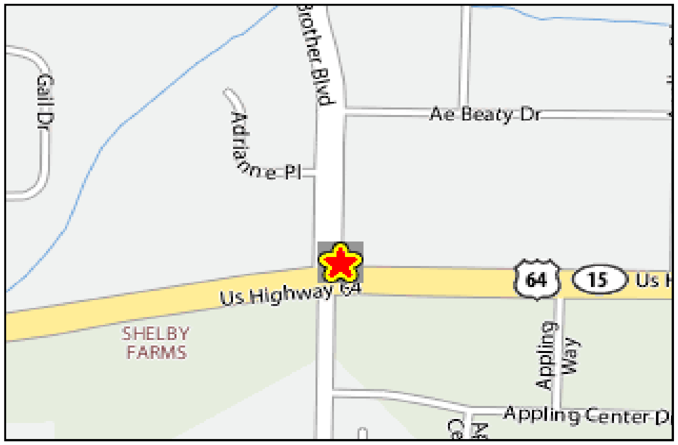
Install an east bound left turn lane on Brother along with signal modifications.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/16	12/16
Construction	07/17	06/18
Equipment/Furnishings	N/A	N/A
Total Project	**07/16**	**06/18**

Location

Brother and Stage.

Location Map



Impact on Operating Budget	FY 2017	FY 2018	FY 2019
Personnel	$ 0	$ 0	$ 0
Operations	0	0	0
Capital	0	0	0
Total Costs on Oper. Budget	**$ 0**	**$ 0**	**$ 0**

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

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 40,000	$ 300,000	$ 0	$ 0	$ 0	**$ 340,000**
Capital Note	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 40,000**	**$ 300,000**	**$ 0**	**$ 0**	**$ 0**	**$ 340,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	40,000	0	0	0	0	**40,000**
Construction	0	300,000	0	0	0	**300,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 40,000**	**$ 300,000**	**$ 0**	**$ 0**	**$ 0**	**$ 340,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 422

Project Name: Old Brownsville West

Project Description

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

Project Schedule	Start	Finish
Land/Right of Way	07/10	06/15
Design/Engineering	07/04	12/12
Utility Relocation	N/A	N/A
Construction	07/16	06/21
Total Project	**07/04**	**06/21**

Location

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

Location Map

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 2,000,000	$ 1,500,000	$ 900,000	$ 0	**$ 4,400,000**
Capital Note	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	0	0	0	0	0	**0**
TDOT 80% match	0	8,000,000	6,000,000	3,600,000	0	**17,600,000**
Total Source	**$ 0**	**$ 10,000,000**	**$ 7,500,000**	**$ 4,500,000**	**$ 0**	**$ 22,000,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	0	10,000,000	7,500,000	4,500,000	0	**22,000,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 10,000,000**	**$ 7,500,000**	**$ 4,500,000**	**$ 0**	**$ 22,000,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 41417

Project Name: Westbrook Bridge Rehab

Project Description

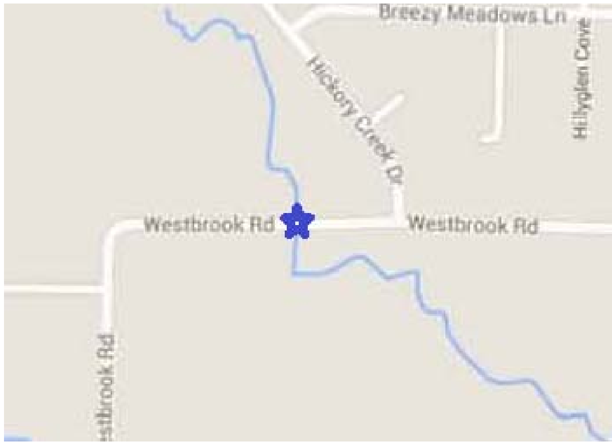
Rehab bridge on Westbrood including lead abatement.

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

Location

Westbrook road at Hickory Creek Sub.

Location Map



Impact on Operating Budget	FY 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 500,000	$ 0	$ 0	$ 0	$ 0	**$ 500,000**
Capital Note	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 500,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 500,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	500,000	0	0	0	0	**500,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 500,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 500,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: To be determined

Project Name: Old Brownsville - East

Project Description

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

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

Location

Old Brownsville - Kirby Whitten Road to Germantown Parkway.

Location Map

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 100,000	$ 0	$ 0	**$ 100,000**
Capital Note	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 0**	**$ 100,000**	**$ 0**	**$ 0**	**$ 100,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	100,000	0	0	**100,000**
Construction	0	0	0	0	0	**0**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 0**	**$ 100,000**	**$ 0**	**$ 0**	**$ 100,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: To be determined

Project Name: Germantown North

Project Description

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

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

Location

US 70 to Old Brownsville.

Location Map

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 140,000	**$ 140,000**
Capital Note	0	0	0	0	0	**0**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	0	0	0	0	0	**0**
TDOT 80% match	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 140,000**	**$ 140,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	140,000	**140,000**
Construction	0	0	0	0	0	**0**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 140,000**	**$ 140,000**

Department: ENGINEERING

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 63617

Project Name: Various Drainage Projects

Project Description

Drain Projects located around the city.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/16	06/21
Equipment/Furnishings	N/A	N/A
Total Project	**07/16**	**06/21**

Location

Around the city.

Location Map

At various locations throughout the City.

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 400,000	$ 400,000	$ 400,000	$ 400,000	$ 400,000	**$ 2,000,000**
Capital Note	0	0	0	0	0	**0**
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	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 2,000,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	400,000	400,000	400,000	400,000	400,000	**2,000,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 2,000,000**

THE GREAT SEAL OF BARTLETT TENNESSEE

AGRICULTURE

LAW

COMMERCE

★ 1866 ★

PARKS AND RECREATION SUMMARY

PROJECT	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Parks and Recreation						
Parks Vehicles & Equipment	$ 0	$ 65,000	$ 65,000	$ 65,000	$ 65,000	**$ 260,000**
Recreation Ctr Equipment/Repairs	282,000	136,000	105,000	0	0	**523,000**
Parks Maintenances	245,000	117,000	245,000	77,000	0	**684,000**
Parks Restroom Renovations-ADA	350,000	150,000	180,000	200,000	125,000	**1,005,000**
W.J. Freeman Park Project	1,158,000	685,000	1,487,000	396,000	909,000	**4,635,000**
Total Parks and Recreation	**$ 2,035,000**	**$ 1,153,000**	**$ 2,082,000**	**$ 738,000**	**$ 1,099,000**	**$ 7,107,000**
Source of Funds						
G. O. Bonds	$ 1,753,000	$ 952,000	$ 1,412,000	$ 673,000	$ 534,000	**$ 5,324,000**
Capital Note	282,000	201,000	170,000	65,000	65,000	**783,000**
FD311 Use of Fund Balance	0	0	0	0	0	**0**
Grant Funds	0	0	500,000	0	500,000	**1,000,000**
Total Source	**$ 2,035,000**	**$ 1,153,000**	**$ 2,082,000**	**$ 738,000**	**$ 1,099,000**	**$ 7,107,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	193,000	114,000	248,000	66,000	151,000	**772,000**
Construction	1,842,000	836,000	1,729,000	595,000	948,000	**5,950,000**
Equipment/Furnishings	0	203,000	105,000	77,000	0	**385,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 2,035,000**	**$ 1,153,000**	**$ 2,082,000**	**$ 738,000**	**$ 1,099,000**	**$ 7,107,000**

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 50718

Project Name: Parks Vehicles & Equipment

Project Description

Nothing for FY 2017.

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	07/17	06/21
Total Project	**07/17**	**06/21**

Location

To be determined.

Location Map

To be determined.

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
Personnel	$ 0	$ 0	$ 0
Operations	0	5,000	5,000
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 5,000**	**$ 5,000**

Future Years and explanations: petroleum and maintenance/repairs costs are estimated to be around $5,000 per year.

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	0	65,000	65,000	65,000	65,000	**260,000**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	0	0	0	0	0	**0**
Grant Funds	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 65,000**	**$ 65,000**	**$ 65,000**	**$ 65,000**	**$ 260,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	0	65,000	65,000	65,000	65,000	**260,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 65,000**	**$ 65,000**	**$ 65,000**	**$ 65,000**	**$ 260,000**

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 54317

Project Name: Recreation Center Equipment/Repairs

Project Description

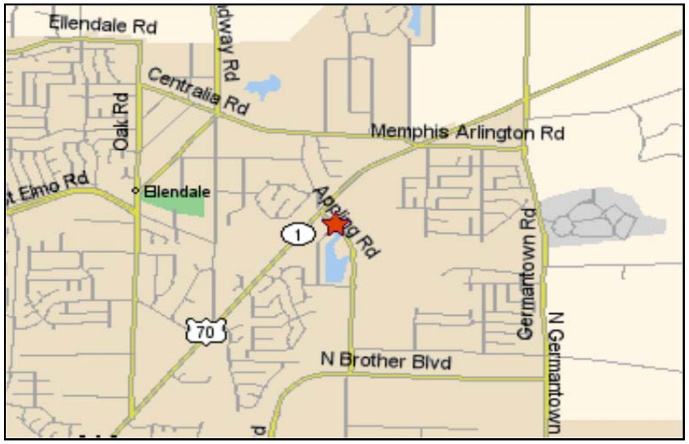
2017 - High Roof Replacement - $261k, Wall Repair (Cardio and Aquatic Walls) - $21k, **2018 -** Elliptical/Recumbent/Upright Bikes - $31k, Life Fitness Insignia Series Strength Machines - $93k, Shade Structures - $12k; **2019 -** 2 HVAC Units (7 ton & 10 ton) - $26k, Pool UV System - $35k; Floor Complete Sand - $30k, Gym Curtain $14k TOTAL - $523k.

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	07/16	06/21
Total Project	**07/16**	**06/21**

Location

7700 Flaherty Place.

Location Map



Impact on Operating Budget	FY 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Capital Note	282,000	136,000	105,000	0	0	**523,000**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	0	0	0	0	0	**0**
Grant Funds	0	0	0	0	0	**0**
Total Source	**$ 282,000**	**$ 136,000**	**$ 105,000**	**$ 0**	**$ 0**	**$ 523,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	282,000	0	0	0	0	**282,000**
Equipment/Furnishings	0	136,000	105,000	0	0	**241,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 282,000**	**$ 136,000**	**$ 105,000**	**$ 0**	**$ 0**	**$ 523,000**

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 51417
Project Name: Parks Maintenance

Project Description

2017 - Parking Lot at Appling for Soccer-$155k, Post Tension Concrete Tennis Court at Byrd Park-$76k & painting tennis courts @ W. J. Freeman-$14k; **2018 -** Tri Deck Finishing Mower-$20k, Nets replaced at Appling & Deermont-$22k, Walking trails at Appling and Byrd Park-$50k, Truck-$25k; **2019 -** Walking Trails Davies-$85k, Appling Parking Lot for Soccer-$160k; **2020 -** Truck-$25k; 2-72" Mower-$30k; Tri-Deck Mower-$22k TOTAL: $684k.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/16	06/21
Equipment/Furnishings	N/A	N/A
Total Project	**07/16**	**06/21**

Location

At various locations throughout the City.

Location Map

At various locations throughout the City.

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 245,000	$ 117,000	$ 245,000	$ 77,000	$ 0	**$ 684,000**
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**
Grant Funds	0	0	0	0	0	**0**
Total Source	**$ 245,000**	**$ 117,000**	**$ 245,000**	**$ 77,000**	**$ 0**	**$ 684,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	245,000	50,000	245,000	0	0	**540,000**
Equipment/Furnishings	0	67,000	0	77,000	0	**144,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 245,000**	**$ 117,000**	**$ 245,000**	**$ 77,000**	**$ 0**	**$ 684,000**

Department: PARKS & RECREATION

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 51617

Project Name: Parks Restroom Renovations - ADA

Project Description

2017 Soccer Fields Restrooms - $100,000; 2017 Deermont Concessions/Restrooms Renovations - to make ADA accessible-$250k. 2018 Municipal Restrooms-$150k. 2019 Ellendale Restrooms-$180k. 2020 Shadowlawn Restrooms-$200k. 2021 Freeman Smith-$125k.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Construction	07/16	06/21
Equipment/Furnishings	N/A	N/A
Total Project	**07/16**	**06/21**

Location

W.J. Freeman Park, 2629 Bartlett Blvd. Bartlett, TN 38134, Deermont Park, 6675 Deermont Rd., Bartlett, TN 38134

Location Map

At various locations throughout the City.

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 350,000	$ 150,000	$ 180,000	$ 200,000	$ 125,000	**$ 1,005,000**
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**
Grant Funds	0	0	0	0	0	**0**
Total Source	**$ 350,000**	**$ 150,000**	**$ 180,000**	**$ 200,000**	**$ 125,000**	**$ 1,005,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Construction	350,000	150,000	180,000	200,000	125,000	**1,005,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 350,000**	**$ 150,000**	**$ 180,000**	**$ 200,000**	**$ 125,000**	**$ 1,005,000**

Department: PARKS & RECREATION — **BARTLETT CAPITAL IMPROVEMENT PROGRAM**

FY 2017 - FY 2021

Project No.: 51401

Project Name: W.J. Freeman Park Project

Project Description

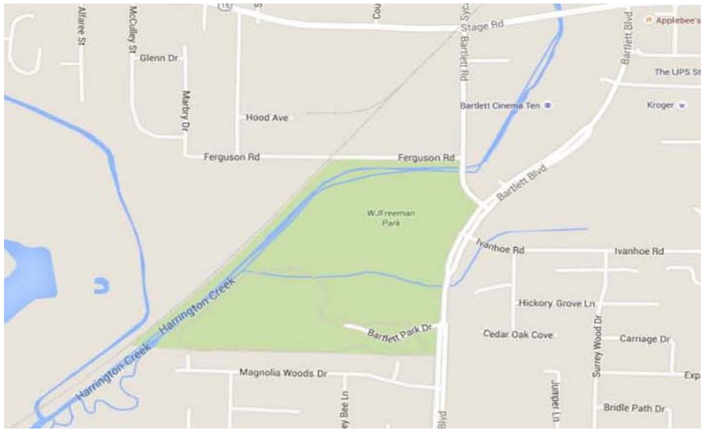
Integrate the future needs of the park while enhancing the amenitites afforded to the local community. Ingress and egress and parking lots for FY 2017($1,158,000). We are applying for a $500,000 grant and will not know if we will receive this grant until 2018 calendar year. We will also apply for another Grant in FY 2020.

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

Location

2619 Bartlett Boulevard, Bartlett, TN 38134

Location Map



Impact on Operating Budget	FY 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
G.O. Bonds	$ 1,158,000	$ 685,000	$ 987,000	$ 396,000	$ 409,000	**$ 3,635,000**
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**
Grant Funds	0	0	500,000	0	500,000	**1,000,000**
Total Source	**$ 1,158,000**	**$ 685,000**	**$ 1,487,000**	**$ 396,000**	**$ 909,000**	**$ 4,635,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	193,000	114,000	248,000	66,000	151,000	**772,000**
Construction	965,000	571,000	1,239,000	330,000	758,000	**3,863,000**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 1,158,000**	**$ 685,000**	**$ 1,487,000**	**$ 396,000**	**$ 909,000**	**$ 4,635,000**

UTILITY FUND SUMMARY

PROJECT	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Water						
Tank Maint. & Paint	$ 0	$ 130,000	$ 140,000	$ 180,000	$ 180,000	**$ 630,000**
Water Line Upgrades	0	50,000	50,000	50,000	50,000	**200,000**
New Water Tank	1,400,000	0	0	0	0	**1,400,000**
Old Brownsville Water Line	25,000	700,000	0	0	0	**725,000**
Dehumidifier Replacement	165,000	0	0	0	0	**165,000**
Water Extention Kirby Whitten	0	0	250,000	0	0	**250,000**
Water Plant Site	0	0	0	250,000	0	**250,000**
Transfer to Utility Funds	15,000	0	0	0	0	**15,000**
Total Water	**$ 1,605,000**	**$ 880,000**	**$ 440,000**	**$ 480,000**	**$ 230,000**	**$ 3,635,000**
Sewers						
Sewers in Annexation Area	$ 400,000	$ 400,000	$ 400,000	$ 400,000	$ 400,000	**$ 2,000,000**
Sewer Rehab	0	100,000	100,000	100,000	100,000	**400,000**
Sewer Line Upgrades	0	100,000	100,000	100,000	100,000	**400,000**
Upgrade Sewage Plant #2	0	300,000	0	0	0	**300,000**
Total Sewers	**$ 400,000**	**$ 900,000**	**$ 600,000**	**$ 600,000**	**$ 600,000**	**$ 3,100,000**
Source of Funds						
Utility Bonds	$ 0	$ 1,780,000	$ 1,040,000	$ 1,080,000	$ 830,000	**$ 4,730,000**
Utility Retained Earnings	1,990,000	0	0	0	0	**1,990,000**
FD312 Use of Fund Balance	15,000	0	0	0	0	**15,000**
Total Source	**$ 2,005,000**	**$ 1,780,000**	**$ 1,040,000**	**$ 1,080,000**	**$ 830,000**	**$ 6,735,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 250,000	$ 0	**$ 250,000**
Design/Engineering	15,000	0	0	0	0	**15,000**
Utility Relocation	25,000	0	0	0	0	**25,000**
Construction	1,950,000	1,650,000	900,000	650,000	650,000	**5,800,000**
Equipment/Furnishings	0	130,000	140,000	180,000	180,000	**630,000**
Other	15,000	0	0	0	0	**15,000**
Total Project Costs	**$ 2,005,000**	**$ 1,780,000**	**$ 1,040,000**	**$ 1,080,000**	**$ 830,000**	**$ 6,735,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 70118

Project Name: Tank Maintenance & Paint

Project Description
To paint and clean water tanks.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Other	07/17	06/21
Total Project	**07/17**	**06/21**

Location
All water tanks located in the City of Bartlett.

Location Map
All water tanks located in the City of Bartlett.

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
Utility Bonds	$ 0	$ 130,000	$ 140,000	$ 180,000	$ 180,000	**$ 630,000**
Utility Retained Earnings	0	0	0	0	0	**0**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 130,000**	**$ 140,000**	**$ 180,000**	**$ 180,000**	**$ 630,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Utility Relocation	0	0	0	0	0	**0**
Construction	0	0	0	0	0	**0**
Landscaping	0	0	0	0	0	**0**
Equipment/Furnishings	0	130,000	140,000	180,000	180,000	**630,000**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 130,000**	**$ 140,000**	**$ 180,000**	**$ 180,000**	**$ 630,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 70218

Project Name: Water Line Upgrades

Project Description

Various upgrades needed to maintain system.

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	07/17	06/21
Total Project	**07/17**	**06/21**

Location

Various locations around the City.

Location Map

Various locations around the City.

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
Utility Bonds	$ 0	$ 50,000	$ 50,000	$ 50,000	$ 50,000	**$ 200,000**
Utility Retained Earnings	0	0	0	0	0	**0**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 200,000**
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	50,000	50,000	50,000	50,000	**200,000**
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**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 200,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 721

Project Name: New Tank

Project Description

Build a new 500,000 gallons tank in lower pressure plane.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/15	12/15
Construction	07/16	06/18
Equipment/Furnishings	N/A	N/A
Total Project	**07/15**	**06/18**

Location

Stanky Creek or Freeman park or Soccer Field.

Location Map

To be determined

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
Personnel	$ 0	$ 0	$ 0
Operations	0	0	5,000
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 5,000**

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

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
Utility Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Retained Earnings	1,400,000	0	0	0	0	**1,400,000**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 1,400,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 1,400,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Utility Relocation	0	0	0	0	0	**0**
Construction	1,400,000	0	0	0	0	**1,400,000**
Landscaping	0	0	0	0	0	**0**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 1,400,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 1,400,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 722

Project Name: Old Brownsville Water Line Install and Replacement

Project Description

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

Project Schedule	Start	Finish
Utility Relocation	07/16	06/17
Design/Engineering	N/A	N/A
Construction	07/16	06/18
Equipment/Furnishings	N/A	N/A
Total Project	**07/16**	**06/18**

Location

Old Brownsville road

Location Map

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
Personnel	$ 0	$ 0	$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

Future Years and explanations:

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
Utility Bonds	$ 0	$ 700,000	$ 0	$ 0	$ 0	**$ 700,000**
Utility Retained Earnings	25,000	0	0	0	0	**25,000**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 25,000**	**$ 700,000**	**$ 0**	**$ 0**	**$ 0**	**$ 725,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Utility Relocation	25,000	0	0	0	0	**25,000**
Construction	0	700,000	0	0	0	**700,000**
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	**$ 25,000**	**$ 700,000**	**$ 0**	**$ 0**	**$ 0**	**$ 725,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 723

Project Name: Water Plant Dehumidifier Replacement

Project Description

Replace dehumidifier at Ardie road plant.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	07/16	12/16
Construction	01/17	06/18
Equipment/Furnishings	N/A	N/A
Total Project	**07/16**	**06/18**

Location

Ardie road plant.

Location Map

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
Utility Bonds	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Utility Retained Earnings	165,000	0	0	0	0	**165,000**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 165,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 165,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	15,000	0	0	0	0	**15,000**
Utility Relocation	0	0	0	0	0	**0**
Construction	150,000	0	0	0	0	**150,000**
Landscaping	0	0	0	0	0	**0**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 165,000**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 165,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: to be determined

Project Name: Water Extention Kirby Whitten

Project Description

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

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

Location

Kirby Whitten North of Old Brownsville.

Location Map

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
Utility Bond	$ 0	$ 0	$ 250,000	$ 0	$ 0	**$ 250,000**
Utility Retained Earnings	0	0	0	0	0	**0**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 0**	**$ 250,000**	**$ 0**	**$ 0**	**$ 250,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Utility Relocation	0	0	0	0	0	**0**
Construction	0	0	250,000	0	0	**250,000**
Landscaping	0	0	0	0	0	**0**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 0**	**$ 250,000**	**$ 0**	**$ 0**	**$ 250,000**

Department: ENGINEERING - WATER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: To be determined

Project Name: Water Plant Site

Project Description

Purchase of Land for a new water plant.

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

Location

Exact location to be determined.

Location Map

Exact location to be determined.

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
Personnel	$ 0	$ 0	$ 0
Operations	0	0	0
Capital	0	0	0
Total Impact Oper. Budget	**$ 0**	**$ 0**	**$ 0**

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

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
Utility Bonds	$ 0	$ 0	$ 0	$ 250,000	$ 0	**$ 250,000**
Utility Retained Earnings	0	0	0	0	0	**0**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 0**	**$ 0**	**$ 250,000**	**$ 0**	**$ 250,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 250,000	$ 0	**$ 250,000**
Design/Engineering	0	0	0	0	0	**0**
Utility Relocation	0	0	0	0	0	**0**
Construction	0	0	0	0	0	**0**
Landscaping	0	0	0	0	0	**0**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 0**	**$ 0**	**$ 0**	**$ 250,000**	**$ 0**	**$ 250,000**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 81117

Project Name: Sewers in Annexation Area

Project Description

Funds for extending sewers in our annexed areas.

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/16	06/20
Total Project	**07/16**	**06/20**

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 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
Utility Bonds	$ 0	$ 400,000	$ 400,000	$ 400,000	$ 400,000	**$ 1,600,000**
Utility Retained Earnings	400,000	0	0	0	0	**400,000**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 2,000,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Utility Relocation	0	0	0	0	0	**0**
Construction	400,000	400,000	400,000	400,000	400,000	**2,000,000**
Landscaping	0	0	0	0	0	**0**
Equipment/Furnishings	0	0	0	0	0	**0**
Other	0	0	0	0	0	**0**
Total Project Costs	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 2,000,000**

Department: **ENGINEERING - SEWER**

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 81618

Project Name: Sewer Rehab

Project Description

These projects are for the rehabilitation of existing sewer lines around the City.

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

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 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
Utility Bonds	$ 0	$ 100,000	$ 100,000	$ 100,000	$ 100,000	**$ 400,000**
Utility Retained Earnings	0	0	0	0	0	**0**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 400,000**
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	100,000	100,000	100,000	100,000	**400,000**
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**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 400,000**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: 81818

Project Name: Sewer Line Upgrades

Project Description

Various upgrades needed to maintain system.

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	07/17	06/21
Total Project	**07/17**	**06/21**

Location

Various locations around the City.

Location Map

These projects are located at various locations around the City.

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
Utility Bonds	$ 0	$ 100,000	$ 100,000	$ 100,000	$ 100,000	**$ 400,000**
Utility Retained Earnings	0	0	0	0	0	**0**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 400,000**
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	100,000	100,000	100,000	100,000	**400,000**
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**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 400,000**

Department: ENGINEERING - SEWER

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

Project No.: To be determined

Project Name: Sewer Plant 2 Upgrade

Project Description

Buy land and Construct a new Sewer Plant

Project Schedule	Start	Finish
Land/Right of Way	N/A	N/A
Design/Engineering	N/A	N/A
Utility Relocation	N/A	N/A
Construction	07/17	06/18
Total Project	**07/17**	**06/18**

Location

Area North of the River.

Location Map

Exact location to be determined

Impact on Operating Budget	FY 2017	FY 2018	FY 2019
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 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Source of Funds						
Utility Bonds	$ 0	$ 300,000	$ 0	$ 0	$ 0	**$ 300,000**
Utility Retained Earnings	0	0	0	0	0	**0**
FD312 Use of Fund Balance	0	0	0	0	0	**0**
Total Source	**$ 0**	**$ 300,000**	**$ 0**	**$ 0**	**$ 0**	**$ 300,000**
Project Costs						
Land/Right of Way	$ 0	$ 0	$ 0	$ 0	$ 0	**$ 0**
Design/Engineering	0	0	0	0	0	**0**
Utility Relocation	0	0	0	0	0	**0**
Construction	0	300,000	0	0	0	**300,000**
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**	**$ 300,000**	**$ 0**	**$ 0**	**$ 0**	**$ 300,000**

CITY OF BARTLETT
TENNESSEE

APPENDIX

Tab - back page

Date of Incorporation – 1866

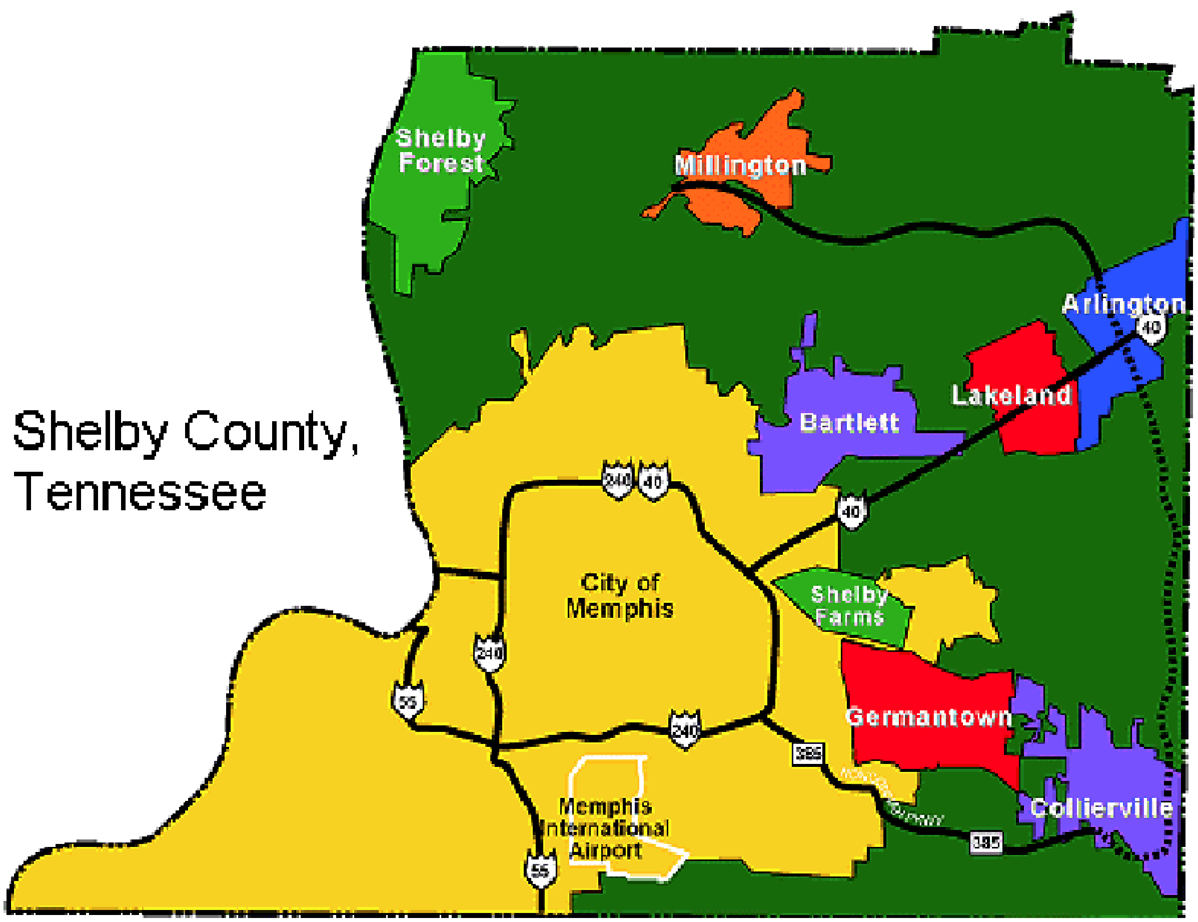
Date Charter Adopted – April 14, 1993

Form of Government – Mayor and Aldermen

Bartlett, with a 2010 census population of 54,613 is the geographic center of Shelby County and the second largest city in Shelby County. With the new annexation January 1, 2013, Bartlett will have a population of 56,488. The Memphis MSA (Metropolitan Statistical Areas), in which Bartlett is included, has a population of over one million people. The City covers over 32 square miles and has a reserve annexation area of about 9 square miles. Bartlett has grown steadily through the 70's, 80's, 90's, 2000's and 2010's through commercial and residential development and annexation.

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.

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.



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	19,776
Pump Stations	25
Capacity of Bartlett System (Gallons/day)	2,700,000

WATER SYSTEM

Miles of Water Lines	372
Number of Water Connections	21,036
Number of Water Plants	4
Number of Storage Tanks	10
Capacity of Bartlett System (max gallon/day)	17,000,000

RECREATION

Number of Parks		28
Total Acres	736	
Developed	25	
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	116

SCHEDULE OF MAJOR TAXPAYERS (2015)

Customer Name	Assessed Value
Saint Francis Hospital	$ 32,468,153
Brother Industries	31,731,255
PASSCO Legends LLC	11,120,000
Robinwood Retirement Community	7,161,960
WNI/Tennessee LP	6,423,120
Bell South Telecommunications	6,393,120

POPULATION (US Census)

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

HOUSING STARTS

2013	139
2014	179
2015	218
2016	216

COMMERCIAL INDUSTRIAL/PERMITS

2013	72
2014	86
2015	80
2016	87

HOUSING UNITS

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

2016 TAX YEAR

Property Tax Rate	1.62
Local Sales Tax	2.75%
State Sales Tax	7.00%
Bond Ratings	
Standard and Poor’s	AAA
Moody’s	Aa1

Exhibit A

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

CIP PROJECT LINE ITEMS SUMMARY

PROJECT	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
FUNDING SOURCES						
General Obligation Bonds	$ 5,723,000	$ 7,662,000	$ 6,732,000	$ 4,333,000	$ 3,194,000	**$ 27,644,000**
Capital Note	1,127,500	965,000	1,435,000	805,000	830,000	**5,162,500**
FD311 Transfers-unspent projects	0	0	0	0	0	**0**
FD311 Use of Fund Balance	66,000	0	0	0	0	**66,000**
Grant Funds	0	0	500,000	0	500,000	**1,000,000**
TDOT 80% match	120,000	8,800,000	6,800,000	3,850,000	0	**19,570,000**
Utility Bonds	0	1,780,000	1,040,000	1,080,000	830,000	**4,730,000**
Utility Retained Earnings	1,990,000	0	0	0	0	**1,990,000**
FD312 Use of Fund Balance	15,000	0	0	0	0	**15,000**
Total Funding Sources	**$ 9,041,500**	**$ 19,207,000**	**$ 16,507,000**	**$ 10,068,000**	**$ 5,354,000**	**$ 60,177,500**
PROJECT COST						
Administrative						
Vehicles & Equipment	$ 0	$ 30,000	$ 0	$ 30,000	$ 0	**$ 60,000**
Transfer to Debt Service Fund	66,000	0	0	0	0	**66,000**
Total Administrative	**$ 66,000**	**$ 30,000**	**$ 0**	**$ 30,000**	**$ 0**	**$ 126,000**
Police						
Police Vehicles & Equipment	$ 335,000	$ 435,000	$ 435,000	$ 435,000	$ 435,000	**$ 2,075,000**
Justice Center Maintenance	0	120,000	120,000	120,000	120,000	**480,000**
Total Police	**$ 335,000**	**$ 555,000**	**$ 555,000**	**$ 555,000**	**$ 555,000**	**$ 2,555,000**
Fire						
Fire Vehicles	$ 64,000	$ 0	$ 530,000	$ 0	$ 30,000	**$ 624,000**
Fire Ambulances	0	190,000	0	190,000	0	**380,000**
Total Fire	**$ 64,000**	**$ 190,000**	**$ 530,000**	**$ 190,000**	**$ 30,000**	**$ 1,004,000**
Codes Enforcement						
Codes Enforcement Vehicles	$ 25,000	$ 25,000	$ 25,000	$ 0	$ 25,000	**$ 100,000**
Total Code Inspection	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 0**	**$ 25,000**	**$ 100,000**

Exhibit A

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

CIP PROJECT LINE ITEMS SUMMARY

PROJECT	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Public Works						
Public Works Vehicles & Equp	$ 373,500	$ 250,000	$ 250,000	$ 250,000	$ 250,000	**$ 1,373,500**
City Shop	250,000	1,500,000	1,000,000	0	0	**2,750,000**
Total Public Works	**$ 623,500**	**$ 1,750,000**	**$ 1,250,000**	**$ 250,000**	**$ 250,000**	**$ 4,123,500**
Engineering						
Engineering Vehicle	$ 48,000	$ 24,000	$ 25,000	$ 25,000	$ 25,000	**$ 147,000**
City Wide Overlay	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	**10,000,000**
Fletcher Creek Greenway Ph2	150,000	1,000,000	1,000,000	300,000	0	**2,450,000**
Ellis Road Hill Removal	750,000	0	0	0	0	**750,000**
Brother & Stage Left Signal	40,000	300,000	0	0	0	**340,000**
Old Brownsville West	0	10,000,000	7,500,000	4,500,000	0	**22,000,000**
Westbrook Road Bridge	500,000	0	0	0	0	**500,000**
Old Brownsville East	0	0	100,000	0	0	**100,000**
Germantown North	0	0	0	0	140,000	**140,000**
Various Drainage Projects	400,000	400,000	400,000	400,000	400,000	**2,000,000**
Total Engineering	**$ 3,888,000**	**$ 13,724,000**	**$ 11,025,000**	**$ 7,225,000**	**$ 2,565,000**	**$ 38,427,000**
Parks						
Parks Vehicles & Equipment	$ 0	$ 65,000	$ 65,000	$ 65,000	$ 65,000	**$ 260,000**
Recreation Ctr Equipment/Repairs	282,000	136,000	105,000	0	0	**$ 523,000**
Parks Maintenances	245,000	117,000	245,000	77,000	0	**684,000**
Parks Restroom Renovations-ADA	350,000	150,000	180,000	200,000	125,000	**1,005,000**
W.J. Freeman Park Project	1,158,000	685,000	1,487,000	396,000	909,000	**4,635,000**
Total Parks	**$ 2,035,000**	**$ 1,153,000**	**$ 2,082,000**	**$ 738,000**	**$ 1,099,000**	**$ 7,107,000**
Water						
Tank Maint. & Paint	$ 0	$ 130,000	$ 140,000	$ 180,000	$ 180,000	**$ 630,000**
Water Line Upgrades	0	50,000	50,000	50,000	50,000	**200,000**
New Water Tank	1,400,000	0	0	0	0	**1,400,000**
Old Brownsville Water Line	25,000	700,000	0	0	0	**725,000**

Exhibit A

BARTLETT CAPITAL IMPROVEMENT PROGRAM
FY 2017 - FY 2021

CIP PROJECT LINE ITEMS SUMMARY

PROJECT	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Dehumidifier Replacement	165,000	0	0	0	0	**165,000**
Water Extention Kirby Whitten	0	0	250,000	0	0	**250,000**
Water Plant Site	0	0	0	250,000	0	**250,000**
Transfer to Utility Funds	15,000	0	0	0	0	**15,000**
Total Water	**$ 1,605,000**	**$ 880,000**	**$ 440,000**	**$ 480,000**	**$ 230,000**	**$ 3,635,000**
Sewers						
Sewers in Annexation Area	$ 400,000	$ 400,000	$ 400,000	$ 400,000	$ 400,000	**$ 2,000,000**
Sewer Rehab	0	100,000	100,000	100,000	100,000	**400,000**
Sewer Line Upgrades	0	100,000	100,000	100,000	100,000	**400,000**
Upgrade Sewage Plant #2	0	300,000	0	0	0	**300,000**
Total Sewers	**$ 400,000**	**$ 900,000**	**$ 600,000**	**$ 600,000**	**$ 600,000**	**$ 3,100,000**
TOTAL CIP	**$ 9,041,500**	**$ 19,207,000**	**$ 16,507,000**	**$ 10,068,000**	**$ 5,354,000**	**$ 60,177,500**

TDOT Funding (80%): $120,000 for Fletcher Creek Greenway in FY 2017.

Grant Funds: We are applying for a $500,000 grant and will not know if we will receive this grant until 2018 calendar year.

THE GREAT SEAL OF BARTLETT TENNESSEE

AGRICULTURE

LAW

COMMERCE

★ 1866 ★

Exhibit B

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

Department	Type	Amount	Frequency/Notes/Description
BSMC	Municipal Center Rental Fee		
	Weekday, M-F (8:00am-5:00pm)		
	Auditorium (all day)	$ 510.00	$85 x 6 (2 hrs. free)
	Banquet Hall (all day)	$ 690.00	$115 x 6 (2 hrs. free)
	Boardroom (all day)	$ 210.00	$35 x 6 (2 hrs. free)
	Chapel (all day)	$ 420.00	$70 x 6 (2 hrs. free)
	Meeting Room (all day)	$ 180.00	$30 x 6 (2 hrs. free)
	Reception Hall (all day)	$ 330.00	$55 x 6 (2 hrs. free)
	Weekend and Evening Rates		
	Auditorium	$125/hr.	4-hr. minimum
	Banquet Hall	$150/hr.	4-hr. minimum
	Boardroom	$40/hr.	3-hr. minimum
	Chapel	$95/hr.	4-hr. minimum
	Meeting Room	$35/hr.	3-hr. minimum
	Reception Hall	$70/hr.	3-hr. minimum
	Equipment Rental		
	Sound System (Includes Sound Tech)	$125/$175	$125 - R.H./$175 - B.H. All Day
	Sound Techincian	$ 20.00	Per hour with 4-hr. minimum
	Wedding and Reception Packages		
	Reception only		
	Banquet Hall	$ 1,050.00	$150/hr.
	Reception Hall	$ 490.00	$70/hr.
	Wedding only		
	Auditorium	$ 995.00	$125/hr. + Sound Tech at $120
	Chapel	$ 785.00	$95/hr + Sound Tech at $120
	Wedding & Reception (Sound Tech Included)		
	Auditorium & Banquet Hall	$ 2,375.00	7 hrs. in Aud/10 hrs. in B.H.
	Auditorium & Reception Hall	$ 1,575.00	7 hrs. in Aud/10 hrs. in R.H.
	Chapel & Banquet Hall	$ 2,165.00	7 hrs. in Chapel/10 hrs. in B.H.
	Chapel & Reception Hall	$ 1,365.00	7 hrs. in Chapel/10 hrs. in R.H.
Finance	Alcoholic Beverage Application Fee	$ 500.00	
	Alcoholic Beverage Duplicate License Fee	$ 10.00	Each
	Alcoholic Beverage Renewal Fee	$ 500.00	Annual
	Auto Tag Renewal Fee	$ 25.00	Annual
	Beer Permit Application Fee	$ 250.00	Each
	Beer Privilege Tax	$ 100.00	Annual
	City Service Fee	$ 2.50	Monthly
	Copy fees	$ 0.15	Only applies to 20 pages and more
	Legal Notice	$ 100.00	Each
	Liquor Privilege Tax License	$ 600.00	$600 - $1,000 Annual Based on Seating
	Lost Payroll Check Fee	$ 25.00	Each
	Outdoor Sales Permit Fee	$ 55.00	Each
	Penalty Personalty Property Taxes	5%	
	Penalty Real Property Taxes	5%	

Exhibit B

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

Department	Type	Amount	Frequency/Notes/Description
	Returned Check Fee	$ 20.00	Each or Amt of check, whichever is less
	Taxicab Permit Fee, per cab	$ 80.00	Annual
	Wholesale Beer Tax	17%	Reported Monthly
	Wholesale Liquor Tax	5%	Reported Monthly
	Wine Only Privilege Tax License	$ 120.00	$120 - $200 Annual Based on Seating
	Cable Franchise Fee	5%	Annual(Applied to Gross Revenues)
	Cable Application/Bid Fee	$ 5,000.00	Per Application
	Cable Bid Copy Fee	$ 25.00	Per Cable Bid
City Court	Alcohol/Drug Treatment Fee	$ 100.00	Set by State
	Breath Alcohol Test Charge	$ 17.50	Set by State
	Cash Bond Forfeiture Fee	$ 13.75	Set by State
	City Court Costs	$ 86.00	Set by City
	City Litigation Tax	$ 13.75	Can be no more that State Lit. Tax
	County Drug Treatment Fee	$ 70.00	Set by State
	County Veteran Fee	$ 50.00	Set by State
	Criminal Privilege Tax on Litigation	$ 29.50	Set by State
	DA Crime Fee	$ 75.00	Set by State
	DUI-Interlock Fee	$ 40.00	Set by State
	DUI-Blood Test Charge	$ 250.00	Set by State
	Drug Test Fee	$ 10.00	Set by City
	Expungement Fee-City	$ 100.00	Set by City
	Expungement Fee-State	$ 350.00	Set by State
	Indigent Tax	$ 12.50	Set by State
	Probation Fee	$ 250.00	Set by City
	Reinstatement Fees From State	$ 10.00	Per person when DL Reinstated
	Sexual Assault Fee	$ 200.00	Set by State
	State Court Costs (Criminal Charge)	$ 62.00	Set by State
	State Court Costs (Traffic Charge)	$ 42.00	Set by State
	State Drug Treatment Fee	$ 10.00	Set by State
	State Impair Driv. Fund Fees	$ 5.00	Set by State
	State Litigation Tax	$ 13.75	Set by State
	State Tax On Crimes Against Person/Crim. Injury Fund	$ 26.50	Or $50.00 (Set by State)
	Traffic Privilege Tax on Litigation	$ 17.75	Set by State
	Traumatic Brain Injury Fund	$15 or $30	Set by State
	No Drivers License Fee	$ 15.00	Set by State
	Late Fee on Traffic Citation-(1st FTA Ord.3-406)	$ 50.00	Set by City
Planning	11 X 17 COLOR MAPS Copy Fee	$ 3.00	Each
	Article V – Schedule Of District Regulations Copy Fee	$ 2.50	Each
	Handbook Copy Fee	$ 6.00	Each
	Landscape/Tree Ordinance Copy Fee	$ 3.50	Each
	Re-Record Plat Fees	$ 50.00	Each
	Sign Ordinance Copy Fee	$ 18.00	Each
	Sign Summary, Appendix 5 & Chart 1 Copy Fee	$ 1.25	Each

Exhibit B

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

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

Exhibit B

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

Department	Type	Amount		Frequency/Notes/Description
Fire	Ambulance Transport Fee for BLS	$	650.00	For BLS
	Ambulance Transport Fee for ALS I	$	750.00	For ALS I
	Ambulance Transport Fee for ALS II	$	850.00	For ALS II
	Plus a mileage fee	$	8.00	Per mile
	Copy fees	$	0.15	Only applies to 20 pages and more
	CPR Classes	$	20.00	Per person per class
Code Enf.	**Building Fees**			
	Addition not exceeding 400 square feet	$	40.00	Minimum fee (1&2 family dwelling)
	Addition of more than 400 square feet	$	90.00	Minimum fee (1&2 family dwelling)
	Alteration and repair-per $1,000	$	4.00	One & Two Family Dwelling
	Minimum fee of	$	60.00	
	Certificate of Occupancy	$	60.00	
	Commercial curb-cuts, driveway entrances & exits	$	0.06	Minimum $30
	Commercial sidewalks	$	30.00	On public right of way
	Conveyor Systems, Racking Systems	$	60.00	First $250,000
	Per $1,000 for more than $250,000	$	1.00	
	Decks & spas	$	40.00	
	Demolition-for each 25,000 cubic feet	$	7.00	
	Demolition-Maximum Fee	$	500.00	
	Demolition-Minimum Fee	$	60.00	
	Detached building <= 100 sq ft	$	20.00	Minimum fee one story
	Detached building > 600 sq ft	$	0.05	Per square feet
	Detached exceeding 100 sq ft <= 600 sq ft	$	30.00	Minimum fee one story
	Fees for Amending Permits	$	20.00	
	Fees for Issuing Permits	$	4.00	
	Fees for miscellaneous construction	$	8.00	Per $1,000
	Fences one-two family dwelling	$	10.00	
	Minimum fee	$	60.00	
	First Re-inspection Fee	$	30.00	
	2+ Re-inspection Fee	$	50.00	
	Gates, wall fence, or others	$	20.00	Minimum
	Per $1,000	$	4.00	
	Hazardous occupancies	$	200.00	
	Imploded Structures-flat fee	$	1,000.00	
	New construction & additions	$	40.00	Minimum Fee (not 1&2 family dwelling)
	Less than $25,000-per $1,000	$	4.00	
	$25,000 to $1,000,000-per $1,000	$	3.00	Plus one-time $100
	$1,000,001 to $25 million-per $1,000	$	2.00	Plus one-time $3,025
	$25,000,001 & above-per $1,000	$	1.50	Plus one-time $51,025
	New construction of or addition to existing	$	0.05	Per square foot (1&2 family dwelling)
	Minimum fee of	$	125.00	
	Removal or moving of structures	$	200.00	
	Special events	$	60.00	

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

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

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

Department	Type	Amount	Frequency/Notes/Description
	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	
	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

Exhibit B

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

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

Exhibit B

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

Department	Type	Amount	Frequency/Notes/Description
	Capture Fees		
	1st offense	$ 30.00	Each
	2nd offense	$ 60.00	Each
	3rd offense	$ 90.00	Each
	Grass Cutting of Vacant Houses	Actual Cost	Materials, Equipments & Labor Cost
	Shelter Misc. Revenue	$ 25.00	Owner surrender
		$ 25.00	Cremation fee
		$ 15.00	Micro-chipping
Solid Waste	Appliance Pickup	$ 25.00	Each
	Commercial Pickup-Set Up Fee	$ 15.00	Each
	Commercial Pickup - Charge for Cart	$ 50.00	Each
	Commercial Pickup - Monthly Charges:		
	For 1 Cart	$ 23.00	Monthly
	For 2 Carts	$ 28.00	Monthly
	For 3 Carts	$ 33.00	Monthly
	Residential Cart Replacement Cost	$ 50.00	Each
	Residential Cart Addional Purchase	$ 50.00	Each
	Residential Pickup	$ 25.00	Monthly
	Special Pickup:	$ 250.00	Each - based on full brush truck
	Yard Waste Cart Purchase	$ 50.00	Each - While Grant carts are available
Water/Wastewater			
	Barrel Locks to Contractors	$ 7.50	Each
	Refundable User Fee for Fire Hydrant Meter	$ 1,000.00	Each
	Rental for Fire Hydrant Meter	$ 25.00	Monthly
	Water useage of Fire Hydrant Meter		Current City rates for water useage
	City Water Rates		
	Residential -- City Customers	$ 5.80	The first 2,000 gallons
	Residential -- City Customers	$ 1.80	each additional 1,000 gallons
	Residential -- Rural Customers	$ 8.70	The first 2,000 gallons
	Residential -- Rural Customers	$ 2.70	each additional 1,000 gallons
	Commercial -- City Customers	$ 10.88	The first 2,000 gallons
	Commercial -- City Customers	$ 2.10	each additional 1,000 gallons
	Commercial -- Rural Customers	$ 15.59	The first 2,000 gallons
	Commercial -- Rural Customers	$ 3.15	each additional 1,000 gallons
	City Sewer Rates		
	Residential -- City Customers	$ 6.19	The first 2,000 gallons
	Residential -- City Customers	$ 1.64	each additional 1,000 gallons
	Residential -- Rural Customers	$ 9.09	The first 2,000 gallons
	Residential -- Rural Customers	$ 1.79	each additional 1,000 gallons
	Commercial -- City Customers	$ 14.89	The first 2,000 gallons
	Commercial -- City Customers	$ 1.79	each additional 1,000 gallons
	Commercial -- Rural Customers	$ 22.14	The first 2,000 gallons
	Commercial -- Rural Customers	$ 1.93	each additional 1,000 gallons

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

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

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

Department	Type	Amount	Frequency/Notes/Description
Parks	Facility Rental		
	Dixon-Brewer Park Gazebo	$ 40.00	Residents (1/2 day/$80 all day)
		$ 60.00	Non-Residents(1/2 day/$120 all day)
	Ellendale Park Pavilion	$ 50.00	Residents (1/2 day/$90 all day)
		$ 70.00	Non-Residents (1/2 day/$140 all day)
	W. J. Freeman Park - Gazebo	$ 30.00	Residents (1/2 day/$60 all day)
		$ 45.00	Non-Residents(1/2 day/$90 all day)
	W. J. Freeman Park - Pavilion	$ 50.00	Residents(1/2 day/$100 all day)
		$ 75.00	Non-Residents(1/2 day/$150 all day)
Athletics	Adult Sports	$ 500.00	Softball
		$ 400.00	Fall Softball
		$ 500.00	Basketball
		$ 210.00	Volleyball
	Facility Rental		
	Deermont	$ 2,000.00	Weekend
	Ellendale, Freeman & Appling	$ 100.00	Per field per day
	Late Registration	$ 20.00	Per person
	Lights	$ 15.00	Per 1.5hr
	Tennis/Cricket & non BPRD group	$ 15.00	Per player
	Tournament Fees	$ 200.00	Per team
	Youth Sports-per person	$ 75.00	Baseball, Softball & Basketball
		$ 50.00	Volleyball
	Plus Non-Resident fee	$ 30.00	Per person
	Youth Sports-per team		
	6 & u basketball	$ 250.00	
	8 & u to 14&u basketball	$ 350.00	
	17 & u basketball	$ 500.00	
	6 & u 8 & u baseball	$ 300.00	
	10 & u to 14 & u baseball	$ 400.00	
	Per person fees for non BPRD Programs	$ 15.00	per person
Singleton C.C.	Adult Classes		
	Bench Aerobics	$ 5.00	Per class
	Belly Dancing	$ 75.00	Resident per session
		$ 80.00	Nonresident per session
	Zumba	$ 5.00	Resident & Non Res. Per Class
	Yoga	$ 5.00	Per class
	Chair Yoga	$ 5.00	Per class
	Line Dancing	$ 25.00	Resident per Month
		$ 30.00	Non-Resident per Month
	Clogging	$ 25.00	Resident per month
		$ 30.00	Nonresident per month
		$ 15.00	Senior per month

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

Department	Type	Amount	Frequency/Notes/Description
	Pottery with Susie	$ 145.00	Resident per session
		$ 150.00	Nonresident per session
	Art Programs		
	Toddler Art	$ 60.00	Per Session
	Children's Art Classes	$ 275.00	Resident Per session (Ages 9-14)
		$ 275.00	Nonresident Per session (Ages 9-14)
		$ 225.00	Resident per session (Ages 5-8)
		$ 225.00	Nonresident per session (Ages 5-8)
	Saturday Artists	$ 225.00	Resident Per Session (Ages 5-8)
		$ 225.00	Non Res. Per Session (Ages 5-8)
		$ 250.00	Resident Per Session (Ages 9-14)
		$ 250.00	Non Res. Per Session (Ages 9-14)
	Dance		
	Bartlett Dance Factory	$ 45.00	Resident per month
		$ 50.00	Non-resident per month
	Bartlett Dance Factory - Summer Dance	$ 90.00	Resident per session
		$ 100.00	Non-resident per session
	Fall Break Camp	$ 125.00	Resident/Non-Resident per week
	Spring Break Camp	$ 125.00	Resident/Non-Resident per week
	Summer Day Camp	$ 800.00	Resident
		$ 850.00	Non-resident
	Facility Rental		
	Regular Hours		
	Classroom	$ 30.00	Resident per hour
		$ 40.00	Non-resident per hour
	Stage Room	$ 40.00	Resident per hour
		$ 50.00	Non-resident per hour
	Auditorium	$ 60.00	Resident per hour
		$ 70.00	Non-resident per hour
	Kitchen	$ 50.00	Resident per hour
		$ 60.00	Non-resident per hour
	Gymnasium, one side only	$ 65.00	Resident per hour
		$ 75.00	Non-resident per hour
	Gymnasium, whole gym	$ 130.00	Resident per hour
		$ 150.00	Non-resident per hour
	Concession Stand	$ 100.00	Resident Flat Fee
		$ 125.00	Non-Resident Flat Fee
	Basketball Tournament	$ 1,750.00	3 Day Resident
		$ 1,900.00	3 Day Non-Resident
	After Hours		
	Classroom	$ 65.00	Resident per hour
		$ 75.00	Non-resident per hour
	Stage Room	$ 80.00	Resident per hour
		$ 90.00	Non-resident per hour

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

Department	Type	Amount	Frequency/Notes/Description
	Auditorium	$ 125.00	Resident per hour
		$ 145.00	Non-resident per hour
	Kitchen	$ 60.00	Resident per hour
		$ 70.00	Non-resident per hour
	Gymnasium, one side only	$ 145.00	Resident per hour
		$ 165.00	Non-resident per hour
	Gymnasium, whole gym	$ 290.00	Resident per hour
		$ 350.00	Non-resident per hour
	Deposit Auditorium, Classrooms, Gym & Stage Rm	$ 200.00	
	Deposit Teen Parties	$ 500.00	Cash
	Rectangle Tables	$ 6.00	
	Round Tables	$ 8.00	
	Metal Chairs	$ 0.75	
	White Chairs	$ 1.00	
	Flamingo's	$ 45.00	
	IDs	$ 25.00	Residnet per year
		$ 40.00	Non-resident per year
		$ 5.00	Day Pass
	Martial Arts		
	Kendo	$ 25.00	Per month
	Preschool		
	Literature-4 & 5 yrs old (Fridays)	$ 50.00	Resident per session
		$ 55.00	Non-resident per session
	Preschool-2 yrs old	$ 100.00	Resident per month
		$ 105.00	Non-resident per month
	Preschool-3 & 4 yrs old	$ 90.00	Resident per month
		$ 95.00	Non-resident per month
	Preschool Summer Funtime-2 & 3 yrs old	$ 90.00	Resident per month
		$ 95.00	Non-resident per month
	Preschool Summer Funtime - 4-5 yrs old	$ 90.00	Resident per month
		$ 95.00	Non-resident per month
	Special Events		
	Halloween	$ 1.00	Per adult
	Pet Show	$ 10.00	Each pet
	Valentine's 5K/10K Run	$ 20.00	Each
	Valentine's 5K/10K Run	$ 35.00	Couples
	Turkey Shoot	$ 1.00	Each
	Youth Classes		
	Acrobatics & Tumbling	$ 15.00	Resident Per class
		$ 20.00	Nonresident per class
	Babysitter Workshop	$ 85.00	Per session
	Beginner Guitar	$ 20.00	Per 1/2 hr session

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

Department	Type	Amount	Frequency/Notes/Description
	Baton	$ 109.00	Resident per Session
		$ 114.00	Non-Resident per Session
		$ 35.00	Non-Resident per session
	Drawing - Children	$ 90.00	
		$ 95.00	
	ACT Prep	$ 200.00	Resident per session
		$ 205.00	Nonresident per session
	Adult Art	$ 105.00	Resident per session - 4 weeks
		$ 105.00	Non-resident per session - 4 weeks
	Driver Education	$ 460.00	Resident per session
		$ 465.00	Nonresident per session
	Piano with Shirley (Ages 6-High School)	$ 20.00	Per 1/2 hr session
	Piano with with Vickie (Ages 6-Adults)	$ 80.00	Per Month
	Tennis (Ages 7-17)	$ 60.00	Resident - 1 Lesson Per Week
		$ 65.00	Non Resident - 1 Lesson Per Week
	Tutoring/Elementary	$ 325.00	per semester
	Tutoring/Middle School	$ 325.00	per semester
	Summer Tutoring	$ 30.00	Per Week
	Tutoring/High School	$ 325.00	per semester
	Beginner Running	$ 45.00	Resident - New Class
		$ 55.00	Non-Resident - New Class
	Fun with Drums	$ 60.00	Resident - New Class
		$ 65.00	Non-Resident - New Class
	Stained Glass Class	$ 130.00	Resident - New Class
		$ 135.00	Non-Resident - New Class
Senior Center	AM Stretch Exercise Class	$ 3.00	Per Class
	Ballroom Dance Day Class	$ 3.00	Per class
	Ballroom Dance Night Class	$ 10.00	Per Class
	Belly Dancing	$ 3.00	Per Class
	Bridge Lessons	$ 6.00	Per Class
	Calligraphy Workshops	$ 35.00	Per Session
	Ceramics	$ 10.00	Per month
	Computer Class	$ 50.00	Per Session
	Computer Workshop	$ 40.00	4-8 hours
	Computer Workshop	$ 25.00	4 hours or less
	Dance - Afternoon	$ 3.00	Members Per Dance
		$ 5.00	Non-Members Per Dance
	Dance - Evening	$ 5.00	Members Per Dance
		$ 6.00	Non-Members Per Dance
	Duplicate Bridge	$ 1.00	Per session
	Duplicate Bridge Additional Fee	$ 1.50	Non-Members per Session
	Exercise Punch Card	$ 30.00	Per Punch Card

Exhibit B

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

Department	Type	Amount	Frequency/Notes/Description
	Facility Rental		
	Classroom (except #2)	$ 40.00	Resident Per Hour / Two Hour Min.
		$ 45.00	Non-Resident Per Hour / 2 Hr Min.
	Classroom # 2	$ 45.00	Resident Per Hour / Two Hour Min.
		$ 50.00	Non-Resident Per Hour / 2 Hr Min.
	Auditorium	$ 90.00	Resident Per Hour / Two Hour Min.
		$ 95.00	Non-Resident Per Hour / 2 Hr Min.
	Auditorium Deposit	$ 200.00	Per Auditorium Rental
	Classroom & Room 2 Deposit	$ 50.00	Per Classroom or Room 2 Rental
	Kitchen (Type-Catering)	$ 75.00	Additional Flat Fee for Rental
	For Profit Rentals	$ 5.00	Per Hour Added to Standard Rental Fee
	Equipment - Podium	$ 25.00	Additional Flat Fee for Rental
	Equipmt - Mic over PA	$ 25.00	Additional Flat Fee for Rental (Aud. Only)
	Equipmt - TV w/ DVD	$ 50.00	Additional Flat Fee for Rental
	Rental Cleanup - Classroom	$ 25.00	Additional Flat Fee Per Classroom Rental
	Rental Cleanup - Room 2	$ 50.00	Additional Flat Fee Per Rm 2 Rental
	Rental Cleanup - Auditorium	$ 95.00	Additional Flat Fee Per Auditorium Rental
	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
	Manicures	$ 12.00	Per appointment
	Massage - Chair		
	15-minutes	$ 16.00	Per 15-minute appointment
	30-minutes	$ 32.00	Per 30-minute appointment
	Memberships	$ 15.00	Per year
	Newsletter Ad Space		
	Business card size ad	$ 15.00	Per issue
	Quarter page ad	$ 25.00	Per issue
	Half page ad	$ 45.00	Per issue
	Full page ad	$ 80.00	Per issue
	Half page ad - outside back cover	$ 100.00	Per issue
	Oil Painting Class	$ 10.00	Per Month
	Pedicures	$ 18.00	Per appointment
	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
	Spanish Lessons	$ 30.00	Per Session
	Tai Chi	$ 3.00	Per class
	Yoga	$ 3.00	Per class
	Zumba Class	$ 3.00	Per class

Exhibit B

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

Department	Type	Amount	Frequency/Notes/Description
Recreation Center			
	Corporate Family	$ 605.00	Yearly
	Corporate Senior Family	$ 508.00	Yearly
	Corporate Senior Single	$ 335.00	Yearly
	Corporate Single	$ 400.00	Yearly
	Employee Family	$ 384.00	Yearly
	Employee Senior Family	$ 276.00	Yearly
	Employee Senior Single	$ 192.00	Yearly
	Employee Single	$ 252.00	Yearly
	Non-Resident College Membership	$ 161.00	Yearly
	Non-Resident Day Pass Daily	$ 15.00	Daily
	Non-Resident Day Pass Weekly	$ 35.00	Weekly
	Non-Resident Family	$ 734.00	Yearly
	Non-Resident Senior Family	$ 659.00	Yearly
	Non-Resident Senior Single	$ 432.00	Yearly
	Non-Resident Single	$ 486.00	Yearly
	Resident College Membership	$ 143.75	Yearly
	Resident Day Pass Daily	$ 10.00	Daily
	Resident Day Pass Weekly	$ 23.00	Weekly
	Resident Family	$ 486.00	Yearly
	Resident Senior Family	$ 356.00	Yearly
	Resident Senior Single	$ 238.00	Yearly
	Resident Single	$ 313.00	Yearly
	Resident Single	$ 99.00	3-Month
	Resident Family	$ 156.00	3-Month
	Resident Senior Single	$ 75.00	3-Month
	Resident Senior Family	$ 114.00	3-Month
	Non-Resident Single	$ 156.00	3-Month
	Non-Resident Family	$ 234.00	3-Month
	Non-Resident Senior Single	$ 138.00	3-Month
	Non-Resident Senior Family	$ 210.00	3-Month
	Corporate Single	$ 129.00	3-Month
	Corporate Family	$ 192.00	3-Month
	Corporate Senior Single	$ 108.00	3-Month
	Corporate Senior Family	$ 162.00	3-Month
	Aquatics		
	Splash Pad Resident - Daily	$ 5.00	Daily
	Splash Pad Non-Resident - Daily	$ 12.00	Daily
	Splash Pad Resident - Yearly	$ 90.00	Yearly
	1 student 1 lession per mem	$ 35.00	
	1 student 1 lession per non-mem	$ 60.00	
	1 student 4 lessions per mem	$ 85.00	
	1 student 4 lessions per non-mem	$ 110.00	

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

Department	Type	Amount	Frequency/Notes/Description
	Lifeguard Instructor mem	$ 195.00	
	Lifeguard Instructor non- mem	$ 220.00	
	Aquatics		
	1 student 1 lession per mem	$ 35.00	
	1 student 1 lession per non-mem	$ 60.00	
	1 student 4 lessions per mem	$ 85.00	
	1 student 4 lessions per non-mem	$ 110.00	
	Lifeguard Instructor mem	$ 195.00	
	Lifeguard Instructor non- mem	$ 220.00	
	Lifeguard recert mem fee	$ 65.00	
	Lifeguard recert non-mem fee	$ 90.00	
	Lifeguard training mem fee	$ 175.00	
	Lifeguard training non-mem fee	$ 200.00	
	Masters swim mem daily	$ 35.00	Monthly
	Masters swim non-mem daily	$ 50.00	Monthly
	Swim class member fee	$ 70.00	
	Swim class non-member fee	$ 95.00	
	Swim club registration	$ 10.00	
	WSI class mem	$ 195.00	
	WSI class non-mem	$ 220.00	
	Daycare		
	Daycare mem 12 sessions	$ 20.00	
	Daycare mem 6 sessions	$ 10.00	
	Daycare mem daily	$ 2.00	
	Daycare non-mem 12 sessions	$ 20.00	
	Daycare non-mem 6 sessions	$ 10.00	
	Daycare non-mem daily	$ 2.00	
	Unlimited childcare 1 mo.	$ 30.00	
	Facility Rental		
	Basketball court rental	$ 35.00	1 goal resident -per hour
		$ 40.00	1 goal non-resident-per hour
		$ 50.00	1/2 Court - 1 Hour Member
		$ 65.00	1/2 Court - 2 Hour Member
		$ 75.00	1/2 Court - 2 Hour Non-Member
		$ 95.00	1/2 Court - 1 Hour Non-Member
		$ 95.00	Full Court - 1 Hour Member
		$ 145.00	Full Court - 2 Hour Member
		$ 125.00	Full Court - 2 Hour Non-Member
		$ 185.00	Full Court - 1 Hour Non-Member
	Large Meeting Room Rental	$ 110.00	2 hour Member
		$ 135.00	3 hour Member
		$ 160.00	4 hour Member
		$ 135.00	2 hour Non-Member

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

Department	Type	Amount	Frequency/Notes/Description
		$ 160.00	3 hour Non-Member
		$ 185.00	4 hour Non-Member
	Meeting Room 2	$ 85.00	2 hour Member
		$ 110.00	3 hour Member
		$ 135.00	4 hour Member
		$ 110.00	2 hour Non-Member
		$ 135.00	3 hour Non-Member
		$ 160.00	4 hour Non-Member
	Choose 1 Package	$ 100.00	Member
		$ 130.00	Non-Member
	Choose 2 Package	$ 130.00	Member
		$ 175.00	Non-Member
	Home School Swim	$ 3.00	
	HS Lap Lane Rental fee	$ 6.00	
	Lock-In Rental Balance	$ 700.00	
	Lock-In Rental Deposit	$ 100.00	
	Pantry room	$ 20.00	
	Pool Lane Rental member	$ 15.00	
	Pool Lane Rental nonmember	$ 20.00	
	Racquetball court rental	$ 25.00	Per hour
	Scuba	$ 10.00	Per person
	Volleyball court rental	$ 90.00	Per hour
	Yearly locker rental	$ 60.00	
	Inflatable - Giant Slide - Member	$ 85.00	
	Inflatable - Castle - Member	$ 60.00	
	Inflatable - Basketball Hoops - Member	$ 50.00	
	Inflatable - Giant Slide - Non-Member	$ 110.00	
	Inflatable - Castle - Non-Member	$ 80.00	
	Inflatable - Basketball Hoops - Non-Member	$ 65.00	
	Rental Security Deposit (Refundable)	$ 150.00	
	Fitness	$ 120.00	Fire Workout - 4 Weeks - Member
		$ 140.00	Fire Workout - 4 Weeks - Non-Member
		$ 20.00	Fire Workout - 1 Class - Member
		$ 25.00	Fire Workout - 1 Class - Non-Member
		$ 130.00	Golf Fitness - Member
		$ 170.00	Golf Fitness - Non-Member
	1 Hr Personal Training Member	$ 50.00	
	1 Hr Personal Training Non-Member	$ 65.00	
	12 Hrs Personal Training Member	$ 513.00	
	12 Hrs Personal Training Non-Member	$ 684.00	
	2 Hr Update Personal Training	$ 75.00	
	20 Hrs Personal Training Member	$ 800.00	
	20 Hrs Personal Training Non-Member	$ 1,000.00	
	20/20/20 Senior Member	$ 130.00	

Exhibit B

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

Department	Type	Amount	Frequency/Notes/Description
	20/20/20 Senior Non-Member	$ 170.00	
	3 Hr Personal Training Member	$ 100.00	
	3 Hr Personal Training Non-Member	$ 145.00	
	30 Hrs Personal Training Member	$ 1,050.00	
	30 Hrs Personal Training Non-Member	$ 1,350.00	
	6 Hrs Personal Training Member	$ 270.00	
	6 Hrs Personal Training Non-Member	$ 360.00	
	Eager To Exercise Mem	$ 30.00	
	Eager To Exercise Non-Mem	$ 40.00	
	Fast Track	$ 225.00	
	Fitness Assessment	$ 25.00	
	Indoor Triathlon	$ 20.00	
	Just For Teens Member	$ 65.00	
	Just For Teens Non-Member	$ 85.00	
	Just For Women Member	$ 130.00	
	Just For women Non-Member	$ 170.00	
	Quest 4 Fitness member	$ 65.00	
	Quest 4 Fitness nonmember	$ 85.00	
	Sports Conditioning member	$ 65.00	
	Sports Conditioning nonmember	$ 85.00	
	Team Training 1 Mem & 1 Non- Mem 1session	$ 65.00	
	Team Training 1 Mem & 1 Non-Mem 8 sessions	$ 440.00	
	Team Training 1 Mem & 1 Non-Mem 12 sessions	$ 540.00	
	Team Training 2 Members 1 session	$ 60.00	
	Team Training 2 Members 8 sessions	$ 400.00	
	Team Training 2 Members 12 sessions	$ 480.00	
	Team Training 2 Non-Mem 1 session	$ 70.00	
	Team Training 2 Non-mem 8 sessions	$ 480.00	
	Team Training 2 Non-mem 12 sessions	$ 600.00	
	Martial Arts Contract Monthly	$ 400.00	New contract
	Other Recreation Center		
	Basketball league registration	$ 40.00	
	Camp 1 wk mem	$ 125.00	
	Camp 1 wk mem 1st sibling	$ 115.00	
	Camp 1 wk mem 2nd sibling	$ 100.00	
	Camp 1 wk non-mem	$ 150.00	
	Camp 1 wk non-mem 1st sibling	$ 140.00	
	Camp 1 wk non-mem 1nd sibling	$ 125.00	
	Camp day rate member	$ 30.00	
	Camp day rate non-member	$ 35.00	
	Health Non-Profit Booth	$ 25.00	
	Health Profit Booth	$ 35.00	
	Junior Youth members	$ 20.00	
	JYM special	$ 50.00	

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

Department	Type	Amount	Frequency/Notes/Description
	Kickball Team	$ 375.00	
	Kids Night Out mem	$ 10.00	
	Kids Night Out Non-Mem	$ 15.00	
	Lock-in Member	$ 20.00	
	Lock-in member additional child	$ 15.00	
	Lock-in non member	$ 25.00	
	Lock-in non member additional child	$ 20.00	
	Racquetball league mem	$ 20.00	
	Racquetball league non-mem	$ 25.00	
	Racquetball slam add level	$ 10.00	
	Racquetball slam mem	$ 20.00	
	Softball registration	$ 45.00	
	Tanning 1 session	$ 5.00	
	Tanning punch card 10 sessions	$ 30.00	
	Tanning unlimited tanning 1 mo.	$ 30.00	
	Triathlon individual	$ 25.00	
	Triathlon insurance individual	$ 10.00	
	Triathlon late fee individual	$ 5.00	
	Trunk N Treat	$ 25.00	
	Swim Competition		
	BXST 101 Member	$ 35.00	
	BXST 101 Member - 2nd	$ 25.00	
	BXST 101 Non-Member	$ 50.00	
	BXST 101 Non-Member - 2nd	$ 40.00	
	Late fee	$ 10.00	
	Black team mem	$ 55.00	Monthly
	Black team non-mem	$ 70.00	Monthly
	Black 2nd swimmer mem	$ 45.00	Monthly
	Black 2nd swimmer non-mem	$ 60.00	Monthly
	Red team mem	$ 65.00	Monthly
	Red team non-mem	$ 80.00	Monthly
	Red 2nd swimmer mem	$ 55.00	Monthly
	Red 2nd swimmer non-mem	$ 70.00	Monthly
	Senior member	$ 75.00	Monthly
	Senior non-mem	$ 90.00	Monthly
	Senior 2nd swimmer mem	$ 65.00	Monthly
	Senior 2nd swimmer non-mem	$ 80.00	Monthly
	USS transfer fee in LSC	$ 5.00	
	USS transfer fee out of LSC	$ 10.00	
	White team mem	$ 40.00	Monthly
	White team non-mem	$ 60.00	Monthly
	White 2nd swimmer mem	$ 35.00	Monthly
	White 2nd swimmer non-mem	$ 50.00	Monthly

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

Department	Type	Amount	Frequency/Notes/Description
	Yearly registration fee	$ 110.00	
	Yearly US reg fee	$ 64.00	
Performing Arts	Box Office		
	Credit card processing - per subscription	$ 3.00	
	Credit card processing - per ticket	$ 2.00	
	Tickets - "Pick 10" (season)	$ 180.00	
	Tickets - Subscribers- Legend Series	$ 45.00	
	Tickets - Client - design/print only	$ 50.00	
	Tickets - Client - design/print/pre-sell	$ 100.00	
	Tickets - Client - pre-sell only	$ 50.00	
	Tickets - Public - DinnerStages	$ 40.00	dinner & show
	Tickets - Public - Family Series	$ 10.00	
	Tickets - Public - Premium Engagement	$ 25.00	
	Tickets - Public - Showcase Series	$ 25.00	
	Tickets - Subscriber - DinnerStages	$ 20.00	to cover food portion of ticket
	Tickets - Subscriber - Family Series	$ 10.00	
	Tickets - Subscriber - Showcase Series	$ 18.00	
	Tickets-Theatrestage Series	$ 10.00	
	Tickets-TheatreKids Conservatory Series	$ 10.00	
	Classes & Instruction		
	TheatreKids Conservatory tuition	$ 100.00	
	Summer camp - per participant	$ 125.00	Total fee (includes deposit)
	Instruction/class non-refundable deposit	$ 50.00	
	Concessions		
	BPACC events - per item	$ 2.00	
	Client coffee refills - each	$ 5.00	
	Client coffee station - per event	$ 20.00	
	Client concessions - per event	$ 35.00	
	Client reception fee	$ 100.00	
	Client merchandise - per event	$ 30.00	
	Equipment Rental		
	Audio recording - per event	$ 50.00	
	Banquet table w/cloth & skirt - per event	$ 20.00	
	Banquet table with cloth only - per event	$ 15.00	
	Corded microphones > 10 - per event	$ 18.00	
	Facility piano & bench - per event	$ 50.00	
	Facility piano tuning - per event	$ 150.00	
	Follow spot light - per event	$ 10.00	Operator additional @$18/hr
	Lecturn only - per event	$ 5.00	
	Lecturn with microphone - per event	$ 15.00	
	Removal of seats - per row/event	$ 50.00	
	Stage lighting & audio/design (color) - per hour	$ 25.00	
	Stage risers - per event	$ 75.00	
	Stage screen only - per event	$ 15.00	

City of Bartlett
Fees Schedule
Fiscal Year 2016-2017

Department	Type	Amount	Frequency/Notes/Description
	Video recording and sale - per event	$ 50.00	
	Video/data projector/screen - per event	$ 250.00	
	Wireless microphones - per event	$ 50.00	
	Performance Rental Space		
	Auditorium (per hr, 4-hour minimum)	$ 75.00	$104 includes House Manager
	Green Room (per hr, 4-hour minimum)	$ 35.00	
	Studio (per hr, 4-hour minimum)	$ 55.00	
	Conference Room (per hr, 4-hr minimum)	$ 45.00	
	Sponsorship		
	Per agreement - minimum	$ 1,000.00	

THE GREAT SEAL OF BARTLETT TENNESSEE

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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.

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

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

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

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

Cost Center - A sub-unit of a department.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

GASB - Governmental Accounting Standards Board.

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

GFOA - Government Finance Officers Association.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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